



SOUTHERN UNIVERSITY SYSTEM BOARD OF SUPERVISORS

MEETINGS

9 a.m.

Friday, August 26, 2016

Jesse N. Stone Science Lecture Hall
Southern University- Shreveport
3050 Martin Luther King, Jr. Drive
Shreveport, Louisiana 71107

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS

Friday, August 26, 2016

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

AGENDA

1. Call to Order and Invocation
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Special Presentation
Implications of Elevate Louisiana and System-wide Update on Southern Association of Colleges and Schools-Commission on Colleges
6. Action/Information Items

A. Minutes of the July 29, 2016, regular meeting of the Board of Supervisors

B. Academic Affairs (Honorable Ann Smith)

1. Adoption of the Nursing Program Retention Initiative:
Salary Considerations, SUBR (*Executive Session may be required*)

Employee	Position	Proposed Salary
1. Allen-Garner, Juanita A.	Assistant Professor	\$65,000
2. Coulter, Sharon V.	Assistant Professor	\$65,000
3. Livous, Gwendolyn	Assistant Professor	\$65,000
4. Marcell, Vinne N.	Assistant Professor	\$65,000
5. Martin, Tonda	Assistant Professor	\$65,000
6. Matthews, Diane P.	Assistant Professor	\$65,000
7. Natal, Gordon	Assistant Professor	\$65,000
8. Thyssen, Rosalynn	Assistant Professor	\$65,000
9. Upshaw, Antionella	Assistant Professor	\$65,000
10. Williams, Trudy	Assistant Professor	\$65,000
11. Hull, Edna	Associate Professor	\$74,000
12. Brown, Sandra	Professor	\$90,000
13. Spurlock, Wanda	Professor	\$90,000

2. Request Approval of Strategic Plan-A Way Forward (2016-2021), SUSLA

C. Athletics (Honorable Tony Clayton)

1. Extension of Employment Contract for Head Men’s Basketball Coach, SUBR
(Executive Session may be required)
2. Extension of Employment Contract for Head Women’s Basketball Coach, SUBR, *(Executive Session may be required)*
3. Operating Budget FY 2016-2017 Athletic Budget, SUNO
4. Operating Budget FY 2016-2017 Athletic Budget, SUBR
5. Operating Budget FY 2016-2017 Athletic Budget, SUSLA

D. Facilities and Property (Honorable Donald Ray Henry)

1. Priority Projects Update, SUS (Informational)

E. Finance (Honorable Myron Lawson)

1. Request for Approval of Operating Budgets, System-wide
2. Request for Approval of BA-7 No.1, SUS, SUBR, SULC, SUNO and SUSLA

F. Personnel Affairs (Honorable Patrick Magee)

1. Faculty Promotions, All campuses *(Executive Session may be required)*

SUSLA	Faculty Rank	Recommended Salary
1. Kenechuku Anyanechi	Associate Professor	\$42,335
2. Jennifer Green	Associate Professor	\$41,450
3. Aylwin Holmon	Associate Professor	\$41,540
4. Breunka Moon	Associate Professor	\$40,080
5. Joslin Pickens	Associate Professor	\$41,451
6. Shelia Swift	Associate Professor	\$59,199
7. Daphne Thibeaux	Associate Professor	\$50,656
8. Harolyn Wilson	Assistant Professor	\$40,790
9. Olden Wright	Assistant Professor	\$40,023
SUNO	Faculty Rank	Recommended Salary
1. Illya Tietzel	Professor	\$47,659
2. Cynthia Singleton	Professor	\$47,659
3. Tchadar Marinov	Professor	\$47,659
4. Evelyn Harrell	Professor	\$50,608
5. Joseph Coleman	Associate Professor	\$45,090
6. Christopher Linn	Associate Professor	\$44,660
7. Muhammed Miah	Associate Professor	\$72,200
8. Adrine Harrell-Carter	Associate Professor	\$67,100
9. Robert Azzarello	Associate Professor	\$47,150
10. Bashir Atteia	Associate Professor	\$46,635
11. Rachid Belmasrour	Associate Professor	\$46,635
12. Jill Murray	Associate Professor	\$48,180
13. Sherry Bachus	Associate Professor	\$53,840

SUBR	Faculty Rank	Recommended Salary
1. Peter Breaux	Associate Professor	\$53,459
2. Cheria Lane-Mackey	Associate Professor	\$55,659
3. Caroline Telles	Associate Professor	\$53,853
4. Allison Anadi	Professor	\$74,148
5. Alo Dutta	Professor	\$72,382
6. Nigel Gwee	Professor	\$77,855
7. Anthony Igiede	Professor	\$68,683

2. Approval of Personnel Action on Positions greater than \$60,000
(Executive Session may be required)

Name	Position/Campus	Salary
CONTINUATIONS		
1. Donald Andrews	Dean, College of Business Continuation, SUBR	\$130,000
2. Janet Rami	Dean, College of Nursing and Allied Health Continuation, SUBR	\$127,000
NEW APPOINTMENTS/REPLACEMENTS		
3. Ada Kwanbunbumpen	Director of Institutional Research, Effectiveness and Strategic Planning New Appointment/Replacement, SUNO	\$70,000
4. Willie Jones	Interim Dean, College of Education New Appointment/Replacement, SUNO	\$80,000
5. Shelia Duplechain-DeRouen	Director of System-wide Assessment and Self-Study Director for Title III New Appointment/Replacement, SUS	\$98,500
6. Francesca Williams	Associate Professor/Tenure Track New Appointment/Replacement, SUBR	\$73,000
7. Mwalima Shujaa	Professor, School of Education New Appointment/Replacement, SUBR	\$67,825
8. Thomas Miller	Dean, College of Humanities & Interdisciplinary Studies New Appointment/Replacement, SUBR	\$113,000
9. Habib Mohamadian	Dean, College of Sciences and Engineering New Appointment/Replacement, SUBR	\$132,500
10. Damien Ejigiri	Dean, Nelson Mandela College of Government & Social Policy and Director of Graduate Studies New Appointment/Replacement, SUBR	\$132,500
11. Albert Samuels	Professor and Director, Jewel Prestage Social Research Center New Appointment/Replacement, SUBR	\$95,000
12. Terrilyn Jenkins Gillis	Full-time Tenure Track Assistant Professor Speech-Language Pathology & Audiology New Appointment/Replacement, SUBR	\$62,000
13. Jalyynn Jones	Principal 7-12, SU Laboratory School New Appointment/Replacement, SUBR	\$65,000
14. Nadia Seals	Principal Pre-K-6, SU Laboratory School New Appointment/Replacement, SUBR	\$65,000

Name	Position/Campus	Salary
15. Kimberly Clark	Assistant Professor, School of Nursing New Appointment/Replacement, SUBR	\$60,000
16. Johnette Kay	Assistant Professor, School of Nursing New Appointment/Replacement, SUBR	\$60,000
17. Shena Williams	Assistant Professor, School of Nursing New Appointment/Replacement, SUBR	\$60,000
18. Michelle Jackson	Executive Assistant, Office of the Chancellor New Appointment/Replacement, SULC	\$84,000
19. Tavares A. Walker	Director, Office of Career Services New Appointment/Replacement, SULC	\$75,000
20. Michelle Hill	Assistant Vice President for Online Enrollment Services New Appointment, SUS	\$105,000
21. Verjanis Peoples	Director, School of Education New Appointment, SUBR	\$120,000
22. Stephen Akwaboa	Assistant Professor, College of Engineering New Appointment/Replacement, SUBR	\$ 70,000
23. Fareed Dawan	Assistant Professor, College of Engineering New Appointment/Replacement, SUBR	\$ 70,000

3. Approval of Medical Leave of Absence with Pay (3) months or longer,
 - a.) Shirley McLendon, starting August, 01 2016 to November 10, 2016, SUS
 - b.) Joseph H. Stewart, Jr., starting July 01, 2016 to January 1, 2017, SUBR
 - c.) Michelle Ghetti, starting August 15, 2016 to May 31, 2017, SULC

4. Approval of Leave of Absence with Pay (3) months or longer,
 - a.) Russell Jones, starting August 15, 2016 to January 1, 2017, SULC

G. Recruitment and Admissions (Honorable Curman Gaines)

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

H. Memorandum of Understanding Between Southern University and A&M College and Thurgood Marshall College Fund

I. Finalists Interviews for Chancellor of SUAREC & Dean of College of Agriculture, (Executive Session may be required)

J. Resolutions

K. Informational Items

1. System President's Report
2. Campus Reports

7. Other Business

8. Adjournment

SU Board of Supervisors Minutes July 29, 2016

Southern University and A&M College System
BOARD OF SUPERVISORS MEETINGS
2nd Floor; J.S. Clark Administration Building
Baton Rouge, Louisiana
9 a.m.
Friday, July 29, 2016

Minutes

The meeting of the Southern University Board of Supervisors was called to order by Chairman Leon R. Tarver II. The invocation was given by Board Member Myron K. Lawson.

PRESENT

Dr. Leon R. Tarver II, Atty. Tony Clayton, Ms. Jordan Franklin, Mr. Raymond Fondel, Dr. Curman Gaines, Mr. Richard Hilliard, Mr. Myron Lawson, Atty. Patrick Magee, Mr. Michael Small, Mrs. Ann Smith.

ABSENT

Mr. Calvin Braxton, Rev. Joe R. Gant, Rev. Donald R. Henry, Mr. Darren Mire, Rev. Samuel Tolbert, and Dr. Rani Whitfield

UNIVERSITY PERSONNEL ATTENDING

System President Ray Belton, Chief of Staff Robyn Merrick, Vice Provost Luria Young, Vice President for Finance and Business Affairs Flandus McClinton, Interim Chancellor Lisa Mims Devezin (SUNO), Interim Chancellor Adell Brown (SUAREC), Chancellor Rodney Ellis (SUSLA), and Chancellor John Pierre, (SULC).

BOARD COUNSEL

Attys. Winston DeCuir, Sr., Brandon DeCuir and Tracie Woods

Chairman Tarver stated that the Academic Affairs Committee would convene.

ACADEMIC AFFAIRS COMMITTEE

Friday, July 29, 2016
Southern University-Baton Rouge
2nd Floor; J. S. Clark Administration Building
Baton Rouge, Louisiana
Minutes

The Academic Affairs Committee was called to order by Committee Chair Mrs. Ann Smith.

Roll Call

Dr. Curman Gaines, Atty. Tony Clayton, Richard Hilliard, Mrs. Ann Smith and Dr. Leon R. Tarver II

Absent

Rev. Joe R. Gant, Mr. Michael Small and Dr. Rani Whitfield

AGENDA ITEM 3: ADOPTION OF THE AGENDA

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

Motion passed unanimously.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: ACTION ITEMS

A. Request Approval of Recommendation for Approval of Early Law School Admission Program (3+3) Between the Southern University Law Center and the Nelson Mandela College of Government and Social Sciences, SULC

Chancellor Pierre stated that he along with Interim Dean Albert Samuels of the Nelson Mandela College of Government and Social Sciences have been working together to increase the interest of students at SUBR to pursue legal education at the SU Law Center. The 3+3 program or Early Law School Admission program will allow students to potentially complete their undergraduate and law school studies in a total of 6 years instead of 7 years.

Upon a motion by Atty. Clayton and seconded by Dr. Tarver that the program be approved.

Motion passed unanimously.

B. Request Approval of Reorganization, SULC

Chancellor Pierre explained the proposal to reorganize the SULC to enhance and improve the efficiency of operations. He stated that the plan combines the Law Center's Office of Student Affairs and Office of Academic Affairs and will be led by a Vice Chancellor of Academic and Student Affairs. In addition, the position of Vice Chancellor of Institutional Accountability and Evening Division is being revised to include expanded duties and a new position, Director of Experiential Learning and Pro Bono Activities will be added to manage Bar Association standards related to experiential learning opportunities.

C. Approval of Promotion Recommendations for Professors Ruby Andrews, Shenequa Grey, Nadia Nedzel, and Gail Stephenson, SULC

D. Approval of Undergraduate Minor in Supply Chain Management/ERP for Non-Business Majors, College of Business, SUBR

- E. Approval of Proposal for Graduate Certificate Program in Supply Chain Management, College of Business, SUBR**
- F. Approval of New Courses in NROTC for 3 credit hours, "Fundamentals of Maneuver Warfare," NAVS-410, SUBR**

Upon the motion by Atty. Clayton and seconded by Dr. Tarver, items **5 B, C, D, E,** and **F** were recommended for approval in globo.

Motion passed unanimously.

AGENDA ITEM 6: OTHER BUSINESS

NONE

AGENDA ITEM 7: ADJOURNMENT

Upon the motion by Atty. Clayton and seconded by Dr. Gaines the Academic Affairs Committee was adjourned.

ATHLETICS COMMITTEE
(Following Academic Affairs Committee)
Friday, July 29, 2016
Southern University-Baton Rouge
2nd Floor; J. S. Clark Administration Building
Baton Rouge, Louisiana
Minutes

The Athletics Committee was called to order by Committee Chair Atty. Tony Clayton.

Mr. Myron Lawson was appointed by Chairman Tarver to the Athletics Committee as a substitute member.

Roll Call

Atty. Clayton, Mr. Raymond Fondel, Mr. Richard Hilliard, Mr. Myron Lawson, and Dr. Leon R. Tarver II

Absent

Rev. Donald R. Henry, Mr. Darren Mire, and Dr. Rani Whitfield

AGENDA ITEM 3: ADOPTION OF THE AGENDA

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

Motion passed unanimously.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: ACTION ITEMS

A. Extension of Employment Contract for Head Coach, Men's Basketball, SUBR

President Belton stated that the head coaches of men's basketball and women's basketball both achieved the benchmark of winning conference play and participated in postseason play. The proposal is to extend the contract of the men's basketball coach for 2 years and to provide a salary increase of \$5,000. Committee Chair Clayton stated that the contract outlines a 10% incentive that the head coach can earn from any funds or sponsorships that are secured. Instead of the incentive, Atty. Clayton suggested that the coach receives a flat salary for serving as athletic director. Atty. Magee asked if a contract was already in place for the head coach and asked the expiration date of the contract. President Belton stated that a contract is in effect and expires in the year 2020. Dr. Belton stated that the matter before the Board is the contract of the head coach and not the interim appointment of the athletic director. Chairman Tarver questioned whether or not other coaches were afforded the incentive clause in their contracts. Much discussion ensued. Atty. Clayton asked Chairman Tarver for a 5-minute recess.

RECONVENTION by Chairman Tarver

Upon the motion by Atty. Clayton and seconded by Mr. Hilliard the extension of employment contracts for both the head coach of men's basketball and women's basketball (Items 5A and 5B) was deferred until the next Board meeting.

Motion passed unanimously.

B. Extension of Employment Contract for Head Coach, Women's Basketball, SUBR

C. Extension of Employment Contract for Head Coach, Baseball, SUBR

Upon the motion by Atty. Clayton and seconded by Mr. Fondel, the employment contract for the head coach, baseball was recommended for approval.

Motion passed unanimously.

AGENDA ITEM 6: OTHER BUSINESS

NONE

AGENDA ITEM 7: ADJOURNMENT

Upon the motion by Mr. Lawson and seconded by Mr. Hilliard the Athletics committee adjourned.

FACILITIES AND PROPERTY COMMITTEE

(Following Athletics Committee)

Friday, July 29, 2016

Southern University-Baton Rouge

2nd Floor; J. S. Clark Administration Building

Baton Rouge, Louisiana

Minutes

The Facilities and Property Committee was called to order by Committee Vice Chair Mr. Richard Hilliard.

Roll Call: Mr. Raymond Fondel, Mr. Richard Hilliard, Mr. Myron K. Lawson, Atty. Patrick Magee, and Dr. Leon R. Tarver II

Absent: Rev. Donald R. Henry and Rev. Joe R. Gant

AGENDA ITEM 3: ADOPTION OF THE AGENDA

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

Motion passed unanimously.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: INFORMATIONAL ITEM

A. Priority Projects Update, SUS

President Belton asked Vice President McClinton to review priority projects. Mr. McClinton stated that the University has \$41 million in priority projects. The light fixtures on the lawn of the Wade House have been repaired, security cameras have been installed at the physical plant building and GPS/tracking equipment has been ordered for placement on large equipment. He also informed Board members that the Clark grave has a temporary repair and bids have gone out for the permanent repair work. Board member Clayton expressed concern about broken tile in the elevator at the Mumford Field House and basic lawn maintenance like weed eating and grass cutting on the campus. President Belton stated that an assessment of the entire physical plant is being done and announced that the University has been successful in obtaining funds for deferred maintenance to mitigate the outstanding issues on all campuses.

AGENDA ITEM 6: OTHER BUSINESS

NONE

AGENDA ITEM 7: ADJOURNMENT

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

FINANCE COMMITTEE
(Following Facilities and Property Committee)
Friday, July 29, 2016
Southern University-Baton Rouge
2nd Floor; J. S. Clark Administration Building
Baton Rouge, Louisiana
Minutes

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

(Atty. Patrick Magee and Mrs. Ann Smith were appointed to serve on the Finance Committee as substitute members)

Roll Call

Mr. Myron K. Lawson, Atty. Tony Clayton, Dr. Curman Gaines, Atty. Patrick Magee, Mrs. Ann Smith, and Dr. Leon R. Tarver II

Absent

Mr. Calvin Braxton, Sr., and Rev. Donald R. Henry

AGENDA ITEM 3: ADOPTION OF THE AGENDA

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

Motion passed unanimously.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: ACTION ITEMS

A. Approval to Assess an Academic Excellence Fee, SULC

Chancellor Pierre stated that the Law Center has struggled with trying to offset the decline in state funding with self-generated revenue and lags behind peer institutions with respect to total tuition and fees. He also stated that the law school enrollments are down nationally and HB 152 will allow the Law Center to impose a 5% University Support fee which is approximately \$283 per semester and could generate approximately \$300,000 in revenue. As required, the Law Center will allocate 5% of the revenue to a need-based financial assistance fund at the Law Center.

Upon the motion by Atty. Clayton and seconded by Dr. Gaines the assessment of an Academic Excellence Fee was approved

Motion passed.

B. Request Approval of Reorganization & Faculty Retirement Incentive Plan, SULC

Chancellor Pierre stated that Vice Chancellor Russell Jones' position is being eliminated and his duties will be distributed to the two remaining vice chancellors. After assessing the appropriations from the state and assessing student enrollment the Law Center could not produce enough revenue to offset decline in state funding; so the goal is to realize operational efficiencies. It is proposed that \$8,800 be added to the salaries of Vice Chancellors Alfreda Diamond and Roederick White.

Upon the motion by Atty. Clayton and seconded by Mrs. Smith the reorganization and faculty retirement incentive plan was approved

Motion passed unanimously.

C. Request Approval of Unclassified Employees Retirement Incentive Plan Proposal, SULC

Chancellor Pierre stated that to offset fiscal challenges due to the reduced state appropriations the retirement plan is presented. After discussion, he assured Board members that the language states that any person participating in the incentive plan cannot be rehired by the SULC for 2 years. He also stated that adjunct faculty will not be affected by the rehiring clause because their expertise is invaluable to students and it is a cost savings to the Law Center.

D. Approval of Proposal to Add \$12 Per Semester (\$24 per year) as a Student Fee for Use of Exam 4, SULC

Chancellor Pierre stated that the request for the fee will be charged to students so that they can continue the use of EXAM 4 at the Law Center. EXAM 4 is the software built for conducting written high stakes examination on laptops. There have been issues related to individual students paying for Exam 4 directly. Charging the fee makes it easier for the Law Center to administer the EXAM 4 process by ensuring that the fee is paid to the company in a timely manner.

E. Approval of Signature of Authority for Processing the Children's Trust Fund Grant, SUAREC

F. Request Approval to Rescind Tuition Increase and Request Approval for University Support Fee, SUNO

G. Request Approval of Student Self-Assessed Fees, SUBR

Agenda Items 5 C, D, E, F and G were approved in globo on the motion of Atty. Clayton and seconded by Dr. Gaines

Motion passed unanimously.

AGENDA ITEM 6. OTHER BUSINESS

NONE

AGENDA ITEM 7: ADJOURNMENT

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

PERSONNEL AFFAIRS COMMITTEE

(following Finance Committee)

Friday, July 29, 2016

Southern University-Baton Rouge
2nd Floor; J. S. Clark Administration Building
Baton Rouge, Louisiana

Minutes

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

Roll Call

Atty. Patrick Magee, Mrs. Ann Smith, Mr. Myron K. Lawson, and Dr. Leon R. Tarver II

Absent Mr. Calvin Braxton, Sr. and Rev. Samuel Tolbert

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion of Mrs. Smith and seconded by Mr. Lawson the agenda was recommended for adoption.

Motion passed unanimously.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: ACTION ITEMS

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

1. Sharon McGee	Interim Assistant Professor, Health Information Management Systems New Appointment, SUNO	\$70,000
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Interim Chancellor Lisa Mims Devezin explained that Ms. McGee is replacing Andrea Mignott.

Upon the motion of Mrs. Smith and seconded by Mr. Lawson that the appointment of Sharon McGee as interim assistant professor, health information management systems, SUNO be approved.

Motion passed unanimously.

2. Laura Marie Douresseaux	Assistant Professor, Clinical Coordinator New Appointment, SUNO Replacement	\$74,160
3. John Barilleaux	Assistant Professor, Accreditation Coordinator, New Appointment, SUNO	\$72,000
4. Harry Doughty Sr.	Interim Executive Associate to the Chancellor New Appointment, SUNO	\$67,000

Upon the motion of Mrs. Smith and seconded by Mr. Lawson, personnel action items 5A 2,3,4 were recommended for approval in globo.

Motion passed unanimously.

5. Derrick Warren	Director of Alumni Affairs New Appointment, SUS	\$70,000
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President Belton asked for consideration on Derrick Warren and stated that the selection committee had 31 applications. He stated Mr. Warren is ideally suited. He has been involved with the alumni conference held in Chicago last week. With the abrupt departure of the interim director it was imperative to find leadership for the department. Clayton questioned the legality of using state money to pay the alumni director. Dr. Tarver stated that the University has a vested interest in providing service to the Alumni office as part of the marketing and outreach program and believes the alumni should supplement the income of the director. In response to a question about the reporting structure for the alumni director, Dr. Belton stated that the director reports to the Office of the President and works in concert with the alumni. Mr. Warren greeted Board members and expressed his appreciation for being selected.

Upon the motion by Mr. Lawson and seconded by Dr. Gaines that the appointment of Derrick Warren as Director of Alumni Affairs be approved.

6. Francesca Williams	Associate Professor/Tenure Track New Appointment, SUBR	\$ 73,000
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Dr. Luria Young stated that the recommendation for Dr. Williams is for the position previously held by her and the department is recommending the new faculty member to be hired at the rank of associate professor on tenure-track.

Upon the motion by Atty. Clayton and seconded by Mr. Lawson the appointment of Dr. Francesca Williams as Associate Professor/Tenure-Track was recommended for approval.

Roll call vote taken:

Yays: Magee, Clayton

Nays: Smith, Lawson Tarver

Motion failed.

7. Adell Brown	Extension of Interim Chancellor/Dean Continuation, SUAREC	\$169,884
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Upon the motion by Mr. Lawson and seconded by Atty. Magee to approve the extension of the appointment of Dr. Adell Brown as Interim Chancellor/Dean, SUAREC.

Roll call vote taken:

Yays: Magee, Lawson, Tarver

Nays: Smith, Clayton

Motion passed.

8. Kimberly Williams	Director, K-12 Initiatives, SUBR	\$ 70,000
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Upon the motion by Dr. Tarver and seconded by Mr. Lawson that the appointment of Director, K-12 Initiatives, SUBR be approved.

President Belton stated that the role would help in recruiting since the candidate already has relationships in the K-12 sector and has served the University previously as the interim director at the SU Laboratory School. He stated that the administration establish infrastructure to support the University and to engage with students as early as possible and to help us consider the University's recruitment goals. Much discussion ensued. Atty. Clayton expressed concern about newly created positions and suggested that personnel already on the campus could perform the duties. Chairman Tarver explained the governor's executive order does not prevent the University from creating positions, but speaks to merit raises/increases. Atty. Brandon DeCuir clarified the matter and said the executive order does not preclude newly created positions or promotions.

Roll call vote taken:

Yays: None

Nays: Atty. Magee, Mrs. Ann Smith, Atty. Clayton, Mr. Lawson

Motion failed.

B. Extension of Employment Contract for Head Coach, Men's Basketball, SUBR

C. Extension of Employment Contract for Head Coach, Women's Basketball, SUBR

Upon the motion by Dr. Tarver and seconded by Mr. Lawson that the Board defer action on items **5B** and **5C** the extension of employment contracts for head coach men's basketball and head coach women's basketball at SUBR until the August Board meeting.

Motion passed unanimously.

D. Extension of Employment Contract for Head Coach, Baseball, SUBR

Upon the motion by Atty. Clayton and seconded by Dr. Tarver that the employment contract for head coach, baseball was recommended for approval.

Roll call vote:

Yeas – Magee, Smith, Clayton, Lawson, Tarver

Nays – None

Motion passed unanimously.

AGENDA ITEM 6: OTHER BUSINESS

Committee Chair Patrick Magee stated that there was robust discussion, but he wants to make sure that the Board is consistent in its business matters and stated that all personnel actions would be scrutinized closely and asked President Belton and chancellors to make sure that the actions are mission critical.

Board Member Smith thanked the committee chairman for his prudence and thoroughness in addressing the personnel actions and accompanying finance matters.

AGENDA ITEM 7: ADJOURNMENT

Upon the motion by Atty. Clayton and seconded by Mr. Lawson the Personnel Affairs Committee adjourned.

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS

(Following the Personnel Affairs Committee)

Friday, July 29, 2016

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

MINUTES

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

AGENDA ITEM 2: ROLL CALL

PRESENT

Dr. Leon R. Tarver II, Atty. Tony Clayton, Mr. Raymond Fondel, Ms. Jordan Franklin, Dr. Curman Gaines, Mr. Richard Hilliard, Mr. Myron Lawson, Atty. Patrick Magee, Mr. Michael Small, and Mrs. Ann Smith

ABSENT

Mr. Calvin W. Braxton, Sr., Rev. Joe R. Gant, Rev. Donald R. Henry, Mr. Darren Mire, Mr. Michael Small, Rev. Samuel Tolbert, and Dr. Rani Whitfield

AGENDA ITEM 3: ADOPTION OF THE AGENDA

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

Motion carried unanimously.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: ACTION ITEMS

A. Minutes of the July 29, 2016, regular meeting of the Southern University Board of Supervisors

On the motion of Mr. Lawson and seconded by Ms. Franklin the minutes of the July 29, 2016, meeting were presented for approval.

Motion carried unanimously.

RESOLVED by the Board of Supervisors for Southern University, that the minutes of the July 29, 2016, regular meeting of the Board of Supervisors, be and it is hereby approved.

B. Approval of Committee Reports and Recommendations

Committee Reports and Recommendations

1. ACADEMIC AFFAIRS COMMITTEE

On the motion of Atty. Clayton and seconded by Atty. Magee the report of the Academic Affairs Committee be approved.

Motion carried unanimously.

- a. **Request Approval of Recommendation of Early Law School Admission Program (3+3) Between the Southern University Law Center and the Nelson Mandela College of Government and Social Sciences, SULC**

RESOLVED by the Board of Supervisors for Southern University, that the recommendation to approve the Early Law School Admission Program (3+3) between the Southern University Law Center and the Nelson Mandela College of Government and Social Sciences be and it hereby is approved.

b. Request Approval of Reorganization, SULC

RESOLVED by the Board of Supervisors for Southern University, that the reorganization plan for the Southern University Law Center be and it hereby is approved.

c. Approval of Promotion Recommendations for Professors Ruby Andrews, Shenequa Grey, Nadia Nedzel, and Gail Stephenson, SULC

RESOLVED by the Board of Supervisors for Southern University, that the recommendation to promote Professors Ruby Andrews, Shenequa Grey, Nadia Nedzel, and Gail Stephenson of the SU Law Center be and it hereby is approved.

d. Approval of Undergraduate Minor in Supply Chain Management/ERP for Non-Business Majors, College of Business, SUBR

RESOLVED by the Board of Supervisors for Southern University, that the recommendation to approve an undergraduate minor in Supply Chain Management/ERP for Non-Business Majors in the College of Business at Southern University-Baton Rouge be and it hereby is approved

e. Approval of Proposal for Graduate Certificate Program in Supply Chain Management, College of Business, SUBR

RESOLVED by the Board of Supervisors for Southern University, that the recommendation to approve a graduate certificate program in Supply Chain Management in the College of Business at Southern University-Baton Rouge be and it hereby is approved

f. Approval of New Course in NROTC for 3 credit hours, "Fundamentals of Maneuver Warfare," NAVS-410, SUBR

RESOLVED by the Board of Supervisors for Southern University, that the recommendation to approve the new course "**Fundamentals of Maneuver Warfare," NAVS-410 for the naval ROTC program** at Southern University-Baton Rouge be and it hereby is approved.

2. ATHLETICS COMMITTEE

Upon the motion by Atty. Clayton seconded by Mr. Fondel that the report of the Athletics Committee be approved.

Motion passed.

Upon the motion by Atty. Magee and seconded by Mr. Raymond Fondel the Board delay A & B and Approve C.

Motion passed.

a. Extension of Employment Contract for Head Coach, Men's Basketball, SUBR

b. Extension of Employment Contract for Head Coach, Women's Basketball, SUBR

c. Extension of Employment Contract for Head Coach, Baseball, SUBR

RESOLVED by the Board of Supervisors for Southern University, that the recommendation to approve the extension of the employment contract for the head coach, Baseball at Southern University-Baton Rouge be and it hereby is approved.

3. FACILITIES AND PROPERTY COMMITTEE

The informational report will be placed into the Board records.

4. FINANCE COMMITTEE

On the motion of Atty. Magee and seconded by Mr. Fondel to accept the report of the Finance Committee for approval.

Motion carried unanimously.

a. Approval to Assess an Academic Excellence Fee, SULC

RESOLVED by the Board of Supervisors for Southern University, that the recommendation to assess an Academic Excellence Fee be and it hereby is approved.

b. Request Approval of Reorganization & Faculty Retirement Incentive Plan, SULC

RESOLVED by the Board of Supervisors for Southern University, that the Reorganization and Faculty Retirement Incentive Plan be and it hereby is approved.

c. Request Approval of Unclassified Employees Retirement Incentive Plan Proposal, SULC

RESOLVED by the Board of Supervisors for Southern University, that the Retirement Incentive Plan for Unclassified Employees at the SU Law Center be and it hereby is approved.

d. Approval of Proposal to Add \$12 Per Semester (\$24 per year) as a Student Fee for Use of Exam 4, SULC

RESOLVED by the Board of Supervisors for Southern University, that the recommendation to add a \$12 fee (\$24.00 per year) for students at the SU Law Center for use of EXAM 4 be and it hereby is approved.

e. Approval of Signature Authority for Processing the Children's Trust Fund Grant, SUAREC

RESOLVED by the Board of Supervisors for Southern University, that the request to grant signature authority for processing the Children's Trust Fund-Grant to the Interim Chancellor of the Southern University Agricultural Research and Extension Center and his successors be and it hereby is approved.

f. Request Approval to Rescind Tuition Increase and Request Approval for University Support Fee, SUNO

RESOLVED by the Board of Supervisors for Southern University, that the recommendation to rescind the tuition increase and add a University Support Fee at Southern University-New Orleans be and it hereby is approved.

g. Request Approval of Student Self-Assessed Fees, SUBR

RESOLVED by the Board of Supervisors for Southern University, that the recommendation to add self-assessed fees for students at Southern University-Baton Rouge be and it hereby is approved.

5. PERSONNEL AFFAIRS COMMITTEE

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

Upon the motion by Atty. Clayton and seconded by Mr. Fondel to accept the recommendations of the Personnel Affairs Committee.

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

1. Sharon McGee	Interim Assistant Professor, Health Information Management Systems New Appointment, SUNO	\$70,000
2. Laura Marie Dousesseaux	Assistant Professor, Clinical Coordinator New Appointment, SUNO Replacement	\$74,160
3. John Barilleaux	Assistant Professor, Accreditation Coordinator, New Appointment, SUNO	\$72,000
4. Harry Doughty Sr.	Interim Executive Associate to the Chancellor New Appointment, SUNO	\$67,000
5. Derrick Warren	Director of Alumni Affairs New Appointment, SUS	\$70,000
6. Francesca Williams	Associate Professor/Tenure Track New Appointment, SUBR	\$ 73,000
7. Adell Brown	Extension of Interim Chancellor/Dean Continuation, SUAREC	\$169,884
8. Kimberly Williams	Director, K-12 Initiatives, SUBR	\$ 70,000

Upon the motion of Mr. Fondel and seconded by Mrs. Smith to defer action on personnel action recommendations for **(6) Francesca Williams, Associate Professor/Tenure Track and (8) Kimberly Williams, Director, K-12 Initiatives, SUBR.**

Motion Passed.

RESOLVED by the Board of Supervisors for Southern University, that the recommendation to defer action on personnel recommendations for **Francesca Williams, Associate Professor/Tenure Track and (8) Kimberly Williams, Director, K-12 Initiatives, at SUBR** be and it hereby is approved.

b. Extension of Employment Contract for Head Coach, Men’s Basketball, SUBR

c. Extension of Employment Contract for Head Coach, Women’s Basketball, SUBR

Upon the motion by Atty. Magee and seconded by Atty. Clayton that the Board defer action on the extension of employment contracts for head coach Men’s Basketball and head coach Women’s Basketball at SUBR and approve the extension of the employment contract for Head Coach, Baseball at SUBR.

Motion passed.

RESOLVED by the Board of Supervisors for Southern University, that the recommendation for the Board to defer action on the extension of employment contracts for head coach Men's Basketball and head coach Women's Basketball at SUBR be and it hereby is approved.

d. Extension of Employment Contract for Head Coach, Baseball, SUBR

RESOLVED by the Board of Supervisors for Southern University, that the extension of the employment contract for the head coach men's Baseball at SUBR be and it hereby is approved.

Upon the motion by Atty. Clayton and seconded by Atty. Magee that the Board approve action **items C, D, and E and F in globo.**

Motion passed.

C. Request for Board Resolution Supporting the Opposition to Proposed Change of the American Bar Association's Law School Standard 316, SULC

RESOLVED by the Board of Supervisors for Southern University, that the resolution proposed by the SU Law Center supporting Opposition to Proposed Changes in the American Bar Association's Law School Standard 316, be and it hereby is approved.

D. Approval of Memorandum of Understanding (MOU) Between Southern University and A&M College and the Mentorship Academy, SUS

RESOLVED by the Board of Supervisors for Southern University, that MOU between Southern University and A&M College and the Mentorship Academy, SUS be and it hereby is approved.

E. Approval of Memorandum of Understanding Between Southern University and A&M College and the Louisiana Department of Public Safety and Corrections, SUS

RESOLVED by the Board of Supervisors for Southern University, that MOU between Southern University and A&M College and the Louisiana Department of Public Safety and Corrections, SUS be and it hereby is approved.

F. Resolutions

Gregory M. Edgeron Family. Mr. Edgeron was the brother of Susan Edgeron, field coordinator in the School of Social Work at Southern University at New Orleans. Mr. Edgeron passed away Friday, July 8, 2016

The Tillman Howard Family. Mr. Howard was formerly employed as assistant professor of Sociology at Southern University at New Orleans and husband of Mrs. Irene C. Howard, a founding member of the Southern University at New Orleans faculty/administration. He passed away Wednesday, July 13, 2016.

The Kenneth Cooke Family. Mr. Cooke is a retired faculty member of the School of Social Work at Southern University-New Orleans. He passed away Wednesday, July 20.

RESOLVED by the Board of Supervisors for Southern University, that the resolutions be and they are hereby approved.

6. Informational Items

A. System President's Report

Dr. Belton spoke about the MOU with Mentorship Academy and the LA Dept. of Public Safety and Corrections. Dr. Belton stated that he met with the secretary of the Department of Corrections along with Professor Chanika Jones of Criminal Justice. Dr. Jones greeted the Board members and stated that approximately 400 students will be participating in the program online.

B. Campus Reports

All campus reports were included in the Board packet for review.

AGENDA ITEM 7: Other Business

AGENDA ITEM 8: Adjournment

Upon a motion by Atty. Clayton and seconded by Mr. Lawson the meeting was adjourned.

School of Nursing
Retention Initiative
Personnel Action
Forms

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

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

<input type="checkbox"/> Academic	<input type="checkbox"/> Non-Academic	<input type="checkbox"/> Civil Service
<input type="checkbox"/> Temporary	<input type="checkbox"/> Part-time (_____ % of Full Time)	<input type="checkbox"/> Restricted
<input type="checkbox"/> Tenured	<input type="checkbox"/> Undergraduate Student	<input type="checkbox"/> Job Appointment
<input checked="" 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 Juanita Allen-Garner Reason Left N/A
 Date Left N/A Salary Paid \$50,000

Profile of Person Recommended

Length of Employment 08/15 / 2016 To 05/16/2017
Effective Date 08/15/16

Name Juanita Allen-Garner SS# xxx-xx- Sex F Race* B
(Last 4 digits only)

Position Title: Assistant Professor Department: School of Nursing

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

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

Years Experience _____ Southern University Experience _____

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>BSN (Nursing)</u>	<u>Southern University and A&M College</u>	<u>12/2001</u>
	<u>MSN</u>	<u>Southern University and A&M College</u>	<u>05/2005</u>

Current Employer School of Nursing

Personnel Action

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

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

Source of Funds General Funds

Identify Budget: 211001-22403-61000 Location _____
Form Code: _____ Page _____ Item # _____

Change of: _____ From _____ To _____

Position _____
Status _____
Salary Adjustment \$50,000 _____ \$65,000 _____

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

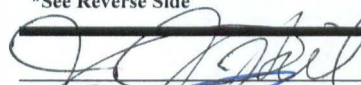
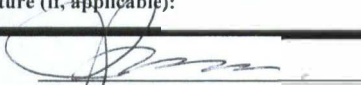
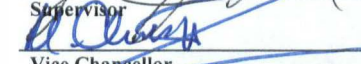
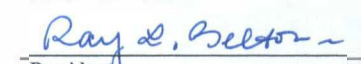
Source of Funds	Amount
211001-22403	50,000

*See Reverse Side

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

 Supervisor _____ Date <u>8/24/16</u>	 Dean/Unit Head _____ Date <u>8/23/16</u>
 Vice Chancellor _____ Date _____	Chancellor _____ Date _____
Director/Personnel _____ Date _____	Vice President/Finance _____ Business Affairs/Comptroller _____ Date _____
 President <u>Ray L. Selton</u> _____ Date <u>8-24-16</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:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 am – 5:00pm

EMPLOYEE DIRECT SUPERVISOR: Dr. Jacqueline Hill

SUPERVISOR/DEPARTMENT CONTACT NUMBER (283) 771-3266

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

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

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER									
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CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

<input type="checkbox"/> Academic	<input type="checkbox"/> Non-Academic	<input type="checkbox"/> Civil Service
<input type="checkbox"/> Temporary	<input type="checkbox"/> Part-time (_____ % of Full Time)	<input type="checkbox"/> Restricted
<input type="checkbox"/> Tenured	<input type="checkbox"/> Undergraduate Student	<input type="checkbox"/> Job Appointment
<input checked="" 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 Sharon Coulter Reason Left N/A
 Date Left N/A Salary Paid \$50,000

Profile of Person Recommended

Length of Employment 08/15/2016 To 05/16/2017
 Effective Date 08/15/16

Name Sharon Coulter SS# xxx-xx- Sex F Race* B
 (Last 4 digits only)

Position Title: Assistant Professor Department: School of Nursing

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

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

Years Experience _____ Southern University Experience _____
 Degree(s): Type/Discipline (BA-Education): BSN (Nursing) Institution/Location (SU-Baton Rouge): Southern University and A&M College Year: _____
MSN Southern University and A&M College

Current Employer School of Nursing

Personnel Action

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

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

Source of Funds General Funds

Identify Budget: 211001-22403-61000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: From _____ To _____

Position _____
 Status _____
 Salary Adjustment \$50,000 \$65,000

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

Source of Funds	Amount
211001-22 403	50,000

*See Reverse Side

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

<u>[Signature]</u> 8/24/16 Supervisor Date	<u>[Signature]</u> 8/23/16 Dean/Unit Head Date
<u>[Signature]</u> Vice-Chancellor Date	Chancellor Date
Director/Personnel Date	Vice President/Finance Date
<u>Ray L. Belton</u> 8-24-16 President Date	Business Affairs/Comptroller Date
	Chairman/S.U. Board Date
	of Supervisors

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

ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 am – 5:00pm
EMPLOYEE DIRECT SUPERVISOR: Dr. Jacqueline Hill
SUPERVISOR/DEPARTMENT CONTACT NUMBER (225) 771-3266
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

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

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 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 checked="" 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 Gwendolyn Livous Reason Left N/A
 Date Left N/A Salary Paid \$58,000

Profile of Person Recommended

Length of Employment 08/15/2016 To 05/16/2017
 Effective Date 08/15/16

Name Gwendolyn Livous SS# xxx-xx- Sex F Race* B
(Last 4 digits only)

Position Title: Assistant Professor Department: School of Nursing

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

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

Years Experience _____ Southern University Experience _____
 Degree(s): Type/Discipline (BA-Education): BSN (Nursing) Institution/Location (SU-Baton Rouge): Southern University and A&M College Year: _____
MSN Southern University and A&M College
PhD Nursing Research Southern University and A&M College 05/2016

Current Employer School of Nursing

Personnel Action

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

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

Source of Funds General Funds

Identify Budget: 211001-22403-61000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: From _____ To _____

Position _____
 Status _____
 Salary Adjustment \$58,000 \$65,000

Financial Aid signature (if, applicable):

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

Source of Funds	Amount
211001-22403	50,000

Comments: (Use back of form)

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

<u>[Signature]</u> <u>8/24/16</u> Supervisor Date	<u>[Signature]</u> <u>8/23/16</u> Dean/Unit Head Date
<u>[Signature]</u> _____ Vice Chancellor Date	_____ Chancellor Date
_____ Director/Personnel Date	_____ Vice President/Finance Business Affairs/Comptroller Date
<u>Ray L. Belton</u> <u>8-24-16</u> President Date	_____ Chairman/S.U. Board of Supervisors Date

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

ETHNIC ORGIN (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 – 5:00pm
EMPLOYEE DIRECT SUPERVISOR: Dr. Jacqueline Hill
SUPERVISOR/DEPARTMENT CONTACT NUMBER (225) 771-3266
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

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

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 type="checkbox"/> Non-Academic	<input type="checkbox"/> Civil Service
<input type="checkbox"/> Temporary	<input type="checkbox"/> Part-time (<input type="checkbox"/> % of Full Time)	<input type="checkbox"/> Restricted
<input type="checkbox"/> Tenured	<input type="checkbox"/> Undergraduate Student	<input type="checkbox"/> Job Appointment
<input checked="" 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 Vinnie Marcell Reason Left N/A
 Date Left N/A Salary Paid \$54,158

Profile of Person Recommended

Length of Employment 08/15/2016 To 05/16/2017
 Effective Date 08/15/16

Name Vinnie Marcell SS# xxx-xx- Sex F Race* B
(Last 4 digits only)

Position Title: Assistant Professor Department: School of Nursing

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

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

Years Experience _____ Southern University Experience _____
 Degree(s): Type/Discipline (BA-Education): _____ Institution/Location (SU-Baton Rouge): _____ Year: _____
BSN (Nursing) Southern University and A&M College 12/2001
MSN Southern University and A&M College 05/2005

Current Employer School of Nursing

Personnel Action

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

Recommended Salary ~~\$40,000~~ \$65,000 Salary Budgeted ~~\$60,000~~ \$65,000

Source of Funds General Funds

Identify Budget: 111000-2403-1000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: From _____ To _____

Position _____
 Status _____
 Salary Adjustment \$54,158 \$60,000










Financial Aid signature (if, applicable):

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

Source of Funds	Amount
21101-22403	50,000

Comments: (Use back of form)

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

	<u>8/23/16</u>		<u>8/22/16</u>
Supervisor	Date	Dean/Unit Head	Date
	<u>8/24/16</u>		
Vice Chancellor	Date	Chancellor	Date
	<u>8-24-16</u>		
Director/Personnel	Date	Vice President/Finance	Date
			
President	Date	Business Affairs/Comptroller	Date
			
		Chairman/S.U. Board	Date
		of Supervisors	

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

ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 am – 5:00pm

EMPLOYEE DIRECT SUPERVISOR: Dr. Jacqueline Hill

SUPERVISOR/DEPARTMENT CONTACT NUMBER (225) 771-3266

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

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

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

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

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

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

Previous Employee Tonda Martin Reason Left N/A
 Date Left N/A Salary Paid \$51,000

Profile of Person Recommended

Length of Employment 08/15/2016 To 05/16/2017
 Effective Date 08/15/16

Name Tonda Martin SS# xxx-xx- Sex F Race* B
(Last 4 digits only)

Position Title: Assistant Professor Department: School of Nursing

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

--	--	--

 _____ New Position Expiration Date: _____

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

Years Experience _____ Southern University Experience _____
 Degree(s): Type/Discipline (BA-Education): BSN (Nursing) Institution/Location (SU-Baton Rouge): Southern University and A&M College Year: 12/2001
MSN Southern University and A&M College 05/2005

Current Employer School of Nursing

Personnel Action

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

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

Source of Funds General Funds

Identify Budget: 211001-22403-61000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: _____ From _____ To _____

Position _____
 Status _____
 Salary Adjustment \$51,000 _____ \$65,000

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

Source of Funds	Amount
211001-22403	50,000

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

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

<u>[Signature]</u> Supervisor Date <u>8/24/16</u>	<u>[Signature]</u> Dean/Unit Head Date <u>8/23/16</u>
<u>[Signature]</u> Vice Chancellor Date _____	Chancellor Date _____
Director/Personnel Date _____	Vice President/Finance Business Affairs/Comptroller Date _____
<u>Ray L. Belmont</u> President Date <u>8-24-16</u>	Chairman/S.U. Board of Supervisors Date _____

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ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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_____ 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 – 5:00pm

EMPLOYEE DIRECT SUPERVISOR: Dr. Jacqueline Hill

SUPERVISOR/DEPARTMENT CONTACT NUMBER (225) 7 7-8266

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
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	

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

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- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

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 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 checked="" 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 Diane Matthews Reason Left N/A
 Date Left N/A Salary Paid \$55,000

Profile of Person Recommended

Length of Employment 08/15/2016 To 05/16/2017
 Effective Date 08/15/16

Name Diane P. Matthews SS# xxx-xx- Sex F Race* B
(Last 4 digits only)

Position Title: Assistant Professor Department: School of Nursing

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

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

Years Experience _____ Southern University Experience _____
 Degree(s): Type/Discipline (BA-Education): _____ Institution/Location (SU-Baton Rouge): _____ Year: _____
BSN (Nursing) Southern University and A&M College 12/2001
MSN Southern University and A&M College 05/2005

Current Employer School of Nursing

Personnel Action

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

Recommended Salary \$65,00 Salary Budgeted \$65,000

Source of Funds General Funds

Identify Budget: 211001-22403-61000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: From _____ To _____

Position _____
 Status _____
 Salary Adjustment \$55,000 \$65,000

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

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

Source of Funds	Amount
211001-22403	50,000

*See Reverse Side

Graduate School signature (if, applicable):

<u>[Signature]</u> Supervisor <u>[Signature]</u> Vice Chancellor	<u>8/24/16</u> Date <u>[Signature]</u> Date	<u>[Signature]</u> Dean/Unit Head <u>[Signature]</u> Chancellor	<u>8/23/16</u> Date <u>[Signature]</u> Date
<u>[Signature]</u> Director/Personnel <u>[Signature]</u> President	<u>8-24-16</u> Date <u>[Signature]</u> Date	<u>[Signature]</u> Vice President/Finance Business Affairs/Comptroller	<u>[Signature]</u> Date <u>[Signature]</u> Date
		<u>[Signature]</u> Chairman/S.U. Board of Supervisors	<u>[Signature]</u> Date

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ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 am - :50 pm

EMPLOYEE DIRECT SUPERVISOR: Dr. Jacquie ine Hill

SUPERVISOR/DEPARTMENT CONTACT NUMBER (225) 771-32 66

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

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- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER									
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CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

<input type="checkbox"/> Academic	<input type="checkbox"/> Non-Academic	<input type="checkbox"/> Civil Service
<input type="checkbox"/> Temporary	<input type="checkbox"/> Part-time (_____ % of Full Time)	<input type="checkbox"/> Restricted
<input type="checkbox"/> Tenured	<input type="checkbox"/> Undergraduate Student	<input type="checkbox"/> Job Appointment
<input checked="" 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 Gordon Natal Reason Left N/A
 Date Left N/A Salary Paid \$60,000

Profile of Person Recommended

Length of Employment 08/15/2016 To 05/16/2017
 Effective Date 08/15/16

Name Gordon Natal SS# xxx-xx- Sex M Race* C
(Last 4 digits only)

Position Title: Assistant Professor Department: School of Nursing

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

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

Years Experience _____ Southern University Experience _____
 Degree(s): Type/Discipline (BA-Education): BSN (Nursing) Institution/Location (SU-Baton Rouge): Our Lady of Holy Cross College Year: 05/1987
MSN University of South Alabama 08/1993

Current Employer School of Nursing

Personnel Action

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

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

Source of Funds General Funds

Identify Budget: 211001-22403-61000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: From To
 Position _____
 Status _____
 Salary Adjustment \$60,000 \$65,000

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

Source of Funds	Amount
211001-22403	60,000

*See Reverse Side

Comments: (Use back of form)

Graduate School signature (if, applicable):

<u>[Signature]</u> Supervisor Date <u>8/24/16</u>	<u>[Signature]</u> Dean/Unit Head Date <u>8/23/16</u>
<u>[Signature]</u> Vice Chancellor Date _____	Chancellor Date _____
Director/Personnel Date _____	Vice President/Finance Business Affairs/Comptroller Date _____
<u>Ray L. Belton</u> President Date <u>8-24-16</u>	Chairman/S.U. Board of Supervisors Date _____

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ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 am – 5:00pm
EMPLOYEE DIRECT SUPERVISOR: Dr. Jacqueline Hill
SUPERVISOR/DEPARTMENT CONTACT NUMBER (225) 771-3266
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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CLASS OF EMPLOYMENT (VISA STATUS):

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

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

- PAF APPROVAL PROCESS CHECKLIST** (Must have the information outlined below):
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 - _____ Proposed Employee Clearance
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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 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 checked="" 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 Rosalynn Thyssen Reason Left N/A
 Date Left N/A Salary Paid \$51,000

Profile of Person Recommended

Length of Employment 08/15/2016 To 05/16/2017
 Effective Date 08/15/16

Name Rosalynn Thyssen SS# xxx-xx- Sex F Race* B
 (Last 4 digits only)

Position Title: Assistant Professor Department: School of Nursing

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

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

Years Experience _____ Southern University Experience _____
 Degree(s): Type/Discipline (BA-Education): _____ Institution/Location (SU-Baton Rouge): _____ Year: _____
BSN (Nursing) Southern University and A&M College 12/2001
MSN Southern University and A&M College 05/2005

Current Employer School of Nursing

Personnel Action

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

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

Source of Funds General Funds

Identify Budget: 211001-22403-61000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: _____
 From _____ To _____

Position _____
 Status _____
 Salary Adjustment \$51,000 \$65,000

Financial Aid signature (if, applicable):

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

Source of Funds	Amount
211001-22403	50,000

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

<u>[Signature]</u> Supervisor	<u>8/24/16</u> Date	<u>[Signature]</u> Dean/Unit Head	<u>8/23/16</u> Date
<u>[Signature]</u> Vice Chancellor	<u>8/24/16</u> Date	Chancellor	Date
Director/Personnel	Date	Vice President/Finance Business Affairs/Comptroller	Date
<u>Ray L. Bolton</u> President	<u>8-24-16</u> Date	Chairman/S.U. Board of Supervisors	Date

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ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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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 – 5:00pm
EMPLOYEE DIRECT SUPERVISOR: Dr. Jacqueline Hill
SUPERVISOR/DEPARTMENT CONTACT NUMBER (225) 771-3266
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
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Resident Alien	RA	
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J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-“Practical Work Experience”)	F0	

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- Proposed Employee Clearance
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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 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 checked="" 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 Antoinella Upshaw Reason Left N/A
 Date Left N/A Salary Paid \$52,000

Profile of Person Recommended

Length of Employment 08/15/2016 To 05/16/2017
 Effective Date 08/15/16

Name Antoinella Upshaw SS# xxx-xx- Sex F Race* B
(Last 4 digits only)

Position Title: Assistant Professor Department: School of Nursing

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

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

Years Experience _____ Southern University Experience _____

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>BSN (Nursing)</u>	<u>Southern University and A&M College</u>	<u>12/2001</u>
	<u>MSN</u>	<u>Southern University and A&M College</u>	<u>05/2005</u>

Current Employer School of Nursing

Personnel Action

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

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

Source of Funds General Funds

Identify Budget: 211001-22403-61000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: From _____ To _____

Position _____
 Status _____
 Salary Adjustment \$52,000 \$65,000

Financial Aid signature (if, applicable):




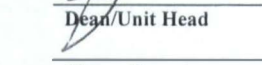




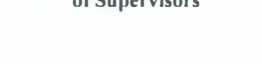
List total funds currently paid this employee by Southern University:

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

Source of Funds	Amount
21101-22403	50,000

*See Reverse Side

Graduate School signature (if, applicable):

	<u>8/24/16</u>		<u>8/23/16</u>
Supervisor	Date	Dean/Unit Head	Date
	<u>8/24/16</u>		
Vice Chancellor	Date	Chancellor	Date
	<u>8-24-16</u>		
Director/Personnel	Date	Vice President/Finance	Date
			
President	Date	Business Affairs/Comptroller	Date
			
		Chairman/S.U. Board of Supervisors	Date

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

ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: 8: 00am – 5: 00pm

EMPLOYEE DIRECT SUPERVISOR: Dr. Jacqueline Hill

SUPERVISOR/DEPARTMENT CONTACT NUMBER (2 25) 7 71 -3 66

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

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

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 type="checkbox"/> Non-Academic	<input type="checkbox"/> Civil Service
<input type="checkbox"/> Temporary	<input type="checkbox"/> Part-time (<input type="checkbox"/> % of Full Time)	<input type="checkbox"/> Restricted
<input type="checkbox"/> Tenured	<input type="checkbox"/> Undergraduate Student	<input type="checkbox"/> Job Appointment
<input checked="" 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 Trudy Williams Reason Left N/A
 Date Left N/A Salary Paid \$50,000

Profile of Person Recommended

Length of Employment 08/15/2016 To 05/16/2017
 Effective Date 08/15/16

Name Trudy Williams SS# xxx-xx- Sex F Race* B
(Last 4 digits only)

Position Title: Assistant Professor Department: School of Nursing

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

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

Years Experience _____	Southern University Experience _____
Degree(s): Type/Discipline (BA-Education): _____	Institution/Location (SU-Baton Rouge): _____ Year: _____
<u>BSN (Nursing)</u>	<u>Southern University and A&M College</u> <u>12/2001</u>
<u>MSN</u>	<u>Southern University and A&M College</u> <u>05/2005</u>
<u>PhD</u>	<u>Southern University and A&M College</u> <u>12/2015</u>

Current Employer School of Nursing

Personnel Action

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

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

Source of Funds General Funds

Identify Budget: 211001-22403-61000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: From _____ To _____

Position _____
 Status _____
 Salary Adjustment \$50,000 \$65,000

Financial Aid signature (if, applicable):

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

Source of Funds	Amount
211001-22403	50,000

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

<u>[Signature]</u> Supervisor <u>8/24/16</u> Date	<u>[Signature]</u> Dean/Unit Head <u>8/23/16</u> Date
<u>[Signature]</u> Vice Chancellor <u>8/24/16</u> Date	<u>[Signature]</u> Chancellor Date
<u>[Signature]</u> Director/Personnel Date	<u>[Signature]</u> Vice President/Finance Business Affairs/Comptroller Date
<u>[Signature]</u> President <u>8-24-16</u> Date	<u>[Signature]</u> Chairman/S.U. Board of Supervisors Date

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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. Jacqueline Hill

SUPERVISOR/DEPARTMENT CONTACT NUMBER (225) 771-3266

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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- Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- Exemptions Survey Form (signed by employee and budget head)
- Proposed Employee Appointment
- Proposed Employee Clearance
- Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

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 type="checkbox"/> Non-Academic | <input type="checkbox"/> Civil Service |
| <input type="checkbox"/> Temporary | <input type="checkbox"/> Part-time (<input type="checkbox"/> % of Full Time) | <input type="checkbox"/> Restricted |
| <input type="checkbox"/> Tenured | <input type="checkbox"/> Undergraduate Student | <input type="checkbox"/> Job Appointment |
| <input checked="" 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 Edna Hull Reason Left N/A
 Date Left N/A Salary Paid \$67,500

Profile of Person Recommended

Length of Employment 08/15/2016 To 05/16/2017
 Effective Date 08/15/16

Name Edna Hull SS# xxx-xx- Sex F Race* B
(Last 4 digits only)

Position Title: Associate Professor Department: School of Nursing

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

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

Years Experience _____	Southern University Experience _____	
Degree(s): Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
<u>BSN (Nursing)</u>	<u>Southern University and A&M College</u>	<u>12/2001</u>
<u>MSN</u>	<u>Southern University and A&M College</u>	<u>05/2005</u>
<u>PhD</u>	<u>Southern University and A&M College</u>	<u>12/2015</u>

Current Employer School of Nursing

Personnel Action

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

Recommended Salary \$74,00 Salary Budgeted \$74,000

Source of Funds General Funds

Identify Budget: 211001-22406-61000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: From _____ To _____

Position _____
 Status _____
 Salary Adjustment \$67,500 \$74,000

Financial Aid signature (if, applicable):

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

Source of Funds	Amount
21101-22406	67,500

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

<u>Cheryl Taylor</u> Supervisor Date <u>8/23/16</u>	<u>[Signature]</u> Dean/Unit Head Date <u>8/23/16</u>
<u>[Signature]</u> Vice Chancellor Date <u>8/24/16</u>	Chancellor Date _____
Director/Personnel Date _____	Vice President/Finance Business Affairs/Comptroller Date _____
<u>Ray L. Belton</u> President Date <u>8-24-16</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 X Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 am – 5:00pm
EMPLOYEE DIRECT SUPERVISOR: Dr. Jacqueline Hill
SUPERVISOR/DEPARTMENT CONTACT NUMBER (225) 771-3266
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

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

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER									
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CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

<input type="checkbox"/> Academic	<input type="checkbox"/> Non-Academic	<input type="checkbox"/> Civil Service
<input type="checkbox"/> Temporary	<input type="checkbox"/> Part-time (_____ % of Full Time)	<input type="checkbox"/> Restricted
<input type="checkbox"/> Tenured	<input type="checkbox"/> Undergraduate Student	<input type="checkbox"/> Job Appointment
<input checked="" 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 Sandra Brown Reason Left N/A
 Date Left N/A Salary Paid \$80,000

Profile of Person Recommended

Length of Employment 08/15/2016 To 05/16/2017
 Effective Date 08/15/16

Name Sandra Brown SS# xxx-xx- Sex F Race* B
(Last 4 digits only)

Position Title: Professor Department: School of Nursing

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

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

Years Experience _____	Southern University Experience _____
Degree(s): Type/Discipline (BA-Education): _____	Institution/Location (SU-Baton Rouge): _____ Year: _____
<u>BSN (Nursing)</u>	<u>Southern University and A&M College</u> <u>12/2001</u>
<u>MSN</u>	<u>Southern University and A&M College</u> <u>05/2005</u>
<u>PhD</u>	<u>Southern University and A&M College</u> <u>12/2015</u>

Current Employer School of Nursing

Personnel Action

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

Recommended Salary \$90,000 Salary Budgeted \$90,000

Source of Funds General Funds

Identify Budget: 211001-22403-61000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: From _____ To _____

Position _____
 Status _____
 Salary Adjustment \$80,000 _____ \$90,000

Financial Aid signature (if, applicable):

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

Source of Funds	Amount
21101-22403	80,000

Comments: (Use back of form)

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

<u>Cheryl Taylor</u> Supervisor 8/23/16 Date	<u>[Signature]</u> Dean/Unit Head 8/23/16 Date
<u>[Signature]</u> Vice Chancellor 8/24/16 Date	Chancellor Date
Director/Personnel Date	Vice President/Finance Business Affairs/Comptroller Date
<u>Ray L. Bolton</u> President 8-24-16 Date	Chairman/S.U. Board of Supervisors Date

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ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 am –5:00pm

EMPLOYEE DIRECT SUPERVISOR: Dr. Cheryl Taylor

SUPERVISOR/DEPARTMENT CONTACT NUMBER (225) 771-3266

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

- _____ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
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- _____ Authority to Release (signed by employee) (submitted to Human Resources with Criminal/Background Check form)
- _____ Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

<input type="checkbox"/> Academic	<input type="checkbox"/> Non-Academic	<input type="checkbox"/> Civil Service
<input type="checkbox"/> Temporary	<input type="checkbox"/> Part-time (_____ % of Full Time)	<input type="checkbox"/> Restricted
<input type="checkbox"/> Tenured	<input type="checkbox"/> Undergraduate Student	<input type="checkbox"/> Job Appointment
<input checked="" 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 Wanda Spurlock Reason Left N/A
 Date Left N/A Salary Paid \$80,000

Profile of Person Recommended

Length of Employment 08/15/2016 To 05/16/2017
 Effective Date 08/15/16

Name Wanda Spurlock SS# xxx-xx- Sex F Race* B
 (Last 4 digits only)

Position Title: Professor Department: School of Nursing

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

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

Years Experience _____ Southern University Experience _____
 Degree(s): Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge): Year:
BSN (Nursing) Southern University and A&M College 12/2001
MSN Southern University and A&M College 05/2005
PhD Southern University and A&M College 12/2015

Current Employer School of Nursing

Personnel Action

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

Recommended Salary \$90,000 Salary Budgeted \$90,000

Source of Funds General Funds

Identify Budget: 211001-22403-61000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: _____ From _____ To _____

Position _____
 Status _____
 Salary Adjustment \$80,000 \$90,000

Financial Aid signature (if, applicable):

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

Source of Funds	Amount
21101-22403	80,000

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

<u>Cheryl Taylor</u> <u>8/23/16</u> Supervisor Date	<u>[Signature]</u> <u>8/23/16</u> Dean/Unit Head Date
<u>[Signature]</u> <u>8/24/16</u> Vice Chancellor Date	Chancellor Date
Director/Personnel Date	Vice President/Finance Business Affairs/Comptroller Date
<u>Ray L. Belton</u> <u>8-24-16</u> President Date	Chairman/S.U. Board of Supervisors Date

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RACE (Please check all that apply):

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COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 am – 5:00pm
EMPLOYEE DIRECT SUPERVISOR: Dr. Cheryl Taylor
SUPERVISOR/DEPARTMENT CONTACT NUMBER (225) 771-3266
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

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:

Promotion effective Fall 2016, Assistant Professor to Associate Professor

EMPLOYEE REGULAR WORK SCHEDULE: M-F; 8-5

EMPLOYEE DIRECT SUPERVISOR: Shawn Comminey

SUPERVISOR/DEPARTMENT CONTACT NUMBER 771-3260

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	2025
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

Do Not Write Below This Area

For Human Resource and Budgetary Control Use Only!

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

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

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

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

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

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

Profile of Person Recommended

Length of Employment 07/01/2016 To 06/30/2017 & Continuing
Effective Date 08/01/2016

Name Caroline Telles SS# S00017077 Sex F Race* B
(Last 4 digits only)

Position Title: Assistant Professor Department: Biology

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

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

Years Experience 14 Southern University Experience 7
Degree(s): Type/Discipline (BA-Education): Ph.D Microbiology Institution/Location (SU- Baton Rouge): LSU Year: 2003
BS Zoology Univ. Eastern Africa, Barotob, Kenya 1995

Current Employer SOUTHERN UNIVERSITY AND A & M COLLEGE, BATON ROUGE, LOUISIANA

Personnel Action

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

Recommended Salary 53,853 Salary Budgeted 53,853

Source of Funds State

Identify Budget: 211001-22475-61003-21000 Location _____

Form Code: _____ Page _____ Item # _____

Change of: _____
Position Assistant Professor From Associate Professor To
Status _____
Salary Adjustment 47,000 53,853

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

*See Reverse Side

Comments: (Use back of form)

Source of Funds	Amount

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor <u>[Signature]</u> Date <u>8/24/2016</u>	Dean/Unit Head <u>[Signature]</u> Date <u>8/24/2016</u>
Vice Chancellor <u>[Signature]</u> Date _____	Chancellor Date _____
Director/Personnel Date _____	Vice President/Finance Business Affairs/Comptroller Date _____
President <u>[Signature]</u> Date <u>8-24-16</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.

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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:

Promotion effective Fall 2016 from Assistant Professor to Associate Professor

EMPLOYEE REGULAR WORK SCHEDULE: M-F; 8-5

EMPLOYEE DIRECT SUPERVISOR: E. C. Martinez

SUPERVISOR/DEPARTMENT CONTACT NUMBER 771-5171

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	2025
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

Do Not Write Below This Area

For Human Resource and Budgetary Control Use Only!

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

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- Proposed Employee Clearance
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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:

Promotion from Associate Professor to Professor, effective Fall 2016.

EMPLOYEE REGULAR WORK SCHEDULE: M-F; 8-5

EMPLOYEE DIRECT SUPERVISOR: Albert Samuels

SUPERVISOR/DEPARTMENT CONTACT NUMBER _____

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	2025
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	

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

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM
Personnel Action Form

POSITION NUMBER									
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CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

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

Previous Employee Dr. Alo Dutta Reason Left NA
Date Left NA Salary Paid \$52,514

Profile of Person Recommended

Length of Employment August 15, 2016 To May 12, 2017
Effective Date August 12, 2013

Name Dr. Alo Dutta SS# S00019003 Sex Female Race* Asian
(Last 4 digits only)

Position Title: Professor Department: Rehabilitation & Disability Studies

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

(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 20.00 Southern University Experience 15 years

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	Ph.D. Community Health-Rehab.	University of Illinois at Urbana-Champaign	2001
	M.S. Rehabilitation Counseling	Southern University, Baton Rouge	1995
	M.P.A..Professional Accountancy	Southern University, Baton Rouge	1993

Current Employer Department of Rehabilitation and Disability Studies

Personnel Action

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

Recommended Salary ~~\$85,000~~ \$53,514 Salary Budgeted ~~\$85,000~~ \$53,514

Source of Funds 211001-22484-21000

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

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

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

*See Reverse Side

Comments: (Use back of form)

Source of Funds	Amount
211001-22484-21000	\$85,000 <u>\$53,514</u>

*See Reverse Side

Graduate School signature (if, applicable):

<u>Madan Kandan</u> <u>7-1-2016</u> Supervisor Date	<u>[Signature]</u> <u>7/6/16</u> Dean/Unit Head Date
<u>[Signature]</u> <u>8/24/16</u> Vice Chancellor Date	Chancellor Date
Director/Personnel Date	Vice President/Finance Date
<u>Raymond Belmont</u> <u>8-24-16</u> President Date	Business Affairs/Comptroller Date
	Chairman/S.U. Board Date
	of Supervisors Date

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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:

Implementation of College of Nursing and Allied Health's updated salary scale.
Dr. Dutta has been promoted to the rank of Full Professor effective Fall, 2016.

EMPLOYEE REGULAR WORK SCHEDULE: M -F 8:00 - 5:00

EMPLOYEE DIRECT SUPERVISOR: Dr. Madan Kundu, Chair and Professor

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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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
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- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

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 SAME Reason Left _____
 Date Left _____ Salary Paid _____

Profile of Person Recommended

Length of Employment 07/01/2016 To 06/30/2017
 Effective Date 08/01/2016

Name Nigel Gwee SS# xxx-xx-6651 Sex M Race* Asian
 (Last 4 digits only)

Position Title: Professor Department: Computer Science

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

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

Years Experience 20 Southern University Experience 12

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>PhD - Computer Science</u>	<u>LSU</u>	<u>2002</u>
	<u>PhD-Musicology</u>	<u>LSU</u>	<u>1996</u>

Current Employer SUBR

Personnel Action

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

Recommended Salary 77,855 Salary Budgeted 77,855

Source of Funds State

Identify Budget: 21001-22477-61003-21000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: _____
 Position Associate Professor From Professor To
 Status _____
 Salary Adjustment 67,902 77,855

Financial Aid signature (if, applicable):

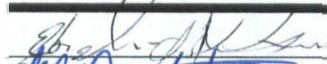
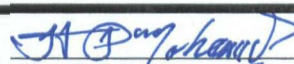


List total funds currently paid this employee by Southern University:

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

Source of Funds	Amount

*See Reverse Side

Graduate School signature (if, applicable):

	<u>8/24/16</u>		<u>8/24/16</u>
Supervisor	Date	Dean/Unit Head	Date
	<u>8/24/16</u>		
Vice Chancellor	Date	Chancellor	Date
Director/Personnel	Date	Vice President/Finance	Date
	<u>8-24-16</u>	Business Affairs/Comptroller	Date
President	Date	Chairman/S.U. Board	Date
		of Supervisors	

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

COMMENTS: Dr. Nigel Gwee promotion from Associate Professor to Professor is effective Fall 2016.

EMPLOYEE REGULAR WORK SCHEDULE: M-F; 8-5
EMPLOYEE DIRECT SUPERVISOR: E. Khosravi
SUPERVISOR/DEPARTMENT CONTACT NUMBER _____
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____
HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

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

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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
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JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

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

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

Profile of Person Recommended

Length of Employment 07/01/2016 To 06/30/2017 & Continuing

Effective Date 08/01/2016

Name Anthony Igiede SS# ██████████ 400019777 Sex M Race* B
(Last 4 digits only)

Position Title: Professor Department: Sociology

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

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

Years Experience 25 Southern University Experience 25

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>Ph.D. Public Policy</u>	<u>SUBR</u>	<u>2005</u>
	<u>M.S. Sociology</u>	<u>SUBR</u>	<u>1989</u>
	<u>B.S. Sociology</u>	<u>SUBR</u>	<u>1987</u>

Current Employer SOUTHERN UNIVERSITY AND A & M COLLEGE, BATON ROUGE, LOUISIANA

Personnel Action

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

Recommended Salary 68,683 Salary Budgeted 68,683

Source of Funds State

Identify Budget: 21001-22481-61003-21000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: _____

Position Associate Professor From Professor To
 Status _____
 Salary Adjustment 52,513 68,683

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):

<u>[Signature]</u> Supervisor Date <u>8/24/16</u>	<u>[Signature]</u> Dean/Unit Head Date <u>08/24/16</u>
<u>[Signature]</u> Vice Chancellor Date _____	<u>[Signature]</u> Chancellor Date _____
<u>[Signature]</u> Director/Personnel Date _____	<u>[Signature]</u> Vice President/Finance Business Affairs/Comptroller Date _____
<u>[Signature]</u> President Date <u>8-24-16</u>	<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 America, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS:

Promotion effective Fall 2016 from Associate Professor to Professor

EMPLOYEE REGULAR WORK SCHEDULE: M-F; 8-5

EMPLOYEE DIRECT SUPERVISOR: Reginald Rackley, Albert Samuels

SUPERVISOR/DEPARTMENT CONTACT NUMBER _____

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	2025
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)

The Way Forward
SUSLA Strategic Plan
2016-2021



AUGUST 2016 BOARD

ITEM 2

SUSLA'S STRATEGIC PLAN-A WAY FORWARD (2016-2021)



RODNEY A. ELLIS, Ed.D.
CHANCELLOR



August 3, 2016

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

RE: SUSLA's Strategic Plan – A Way Forward (2016 – 2021)

Dear Dr. Belton:

The Southern University at Shreveport (SUSLA) family embarked on a journey over two years ago to shape a strategic plan that will guide the university for the next five years. We continue the pursuit of our mission by meeting the ever changing workforce needs of our local area, region, state and beyond and also remaining committed to the needs of our community in ways in which we can successfully contribute.

As we have discussed, the hard work that has been accomplished to get us to where we are today involved input from all of our major stakeholders (faculty, staff, students, community leaders, business & industry, alumni, secondary agencies and potential students) to ensure we would have a plan that truly examined our existing framework and shaped an aggressive, yet attainable pathway moving forward. As you are aware, we collaborated with Hanover Research when we began the process and agreed upon a process of developing a strategic plan. Hanover accomplished various stakeholder surveys, obtained best practices, solidified peer/aspirant intuitions, examined emerging workforce/higher education trends, and finally helped to shape the guiding themes and overarching goals that we would pursue as an institution. Various individuals from the campus visited aspirant institutions to gain an appreciation of how organizations challenge themselves to go from good institutions, to great ones. We particularly visited schools that would help us develop in areas that we wanted to strengthen as an institution. Throughout the process we continuously solicited input to ensure we received collaboration and ongoing feedback.

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

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

www.SUSLA.EDU

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

Taking this entirety of ideas and work into consideration, the Strategic Planning Steering Committee, subcommittees and the SUSLA leadership have come together with a plan entitled, “**A Way Forward,**” that stays true to the core values of our institution while embracing seven goals that will allow the institution to challenge itself to be better in the interest of our most important resource...the student.

Below you will find the seven goals along with a brief description. Attached you will find the detailed Strategic Plan that includes objectives, strategies and performance indicators.

Goal 1: Cultivate a Culture of Academic Excellence

***Description:** A culture of academic excellence is signified by the demonstrated ability to perform, achieve, and/or exceed in scholastic activities. It includes the development of intellectual and skills capacities to holistically and successfully navigate the university offerings and transit with job-entry skills and capabilities. SUSLA fosters a thriving intellectual community that facilitates learning experiences, the healthy exchange of ideas, robust student-faculty interaction, and prolific creativity. To accomplish this goal, SUSLA will attract and retain high-quality students, promote students’ academic success, prepare students for successful careers, and provide high –quality teaching.*

Goal 2: Strengthen the Academic and Co-Curricular Experience ***Description:** Southern University at Shreveport reinforces the academic experience of students by bridging the gap between academic and co-curricular activities. Classroom activities are intended to reinforce success in learning, promote understanding of course objectives and content matter, and connect to student learning outcomes. Students’ participation in extra-curricular activities (outside the classroom) related to learning in the classroom can help to reinforce the achievement of learning objectives by allowing students to apply their knowledge.*

Goal 3: Provide an Outstanding Campus Climate to all Stakeholders

***Description:** Fostering a healthy campus climate allows an environment conducive to student learning, as well as constructive participation and effective productivity of faculty and staff. Important aspects of an “outstanding campus climate” does not only take into account physical upkeep and aesthetic properties of the campus, but also embraces diversity, inclusion, and respect. SUSLA engages in supporting initiatives that fosters a living, learning, and working environment.*

Goal 4: Connect with and Engage the Community

***Description:** The mission of Southern University at Shreveport speaks to partnering and collaborating with the community to improve its outcomes. Deliberate and intentional engagement among principal players will support the academy, promote service learning, fuel the workforce (labor market), promote the engagement in community-based research, and support the expansion of educational opportunities.*

Goal 5: Improve Resources, Infrastructure, and Facilities

Description: It is critical to Southern University at Shreveport that it provides a suitable, productive and safe working, learning and living environment. Facilities are mission critical and support an environment conducive to productivity and student learning. Consideration is given to buildings, grounds, infrastructure, and associated assets, which are indispensable in their role in supporting the institution's overall objectives.

Goal 6: Ensure Short- and Long-Term Financial Sustainability

Description: In the evolution of leading change in higher education and its effect on the fiscal climate of institutions, financial sustainability is critical. To that end, Southern University engages innovative strategies to operate cost efficiently - presenting fewer liabilities, lower debt services and decreasing expenses, with generated (increased) revenue or cash reserves.

Goal 7: Ensure Quality and Accountability

Description: The quest for quality and accountability remains a central issue for Southern University in Shreveport. We posture ourselves to "do good to be good." Ensuring the efficiency and effectiveness of operations, services, and the academy through greater accountability is central to student success and to the community in which we serve.

Dr. Belton, we are pleased to submit to you the attached plan for your review and consideration for implementation for FY2016-FY2021.

Sincerely,



Rodney A. Ellis, Ed.D.
Chancellor

Attachments: SUSLA's Strategic Plan – A Way Forward

ATHLETICS

Contract for Roman Banks

SOUTHERN UNIVERSITY SYSTEM
SOUTHERN UNIVERSITY AT BATON ROUGE
HEAD MEN'S BASKETBALL COACH

THIRD AMENDMENT TO THE EMPLOYMENT CONTRACT OF HEAD MEN'S
BASKETBALL COACH
ROMAN P. BANKS

This agreement between the Board of Supervisors of Southern University and Agricultural and Mechanical College ("Board") and Roman P. Banks ("Head Basketball Coach") constitutes an amendment to the August 23, 2014 agreement titled "Second Amendment to the Employment Contract and to July 1, 2013 Amended Employment Agreement of Head Basketball Coach Roman P. Banks." The terms of this amendment shall be effective July 15, 2016. (Hereinafter referred to as "Third Amendment") The terms of this Third Amendment are as follows:

Section II-Term of the August 23, 2014 Second Amendment Employment Agreement shall be revised to read as follows:

- a. The term of this agreement is for a period commencing on July 1, 2013 and terminating on April 30, 2022. The Board has the option of extending this agreement for one (1) additional year by providing coach notice in writing by January 31, 2022.

Section III-Compensation and Employment Benefits of the August 23, 2014 Second Amendment Agreement shall be revised to read as follow:

- a. For Services and satisfactory performance of all terms in this agreement, University shall pay Head Basketball Coach an annual base salary of the following:
 - a. One hundred and eighty-five thousand dollars (\$185,000.00) Years 1 and 2
 - b. One hundred and ninety thousand dollars (\$190,000.00) Years 3 and 4.
 - c. One hundred and ninety-five thousand dollars (\$195,000.00) Years 5 and 6.

Section V. Performance Incentives of July 1, 2014, Amended Agreement shall be revised to read as follows:

- a) vii. Attain at least the minimum Academic Progress Rate (APR) of 930 every year.
 - a. 1. Head Coach 1/2 Month's Salary
 - b. 2. Full-time Assistant Coaches \$1,000.00
- b) ix shall be renumbered to x.
- c) ix will be revised to read as follow:
 - a. Other NCAA Post-Season appearances (NIT, CBI and CIT):

- i. Head Coach 1/2 Month's Salary
 - ii. Full-time Assistant Coaches \$1,000.00
- d) x. Twenty (20) win Season for Men's Basketball Team
 - a. i. Head Coach \$5,000.00
 - b. ii. Full-time Assistant Coaches \$1,000.00

Section V-Performance Incentives part a. ix. of the August 23, 2014 Second Amendment to Employment Agreement shall be revised to read as follows:

1. 2. If three hundred thousand dollars (\$300,000.00) or more in game guarantees are collected for the term of the agreement and any amendments attached hereto. Head Basketball Coach shall receive a distribution of up to thirty-five thousand dollars (\$35,000.00) toward salary. The Men's Basketball program will receive twenty-five thousand dollars (\$25,000.00) toward program improvements and two hundred forty thousand dollars (\$240,000.00) including all other remaining amounts, after the described payments herein will be retained by the athletic department budget.

2. Section V. b. shall be revised to read as follows'

i. a. In order for Head Basketball Coach to receive above-mentioned performance incentives, Men's Basketball Team shall meet all NCAA APR standards and Men's Basketball Team shall be eligible for post-season play.

ii. b. 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) (iv) shall be based upon revenues collected as of the 30th day following the last contest of the season. All incentives payments and salary supplements shall be paid not later than the 60th day following the last contest of the season, including post-season play.

All other terms of the Second Amendment to August 23, 2014 Agreement of Head Basketball Coach shall remain in effect.

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

Roman P. Banks
Head Men's Basketball Coach

Date

Dr. Ray Belton
President/Chancellor
Southern University System

Date

Dr. Leon Tarver
Chairman
Southern University System Board of Supervisors

Date

Contract for Sandra Pugh

SOUTHERN UNIVERSITY SYSTEM
SOUTHERN UNIVERSITY AT BATON ROUGE
HEAD WOMEN'S BASKETBALL COACH

AMENDMENT TO THE EMPLOYMENT CONTRACT OF HEAD WOMEN'S
BASKETBALL COACH
LASANDRA "SANDY" PUGH

This agreement between the Board of Supervisors of Southern University and Agricultural and Mechanical College ("Board") and LaSandra "Sandy" Pugh ("Head Women's Basketball Coach") constitutes an amendment to the July 1, 2014 agreement titled "Employment Contract of Head Women's Basketball Coach LaSandra "Sandy" Pugh". The terms of this amendment shall be effective July 1, 2016. (Hereinafter referred to as "First Amendment") The terms of this First Amendment are as follows:

Section II-Term of the July 1, 2014 Employment Agreement shall be revised to read as follows:

- a. The term of this agreement is for a period commencing on July 1, 2014 and terminating on June 30, 2018. The Board shall have the option to extend this agreement for two (2) years by providing Head Women's Basketball Coach notice, in writing, by March 31, 2018.

Section III-Compensation and Employment Benefits

- a. For services and satisfactory performance of all terms of this agreement. University shall pay Head Women's Coach an annual salary of one-hundred thirteen thousand three hundred dollars (\$113,300.00). The salary shall be paid in equal amounts in monthly or such other regular pay periods used for administrative employees.

Section V. Performance Incentives of the July 1, 2014 Employment Agreement shall be revised to read as follow:

- a. Section V. a. ii. shall be renamed "SWAC Tournament Championship NCAA Post-Season appearance".
- b. Section V. a. iv shall be revised to read as follows:
 - a. Other NCAA Post-Season appearances:
 - i. 1. Head Women's Basketball Coach ½ Month Salary
 - ii. 2. Full-time Assistant Coaches \$1,000.00
 - iii. 3. Part-Time(salaried) Assistant Coach \$1,000.00
- c. Section V. a. iv. shall be changed to Section V. a. v. to read as follows:
 - a. 1. In order to encourage participation in the highest caliber non-conference contest which improves national exposure and recruiting, Head Women's Basketball Coach shall be provided the authority, subject to the limitations further described herein, for the distribution

of the following basketball program incentive funding based upon the amount of guaranteed payments (“game guarantees”) collected for such contest. The required base guarantees of one hundred ten thousand dollars (\$110,000.00) shall be met annually each remaining year of the contract for Head Women’s Basketball Coach to receive increased incentives, benefits and program support.

- b. 2. Head Women’s Basketball Coach shall have the ability to specifically designate how forty percent (40%) of all collected game guarantees are spent on the basketball program (“incentive funding”). Subject to the foregoing, the first five thousand dollars (\$5,000.00) of incentive funding that Head Women’s Basketball Coach may direct each season shall be designated for vehicle stipend for Head Women’s Basketball Coach.
- c. The additional incentive funding in excess of ten thousand dollars (\$10,000.00) per season may be used at Head Women’s Basketball Coach’s discretion on any basketball related programs and activities, including recruiting, travel, salary supplements for head coach, assistant coaches, tutors, or other such personnel retained to assist the basketball program. Subject to the foregoing, Head Women’s Basketball Coach shall be limited to designating no more than the lesser of forty percent (40%) or fifteen thousand dollars (\$15,000.00) of such incentive funding toward her own salary supplement annually.
- d. Section V. b. shall be revised to read as follows:
 - i. a. In order for Head’s Women’s Basketball Coach to receive the foregoing incentives, including but limited to those described in Section V., Women’s Basketball Team shall meet all NCAA APR standards and Women’s Basketball Team shall be eligible for and compete in post-season play.
 - ii. Within forty-five (45) days of the last contest, Head Women’s 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) (v) shall be based upon revenues collected as of the 30th day following the last contest of the season. All incentives payments and salary supplements shall be paid not later than the 60th day following the last contest of the season, including post-season play.

All other terms of the July 1, 2014 Agreement of Head Women’s Baseball Coach shall remain in effect.

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

LaSandra Pugh
SUBR Women's Head Basketball Coach

Date

Roman Banks
Interim Athletic Director

Date

Dr. Ray Belton.
President/Chancellor
Southern University System

Date

Dr. Leon Tarver
Chairman
Southern University System Board of Supervisors

Date

SUNO Athletic Budget FY 2016-2017



SOUTHERN UNIVERSITY AT NEW ORLEANS

6400 Press Drive
New Orleans, LA 70126
225-286-5117
504-284-5473 (Fax)

Office of Administration and Finance

August 9, 2016

MEMORANDUM

TO: Dr. Lisa Mims-Devezin
Interim Chancellor
Southern University at New Orleans

FROM: Coach Yhann Plummer
Director of Athletics Vice Chancellor for Administration and Finance

RE: 2016-2017 Athletic Budget

I am requesting your approval and the Board of Supervisors for my Athletic Budget for the 2016-2017 school years.

Sincerely,

A handwritten signature in black ink, appearing to read 'Yhann Plummer'.

Yhann Plummer
Director of Athletics

Southern University at New Orleans
Athletic Budget
Fiscal Year 2016-2017

REVENUES

Athletic Fees:	
Fall 2016	\$ 120,200
Spring 2017	115,500
Summer 2017	9,050
Game Guarantees:	
Basketball	9,250
General Fund Support	<u>475,000</u>
Total Revenues	<u><u>\$ 729,000</u></u>

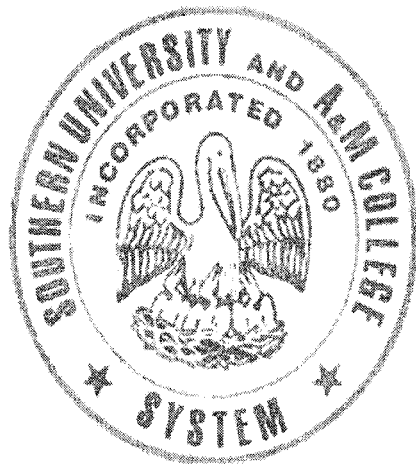
EXPENSES

Salaries / Wages / Student Help	\$ 147,000
Fringe benefits	58,800
Athletic Scholarships	320,200
Medical insurance / injury claims	90,000
Travel	50,000
Operating Services:	
NAIA Membership	7,500
GCAC Tournament and dues	13,500
Trainer	12,000
Other Expenses:	
Professional Services	5,000
Supplies	<u>25,000</u>
Total Expenses	<u><u>\$ 729,000</u></u>

SUBR Athletic Budget FY 2016-2017

**SOUTHERN UNIVERSITY
and A&M COLLEGE**


**ATHLETICS
INTERCOLLEGIATE**



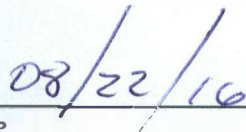
**OPERATING BUDGETS
2016-17**

The following forms are the Athletics Intercollegiate Operating Budgets and Personnel Schedules for the fiscal year 2016-17. The forms are submitted to Dr. Ray Belton, President/Chancellor, and Mr. Ben Pugh, Vice Chancellor for Finance and Administration.

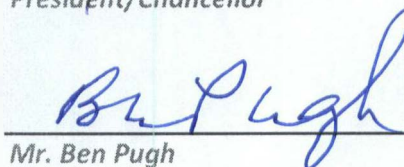
Approvals:



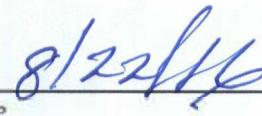
Dr. Ray Belton
President/Chancellor



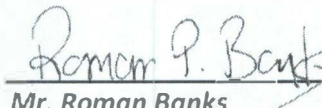
Date



Mr. Ben Pugh
Vice Chancellor for Finance and Administration



Date



Mr. Roman Banks
Interim Athletics Director



Date

Revenues:

Ticket Sales

Football	\$	1,290,000.00
Basketball		55,000.00
Baseball		5,000.00
Track and Field (Pelican Relay)		2,000.00

Guarantees

Football	575,000.00
Men Basketball	263,000.00
Women Basketball	92,500.00
Parking	245,000.00
Concessions	90,000.00
Bayou Classic (Ticket Sales)	490,000.00
Student Athletic Fees	2,700,000.00
Handling Fee	16,000.00
SWAC	115,000.00
NCAA	300,000.00
General Athletics	250,000.00
Non-Mandatory Transfer	1,500,000.00
Non-Mandatory Transfer	200,000.00
Gender Equity	175,000.00
Athletic Subsidy	699,841.00
Licensing	60,000.00
TOTAL REVENUE:	9,123,341.00

Expenditures:

Salary	2,514,445.63
Wages	350,000.00
Related Benefits--Salary	949,203.23
Related Benefits-Wages	26,775.00
Sick Leave, Terminal Pay, etc.	30,000.00
Retirees Insurance	50,000.00
Graduate Assistants	20,000.00
Professional Services	155,000.00
Travel	1,108,275.00
Operational Services	707,000.00
Merchant Charges	85,000.00
Supplies	434,700.00
Equipment	5,000.00
Scholarships	2,277,442.14
Debts Reserves	25,000.00
Game Guarantee	23,500.00
Audit Fees	12,000.00
Mumford Fieldhouse (Debt Service)	350,000.00
TOTAL EXPENDITURES:	<u>\$ 9,123,341.00</u>

**Guarantee Games
Southern University**

ACCOUNT PAYABLE

Football		\$	-	
Women Basketball				
Spring Hill College	5,000.00		5,000.00	
Men Basketball				
Loyola University	7,500.00			
Paul Quinn	5,000.00			
Ecclesia College	6,000.00		18,500.00	
TOTAL GUARANTEE (ACCOUNT PAYABLE)				\$ 23,500.00

ACCOUNT RECEIVABLES

Football				
University of Louisiana-Monroe	250,000.00			
Tulane University	325,000.00	\$	575,000.00	
Women Basketball				
Ohio State University	20,000.00			
UCLA	22,500.00			
Texas A&M University	25,000.00			
East Carolina	15,000.00			
University of South Alabama	10,000.00		92,500.00	
Men Basketball				
Baylor	90,000.00			
University of Nebraska	90,000.00			
Tulane University	10,000.00			
University of Alabama	10,000.00			
University of Alabama-Birmingham	63,000.00		263,000.00	
Volleyball			-	
Soccer			-	
TOTAL GUARANTEE (ACCOUNT RECEIVABLE)				\$ 930,500.00

**ATHLETIC ADMINISTRATION
SALARIES**

Extra Compensation	\$	75,000.00	
Salary Adjustments		86,000.00	
TBA, Athletics Director		130,000.00	
Pamela Smith, Associate AD & SWA		54,000.00	
Christopher Jones, Assist. AD for Media Relations		50,000.00	
LaShonda Stirgus, Assist. AD for Budget Affairs		3,000.00	
Aretha Hunt, Auxiliary Enterprise Manager		51,100.80	
Lealon Castello, Athletics Ground Supervisor		43,000.00	
Derek Price, Head Equipment Manager		36,666.67	
Friedsburg Gray, Assistant Equipment Manager		27,000.00	
LaKisha Franklin, Asst. Auxiliary Enterprise Mg		25,000.00	
Rosalind Smith, Cashier Ticket Office		21,424.00	
TOTAL SALARIES		602,191.47	
RELATED BENEFITS			\$ 227,327.28

Sick Leaves, Terminal Pay, etc.	\$	30,000.00	
Retirees Insurances		50,000.00	
Wages (Game Support & Security Personnel)		350,000.00	
Related Benefits for Wages		26,775.00	
Travel Athletic Director & Staff		70,497.00	
Operational Services		707,000.00	
Supplies		227,700.00	
Equipment		5,000.00	
Professional Services		175,000.00	
TOTAL NON-SALARY		1,641,972.00	\$ 1,641,972.00

OTHER CHARGES

Guarantees	23,500.00	
Graduate Assistant	-	
Merchant Charges	85,000.00	
Audit Fees	12,000.00	
Debts Reserves	25,000.00	
TOTAL OTHER CHARGES	145,500.00	\$ 145,500.00

TOTAL ATHLETIC ADMINISTRATOR (DIRECTOR)	2,616,990.75
--	---------------------

MEN'S BASKETBALL

SALARIES

Roman Banks, Head Coach	\$	180,000.00	
Morris Scott, Assistant Coach		56,000.00	
Jethro Hillman, Assistant Coach		36,000.00	
Rodney Kirchner, Assistant Coach		39,000.00	
Peter Cipriano		40,000.00	

TOTAL SALARIES \$ 351,000.00

RELATED BENEFITS \$ 132,502.50

TRAVEL \$ 180,000.00

OPERATING SERVICE \$ -

SUPPLIES \$ 8,000.00

SCHOLARSHIP \$ 194,988.00

TOTAL MEN BASKETBALL \$ 866,490.50

WOMEN'S BASKETBALL

SALARIES

LaSandra Pugh, Head Coach	\$	110,800.00	
Carlos Funchess, Assistant Coach		60,000.00	
Bryan Shyne, Assistant Coach		28,000.00	
Rondenise Jackson, Recruiting Coordinator/Asst Coach		24,000.00	
Thomas Pugh, Part Time Coach		8,000.00	

TOTAL SALARIES			\$ 230,800.00
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RELATED BENEFITS			\$ 87,127.00
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TRAVEL			\$ 170,000.00
---------------	--	--	----------------------

OPERATING SERVICE			\$ -
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SUPPLIES			\$ 8,000.00
-----------------	--	--	--------------------

SCHOLARSHIP			\$ 219,674.00
--------------------	--	--	----------------------

TOTAL WOMEN BASKETBALL			<u>\$ 715,601.00</u>
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BASEBALL

SALARIES

Roger Cador, Head Coach
Daniel Canevari, Assistant Coach
TBA, Assistant Coach*

\$ 91,354.17
43,000.00
30,000.00

TOTAL SALARIES \$ 164,354.17
RELATED BENEFITS \$ 62,043.70

TRAVEL \$ 80,000.00

SUPPLIES \$ 10,000.00

SCHOLARSHIP \$ 129,460.00

TOTAL BASEBALL \$ 445,857.86

MEN AND WOMEN TRACK AND FIELD

SALARIES

Teremine White, Head Coach
Jimmy Joseph, Assistant Coach

\$ 41,500.00
31,000.00

TOTAL SALARIES

\$ 72,500.00

RELATED BENEFITS

\$ 27,368.75

TRAVEL

\$ 80,000.00

SUPPLIES

\$ 15,000.00

SCHOLARSHIP

\$ 286,050.00

TOTAL MEN & WOMEN TRACK

\$ 480,918.75

MEN AND WOMEN X-COUNTRY

SALARIES

Charmaine Darden, Head X-Country Coach/Asst. Track Coach

31,000.00

TOTAL SALARIES

\$ 31,000.00

RELATED BENEFITS

\$ 11,702.50

TRAVEL

\$ 12,000.00

SUPPLIES

\$ 7,500.00

TOTAL MEN & WOMEN X-COUNTRY

\$ 62,202.50

SOFTBALL

SALARIES

John Garris, Head Coach
TBA, Assistant Coach

\$ 45,000.00
26,000.00

TOTAL SALARIES \$ 71,000.00
RELATED BENEFITS \$ 26,802.50

GRADUATE ASSISTANT \$ 10,000.00

TRAVEL \$ 55,000.00

SUPPLIES \$ 10,000.00

SCHOLARSHIP \$ 123,092.00

TOTAL SOFTBALL \$ 295,894.50

SOCCER

SALARIES

Jeremy Fontenot, Head Coach

\$ 40,000.00

TOTAL SALARIES

\$ 40,000.00

RELATED BENEFITS

\$ 15,100.00

GRADUATE ASSISTANT

\$ 10,000.00

TRAVEL

\$ 55,000.00

SUPPLIES

\$ 10,000.00

SCHOLARSHIP

\$ 212,800.00

TOTAL SOCCER

\$ 342,900.00

VOLLEYBALL

SALARIES

Venessa Jacobs, Head Coach

\$ 45,600.00

TOTAL SALARIES

\$ 45,600.00

RELATED BENEFITS

17,214.00

GRADUATE ASSISTANT

\$ -

TRAVEL

\$ 55,000.00

SUPPLIES

\$ 8,000.00

SCHOLARSHIP

\$ 178,006.00

TOTAL VOLLEYBALL

\$ 303,820.00

WOMEN'S TENNIS

SALARIES

Jeffrey Conyers, Head Coach

\$ 47,000.00

TOTAL SALARIES

\$ 47,000.00

RELATED BENEFITS

\$ 17,742.50

TRAVEL

\$ 30,000.00

SUPPLIES

\$ 5,000.00

SCHOLARSHIP

\$ 128,108.00

TOTAL WOMEN TENNIS

\$ 227,850.50

BOWLING

SALARIES

Rose Fogg, Head Coach

\$ 42,000.00

TOTAL SALARIES

\$ 42,000.00

RELATED BENEFITS

\$ 15,855.00

TRAVEL

\$ 30,000.00

SUPPLIES

\$ 5,000.00

SCHOLARSHIP

\$ 53,312.00

TOTAL BOWLING

\$ 146,167.00

CHEERLEADERS

SALARIES

James Smith, Head Coach

\$ 12,000.00

TOTAL SALARIES

\$ 12,000.00

RELATED BENEFITS

\$ 4,530.00

TRAVEL

\$ 5,778.00

SUPPLIES

\$ 5,000.00

TOTAL CHEERLEADERS

\$ 27,308.00

SPORT MEDICINE

SALARIES

Joshua Jackson, Assistant Trainer

40,000.00

Kim Lewis, Assistant Trainer

38,000.00

TOTAL SALARIES

\$ 78,000.00

RELATED BENEFITS

\$ 29,445.00

GRADUATE ASSISTANT

\$ -

TRAVEL

\$ 5,000.00

SUPPLIES

\$ 45,000.00

TOTAL SPORT MEDICINE

\$ 157,445.00

STRENGTH AND CONDITIONING

SALARIES

Joshua Lawson, Head Strength/Conditioning Coach	\$	50,000.00	
TBA, Assistant Strength/Conditioning Coach		<u>30,000.00</u>	
TOTAL SALARIES			\$ 80,000.00
RELATED BENEFITS			\$ 30,200.00
GRADUATE ASSISTANT			\$ -
TRAVEL			\$ 5,000.00
SUPPLIES			\$ 5,000.00

TOTAL STRENGTH AND CONDITIONING

\$ 120,200.00

SUSLA Athletic Budget FY 2016-2017

Southern University at Shreveport

2016-2017 Operating Budget for Men Athletics

Men Basketball
Account # 518901- 58610


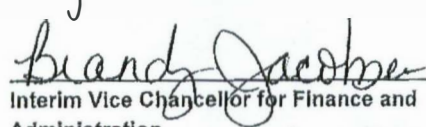


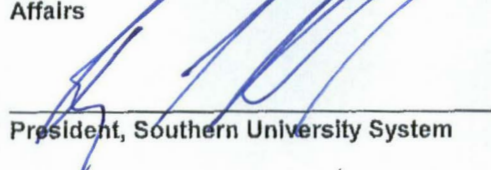
PROJECTED INCOME: \$161,693

PROJECTED EXPENDITURES:

Salaries	30,650
Wages	0
Related Benefits	10,728
Travel	21,867
Operating Services	14,728
Supplies	10,020
Professional Services	0
Other Charges	0
Scholarships	73,700
Acquisitions	0

TOTAL PROJECTED EXPENDITURES \$161,693

PROJECTED BALANCE JUNE 30, 2017 0

<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Disapproved	 Vice Chancellor Academic/Student Affairs
<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Disapproved	 Interim Vice Chancellor for Finance and Administration
<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Disapproved	 Chancellor
<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Disapproved	 Vice President Finance and Business Affairs
<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Disapproved	 President, Southern University System

Southern University at Shreveport
2016-2017 Operating Budget for Women Athletics

Women Basketball
Account # 518902- 58710

PROJECTED INCOME: \$143,388

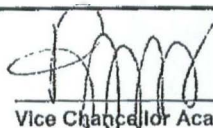
PROJECTED EXPENDITURES:

Salaries	25,250
Wages	0
Related Benefits	6,323
Travel	20,000
Operating Services	12,961
Supplies	5,922
Professional Services	0
Other Charges	0
Scholarships	72,932
Acquisitions	0


TOTAL PROJECTED EXPENDITURES \$143,388

PROJECTED BALANCE JUNE 30, 2017 0

Approval
 Disapproved


 Vice Chancellor Academic/Student Affairs

Approval
 Disapproved


 Interim Vice Chancellor for Finance and Administration

Approval
 Disapproved


 Chancellor

Approval
 Disapproved


 Vice President Finance and Business Affairs

Approval
 Disapproved


 President, Southern University System

Facilities and Property

Priority Projects Update

Southern University System

Office of Facilities Planning

August 24, 2016 11:00 pm

SYSTEM FACILITIES PROJECT UPDATES

SU Baton Rouge

1. SU Laboratory School new window wall, American Disability Act (ADA) new restrooms and ramp

- Architect: Domain Design
- Pre-design meeting: June 26, 2013.
- Available Funds for Construction (**AFC**): \$960,000.00.
- Project involves installation of new window wall system, ADA restrooms, new entry doors and ADA ramps.
- Bid amount \$741,000.
- General Contractor (**GC**) - HVACR Systems LLC
- Preconstruction meeting - April 9, 2015.
- Punch list completion set for August 2016

2. F.G. Clark Activity Center Fire Code Citations Renovations

- Architect – Domain Design
- Available Funds for Construction (**AFC**) \$418,000
- General Contractor- MBD Maintenance, LLC
- Bid amount \$301,000
- Construction started April 2015
- Project completion set for February, 2016.
- Punch list completion set for August 2016

3. Fire Alarm System upgrade for various buildings

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

Notes:

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

4. Hurricane Isaac repairs for various buildings

- Office of Risk Management (**ORM**) Available Funds for Construction (**AFC**) Budget approved
- GC – DLS
- Bid amount \$13,250
- Project is 95% completed (September 2016)

5. Hurricane Gustav repairs for various buildings
 - Office of Risk Management (**ORM**) AFC Budget approved by ORM and FP&C
 - FP&C and SUBR sending projects out for Bid Advertisement – in progress.
 - **Wallace Bradford Hall**, open bids Aug 31, 2016 and Notice to Proceed September 30, 2016 with a 180 Consecutive Calendar Days to complete the project (Oct 2016 to March 2017) – AFC \$216,839.00 – Designer: Jerry Campbell & Associates 225.381.9435
 - **Collections & Receivables / Lottie Anthony**, open bids Aug 30, 2016 and Notice to Proceed September 30, 2016 with a 270 Consecutive Calendar Days to complete the project (Oct 2016 to June 2017) – AFC \$121,834.00 (Abatement work is involved in this project) – Designer: Jerry Campbell & Associates 225.381.9435
 - **Remaining projects** in progress with the State Office of Risk Management and SUBR Physical Plant Department for bid advertisement.

6. Disaster event Dec 8-11, 2015: Mississippi River Flooding / sloughing off of the Ravine and Bluff, various locations
 - Pending assessment review report by GOHSEP, ORM & FEMA to fund the project.

7. Disaster event March 2015: Severe Weather / sloughing off of the Ravine and Bluff various locations
 - Pending assessment review report by GOHSEP, ORM & FEMA to fund the project

8. Disaster event August 12, 2016: Severe Weather / Flooding
 - SUBR, SULC & SUAGC assessment report - no major damage was reported
 - Assessment report is pending from SUBR Physical Plant and SUBR ORM of any additional sloughing off / soil detachment that may have cause additional failure to roads, bridge and sidewalks. Inspections of underground and aboveground utilities infrastructure in progress.

9. Frank Hayden Theater lighting upgrade
 - AFC: Title 3 funding \$220,000
 - Designer: Daniel Calongne Engineers
 - General Contractor: Rex A. Hymel Company
 - Bid amount: \$189,854
 - Pre-construction meeting: May 26, 2016.
 - Completion date: September 30, 2016

SU New Orleans

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

-
- 2. **New Education and Human Development Building**
 - FP&C project manager: Mr. David Van Alstine 504 568 2414
 - Verges Rome Architects – Awarded Education and Human Development Building, This building will be two stories in height and have a total of 49,114 square feet. Project will be located on the Lake Campus. Construction Documents 95% complete. Cost of the project is budgeted at \$11, 608,000.
 - Construction bids – pending FP&C
- 3. **Arts & Humanities and Social Science Building**
 - FP&C project manager: Mr. David Van Alstine 504 568 2414
 - Chasm + Fusion Architects – Awarded Arts & Humanities and Social Science Bldg. Project will be located on the Park Campus. Building will consist of a three story office and lab wing with the auditorium and proscenium tower extending to nearly five stories. The building will have 70,640 square feet. Estimated cost of the project is \$21,200,000.
 - Construction Bid Documents completed: March 2016
 - Bid Advertisement: September 2016
- 4. **School of Social Work**
 - FP&C project manager: Mr. David Van Alstine 504 568 2414
 - Architect: Waggoner & Ball Architects
 - AFC budget is \$10, 257,000
 - Pre-bid meeting scheduled for October 15, 2015
 - General Contractor: Lamar Contractors LLC
 - Bid amount: \$9,910,000
 - Construction has started: November 2015
 - May 26, 2016 Great progress with site and foundation work
 - Completion scheduled for August 2017
- 5. **University Center- 55,000 sq. ft.**
 - FP&C project manager: Mr. David Van Alstine 504 568 2414
 - \$5,500,000 budget for repair and mitigation. Building providing partial service.
 - Additional funds of \$400,000 have been requested to make repairs needed for pool. HVAC repairs on second and third floors have received \$176,000. Project in schematic design.
 - First floor and flood wall were completed in April, 2015.
 - Substantial Completed July 2015
 - Pending Punch-list to be complete by General Contractor.
 - Completed
- 6. **Health and P. E. Building Renovations**
 - FP&C project manager: Mr. David Van Alstine 504 568 2414
 - Bid November, 2014.
 - SMB Architects.
 - Louis Livers low bidder. AFC cost is \$1.3M.

- Project is 100% complete, April, 2015.

7. Demolitions

- **Central Plant Building** – To be demolished in Fall Semester 2016. Resolution complete. FEMA considered building more than 51% damaged by storm and build a new central plant building
- **Existing “New” Science Building** - To be demolished after construction of the new Natural Science.
- **Brown Building (“Old” Science Building)** – To be demolished after construction of the new Natural Science Building.

8. SUNO New Central Plant Building

- FP&C project manager: Mr. David Van Alstine 504 568 2414
- Sq. Ft: 8100
- AFC: \$8,648,799.47
- Designer: AST Engineers 225-926-5600 Mr. Kirk J. Simoneaux, P.E.
- Bid date: 04/12/2016
- Low Bid amount: \$ 6,097,000
- General Contractor: Gallo Mechanical
- Executed Contract/Notice to proceed Date: 05/16/2016
- Duration time to complete the project: 365 days
- May 26, 0216 progress meeting – need to work out asbestos removal details w/ FP&C, test piles installed, site work in progress.
- Construction project completion date: 05/16/2017

9. SUNO Site Restoration – Temporary FEMA trailers “Lake” Campus, Phase 1 of 2

- FP&C project manager: Mr. David Van Alstine 504 568 2414
- Site work new/repairs parking, utilities upgrades: overhead electrical lines and power poles removal, storm water drainage, sewer lines, water lines.
- AFC: \$2,154,846
- Designer: All South Consulting Engineers, LLC of Metairie, LA
- Advertised for bids: June 29, 2016
- Bid date: August 4, 2016
- Bid amount: \$1,320,916.00
- General Contractor: Durr Heavy Construction, LLC (lic. No. 4674)
- Executed Contract/Notice to proceed Date: 08/ ? /2016
- Duration time to complete the project: 120 days
- Construction project completion date:

10. SUNO L. Washington Memorial Library HVAC Replacement

- FP&C project manager: Ms. Jean Kelly 504-568-8547
- Sq. Ft:
- AFC: \$419,540
- Designer: Lucien T. Vivien, Jr. & Associates 504-218-5409
- Advertisement for Bids: June 9, 2016
- Pre-Bid Conference: July 12, 2016

- Bid date: Wednesday, July 20, 2016
- Bid amount: \$234,600
- General Contractor: Gallo Mechanical
- Executed Contract/Notice to proceed Date: August 29, 2016
- Duration time to complete the project: 180 days
- Construction project completion date: Feb 26, 2017

SU Shreveport

1. **SUSLA Science and General / Classroom Building - Main Campus**
 - FP&C project manager: Charles Robinson 318-676-7984 or 318-469-6658 cell
 - FP&C Funding of \$6,300,000 available to begin the New Classroom Building.
 - Architect: KSA Alliance
 - Project bid October 8, 2014,
 - General Contractor: ELA Group, Inc.
 - Bid amount: \$6,287,000
 - Executed Contract/Notice to proceed Date: February 11, 2015.
 - Construction project completion date: September 2016

2. **Renovation to Allen Building School of Nursing - 600 Texas Street, Shreveport, LA (Downtown)**
 - FP&C project manager: Charles Robinson 318-676-7984 or 318-469-6658 cell
 - Project No. : 19-618-07S-01, Part 01 – State ID S28020 – Site Code: 7-09-025
 - AFC: \$3,500,000
 - Architects: KSA Alliance, Inc.
 - Bid date: April 19, 2016
 - General Contractor: ELA Group, Inc.
 - Bid amount: \$3,350,000 *base bid*
 - Executed Contract/Notice to proceed Date: September 12, 2016
 - Duration time to complete the project: 420 days / November 7, 2017
 - Construction project completion date set for: November 7, 2017

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

3. **SUSLA Learning Center / Daycare - 3050 Martin Luther King Jr. Drive Bldg N**
 - Funding source: one time State funding
 - Budget amount: \$900,000
 - FP&C project manager: None (*Small Capital Project*)
 - Designer: Bills & Partners – *fees*
 - AFC:
 - Bid date: 11/05/2014
 - General Contractor: Whitlock & Shelton
 - Bid amount: \$801,800
 - Executed Contract/Notice to proceed date: 3/24/2015 / 4/01/2015
 - Duration time to complete the project: 180 days
 - Construction project completion date: August 28, 2016

SU Law Center

1. SULC Reroofing project

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

2. Parking lot resurfacing/renovations

- Construction documents completed: VALtect
- Design for 135 parking spaces
- General Contractor: Honore' Companies LLC
- Construction cost: \$237,000
- Construction completion date: August 2016

SU Ag Center

1. Horticulture Storage Building Renovations – SUAG main campus

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

2. New Equipment Storage Building– SUAG main campus

- Budget: \$90,000
- Architect – Byron J. Stewart & Associates designer fees \$12,600
- AFC: \$77,400
- Construction Documents: pending completion September 2016
- Bid date: *pending*
- Duration time to complete the project:
- Construction completion date:

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

- Budget: \$242,522
- Architect: Williams and Williams Architecture - designer fees \$25,400
- AFC: \$217,122
- Construction bid documents: 90% completed
 - Soil Data and Site Survey - *pending*

4. A.O. Williams Hall Renovation

- FP&C project manager: Tony Palotta 225.342.0827
- Budget amount is \$2,764,630
- Project was awarded to Engineer – Quebedeaux Engineers / Architect – Crump Wilson and Associates
- Estimated cost is approximately \$2,300,000.00
- Design phase started 4/27/2016
- Construction bid documents: November 2016
- Bid date: January 2017

5. Multipurpose Building at the Experimental Lab Farm/North Campus

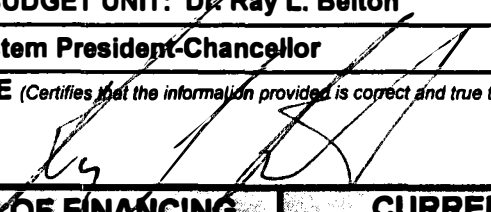
- FP&C project manager: Stephen Losavio 225-342-0832
- Waiting on FP&C to have the building re-designed within the AFC budget of \$1,200,000.

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

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

Finance

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: 9/2/2016							
AGENCY BA-7 NUMBER: 1							
HEAD OF BUDGET UNIT: Dr. Ray L. Belton							
TITLE: System President-Chancellor							
SIGNATURE <i>(Certifies that the information provided is correct and true to the best of your knowledge):</i> 							
MEANS OF FINANCING		CURRENT FY 2016-2017	ADJUSTMENT (+) or (-)		REVISED FY 2016-2017		
GENERAL FUND BY:							
DIRECT		\$43,695,878	\$0		\$43,695,878		
INTERAGENCY TRANSFERS		\$3,375,199	\$0		\$3,375,199		
FEES & SELF-GENERATED		\$82,586,835	\$0		\$82,586,835		
STATUTORY DEDICATIONS		\$4,965,616	\$0		\$4,965,616		
Tobacco Tax Health Care Fund (E32)		\$1,000,000	\$0		\$1,000,000		
Pari-mutuel Live Racing Facility Gaming Control Fund (G09)		\$50,000	\$0		\$50,000		
Subtotal of Dedications from Page 2		\$3,915,616	\$0		\$3,915,616		
INTERIM EMERGENCY BOARD			\$0		\$0		
FEDERAL		\$3,654,209	\$0		\$3,654,209		
TOTAL		\$138,277,737	\$0		\$138,277,737		
PROGRAM EXPENDITURES							
PROGRAM NAME:		DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
SU Board of Supervisors		\$10,924,836		(\$4,150,000)	0	\$6,774,836	0
SU Agricultural & Mechanical Coll		\$71,884,338		\$2,000,000	0	\$73,884,338	0
SU Law Center		\$12,601,420		\$100,000	0	\$12,701,420	0
SU New Orleans		\$19,668,150		\$1,200,000	0	\$20,868,150	0
SU Shreveport		\$14,223,532		\$850,000	0	\$15,073,532	0
SU - Agri Research/Extension Cents		\$8,975,461		\$0	0	\$8,975,461	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		\$138,277,737	0	\$0	0	\$138,277,737	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: 9/2/2016	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 2016-2017	ADJUSTMENT (+) or (-)	REVISED FY 2016-2017
GENERAL FUND BY:			
STATUTORY DEDICATIONS			
Support Education in Louisiana First Fund (G10)	\$2,995,616	\$0	\$2,995,616
Southern University AgCenter Program Fund (G12)	\$920,000	\$0	\$920,000
Tobacco Tax Health Care Fund (E32)		\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
SUBTOTAL (to Page 1)	\$3,915,616	\$0	\$3,915,616

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

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.

This BA-7 reflects a transfer of General Fund (Direct) funding from the Southern Board Office to the Baton Rouge, Law Center, New Orleans and Shreveport Campuses to support general operations.

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

MEANS OF FINANCING OR EXPENDITURE	FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
GENERAL FUND BY:					
DIRECT	\$0	\$0	\$0	\$0	\$0
INTERAGENCY TRANSFERS	\$0	\$0	\$0	\$0	\$0
FEES & SELF-GENERATED	\$0	\$0	\$0	\$0	\$0
STATUTORY DEDICATIONS	\$0	\$0	\$0	\$0	\$0
INTERIM EMERGENCY BOARD	\$0	\$0	\$0	\$0	\$0
FEDERAL	\$0	\$0	\$0	\$0	\$0
TOTAL	-	\$0	\$0	\$0	\$0

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

4. Explain why this request can't be postponed for consideration in the agency's budget request for next 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.
No

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.

Approval of this BA-7 will provided increased funding to the campuses to be used for essential operations.

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 2016-2017	ADJUSTMENT (+) OR (-)	REVISED FY 2016-2017

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.)

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 1 NAME: SU Board of Supervisors

MEANS OF FINANCING:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
GENERAL FUND BY:							
Direct	\$10,924,836	(\$4,150,000)	\$6,774,836	\$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
Interim Emergency Board	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL MOF	\$10,924,836	(\$4,150,000)	\$6,774,836	\$0	\$0	\$0	\$0

EXPENDITURES:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
Salaries	\$1,147,805	\$0	\$1,147,805	\$0	\$0	\$0	\$0
Other Compensation	\$52,000	\$0	\$52,000	\$0	\$0	\$0	\$0
Related Benefits	\$629,922	\$0	\$629,922	\$0	\$0	\$0	\$0
Travel	\$139,000	\$0	\$139,000	\$0	\$0	\$0	\$0
Operating Services	\$137,663	\$0	\$137,663	\$0	\$0	\$0	\$0
Supplies	\$73,283	\$0	\$73,283	\$0	\$0	\$0	\$0
Professional Services	\$44,500	\$0	\$44,500	\$0	\$0	\$0	\$0
Other Charges	\$4,501,663	\$0	\$4,501,663	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$4,150,000	(\$4,150,000)	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$49,000	\$0	\$49,000	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$10,924,836	(\$4,150,000)	\$6,774,836	\$0	\$0	\$0	\$0

POSITIONS							
Classified	11	0	11	0	0	0	0
Unclassified	1	0	1	0	0	0	0
TOTAL T.O. POSITIONS	12	0	12	0	0	0	0
OTHER CHARGES POSITIONS	0	0	0	0	0	0	0

* Statutory Dedications:							
Higher Education Initiatives Fund (E18)	\$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

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	Interim Emergency Board	Federal Funds	TOTAL
AMOUNT	(\$4,150,000)	\$0	\$0	\$0	\$0	\$0	(\$4,150,000)
EXPENDITURES:							
Salaries	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	(\$4,150,000)	\$0	\$0	\$0	\$0	\$0	(\$4,150,000)
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED		\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	(\$4,150,000)	\$0	\$0	\$0	\$0	\$0	(\$4,150,000)
OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0	\$0

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 2 NAME: SU Agricultural & Mechanical College

MEANS OF FINANCING:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
GENERAL FUND BY:							
Direct	\$15,947,767	\$2,000,000	\$17,947,767	\$0	\$0	\$0	\$0
Interagency Transfers	\$3,375,199	\$0	\$3,375,199	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$50,599,963	\$0	\$50,599,963	\$0	\$0	\$0	\$0
Statutory Dedications *	\$1,961,409	\$0	\$1,961,409	\$0	\$0	\$0	\$0
Interim Emergency Board	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL MOF	\$71,884,338	\$2,000,000	\$73,884,338	\$0	\$0	\$0	\$0

EXPENDITURES:							
Salaries	\$35,252,403		\$35,252,403	\$0	\$0	\$0	\$0
Other Compensation	\$213,477		\$213,477	\$0	\$0	\$0	\$0
Related Benefits	\$16,237,742		\$16,237,742	\$0	\$0	\$0	\$0
Travel	\$227,000		\$227,000	\$0	\$0	\$0	\$0
Operating Services	\$7,454,661		\$7,454,661	\$0	\$0	\$0	\$0
Supplies	\$901,561		\$901,561	\$0	\$0	\$0	\$0
Professional Services	\$807,997		\$807,997	\$0	\$0	\$0	\$0
Other Charges	\$7,465,390	\$1,509,650	\$8,975,040	\$0	\$0	\$0	\$0
Debt Services	\$0		\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$3,142,926	\$490,350	\$3,633,276	\$0	\$0	\$0	\$0
Acquisitions	\$181,181		\$181,181	\$0	\$0	\$0	\$0
Major Repairs			\$0	\$0	\$0	\$0	\$0
UNALLOTTED			\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$71,884,338	\$2,000,000	\$73,884,338	\$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

* Statutory Dedications:							
Higher Education Initiatives Fund (E18)		\$0	\$0	\$0	\$0	\$0	\$0
Support Education in Louisiana First Fund (G10)	\$1,961,409	\$0	\$1,961,409	\$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

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	Interim Emergency Board	Federal Funds	TOTAL
AMOUNT	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$2,000,000
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	\$1,509,650		\$0	\$0	\$0	\$0	\$1,509,650
Debt Services	\$0		\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$490,350		\$0	\$0	\$0	\$0	\$490,350
Acquisitions	\$0		\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0		\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0		\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$2,000,000
OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0	\$0

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 3 NAME: SU Law Center

MEANS OF FINANCING:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
GENERAL FUND BY:							
Direct	\$3,313,444	\$100,000	\$3,413,444	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$9,073,847	\$0	\$9,073,847	\$0	\$0	\$0	\$0
Statutory Dedications *	\$214,129	\$0	\$214,129	\$0	\$0	\$0	\$0
Interim Emergency Board	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL MOF	\$12,601,420	\$100,000	\$12,701,420	\$0	\$0	\$0	\$0

EXPENDITURES:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
Salaries	\$6,612,114	\$100,000	\$6,712,114	\$0	\$0	\$0	\$0
Other Compensation		\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$2,484,225	\$0	\$2,484,225	\$0	\$0	\$0	\$0
Travel	\$150,000	\$0	\$150,000	\$0	\$0	\$0	\$0
Operating Services	\$1,607,753	\$0	\$1,607,753	\$0	\$0	\$0	\$0
Supplies	\$100,000	\$0	\$100,000	\$0	\$0	\$0	\$0
Professional Services	\$605,291	\$0	\$605,291	\$0	\$0	\$0	\$0
Other Charges	\$479,823	\$0	\$479,823	\$0	\$0	\$0	\$0
Debt Services		\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$262,214	\$0	\$262,214	\$0	\$0	\$0	\$0
Acquisitions	\$300,000	\$0	\$300,000	\$0	\$0	\$0	\$0
Major Repairs		\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$12,601,420	\$100,000	\$12,701,420	\$0	\$0	\$0	\$0

POSITIONS	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
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

* Statutory Dedications:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
Higher Education Initiatives Fund (E18)		\$0	\$0	\$0	\$0	\$0	\$0
Support Education in Louisiana First Fund (G10)	\$214,129	\$0	\$214,129	\$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

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	Interim Emergency Board	Federal Funds	TOTAL
AMOUNT	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
EXPENDITURES:							
Salaries	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$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	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0	\$0

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 4 NAME: Southern University at New Orleans

MEANS OF FINANCING:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
GENERAL FUND BY:							
Direct	\$5,403,318	\$1,200,000	\$6,603,318	\$0	\$0	\$0	\$0
Interagency Transfers		\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$13,654,187	\$0	\$13,654,187	\$0	\$0	\$0	\$0
Statutory Dedications *	\$610,645	\$0	\$610,645	\$0	\$0	\$0	\$0
Interim Emergency Board		\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS		\$0	\$0	\$0	\$0	\$0	\$0
TOTAL MOF	\$19,668,150	\$1,200,000	\$20,868,150	\$0	\$0	\$0	\$0

EXPENDITURES:							
Salaries	\$10,922,104	\$0	\$10,922,104	\$0	\$0	\$0	\$0
Other Compensation		\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$4,914,366	\$0	\$4,914,366	\$0	\$0	\$0	\$0
Travel	\$151,500	\$0	\$151,500	\$0	\$0	\$0	\$0
Operating Services	\$1,120,694	\$1,200,000	\$2,320,694	\$0	\$0	\$0	\$0
Supplies	\$368,500	\$0	\$368,500	\$0	\$0	\$0	\$0
Professional Services	\$152,000	\$0	\$152,000	\$0	\$0	\$0	\$0
Other Charges	\$1,497,552	\$0	\$1,497,552	\$0	\$0	\$0	\$0
Debt Services		\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$416,434	\$0	\$416,434	\$0	\$0	\$0	\$0
Acquisitions	\$125,000	\$0	\$125,000	\$0	\$0	\$0	\$0
Major Repairs		\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED		\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$19,668,150	\$1,200,000	\$20,868,150	\$0	\$0	\$0	\$0

POSITIONS							
Classified	64	0	64	0	0	0	0
Unclassified	166	0	166	0	0	0	0
TOTAL T.O. POSITIONS	230	0	230	0	0	0	0
OTHER CHARGES POSITIONS	0	0	0	0	0	0	0

* Statutory Dedications:							
Higher Education Initiatives Fund (E18)		\$0	\$0	\$0	\$0	\$0	\$0
Pari-mutual Live Racing Facility Gaming Control Fund (G09)	\$50,000	\$0	\$50,000	\$0	\$0	\$0	\$0
Support Education in Louisiana First Fund (G10)	\$560,645	\$0	\$560,645	\$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

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	Interim Emergency Board	Federal Funds	TOTAL
AMOUNT	\$1,200,000	\$0	\$0	\$0	\$0	\$0	\$1,200,000
EXPENDITURES:							
Salaries	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$1,200,000	\$0	\$0	\$0	\$0	\$0	\$1,200,000
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$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	\$1,200,000	\$0	\$0	\$0	\$0	\$0	\$1,200,000
OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0	\$0

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 5 NAME: Southern University at Shreveport

MEANS OF FINANCING:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
GENERAL FUND BY:							
Direct	\$4,764,036	\$850,000	\$5,614,036	\$0	\$0	\$0	\$0
Interagency Transfers		\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$9,258,838	\$0	\$9,258,838	\$0	\$0	\$0	\$0
Statutory Dedications *	\$200,658	\$0	\$200,658	\$0	\$0	\$0	\$0
Interim Emergency Board		\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS		\$0	\$0	\$0	\$0	\$0	\$0
TOTAL MOF	\$14,223,532	\$850,000	\$15,073,532	\$0	\$0	\$0	\$0

EXPENDITURES:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
Salaries	\$8,100,400	\$0	\$8,100,400	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$3,296,597	\$0	\$3,296,597	\$0	\$0	\$0	\$0
Travel	\$43,700	\$0	\$43,700	\$0	\$0	\$0	\$0
Operating Services	\$952,064	\$850,000	\$1,802,064	\$0	\$0	\$0	\$0
Supplies	\$180,481	\$0	\$180,481	\$0	\$0	\$0	\$0
Professional Services	\$41,000	\$0	\$41,000	\$0	\$0	\$0	\$0
Other Charges	\$827,782	\$0	\$827,782	\$0	\$0	\$0	\$0
Debt Services		\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$773,508	\$0	\$773,508	\$0	\$0	\$0	\$0
Acquisitions	\$8,000	\$0	\$8,000	\$0	\$0	\$0	\$0
Major Repairs		\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED		\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$14,223,532	\$850,000	\$15,073,532	\$0	\$0	\$0	\$0

POSITIONS	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
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

* Statutory Dedications:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
Higher Education Initiatives Fund (E18)		\$0	\$0	\$0	\$0	\$0	\$0
Support Education in Louisiana First Fund (G10)	\$200,658	\$0	\$200,658	\$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

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	Interim Emergency Board	Federal Funds	TOTAL
AMOUNT	\$850,000	\$0	\$0	\$0	\$0	\$0	\$850,000
EXPENDITURES:							
Salaries	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$850,000	\$0	\$0	\$0	\$0	\$0	\$850,000
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$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	\$850,000	\$0	\$0	\$0	\$0	\$0	\$850,000
OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0	\$0

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 6 NAME: Southern University Agricultural Research/Extension Center

MEANS OF FINANCING:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
GENERAL FUND BY:							
Direct	\$3,342,477	\$0	\$3,342,477	\$0	\$0	\$0	\$0
Interagency Transfers		\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated		\$0	\$0	\$0	\$0	\$0	\$0
Statutory Dedications *	\$1,978,775	\$0	\$1,978,775	\$0	\$0	\$0	\$0
Interim Emergency Board		\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$3,654,209	\$0	\$3,654,209	\$0	\$0	\$0	\$0
TOTAL MOF	\$8,975,461	\$0	\$8,975,461	\$0	\$0	\$0	\$0

EXPENDITURES:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
Salaries	\$4,338,740	\$0	\$4,338,740	\$0	\$0	\$0	\$0
Other Compensation	\$33,500	\$0	\$33,500	\$0	\$0	\$0	\$0
Related Benefits	\$1,958,119	\$0	\$1,958,119	\$0	\$0	\$0	\$0
Travel	\$155,239	\$0	\$155,239	\$0	\$0	\$0	\$0
Operating Services	\$792,773	\$0	\$792,773	\$0	\$0	\$0	\$0
Supplies	\$116,388	\$0	\$116,388	\$0	\$0	\$0	\$0
Professional Services	\$21,638	\$0	\$21,638	\$0	\$0	\$0	\$0
Other Charges	\$495,000	\$0	\$495,000	\$0	\$0	\$0	\$0
Debt Services		\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$900,000	\$0	\$900,000	\$0	\$0	\$0	\$0
Acquisitions	\$164,064	\$0	\$164,064	\$0	\$0	\$0	\$0
Major Repairs		\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED		\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$8,975,461	\$0	\$8,975,461	\$0	\$0	\$0	\$0

POSITIONS	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
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

* Statutory Dedications:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
Tobacco Tax Health Care Fund (E32)	\$1,000,000	\$0	\$1,000,000	\$0	\$0	\$0	\$0
Southern University AgCenter Program Fund (G12)	\$920,000	\$0	\$920,000	\$0	\$0	\$0	\$0
Support Education in Louisiana First Fund (G10)	\$58,775	\$0	\$58,775	\$0	\$0	\$0	\$0
Higher Education Initiatives Fund (E18)		\$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

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 6 NAME: Southern University Agricultural Research/Extension Center

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Interim Emergency Board	Federal Funds	TOTAL
AMOUNT	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXPENDITURES:							
Salaries	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$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	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Personnel Affairs



RODNEY A. ELLIS, Ed.D.
CHANCELLOR



August 12, 2016

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

RE: Promotion Recommendations (SUSLA)

Dear Dr. Belton:

Please find below those applicants who were approved for promotion and tenure at Southern University at Shreveport Louisiana (SUSLA) during the June meeting of the Southern University Board of Supervisors. As you may recall, the board approved this action however, it did not include the pay increases that are associated with the appropriate designation.

After completing a thorough review of our current budget, it is my determination that the University will be able to comfortably absorb the increases associated with the promotion and tenure of the faculty listed below.

Hence, it is our request that consideration be given to adjust the salaries for the faculty who are so deserving of the increase associated with the earned acknowledgement of their respective promotion in rank. I therefore submit for your consideration my recommendation and evidence of my endorsement of these deserving applicants.

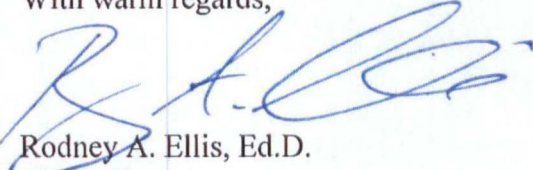
Indeed, if you find favor, it is further desired that this submission be forwarded to the Southern University Board of Supervisors for their review and consideration at the next scheduled meeting.

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

Faculty Previously Approved for Promotion and Tenure

Faculty Member	Previous Rank	Approved Rank	Promotion Amount
Kenechukwu Anyanechi	Assistant Professor	Associate Professor	\$1000.00
Jennifer Green	Assistant Professor	Associate Professor	\$1000.00
Aylwin Holmon	Assistant Professor	Associate Professor	\$1000.00
Breunka Moon	Instructor	Assistant Professor	\$800.00
Joslin Pickens	Assistant Professor	Associate Professor	\$1000.00
Sheila Swift	Assistant Professor	Associate Professor	\$1000.00
Daphne Thibeaux	Assistant Professor	Associate Professor	\$1000.00
Harolyn Wilson	Instructor	Assistant Professor	\$800.00
Olden Wright	Instructor	Assistant Professor	\$800.00
Total			\$8,400.00
Total Estimated Benefits			\$3528.00
Total (including estimated benefits)			\$11,928.00

With warm regards,



Rodney A. Ellis, Ed.D.
Chancellor

JOB CLASS

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA X

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

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

Previous Employee Reason Left
Date Left Salary Paid

Profile of Person Recommended

Length of Employment To
Effective Date

Name Joslin Pickens SS# xxx-xx-2904 Sex Female Race* Blk
(Last 4 digits only)

Position Title: Associate Professor Department: Humanities

Check One Existing Position *Visa Type (Sec Reverse Side)

X New Position Expiration Date:

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

Years Experience Southern University Experience

Degree(s): Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge): Year:
MA Mass Communication Grambling State University 2002
BA Mass Communication Grambling State University 2000

Current Employer

Personnel Action

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

Recommended Salary 40,451.00 Salary Budgeted 41,451.00

Source of Funds

Identify Budget: Location
Form Code: Page Item #

Change of:

Position From Assistant Professor To Associate Professor
Status
Salary Adjustment 40,451.00 41,451.00

Financial Aid signature (if applicable):

List total funds currently paid this employee by Southern University:

Table with 2 columns: Source of Funds, Amount. Row 1: 511001-52470-51000, 41,451.00

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if applicable):

Supervisor: Danda H. Butler 08/17/2016

Dean/Unit Head: Danda H. Butler 08/17/2016

Vice Chancellor: Wayne H. Bryant 8-17-16

Chancellor: Kelly Ellis 8/15/16 BY

Director/Personnel: Ray L. Better 8/24/16

Vice President/Finance Business Affairs/Comptroller

President: Ray L. Better 8/24/16

Chairman/S.U. Board of Supervisors

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

ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: _____

EMPLOYEE DIRECT SUPERVISOR: _____

SUPERVISOR/DEPARTMENT CONTACT NUMBER _____

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

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

JOB CLASS

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA X

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

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

Previous Employee Date Left Reason Left Salary Paid

Profile of Person Recommended

Length of Employment Effective Date To

Name Jennifer Green SS# xxx-xx-8949 Sex Female Race* Blk

Position Title: Associate Professor Department: Humanities

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

Years Experience Southern University Experience
Degree(s) Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge): Year:
M.A. Humanities Grambling State University 1987
B. A. Journalism Northeast Louisiana University 1980

Current Employer

Personnel Action

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

Recommended Salary 40,450.00 Salary Budgeted 41,450.00

Source of Funds

Identify Budget: Form Code: Location Page Item #

Change of: Position Assistant Professor Associate Professor
Status
Salary Adjustment -40,450.00 41,450.00

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

*See Reverse Side

Comments: (Use back of form)

Table with 2 columns: Source of Funds, Amount. Row 1: 511001-52445-51000, 41,450.00

*See Reverse Side

Graduate School signature (if, applicable):

Signatures and dates for Supervisor, Vice Chancellor, Director/Personnel, President, Team Unit Head, Chancellor, Vice President/Finance, Chairman/S.U. Board of Supervisors.

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

ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: _____

EMPLOYEE DIRECT SUPERVISOR: _____

SUPERVISOR/DEPARTMENT CONTACT NUMBER _____

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

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

JOB CLASS

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA X

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

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

Previous Employee Reason Left
Date Left Salary Paid

Profile of Person Recommended

Length of Employment To
Effective Date

Name Breunka Moon SS# xxx-xx-4086 Sex Female Race* Blk
(Last 4 digits only)

Position Title: Assistant Professor Department: Science&Technology

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

X New Position Expiration Date:

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

Years Experience Southern University Experience

Degree(s): Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge): Year:
MIS Information System University of Phoenix 2010
BSComputer Information System LA Tech 2008

Current Employer

Personnel Action

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

Recommended Salary 39,280.00 Salary Budgeted 40,080.00

Source of Funds

Identify Budget: Location
Form Code: Page Item #

Change of:

Position From Instructor To Assistant Professor
Status
Salary Adjustment 39,280.00 40,080.00

Financial Aid signature (if applicable):

List total funds currently paid this employee by Southern University:

*See Reverse Side

Comments: (Use back of form)

Table with 2 columns: Source of Funds, Amount. Row 1: 511001-52520-51000, 40,080.00

*See Reverse Side

Graduate School signature (if applicable):

Supervisor Date

Vice Chancellor Date

Director/Personnel Date

President Date

Dean/Unit Head Date

Chancellor Date

Vice President/Finance Date

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 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 origin, regardless of race.

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: _____

EMPLOYEE DIRECT SUPERVISOR: _____

SUPERVISOR/DEPARTMENT CONTACT NUMBER: _____

NUMBER OF EMPLOYEES SUPERVISED, (if any): _____

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

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form 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, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The six (6) documents do not apply to U.S. Citizens.

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

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

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form POSITION

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA X

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

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

Previous Employee Reason Left
Date Left Salary Paid

Profile of Person Recommended

Length of Employment Effective Date To

Name Daphne Thibeaux SS# xxx-xx-8686 Sex Female Race* Blk

Position Title: Associate Professor Department: Allied Health

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

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

Table with 3 columns: Degree(s), Type/Discipline (BA-Education), Institution/Location (SU-Baton Rouge), Year. Rows include MA General Counseling, BS Organizational Management, AAS Radiologic Technology.

Current Employer

Personnel Action

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

Recommended Salary 49,656.00 Salary Budgeted 50,656.00

Source of Funds

Identify Budget: Form Code: Location Page Item #

Change of: Position Assistant Professor Associate Professor
Status Salary Adjustment 49,656.00 50,656.00

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

Table with 2 columns: Source of Funds, Amount. Row: S11001-52310-51000, 50,656.00

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

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor: J. Brown 8/19/16
Vice Chancellor: W. B. B... 8-18-16
Director/Personnel: Ray R. Belton 8-24-16
President

Dean/Unit Head: J. Brown 8/19/16
Chancellor: Rocky Ellis 8/18/16
Vice President/Finance Business Affairs/Comptroller
Chairman/S.U. Board of Supervisors

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: _____

EMPLOYEE DIRECT SUPERVISOR: _____

SUPERVISOR/DEPARTMENT CONTACT NUMBER _____

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

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

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form POSITION

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA X

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

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

Previous Employee Reason Left
 Date Left Salary Paid

Profile of Person Recommended

Length of Employment Effective Date To

Name Sheila Swift SS# xxx-xx-3133 Sex Female Race* Cau

(Last 4 digits only)

Position Title: Associate Professor Department: Allied Health-Radiology Technology

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

X New Position Expiration Date:

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

Years Experience Southern University Experience

Degree(s)	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	B.S. University of Central AR	University of Central Arkansas	1985
	AART Registered	LA State Radiologic Technology and License	1985
	M.A. Organizational Psychology	Louisiana Tech	2007-2008

Current Employer

Personnel Action

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

Recommended Salary 58,199.00 Salary Budgeted 59,199.00

Source of Funds

Identify Budget: Form Code: Location Page Item #

Change of:

From	To
Position: Assistant Professor	Associate Professor
Salary Adjustment: 58,199.00	59,199.00

Financial Aid signature (if applicable):

List total funds currently paid this employee by Southern University:

Source of Funds	Amount
511001-52130-51000	59,199.00

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

*See Reverse Side

Graduate School signature (if applicable):

Supervisor <i>De Ann Proceem</i>	Date 8/18/16	Dean/Unit Head <i>De Ann Proceem</i>	Date 8/18/16
Vice Chancellor <i>Wayne H. Bryant</i>	Date 8-18-16	Chancellor <i>Ray D. Beator</i>	Date 8/18/16
Director/Personnel <i>Ray D. Beator</i>	Date 8-24-16	Vice President/Finance Business Affairs/Comptroller	Date
President	Date	Chairman/S.U. Board of Supervisors	Date

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

ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: _____

EMPLOYEE DIRECT SUPERVISOR: _____

SUPERVISOR/DEPARTMENT CONTACT NUMBER _____

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

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

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form POSITION

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA X

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

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

Previous Employee Date Left Reason Left Salary Paid

Profile of Person Recommended

Length of Employment Effective Date To

Name Aylwin Holmon SS# xxx-xx-7023 Sex Male Race* BIK (Last 4 digits only)

Position Title: Associate Professor Department: Business Studies

Check One Existing Position * Visa Type (Sec Reverse Side): Expiration Date:

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

Years Experience Southern University Experience Degree(s): Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge): Year: MBA Business and Accounting Centenary College 2004 BA Business Administration Southern University 1995

Current Employer

Personnel Action

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

Recommended Salary 40,540.00 Salary Budgeted 41,540.00

Source of Funds

Identify Budget: Form Code: Location Page Item #

Change of: Position Assistant Professor Associate Professor Status Salary Adjustment 40,540.00 41,540.00

Financial Aid signature (if applicable):

List total funds currently paid this employee by Southern University:

Source of Funds	Amount
511001-52320-51000	41,540.00

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

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

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

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: _____

EMPLOYEE DIRECT SUPERVISOR: _____

SUPERVISOR/DEPARTMENT CONTACT NUMBER _____

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
I-1 Visa (Distinguished Merit & Ability)	I1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. F T Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

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

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

- _____ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
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- _____ Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

JOB CLASS

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form POSITION

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA X

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

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

Previous Employee Date Left Reason Left Salary Paid

Profile of Person Recommended

Length of Employment Effective Date To

Name Kenechukwu Anyanechi SS# xxx-xx-601-1 Sex Male Race* Blk

Position Title: Associate Professor Department: STEM

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

X New Position Expiration Date:

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

Years Experience Southern University Experience

Degree(s): Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge): Year:
MD Doctor of Medicine University of Nigeria 1997
CCNA Certificate Cisco Certification Network Associate 2000

Current Employer

Personnel Action

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

Recommended Salary 41,335.00 Salary Budgeted 42,335.00

Source of Funds

Identify Budget: Form Code: Location Page Item #

Change of:

Position Assistant Professor Associate Professor
Status
Salary Adjustment 41,335.00 42,335.00

Financial Aid signature (if applicable):

List total funds currently paid this employee by Southern University:

Table with 2 columns: Source of Funds, Amount. Row 1: 511001-52540-51000, 42,335.00

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

*See Reverse Side

Graduate School signature (if applicable):

Supervisor Date 8/18/16
Vice Chancellor Date 8-18-16
Director/Personnel Date
President Date 8-24-16

Dean/Asst. Dean Date 8/18/16
Chancellor Date
Vice President/Finance Business Affairs/Comptroller Date
Chairman/S.U. Board of Supervisors Date

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

ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: _____

EMPLOYEE DIRECT SUPERVISOR: _____

SUPERVISOR/DEPARTMENT CONTACT NUMBER _____

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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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	

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

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- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

JOB CLASS

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form POSITION

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA X

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

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

Previous Employee Reason Left
Date Left Salary Paid

Profile of Person Recommended

Length of Employment To
Effective Date

Name Harolyn Wilson SS# XXX-XX-8078 Sex Female Race* Blk
(Last 4 digits only)

Position Title: Assistant Professor Department: Humanities

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

X New Position Expiration Date:

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

Years Experience Southern University Experience

Degree(s): Type/Discipline (BA-Education): Institution/Locaton (SU-Baton Rouge): Year:
M.B.A.- Business Northeast Louisiana University 2001
B.A. Computer Science Grambling State University 1988

Current Employer

Personnel Action

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

Recommended Salary 39,990.00 Salary Budgeted 40,790.00

Source of Funds

Identify Budget: Location
Form Code: Page Item #

Change of:

Position Instructor From Assistant Professor To
Status
Salary Adjustment 39,990.00 40,790.00

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

Table with 2 columns: Source of Funds, Amount. Row 1: 511001-52520-51000, 40,790.00

*See Reverse Side

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor [Signature] 8/15/16 Date
Vice Chancellor [Signature] 8-18-16 Date
Director/Personnel [Signature] 8-24-16 Date
President [Signature] 8-24-16 Date
Dean/Unit Head [Signature] 8/18/16 Date
Chancellor [Signature] 8/18/16 Date
Vice President/Finance Business Affairs/Comptroller Date
Chairman/S.U. Board of Supervisors Date

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

ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: _____

EMPLOYEE DIRECT SUPERVISOR: _____

SUPERVISOR/DEPARTMENT CONTACT NUMBER _____

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

- _____ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
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- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form [POSITION]

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA X

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

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

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

Profile of Person Recommended

Length of Employment Effective Date To

Name Olden Wright SS# xxx-xx-8704 Sex Male Race* Blk
(Last 4 digits only)

Position Title: Assistant Professor Department: Humanities

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

X New Position Expiration Date:

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

Table with 3 columns: Degree(s), Institution/Location (SU-Baton Rouge), Year. Includes MS International Business, BS Accounting, Grambling State University, 1995, 1978.

Current Employer

Personnel Action

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

Recommended Salary 39,223.00 Salary Budgeted 40,023.00

Source of Funds

Identify Budget: Form Code: Location Page Item #

Change of:

Position Instructor From Assistant Professor To
Status
Salary Adjustment 39,223.00 40,023.00

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

Table with 2 columns: Source of Funds, Amount. Row: 511001-52520-51000, 40,023.00

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

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

Supervisor [Signature] 8/18/15 Date
Dean/Unit Head [Signature] 8/18/15 Date
Vice Chancellor Wayne H. Boyer 8-18-16 Date
Director/Personnel Ray L. Berton 8-24-16 Date
President [Signature] 8-24-16 Date
Chancellor [Signature] 8/10/15 Date
Vice President/Finance Business Affairs/Comptroller Date
Chairman/S.U. Board of Supervisors Date

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

ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: _____

EMPLOYEE DIRECT SUPERVISOR: _____

SUPERVISOR/DEPARTMENT CONTACT NUMBER _____

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

- _____ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
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- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER

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

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

x 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 Dr. Illya Tietzel Reason Left N/A
 Date Left N/A Salary Paid \$46,659.00

Profile of Person Recommended

Length of Employment 08/01/2016 To 05/16/2017

Effective Date 09/01/2016

Name Dr. Illya Tietzel SS# xxx-xx-4206 Sex Male Race* White

Position Title: Professor Department: Natural Sciences

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

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

Years Experience 12 Southern University Experience 6

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>Ph.D. Immunology</u>	<u>Johannes Gutenberg University, Germany</u>	<u>2001</u>
	<u>MS/Sciences</u>	<u>Johannes Gutenberg University, Germany</u>	<u>1998</u>
	<u>BS/Science</u>	<u>Johannes Gutenberg University, Germany</u>	<u>1993</u>

Current Employer SUNO

Personnel Action

Check One _____ New Appointment _____ Continuation _____ Sabbatical _____ Leave of Absence _____
 _____ Transfer _____ Replacement _____ X Other (Specify) Increase in pay due to promotion

Recommended Salary \$47,659.00 Salary Budgeted \$47,659.00

Source of Funds State

Identify Budget: General Fund Location 411001-42500-61003-41000
 Form Code: BoR 10 Page _____ Item # _____

Change of:

	From	To
Position	<u>Associate Professor</u>	<u>Professor</u>
Status	<u>Tenured</u>	<u>Tenured</u>
Salary Adjustment	<u>\$46,659.00</u>	<u>\$47,659.00</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
<u>411001-42500-61003-41000</u>	<u>\$46,659.00</u>

*See Reverse Side

Graduate School signature (if, applicable):

Evelyn B. Hurrell 8/19/16 Evelyn B. Hurrell 8/19/16
 Supervisor Date Dean/Unit Head Date
[Signature] 08-19-16 [Signature] 8/19/16
 Vice Chancellor Date Chancellor Date
[Signature] 08-19-16 [Signature] _____
 Director/Personnel Date Vice President/Finance Date
[Signature] _____ [Signature] _____
 Business Affairs/Comptroller Date
[Signature] 8/22/16 _____
 President Date Chairman/S.U. Board Of Supervisor Date

SD 8-19-2016

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

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

EMPLOYEE DIRECT SUPERVISOR: Dr. Alvin Bopp

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")

CODES

EXPIRES

- US
- RA
- H1
- J1
- F1
- F0

FUNDS AVAILABLE

AUG 19 2016

John Benthon
ADMINISTRATION & FINANCE

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

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

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

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

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

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

x 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 Dr. Cynthia Singleton Reason Left N/A

Date Left N/A Salary Paid \$46,659.00

Profile of Person Recommended

Length of Employment 08/01/2016 To 05/16/2017

Effective Date 09/01/2016

Name Dr. Cynthia Singleton SS# xxx-xx-1223 Sex Female Race* Black

Position Title: Professor Department: Natural Sciences

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

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

Years Experience 12 Southern University Experience 6

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	Ph.D. Mathematics & Sci.	Loyola University of New Orleans	2009
	MS Mathematics	Loyola University of New Orleans	1996
	BS Accounting/Math Ed	Southern University at New Orleans	1985

Current Employer SUNO

Personnel Action

Check One _____ New Appointment _____ Continuation _____ Sabbatical _____ Leave of Absence _____
 _____ Transfer _____ Replacement _____ X Other (Specify) Increase in pay due to promotion

Recommended Salary \$47,659.00 Salary Budgeted \$47,659.00

Source of Funds State

Identify Budget: General Fund Location 411001-42530-61003-41000
 Form Code: BoR 10 Page _____ Item # _____

Change of:
 Position Associate Professor From Professor To
 Status Tenured
 Salary Adjustment \$46,659.00 \$47,659.00

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

Source of Funds	Amount
411001-42530-61003-41000	\$46,659.00

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

*See Reverse Side

Graduate School signature (if, applicable):

Evelyn B. Harrel 8/19/16 Evelyn B. Harrel 8/19/16
 Supervisor Date Dean/Unit Head Date
_____ 08-19-16 _____ 8/19/16
 Vice Chancellor Date Chancellor Date
_____ 8-19-16 _____ 8/19/16
 Director/Personnel Date Vice President/Finance Date
_____ 8/22/16 _____ _____
 President Date Chairman/S.U. Board Of Supervisor Date

SP 8-19-2016

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

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

EMPLOYEE DIRECT SUPERVISOR: Dr. Alvin Bopp

NUMBER OF EMPLOYEES SUPERVISED, (if any) 0

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODES</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	FUNDS AVAILABLE AUG 19 2015 <i>Julie K. [Signature]</i> ADMINISTRATION & FINANCE
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

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

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

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

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER

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

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

x 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 Dr. Tchavdar Marinov Reason Left N/A
 Date Left N/A Salary Paid \$46,659.00

Profile of Person Recommended

Length of Employment 08/01/2016 To 05/16/2017

Effective Date 09/01/2016

Name Dr. Tchavdar Marinov SS# xxx-xx-4435 Sex Male Race* White

Position Title: Professor Department: Natural Sciences

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

 New Position Expiration Date: _____

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

Years Experience 24 Southern University Experience 7

Degree(s)	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	Ph.D. Mathematics	Sofia University - Bulgaria	1997
	MS Mathematics	Sofia University - Bulgaria	1984
	MS Mathematics	ULL-Lafayette	2006

Current Employer SUNO

Personnel Action

Check One _____ New Appointment _____ Continuation _____ Sabbatical _____ Leave of Absence _____
 _____ Transfer _____ Replacement _____ X Other (Specify) Increase in pay due to promotion

Recommended Salary \$47,659.00 Salary Budgeted \$47,659.00

Source of Funds State

Identify Budget: General Fund Location 411001-42530-61003-41000
 Form Code: BoR 10 Page _____ Item # _____

Change of:

	<u>From</u>	<u>To</u>
Position	<u>Associate Professor</u>	<u>Professor</u>
Status	<u>Tenured</u>	<u>Tenured</u>
Salary Adjustment	<u>\$46,659.00</u>	<u>\$47,659.00</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
411001-42530-61003-41000	\$46,659.00

*See Reverse Side

Graduate School signature (if, applicable):

<u>Evelyn B. Harrel</u> Supervisor	<u>8/19/16</u> Date	<u>Evelyn B. Harrel</u> Dean/Unit Head	<u>8/19/16</u> Date
<u>[Signature]</u> Vice Chancellor	<u>08-19-16</u> Date	<u>[Signature]</u> Chancellor	<u>8/19/16</u> Date
<u>[Signature]</u> Director/Personnel	<u>08-19-16</u> Date	<u>[Signature]</u> Vice President/Finance Business Affairs/Comptroller	<u> </u> Date
<u>[Signature]</u> President	<u>8/22/16</u> Date	<u>[Signature]</u> Chairman/S.U. Board Of Supervisor	<u> </u> Date

SP 8-19-2016

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ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

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

EMPLOYEE DIRECT SUPERVISOR: _____ Dr. Alvin Bopp


NUMBER OF EMPLOYEES SUPERVISED, (if any) _____ 0

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODES</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	FUNDS AVAILABLE AUG 19 2015  <small>ADMINISTRATION & SUPPORT</small>
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-“Practical Work Experience”)	F0	

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

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

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

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
 Temporary
 Tenured
 Tenured Track
 Other (Specify) _____

Non-Academic
 Part-Time (% of Full Time) _____
 Undergraduate Student
 Graduate Assistant
 Retiree Return To Work

Civil Service
 Restricted
 Job Appointment
 Probationary
 Permanent Status

Previous Employee Dr. Evelyn Harrell Reason Left N/A
 Date Left N/A Salary Paid \$49,608.00

Profile of Person Recommended

Length of Employment 08/01/2016 To 05/16/2017

Effective Date 09/01/2016

Name Dr. Evelyn Harrell SS# xxx-xx-220 Sex Female Race* Black

Position Title: Professor Department: Social Sciences

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

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

Years Experience 13 Southern University Experience 13

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

Current Employer SUNO

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) Increase in pay due to promotion

Recommended Salary \$50,608.00 Salary Budgeted \$50,608.00

Source of Funds State

Identify Budget: General Fund Location 411001-42410-61003-41000
 Form Code: BoR 10 Page _____ Item # _____

Change of:

	From	To
Position	Associate Professor	Professor
Status	Tenured	Tenured
Salary Adjustment	\$49,608.00	\$50,608.00

Financial Aid signature (if, applicable):







List total funds currently paid this employee by Southern University:

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

Source of Funds	Amount
411001-42410-61003-41000	\$49,608.00

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor		08-19-16	Date	Dean/Unit Head		08-19-16	Date
Vice Chancellor		08-19-16	Date	Chancellor		8/19/16	Date
Director/Personnel		08-19-16	Date	Vice President/Finance Business Affairs/Comptroller			Date
President		8/22/16	Date	Chairman/S.U. Board Of Supervisor			Date
		8-19-2016					

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

ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE:

Mon - Fri. 8:00 a.m.-5:00 p.m.

EMPLOYEE DIRECT SUPERVISOR:

Dr. John Penny

NUMBER OF EMPLOYEES SUPERVISED, (if any)

0

HR USE ONLY:

STATUS (circle one):

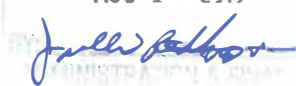
EXEMPT

NON-EXEMPT

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

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODES</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	FUNDS AVAILABLE AUG 19 2015 
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

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

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

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

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 X 12-MONTH OTHER (Specify) _____

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

Previous Employee Dr. Joseph Coleman Reason Left N/A
 Date Left N/A Salary Paid \$ 44,290.00

Profile of Person Recommended

Length of Employment 08/01/2016 To 05/16/2017

Effective Date 09/01/2016

Name Dr. Joseph Coleman SS# xxx-xx-1864 Sex Male Race* Black

Position Title: Associate Professor Department: Social Sciences

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

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

Years Experience 26 Southern University Experience 11

Degree(s)	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	BS - Economics	SUNO	1980
	MA Guidance & Counseling	Xavier University of Louisiana	1984
	Ph.D. Educational Psychology	California Coast University	2002

Current Employer SUNO

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) Increase in pay due to promotion

Recommended Salary \$ 45,090.00 Salary Budgeted \$45,090.00

Source of Funds State

Identify Budget: General Fund Location 411001-42460-61003-41000
 Form Code: BoR 10 Page _____ Item # _____

Change of:

Position	<u>Assistant Professor</u>	<u>From</u>	<u>Associate Professor</u>	<u>To</u>
Status	<u>Tenured</u>		<u>Tenured</u>	
Salary Adjustment	<u>\$44,290.00</u>		<u>\$45,090.00</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
411001-42460-61003-41000	\$ 44,290.00

*See Reverse Side

Graduate School signature (if, applicable):

<u>[Signature]</u> Supervisor	Date	<u>[Signature]</u> Dean/Unit Head	<u>8/19/16</u> Date
<u>[Signature]</u> Vice Chancellor	<u>08-19-16</u> Date	<u>[Signature]</u> Chancellor	<u>8/19/16</u> Date
<u>[Signature]</u> Director/Personnel	<u>8/19/2016</u> Date	<u>[Signature]</u> Vice President/Finance	Date
<u>[Signature]</u> President	<u>8/22/10</u> Date	<u>[Signature]</u> Business Affairs/Comptroller	Date
		<u>[Signature]</u> Chairman/S.U. Board Of Supervisor	Date

DR 8-19-2016

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ETHIC ORGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

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

EMPLOYEE DIRECT SUPERVISOR: Dr. John Penny


NUMBER OF EMPLOYEES SUPERVISED, (if any) 0

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODES</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	FUNDS AVAILABLE AUG 19 2016  HUMAN RESOURCES ADMINISTRATION & FINANCE
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

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

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

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

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER

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

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

<input checked="" type="checkbox"/> 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 Dr. Christopher Linn Reason Left N/A

Date Left N/A Salary Paid \$43,860.00

Profile of Person Recommended

Length of Employment 08/01/2016 To 05/16/2017

Effective Date 09/01/2016

Name Dr. Christopher Linn SS# xxx-xx-5964 Sex Male Race* White

Position Title: Associate Professor Department: Social Sciences

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

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

Years Experience 13 Southern University Experience 9

Degree(s)	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>BS Psychology</u>	<u>UOP, Stockton, CA</u>	<u>1997</u>
	<u>MS Psychology</u>	<u>Tulane, NOLA</u>	<u>2001</u>
	<u>Ph.D. Psychology</u>	<u>Tulane, NOLA</u>	<u>2006</u>

Current Employer SUNO

Personnel Action

Check One _____ New Appointment _____ Continuation _____ Sabbatical _____ Leave of Absence _____
 _____ Transfer _____ Replacement _____ X Other (Specify) Increase in pay due to promotion

Recommended Salary \$44,660.00 Salary Budgeted \$44,660.00

Source of Funds State

Identify Budget: General Fund Location 411001-42460-61003-41000
 Form Code: BoR 10 Page _____ Item # _____

Change of:
 Position Assistant Professor From Associate Professor To
 Status Tenured _____
 Salary Adjustment \$43,860.00 _____ \$44,660.00 _____

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

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

Source of Funds	Amount
411001-42460-61003-41000	\$43,860.00

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor [Signature] Date 08-19-16
 Vice Chancellor [Signature] Date 08-19-2016
 Director/Personnel [Signature] Date 8/22/16
 President [Signature] Date 8-19-2016

Dean/Unit Head [Signature] Date 8/19/16
 Chancellor [Signature] Date 8/19/16
 Vice President/Finance Business Affairs/Comptroller _____ Date _____
 Chairman/S.U. Board Of Supervisor _____ Date _____

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

ETHIC ORGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

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

EMPLOYEE DIRECT SUPERVISOR: Dr. John Penny

NUMBER OF EMPLOYEES SUPERVISED, (if any) 0

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

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

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER

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

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

<input checked="" type="checkbox"/> 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 Dr. Muhammed Miah Reason Left N/A
 Date Left N/A Salary Paid \$71,400.00

Profile of Person Recommended

Length of Employment 08/01/2016 To 05/16/2017

Effective Date 09/01/2016

Name Dr. Muhammed Miah SS# xxx-xx-3352 Sex Male Race* Asian

Position Title: Associate Professor Department: Computer Information Systems

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

New Position Expiration Date: _____

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

Years Experience 12 Southern University Experience 6

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	BS/Civil Engineering	Khulna University of Engineering	1994
	MS/Computer & Info Scicence	Unive isity of New Haven	2001
	Ph.D./Computer Science	University of Texas at Arlington	2009

Current Employer SUNO

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) Increase in pay due to promotion

Recommended Salary \$72,200.00 Salary Budgeted \$72,200.00

Source of Funds State

Identify Budget: General Fund Location 411001-42330-61003-41000
 Form Code: BoR 10 Page _____ Item # _____

Change of:

	<u>From</u>	<u>To</u>
Position	<u>Assistant Professor</u>	<u>Associate Professor</u>
Status	<u>Tenured</u>	<u>Tenured</u>
Salary Adjustment	<u>\$71,400.00</u>	<u>\$72,200.00</u>

Financial Aid signature (if, applicable):

List total funds currently paid this employee by

Southern University:





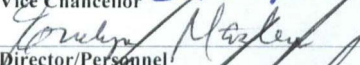
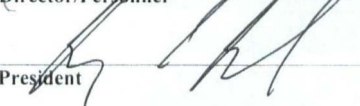
*See Reverse Side

Comments: (Use back of form)

Source of Funds	Amount
411001-42330-61003-41000	\$71,400.00

*See Reverse Side

Graduate School signature (if, applicable):

	<u>8-19-16</u>		<u>8/19/16</u>
Supervisor	Date	Dean/Unit Head	Date
	<u>08-19-16</u>		<u>8/19/16</u>
Vice Chancellor	Date	Chancellor	Date
	<u>08-19-2016</u>		
Director/Personnel	Date	Vice President/Finance	Date
	<u>8/22/16</u>	Business Affairs/Comptroller	
President	Date	Chairman/S.U. Board	Date
		Of Supervisor	
	<u>8-19-2016</u>		

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

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

EMPLOYEE DIRECT SUPERVISOR: Dr. David Alijani

NUMBER OF EMPLOYEES SUPERVISED, (if any) 0

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODES</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	FUNDS AVAILABLE AUG 19 2015 <i>John H. [Signature]</i> ADMINISTRATION & HR
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

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

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

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

J OBCLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER

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

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

<input checked="" type="checkbox"/> 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 Dr. Adrine Harrell-Carter Reason Left N/A
 Date Left N/A Salary Paid \$66,300.00

Profile of Person Recommended

Length of Employment 08/01/2016 To 05/16/2017

Effective Date 11/09/01/2016

Name Dr. Adrine Harrell-Carter SS# xxx-xx-0000 Sex Female Race* Black

Position Title: Associate Professor Department: Business Administration

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

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

Years Experience 10 Southern University Experience 8

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	DBA - Management	Grenoble Ecole de Management	2009
	MBA	University of Phoenix	2003
	BA - Education	Southeastern Louisiana University	1997

Current Employer SUNO

Personnel Action

Check One _____ New Appointment _____ Continuation _____ Sabbatical _____ Leave of Absence
 _____ Transfer _____ Replacement _____ X Other (Specify) Increase in pay due to promotion

Recommended Salary \$67,100.00 Salary Budgeted \$67,100.00

Source of Funds State

Identify Budget: General Fund Location 411001-42320-61003-41000
 Form Code: BoR 10 Page _____ Item # _____

Change of:

Position	<u>Assistant Professor</u>	<u>From</u>	<u>Associate Professor</u>	<u>To</u>
Status	<u>Tenured</u>		<u>Tenured</u>	
Salary Adjustment	<u>\$66,300.00</u>		<u>\$67,100.00</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
411001-42320-61003-41 000	\$66,300.00

*See Reverse Side

Graduate School signature (if, applicable):

<u>Frank D. Martin</u>	<u>8/19/16</u>	<u>I. Uleh Jr</u>	<u>8/19/16</u>
Supervisor	Date	Dean/Unit Head	Date
<u>Ann Ho</u>	<u>08-19-16</u>	<u>L. M. Day</u>	<u>8/19/16</u>
Vice Chancellor	Date	Chancellor	Date
<u>Erleen Martin</u>	<u>08-19-2016</u>		
Director/Personnel	Date	Vice President/Finance	Date
		Business Affairs/Comptroller	
<u>[Signature]</u>	<u>8/22/16</u>		
President	Date	Chairman/S.U. Board	Date
		Of Supervisor	

8-19-2016

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

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

EMPLOYEE DIRECT SUPERVISOR: Dr. Frank Martin

NUMBER OF EMPLOYEES SUPERVISED, (if any) 0

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODES</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	FUNDS AVAILABLE AUG 19 2013 <i>[Signature]</i>
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

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

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

- Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- Position Vacancy Announcement (position advertised before processing PAF, if applicable)
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- Exemptions Survey Form
- Proposed Employee Appointment
- Proposed Employee Clearance
- Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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 Dr. Robert Azzarello Reason Left N/A
 Date Left N/A Salary Paid \$46,350.00

Profile of Person Recommended

Length of Employment 08/01/2016 To 05/16/2017

Effective Date 09/01/2016

Name Dr. Robert Azzarello SS# xxx-xx-7641 Sex Male Race* White

Position Title: Associate Professor Department: Arts and Humanities

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

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

Years Experience 15 Southern University Experience 7

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	B.A. English & Evn. Studies	Loyola University, New Orleans	2002
	M.A. Literature & Environment	The University of Nevada, Reno	2004
	Ph.D. English	The Graduate Center, City Univ. of NY	2009

Current Employer SUNO

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) Increase in pay due to promotion

Recommended Salary \$47,150.00 Salary Budgeted \$47,150.00

Source of Funds State

Identify Budget: General Fund Location 411001-42440-61003-41000
 Form Code: BoR 10 Page _____ Item # _____

Change of:

	From	To
Position	<u>Assistant Professor</u>	<u>Associate Professor</u>
Status	<u>Tenured</u>	<u>Tenured</u>
Salary Adjustment	<u>\$46,350.00</u>	<u>\$47,150.00</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
411001-42440-61003-41000	\$46,350.00

*See Reverse Side

Graduate School signature (if, applicable):

Evelyn B. Harrel 8/19/16 Date Evelyn B. Harrel 8/19/16 Date
 Supervisor Dean/Unit Head
AA One 08-19-16 Date L. McRay 8/19/16 Date
 Vice Chancellor Chancellor
[Signature] 8-19-2016 Date Vice President/Finance Business Affairs/Comptroller Date
[Signature] 8/20/16 Date Chairman/S.U. Board Of Supervisor Date
 President

GP 8-19-2016

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

- White. Not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.
- Black. Not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.
- Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.
- Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.
- American Indian or Alaskan Native. A person having origins in any of the original peoples of North American, and who maintains cultural identification through tribal affiliation or community recognitions.

COMMENTS:

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

EMPLOYEE DIRECT SUPERVISOR: Mr. Norbert Davidson

NUMBER OF EMPLOYEES SUPERVISED, (if any) 0

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODES</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	FUNDS AVAILABLE AUG 19 2015 <i>J. Davidson</i>
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

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

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

- Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- Position Vacancy Announcement (position advertised before processing PAF, if applicable)
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- Exemptions Survey Form
- Proposed Employee Appointment
- Proposed Employee Clearance
- Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER

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

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

Academic
 Temporary
 Tenured
 Tenured Track
 Other (Specify) _____

Non-Academic
 Part-Time (% of Full Time) _____
 Undergraduate Student
 Graduate Assistant
 Retiree Return To Work

Civil Service
 Restricted
 Job Appointment
 Probationary
 Permanent Status

Previous Employee Dr. Bashir Atteia Reason Left N/A
 Date Left N/A Salary Paid \$45,835.00

Profile of Person Recommended

Length of Employment 08/01/2016 To 05/16/2017

Effective Date 09/01/2016

Name Dr. Bashir Atteia SS# xxx-xx-2721 Sex Male Race* White

Position Title: Associate Professor Department: Natural Sciences

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

New Position Expiration Date: 2020
 (Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience 10 Southern University Experience 5

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	Ph.D. Medical Biosciences	Maastricht University - Netherlands	2004
	MA - Comparative Physiology	Cairo University, Cairo, Egypt	2000
	BS - Zoology	Cairo University, Cairo, Egypt	1995

Current Employer SUNO

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) Increase in pay due to promotion

Recommended Salary \$46,635.00 Salary Budgeted \$46,635.00

Source of Funds State

Identify Budget: General Fund Location 411001-42500-61003-41000
 Form Code: BoR 10 Page _____ Item # _____

Change of:

	From	To
Position	Assistant Professor	Associate Professor
Status	Tenured	Tenured
Salary Adjustment	\$45,835.00	\$46,635.00

Financial Aid signature (if, applicable):

List total funds currently paid this employee by

Southern University:

*See Reverse Side

Comments: (Use back of form)

Source of Funds	Amount
411001-42500-61003-41000	\$45,835.00

*See Reverse Side

Graduate School signature (if, applicable):

<u>Evelyn B. Harrel</u>	<u>8/19/16</u>	<u>Evelyn B. Harrel</u>	<u>8/19/16</u>
Supervisor	Date	Dean/Unit Head	Date
<u>PA Me</u>	<u>08-19-16</u>	<u>J. Mc-Roy</u>	<u>8/19/16</u>
Vice Chancellor	Date	Chancellor	Date
<u>Lorelyn M. Meade</u>	<u>8.19.2016</u>		
Director/Personnel	Date	Vice President/Finance	Date
		Business Affairs/Comptroller	
<u>[Signature]</u>	<u>8/22/16</u>		
President	Date	Chairman/S.U. Board	Date
		Of Supervisor	

ED 8-19-2015

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

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

EMPLOYEE DIRECT SUPERVISOR: Dr. Alvin Bopp

NUMBER OF EMPLOYEES SUPERVISED, (if any) 0

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODES</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	FUNDS AVAILABLE AUG 19 2015 <i>Janelle Anthony</i> ADMINISTRATION & HR
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

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

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

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

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER

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

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

x 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 Dr. Rachid Belmasrou Reason Left N/A
 Date Left N/A Salary Paid \$45,835.00

Profile of Person Recommended

Length of Employment 08/01/2016 To 05/16/2017

Effective Date 09/01/2016

Name Dr. Rachid Belmasrou SS# xxx-xx-7604 Sex Male Race* White

Position Title: Associate Professor Department: Natural Sciences

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

_____ New Position Expiration Date: _____

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

Years Experience 6 Southern University Experience 5

Degrees(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	Ph.D. - Mathematics	University of New Orleans, NOLA	2010
	MS - Mathematics	University of New Orleans, NOLA	2007
	MS - Mathematics	University of Versailles, Paris, France	2001

Current Employer SUNO

Personnel Action

Check One _____ New Appointment _____ Continuation _____ Sabbatical _____ Leave of Absence _____
 _____ Transfer _____ Replacement _____ X Other (Specify) Increase in pay due to promotion

Recommended Salary \$46,635.00 Salary Budgeted \$46,635.00

Source of Funds State

Identify Budget: General Fund Location 411001-42530-61003-41000
 Form Code: BoR 10 Page _____ Item # _____

Change of:

	From	To
Position	<u>Assistant Professor</u>	<u>Associate Professor</u>
Status	<u>Tenured</u>	<u>Tenured</u>
Salary Adjustment	<u>\$45,835.00</u>	<u>\$46,635.00</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
411001-42530-61003-41000	\$45,835.00

*See Reverse Side

Graduate School signature (if, applicable):

<u>Evelyn B. Harrel</u>	<u>8/19/16</u>	<u>Evelyn B. Harrel</u>	<u>8/19/16</u>
Supervisor	Date	Dean/Unit Head	Date
<u>[Signature]</u>	<u>08-19-16</u>	<u>[Signature]</u>	<u>8/19/16</u>
Vice Chancellor	Date	Chancellor	Date
<u>[Signature]</u>	<u>08-19-16</u>	<u>[Signature]</u>	<u>8/19/16</u>
Director/Personnel	Date	Vice President/Finance	Date
<u>[Signature]</u>	<u>8/22/16</u>	Business Affairs/Comptroller	Date
President	Date	Chairman/S.U. Board	Date
<u>[Signature]</u>	<u>8/22/16</u>	Of Supervisor	Date

BA 8-19-2016

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

ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE:

Mon - Fri. 8:00 a.m. - 5:00 p.

EMPLOYEE DIRECT SUPERVISOR:

Dr. Alvin Bopp

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

CODES

EXPIRES

United States Citizen/Certificate of Naturalization

US

Resident Alien

RA

H-1 Visa (Distinguished Merit & Ability)

H1

J-1 Visa (Exchange Visitor Program)

J1

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

F1

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

F0

FUNDS AVAILABLE
AUG 19 2013
[Signature]

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

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

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

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER

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

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

Academic
 Temporary
 Tenured
 Tenured Track
 Other (Specify) _____

Non-Academic
 Part-Time (_____ % of Full Time)
 Undergraduate Student
 Graduate Assistant
 Retiree Return To Work

Civil Service
 Restricted
 Job Appointment
 Probationary
 Permanent Status

Previous Employee Dr. Jill Murray Reason Left N/A
 Date Left N/A Salary Paid \$47,380.00

Profile of Person Recommended

Length of Employment 08/01/2016 To 05/16/2017

Effective Date 09/01/2016

Name Dr. Jill Murray SS# xxx-xx-6489 Sex Female Race* White

Position Title: Associate Professor Department: School of Social Work

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

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

Years Experience 29 Southern University Experience 6

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	BA	Loyola University - New Orleans	1985
	MSW - Social Work	Tulane University	1986
	Ph.D.	LSU - Baton Rouge	2004

Current Employer SUNO

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) Increase in pay due to promotion

Recommended Salary \$48,180.00 Salary Budgeted \$48,180.00

Source of Funds State

Identify Budget: General Fund Location 411001-42620-61003-41000
 Form Code: BoR 10 Page _____ Item # _____

Change of:

	From	To
Position	Assistant Professor	Associate Professor
Status	Tenured	Tenured
Salary Adjustment	\$47,380.00	\$48,180.00

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

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

Source of Funds	Amount
411001-42620-61003-41000	\$47,380.00

*See Reverse Side

Graduate School signature (if, applicable):

Ronald J. Narasimhan 8/19/16 Supervisor Date
Ronald J. Narasimhan 8/19/16 Dean/Unit Head Date
AD Fine 08-19-16 Vice Chancellor Date
Lyle Day 8/19/16 Chancellor Date
Quelby 08/19/16 Director/Personnel Date
VP 8/22/16 Vice President/Finance Business Affairs/Comptroller Date
SP 8-19-2016 Chairman/S.U. Board Of Supervisor Date

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

ETHIC ORGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

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

EMPLOYEE DIRECT SUPERVISOR: _____ Dr. Ronald Mancoske

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____ 0

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODES</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	FUNDS AVAILABLE AUG 19 2015 <i>John Patton</i>
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

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

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

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

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUM BER									
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CAMPUS: SUS _____ SUBR _____ SULAC _____ SUAREC _____ SUNO x SUSLA _____

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

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

Previous Employee Dr. Sherry Bachus Reason Left N/A
 Date Left N/A Salary Paid \$53,040.00

Profile of Person Recommended

Length of Employment 08/01/2016 To 05/16/2017

Effective Date 09/01/2016

Name Dr. Sherry Bachus SS# xxx-xx-6762 Sex Female Race* Black

Position Title: Associate Professor Department: Child Development & Family Studies

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

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

Years Experience 7 Southern University Experience 7

Degree(s)	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	Ph.D. Counselor Education	University of New Orleans	2006
	M.Ed. Counselor Education	University of New Orleans	1999
	M.A. - Curriculum and Instruction	Xavier University - New Orleans	1994

Current Employer SUNO

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) Increase in pay due to promotion

Recommended Salary \$53,840.00 Salary Budgeted \$53,840.00

Source of Funds State

Identify Budget: General Fund Location 411001-42260-61003-41000
 Form Code: BoR 10 Page _____ Item # _____

Change of:

	From	To
Position	Assistant Professor	Associate Professor
Status	Tenured	Tenured
Salary Adjustment	\$53,040.00	\$53,840.00

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

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

Source of Funds	Amount
411001-42260-61003-41000	\$53,040.00

*See Reverse Side

Graduate School signature (if, applicable):

<u>Will Jett</u> Supervisor	<u>8-19-16</u> Date	<u>Will Jett</u> Dean/Unit Head	<u>8-19-16</u> Date
<u>AA Jett</u> Vice Chancellor	<u>08-19-16</u> Date	<u>John Jones - Deputy</u> Chancellor	<u>8/19/16</u> Date
<u>[Signature]</u> Director/Personnel	<u>08-14-16</u> Date	<u>[Signature]</u> Vice President/Finance Business Affairs/Comptroller	<u>[Signature]</u> Date
<u>[Signature]</u> President	<u>8/22/16</u> Date	<u>[Signature]</u> Chairman/S.U. Board Of Supervisor	<u>[Signature]</u> Date

@ 8-18-2016

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE:

Mon - Fri. 8:00 a.m. - 5:00 p.

EMPLOYEE DIRECT SUPERVISOR:

Dr. Pamela Wanga

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

CODES

EXPIRES

United States Citizen/Certificate of Naturalization

US

Resident Alien

RA

H-1 Visa (Distinguished Merit & Ability)

H1

J-1 Visa (Exchange Visitor Program)

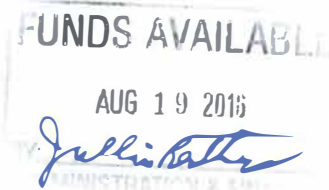
J1

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

F1

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

F0



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

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

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

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

<input checked="" type="checkbox"/> Academic	<input type="checkbox"/> Non-Academic	<input type="checkbox"/> Civil Service
<input type="checkbox"/> Temporary	<input type="checkbox"/> Part-time (_____ % of Full Time)	<input type="checkbox"/> Restricted
<input checked="" 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 SAME Reason Left _____
 Date Left _____ Salary Paid _____

Profile of Person Recommended

Length of Employment 07/01/2016 To 06/30/2017 & Continuing
 Effective Date 08/01/2016

Name Peter Breaux SS# S00016306 Sex M Race* B
(Last 4 digits only)

Position Title: Associate Professor Department: History

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

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

 New Position Expiration Date: _____

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

Years Experience _____	Southern University Experience _____		
Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>Ph.D./History</u>	<u>Florida State University</u>	<u>2006</u>
	<u>M.A./Social Sciences</u>	<u>SUBR</u>	<u>1995</u>
	<u>B.A./History</u>	<u>University of New Orleans</u>	<u>1992</u>

Current Employer SOUTHERN UNIVERSITY AND A & M COLLEGE, BATON ROUGE, LOUISIANA

Personnel Action

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

Recommended Salary 53,459 Salary Budgeted 53,459

Source of Funds State

Identify Budget: 21001-22179-61003-21000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of:

	<u>From</u>	<u>To</u>
Position	<u>Assistant Professor</u>	<u>Associate Professor</u>
Status	_____	_____
Salary Adjustment	<u>44,552</u>	<u>53,549</u>

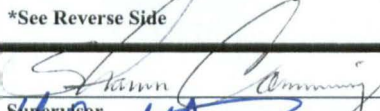
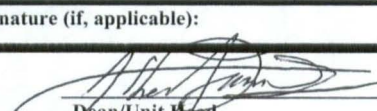

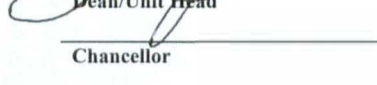




Financial Aid signature (if, applicable):

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

Comments: (Use back of form)

Source of Funds	Amount

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

	<u>8/24/2016</u>		<u>08/24/16</u>
Supervisor	Date	Dean/Unit Head	Date
	<u>8/24/16</u>		_____
Vice Chancellor	Date	Chancellor	Date
	<u>8-24-16</u>		_____
Director/Personnel	Date	Vice President/Finance	Date
	_____		_____
President	Date	Business Affairs/Comptroller	Date

		Chairman/S.U. Board	Date
		of Supervisors	

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino

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:

Promotion effective Fall 2016, Assistant Professor to Associate Professor

EMPLOYEE REGULAR WORK SCHEDULE: M-F, 8-5

EMPLOYEE DIRECT SUPERVISOR: Shawn Comminey

SUPERVISOR/DEPARTMENT CONTACT NUMBER 771-3260

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	2025
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)

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 SAME Reason Left _____
 Date Left _____ Salary Paid _____

Profile of Person Recommended

Length of Employment 07/01/2016 To 06/30/2017 & Continuing
 Effective Date 08/01/2016

Name Cheria Lane-Mackey SS# S00019630 Sex F Race* B
(Last 4 digits only)

Position Title: Associate Professor Department: Family & Consumer Sciences

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

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

Years Experience 16 Southern University Experience 10
 Degree(s): Type/Discipline (BA-Education): Ph.D. Education Institution/Location (SU-Baton Rouge): Jackson State University, Jackson, MS Year: 2007
MS, Social Sciences SUBR 1997
BS, Child Development/Fly Life SUBR 1996

Current Employer SOUTHERN UNIVERSITY AND A & M COLLEGE, BATON ROUGE, LOUISIANA

Personnel Action

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

Recommended Salary 55,659 Salary Budgeted 55,659

Source of Funds State

Identify Budget: 21001-22131-61003-21000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: _____

Position Assistant Professor From Associate Professor To
 Status _____
 Salary Adjustment 50,000 55,659

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

*See Reverse Side

Comments: (Use back of form)

Source of Funds	Amount

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor [Signature] Date 8/24/16
 Vice Chancellor [Signature] Date 8/24/16
 Director/Personnel _____ Date _____
 President Ray L. Belton Date 8/24/16
 Dean/Unit Head [Signature] Date 8/24/16
 Chancellor _____ Date _____
 Vice President/Finance Business Affairs/Comptroller _____ Date _____
 Chairman/S.U. Board of Supervisors _____ Date _____

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

ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

Promotion effective Fall 2016., assistant professor to associate professor.

EMPLOYEE REGULAR WORK SCHEDULE: M-F; 8-5

EMPLOYEE DIRECT SUPERVISOR: Kasundra Cyrus

SUPERVISOR/DEPARTMENT CONTACT NUMBER _____

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	2025
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

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

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

- _____ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- _____ Position Vacancy Announcement (position advertised before processing PAF, if applicable)
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- _____ Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

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

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

Academic
 Temporary
 Tenured
 Tenured Track
 Other (Specify) _____

Non-Academic
 Part-time (_____ % of Full Time)
 Undergraduate Student
 Graduate Assistant
 Retiree Return To Work

Civil Service
 Restricted
 Job Appointment
 Probationary
 Permanent Status

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

Profile of Person Recommended

Length of Employment 07/01/2016 To 06/30/2017 & Continuing
 Effective Date 08/01/2016

Name Caroline Telles SS# S00017077 Sex F Race* B
(Last 4 digits only)

Position Title: Assistant Professor Department: Biology

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

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

 New Position Expiration Date: _____

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

Years Experience 14 Southern University Experience 7

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>Ph.D Microbiology</u>	<u>LSU</u>	<u>2003</u>
	<u>BS Zoology</u>	<u>Univ. Eastern Africa, Barotob, Kenya</u>	<u>1995</u>

Current Employer SOUTHERN UNIVERSITY AND A & M COLLEGE, BATON ROUGE, LOUISIANA

Personnel Action

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

Recommended Salary 53,853 Salary Budgeted 53,853

Source of Funds State

Identify Budget: 211001-22475-61003-21000 Location _____

Form Code: _____ Page _____ Item # _____

Change of:

	<u>From</u>	<u>To</u>
Position	<u>Assistant Professor</u>	<u>Associate Professor</u>
Status	_____	_____
Salary Adjustment	<u>47,000</u>	<u>53,853</u>

Financial Aid signature (if, applicable):

List total funds currently paid this employee by

Southern University:


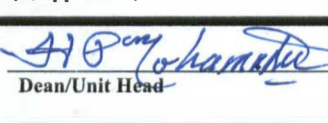



*See Reverse Side

Comments: (Use back of form)

Source of Funds	Amount

*See Reverse Side

Graduate School signature (if, applicable):

	<u>8/24/2016</u>		<u>8/24/2016</u>
Supervisor	Date	Dean/Unit Head	Date
	<u>8/24/16</u>	Chancellor	Date
Vice Chancellor	Date	Chancellor	Date
	<u>8-24-16</u>	Vice President/Finance Business Affairs/Comptroller	Date
Director/Personnel	Date	Vice President/Finance Business Affairs/Comptroller	Date
	<u>8-24-16</u>	Chairman/S.U. Board of Supervisors	Date
President	Date	Chairman/S.U. Board of Supervisors	Date

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

Promotion effective Fall 2016 from Assistant Professor to Associate Professor

EMPLOYEE REGULAR WORK SCHEDULE: M-F; 8-5

EMPLOYEE DIRECT SUPERVISOR: E. C. Martinez

SUPERVISOR/DEPARTMENT CONTACT NUMBER: 771-5171

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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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	2025
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

Do Not Write Below This Area

For Human Resource and Budgetary Control Use Only!

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

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- Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- Exemptions Survey Form (signed by employee and budget head)
- Proposed Employee Appointment
- Proposed Employee Clearance
- Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

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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:

Promotion from Associate Professor to Professor, effective Fall 2016.

EMPLOYEE REGULAR WORK SCHEDULE: M-F; 8-5

EMPLOYEE DIRECT SUPERVISOR: Albert Samuels

SUPERVISOR/DEPARTMENT CONTACT NUMBER _____

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	2025
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

Do Not Write Below This Area

For Human Resource and Budgetary Control Use Only!

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

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- Exemptions Survey Form (signed by employee and budget head)
- Proposed Employee Appointment
- Proposed Employee Clearance
- Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER									
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CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

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

Previous Employee Dr. Alo Dutta Reason Left NA
 Date Left NA Salary Paid \$52,514

Profile of Person Recommended

Length of Employment August 15, 2016 To May 12, 2017
 Effective Date August 12, 2013

Name Dr. Alo Dutta SS# S00019003 Sex Female Race* Asian
 (Last 4 digits only)

Position Title: Professor Department: Rehabilitation & Disability Studies

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

(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 20.00 Southern University Experience 15 years

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	Ph.D. Community Health-Rehab.	University of Illinois at Urbana-Champaign	2001
	M.S. Rehabilitation Counseling	Southern University, Baton Rouge	1995
	M.P.A..Professional Accountancy	Southern University, Baton Rouge	1993

Current Employer Department of Rehabilitation and Disability Studies

Personnel Action

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

Recommended Salary \$72,382 Salary Budgeted \$72,382

Source of Funds 211001-22484-21000

Identify Budget: _____ 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:

Source of Funds	Amount
211001-22484-21000	\$72,382

*See Reverse Side

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

<u>Madan Khandu</u> Supervisor Date <u>7-1-2016</u>	<u>[Signature]</u> Dean/Unit Head Date <u>7/6/16</u>
<u>[Signature]</u> Vice Chancellor Date <u>8/24/16</u>	Chancellor Date _____
Director/Personnel Date _____	Vice President/Finance Business Affairs/Comptroller Date _____
<u>Ray D. Belton</u> President Date _____	Chairman/S.U. Board of Supervisors Date _____

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER

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

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

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

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

Profile of Person Recommended

Length of Employment 07/01/2016 To 06/30/2017
Effective Date 08/01/2016

Name Nigel Gwee SS# xxx-xx-6651 Sex M Race* Asian
(Last 4 digits only)

Position Title: Professor Department: Computer Science

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

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

Years Experience 20 Southern University Experience 12
Degree(s): Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge): Year:
PhD - Computer Science LSU 2002
PhD-Musicology LSU 1996

Current Employer SUBR

Personnel Action

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

Recommended Salary 77,855 Salary Budgeted 77,855

Source of Funds State

Identify Budget: 21001-22477-61003-21000 Location _____
Form Code: _____ Page _____ Item # _____

Change of: _____
Position Associate Professor From Professor To
Status _____
Salary Adjustment 67,902 77,855

Financial Aid signature (if, applicable):

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

Comments: (Use back of form)

Source of Funds	Amount

*See Reverse Side

Graduate School signature (if, applicable):

<u>[Signature]</u> 8/24/16 Supervisor Date	<u>[Signature]</u> 8/24/16 Dean/Unit Head Date
<u>[Signature]</u> Vice Chancellor Date	<u>[Signature]</u> Chancellor Date
<u>[Signature]</u> Director/Personnel Date	<u>[Signature]</u> Vice President/Finance Date
<u>[Signature]</u> 8-24-16 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: Dr. Nigel Gwee promotion from Associate Professor to Professor is effective Fall 2016.

EMPLOYEE REGULAR WORK SCHEDULE: M-F; 8-5
EMPLOYEE DIRECT SUPERVISOR: E. Khosravi
SUPERVISOR/DEPARTMENT CONTACT NUMBER _____
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

- Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- Position Vacancy Announcement (position advertised before processing PAF, if applicable)
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- Exemptions Survey Form (signed by employee and budget head)
- Proposed Employee Appointment
- Proposed Employee Clearance
- Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

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

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

Profile of Person Recommended

Length of Employment 07/01/2016 To 06/30/2017 & Continuing
 Effective Date 08/01/2016

Name Anthony Igiede SS# 300019777 Sex M Race* B
(Last 4 digits only)

Position Title: Professor Department: Sociology

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

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

Years Experience 25 Southern University Experience 25

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>Ph.D. Public Policy</u>	<u>SUBR</u>	<u>2005</u>
	<u>M.S. Sociology</u>	<u>SUBR</u>	<u>1989</u>
	<u>B.S. Sociology</u>	<u>SUBR</u>	<u>1987</u>

Current Employer SOUTHERN UNIVERSITY AND A & M COLLEGE, BATON ROUGE, LOUISIANA

Personnel Action

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

Recommended Salary 68,683 Salary Budgeted 68,683

Source of Funds State

Identify Budget: 21001-22481-61003-21000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of:

Position Associate Professor From Professor To
 Status _____
 Salary Adjustment 52,513 68,683

Financial Aid signature (if, applicable):

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

Source of Funds	Amount

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

<u>[Signature]</u> Supervisor	<u>8/24/16</u> Date	<u>[Signature]</u> Dean/Unit Head	<u>08/24/16</u> Date
<u>[Signature]</u> Vice Chancellor	<u>[Signature]</u> Date	<u>[Signature]</u> Chancellor	<u>[Signature]</u> Date
<u>[Signature]</u> Director/Personnel	<u>[Signature]</u> Date	<u>[Signature]</u> Vice President/Finance Business Affairs/Comptroller	<u>[Signature]</u> Date
<u>[Signature]</u> President	<u>8-24-16</u> Date	<u>[Signature]</u> Chairman/S.U. Board of Supervisors	<u>[Signature]</u> Date

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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:

Promotion effective Fall 2016 from Associate Professor to Professor

EMPLOYEE REGULAR WORK SCHEDULE: M-F; 8-5

EMPLOYEE DIRECT SUPERVISOR: Reginald Rackley, Albert Samuels

SUPERVISOR/DEPARTMENT CONTACT NUMBER _____

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	2025
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

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

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

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



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

August 18, 2016

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

Re: Appointment of Academic Deans and Director

Dear Dr. Belton:

In compliance with the Southern University and A & M College Faculty Handbook and the Southern University Board of Supervisors Bylaws and Regulations, I write to request (1) a waiver of the searches pursuant to the Academic Stabilization Plan and (2) to accept the recommendation of persons to fill the vacancies created by the implantation of the plan.

The Academic Stabilization Initiative approved at the April 22, 2016 Board of Supervisors meeting provides structural and operational consolidation of previously autonomous units or functions in order to achieve performance based outcomes that properly aligned all academic programs and administration in a manner, scope, and sequence that:

- (1) reduce administrative duplication;
- (2) promote innovative collaboration across silos; and
- (3) encourage efficiencies and cost-savings.

Meetings with the Division of Finance and Administration confirmed an absence of available funds to pursue personnel in the larger academic marketplace. We were unable to identify resources for national searches, as no new monies could be identified for new hires. Additionally, the price point for new academic administrators exceeded the below-average salary compensation of existing employees and funded positions. As has become commonplace in the aftermath of fiscal exigency, Academic Affairs was required to search internally for available candidates. Recommendations were sought from current deans, members of academic council, the faculty senate, and larger campus community to fill all vacancies.

As you know, the previous academic structure ended June 30, 2016. The new college structure took effect July 1, 2016. The colleges that did not change are the College of Business and the College of Nursing and Allied Health. I recommend the continued appointment of **Dr. Donald Andrews** to the College of Business and **Dr. Janet Rami** to the College of Nursing and Allied Health, subject to Performance Review with no change in pay.

Additionally, the Southern University System (SUS) Board of Supervisors approved the combined position of Chancellor of the Southern University Agricultural Research & Extension Center and Dean of the newly created College of Agriculture. This appointment of the Chancellor and Dean is subject to your approval and that of the SUS Board and will await your announcement at a date to be determined.

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

Additionally, three colleges have been restructured as a part of the Academic Stabilization Plan, the College of Sciences and Engineering, the College of Humanities and Interdisciplinary Studies, and the Nelson Mandela College of Government and Social Sciences. The College of Sciences and Engineering combined two colleges and I am recommending the continued leadership of **Dr. Habib Mohamadian**. Dr. Mohamadian has already initiated inter-departmental collaborations among chairs and faculty from Sciences and Engineering.

I am recommending the appointment of **Dr. Thomas Miller** as the Dean of the newly named College of Humanities and Interdisciplinary Studies. Dr. Miller has a wealth of knowledge and experiences to move this unit forward. The Education majors have been separated into a stand-alone School of Education under the College of Humanities and Interdisciplinary Studies, in light of its broad accreditation requirements and changing state standards. It is now a major instructional division of the College of Humanities and Interdisciplinary Studies. I am recommending that **Dr. VerJanis Peoples** serve as the director of the School of Education.

Finally, I am recommending the return of **Dr. Damien Ejigiri** as the Dean of the newly named Nelson Mandela College of Government and Social Sciences and Director of Graduate Studies, as the Graduate School no longer exists.

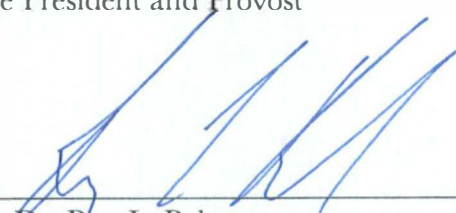
College and school unit heads are appointed by the Chancellor upon recommendation of the Chief Academic Officer. I request your favorable consideration of these appointments. If you have any questions, please contact me.

Sincerely,



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

Approved: _____



Dr. Ray L. Belton
President-Chancellor

Date: _____

8/23/14

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	2	m	9	9	2	3
-----------------	---	---	---	---	---	---

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 SAME Reason Left _____
 Date Left _____ Salary Paid _____

Profile of Person Recommended

Length of Employment 07/01/2016 To Continuing
 Effective Date 08/01/16

Name Donald Andrews SS# S00019579 Sex M Race* B
(Last 4 digits only)

Position Title: Dean Department: College of Business

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 38 Southern University Experience 27
 Degree(s): Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge): Year:
Ph.D. Texas A & M University 1980
M.S. University of Florida 1974
B.S. Southern Univ. Baton Rouge, LA 1971

Current Employer SUBR

Personnel Action

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

Recommended Salary 130,000 Salary Budgeted 130,000

Source of Funds State

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

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

Financial Aid signature (if, applicable):

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

Source of Funds	Amount

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

[Signature] 8/24/16 Date Supervisor
[Signature] 8/22/16 Date Dean/Unit Head
[Signature] 8/23/16 Date Vice Chancellor
[Signature] 8/23/16 Date Director/Personnel
[Signature] 8/24/16 Date President
[Signature] 8/23/16 Date Chancellor
[Signature] 8/23/16 Date Vice President/Finance
[Signature] 8/23/16 Date Business Affairs/Comptroller
 _____ Date Chairman/S.U. Board of Supervisors

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS: Effective August 1, 2016, Dr. Donald Andrews will continue as Dean of College of Business at a salary will be \$130,000 yearly (12 months).

EMPLOYEE REGULAR WORK SCHEDULE: M F; 8-5

EMPLOYEE DIRECT SUPERVISOR: Dr. M. Christopher Brown II

SUPERVISOR/DEPARTMENT CONTACT NUMBER 225-771-4095

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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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	

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- Position Vacancy Announcement (position advertised before processing PAF, if applicable)
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- Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- Exemptions Survey Form (signed by employee and budget head)
- Proposed Employee Appointment
- Proposed Employee Clearance
- Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

SOUTHERN UNIVERSITY SYSTEM
BUDGET OFFICE

211001-22203-61002-2400
AUG 23 2016

Ydymus
FUNDS AVAILABLE



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

Office of the Executive Vice President for Academic Affairs and Provost
J. S. Clark Administration Building, Third Floor
Baton Rouge, LA 70813
Phone: (225) 771-4095

August 18, 2016

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

Re: Appointment of Academic Deans and Director

Dear Dr. Belton:

I write to request your approval of the implementation of the Academic Stabilization Plan Phase I. As you know, the previous academic structure ended June 30, 2016. The new college structure took effect July 1, 2016. The colleges that did not change are the College of Business and the College of Nursing and Allied Health. I recommend the continued appointment of **Dr. Donald Andrews** to the College of Business and **Dr. Janet Rami** to the College of Nursing and Allied Health, subject to Performance Review with no change in pay.

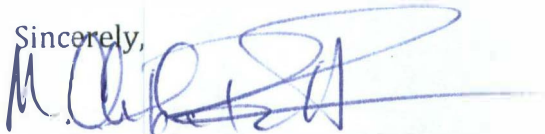
As you know, the Southern University System (SUS) Board of Supervisors approved the combined position of Chancellor of the Southern University Agricultural Research & Extension Center and Dean of the newly created College of Agriculture. This appointment of the Chancellor and Dean is subject to your approval and that of the SUS Board and will await your announcement at a date to be determined.

Additionally, three colleges have been restructured as a part of the Academic Stabilization Plan, the College of Sciences and Engineering, the College of Humanities and Interdisciplinary Studies, and the Nelson Mandela College of Government and Social Sciences. The College of Sciences and Engineering combined two colleges and I am recommending the continued leadership of **Dr. Habib Mohamadian**. Dr. Mohamadian has already initiated inter-departmental collaborations among chairs and faculty from Sciences and Engineering.

I am recommending the appointment of **Dr. Thomas Miller** as the Dean of the newly named College of Humanities and Interdisciplinary Studies. Dr. Miller has a wealth of knowledge and experiences to move this unit forward. The Education majors have been separated into a stand-alone School of Education under the College of Humanities and Interdisciplinary Studies, in light of its broad accreditation requirements and changing state standards. It is now a major instructional division of the College of Humanities and Interdisciplinary Studies. I am recommending that **Dr. Verjanis Peoples** serve as the director of the School of Education.

Finally, I am recommending the return of **Dr. Damien Ejigiri** as the Dean of the newly named Nelson Mandela College of Government and Social Sciences and Interim Vice Provost for Graduate Studies, as the Graduate School no longer exists. A search will be conducted, based on the Faculty Handbook, for this interim position. I request your favorable consideration of these appointments. If you have any questions, please contact me.

Sincerely,



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

Job Description Dean, College of Business

The Dean of the College Business reports directly to the Executive Vice President for Academic Affairs and Provost and functions in a senior leadership position to provide direction and coordination of academic support programs within the college. This officer will also function as the senior officer in planning and assessment for that academic area and assists the Executive Vice President for Academic Affairs and Provost with the administration of academic policies and other matters. The Dean of the college shall be the college's chief administrative officer and shall be responsible for its resources, staff and budgets.

Qualifications

The Dean of the College of Business must have an earned doctorate, preferably in a business-related discipline and a record meriting appointment as a full professor in an academic department. The Dean must have a strong commitment to academic excellence and an ability to work with diverse constituencies; should demonstrate knowledge of disciplinary/ professional trends and higher education activities; should be conversant in technological innovation in the discipline, demonstrate excellent interpersonal, oral and written communication skills, and demonstrate a collaborative approach to governance. The Dean oversees faculty and student participation in the determination of college and departmental policies and practices in course content, instructional procedures, budgets, and areas of obvious pertinence.

CURRICULUM VITA

DONALD ROY ANDREWS

PERSONAL DATA:

ADDRESS: (HOME)

3138 GUILFORD DRIVE
BATON ROUGE, LA. 70808

(OFFICE)

COLLEGE OF BUSINESS
P.O. BOX 9723
234 T.T. ALLAIN HALL
SOUTHERN UNIVERSITY
BATON ROUGE, LA. 70813

PHONE NUMBER:

OFFICE - (225) 771-2763
Fax - (225) 771-5262
Cell (225) 921- 3890

E-mail: jazandrews@yahoo.com
donald_andrews@subr.edu

Website: www.donaldrandrews.com

ACADEMIC and ADMINSTRATIVE BACKGROUND:

My academic pursuits have been in the areas of economics and finance from within a business and agricultural environment. My areas of specialization at the doctorate level were economic theory, resource allocation, and finance. I have worked on applied research problems in the areas of regional and natural resource economic development. I have served as an Instructor of Agricultural Economics, Assistant Professor, Associate Professor, Professor, at Southern University and Nicholls State Universities. I have served as Department Chairman of Economics and Dean of the College of Business at Southern University in Baton Rouge. In addition, I have served as the Director of the Entrepreneurship Training and Technical Assistance Program funded by the Office of Small and Disadvantaged Business Utilization of the U.S. Department of Transportation. I have served as the Director of three U.S. Department of Education Title III projects; College of Business Enhancement, Global Communications and Information Technology Enhancement. I serve as the primary investigator on the University Center for Economic and Entrepreneurial Development funded by the U.S. Department of Commerce, Economic Development Administration.

CAREER OBJECTIVES:

I have served as Dean of an AACSB International accredited business school since 1998 and have developed the leadership skills and talents to provide continuous improvement of the program. During my deanship in the College of Business we have developed and implemented degree programs and concentrations in Finance, Supply Chain Management, Entrepreneurship and the MBA.

My career objectives are centered in the areas of business and economic program development. My training and research in economics have provided me the opportunity to develop skills in the areas of human resource economics, regional economics, capital budgeting, production economics, capital market theory, input-output analysis and entrepreneurship. My teaching, research and service activities have centered on resource development issues. I have also served as the principal investigator and co-principal investigator on many funded grant projects to enhance instruction, research and outreach activities for the business and economics programs at Southern University in Baton Rouge.

EDUCATION:

Undergraduate: Bachelor of Science in Business Administration, majoring in Economics, Southern University, Baton Rouge, Louisiana, 1971.

Graduate: Master of Science in Food and Resource Economics, University of Florida, Gainesville, Florida, 1974.

Thesis Research: Conducted an Analysis of the Residential Demand for Water in Dade County (Miami), Florida, 1973.

Graduate: Doctor of Philosophy in Agricultural Economics, Texas A & M University, College Station, Texas, May, 1980.

Dissertation Research: Conducted an Input-Output Analysis of the Economic and Fiscal Impacts of Lignite Energy Resource Development in the Brazos Valley Economy of Central Texas, 1980.

COURSE SUMMARY:

(Grade Index)	B.S.	3.0	(4.0)
	M.S.	3.1	(4.0)
	Ph.D.	3.7	(4.0)

Graduate Courses:	University of Florida Quarter Hours	Texas A&M Semester Hours
Agricultural Economics	22	22
Economic Theory	35	15
Finance		9
Quantitative Methods	16	12
Resource Economics	8	6

PROFESSIONAL EXPERIENCE:

January 1972-December, 1974, Graduate Research Assistant,
Food and Resource Economics Department, University of
Florida, Gainesville, Florida.

September 1974-June 1976, Instructor Agricultural
Economics Department, Southern University, Baton Rouge,
Louisiana.

August 1976-December 1978, Graduate Research Assistant,
Agricultural Economics Department, Texas A&M University
College Station, Texas.

January 1979-December 1980, Graduate Research Associate,
Agricultural Economics Department, Texas A&M University
College Station, Texas.

January 1980-1983, Assistant Professor, Business Economics
Department, Southern University, Baton Rouge, Louisiana.

Fall 1981 and 1982, Lecturer, Management Training Program,
International Development Program, Southern University
USAID Project, Baton Rouge, Louisiana.

Summer 1981, Industry Economist, U.S. Department of
Commerce, Northwest and Alaska Fisheries Center,
Seattle, Washington.

August 1982-August 1983, Acting Chairman, Business
Economics Department, Southern University, Baton Rouge,

Louisiana.

Summer 1983, Industry Economist, U.S. Department of
Commerce, Northwest and Alaska Fisheries Center,
Seattle, Washington.

September 1983-July 1988, Assistant Professor, Economics
and Finance Department, Nicholls State University,
Thibodaux, Louisiana.

August 1988-July 1993, Associate Professor, Economics and
Finance Department, Nicholls State University,
Thibodaux, Louisiana.

August 1993 - July 1994, Professor, Economics and Finance
Department, Nicholls State University, Thibodaux, Louisiana.

August 1994 - 1998, Professor, Economics Department,
Southern University, Baton Rouge, Louisiana.

August 1998 – Present, Dean and Professor of Economics
College of Business Southern University, Baton Rouge, Louisiana.

AWARDS AND HONORS:

Rockefeller Foundation Grant

Omicron Delta Epsilon (Honor Society)

Gamma Sigma Delta (Honor Society)

Member, People to People Citizen Ambassador Agricultural
Economics Delegation to the People's Republic of China, 1987.

Selected for the Southeast Master Teacher Program 1989,
sponsored by The BellSouth Foundation and College of
Business Administration at Georgia State University

Selected as a Nissan Fellow for the 1995 Nissan-HBCU Summer Program on
Entrepreneurship at Tennessee State University

Selected as a Mellon Fellow to study at the ICPSR program University of Michigan
Summer, 1996

President National HBCU Business Deans Roundtable 2015-16

ORGANIZATIONAL AFFILIATIONS:

American Economics Association

American Agricultural Economics Association

National Economics Association

Southern Agricultural Economics Association

Southern Economics Association

Western Economics Association
Western Agricultural Economics Association
Academy of Economics and Finance
Federation of Business Disciplines
Academy of Louisiana Economist
Louisiana Academy of Sciences
HBCU Business Deans Roundtable

PUBLICATIONS:

Peer Reviewed Publications

"An Analysis of the Effect of Price on Residential Water Demand, Metropolitan Miami, Florida." Southern Journal of Agricultural Economics, July, 1975.

"The Texas Assessment Modeling System's User Manual," The Texas Agricultural Experiment Station Technical Report No. 79-2, Department of Agricultural Economics, Texas A&M University, College Station, Texas 1979.

"The Texas Assessment Modeling System," The Texas Agricultural Experiment Station Technical Report No. 79-3, Department of Agricultural Economics, Texas A&M University, College Station, Texas 1979.

"The Texas Assessment Modeling System: Technical Appendix," The Texas Agricultural Experiment Station Technical Report No. 79-4, Department of Agricultural Economics, Texas A&M University, College Station, Texas 1979.

"The Texas Lignite Area Input-Output Model," The Texas Agricultural Experiment Station Technical Report No. 80-1, Department of Agricultural Economics, Texas A&M University, College Station, Texas 1980.

"Private and Public Sector Economies of Lignite Energy Development in Rural Central Texas," Southern Journal of Agricultural Economics, December, 1983.

"Fiscal Impacts of Declining Revenue Bases," Organized Symposium, (Abstract) American Journal of Agricultural Economics, 1983.

"Employment Multipliers for the Southeast Alaska Economy: A Differential Export-Base Analysis." (Abstract) Southern Journal of Agricultural Economics, July, 1985.

"Monetarism, Deficits, Crowding Out, and Interest Rates," Mid-South Business Journal, January, 1986.

"An Export-Base Analysis of Louisiana's Petroleum Driven Economy." The Annals of Regional Science, March, 1987.

"Student Evaluation of Faculty: A Causal Marketing Approach," Journal of Mid-West Marketing, Spring, 1988.

"An Application of the Stock Adjustment Model in Estimating Employment Multipliers for the South Central Louisiana Petroleum Economy 1964-1984." Growth and Change, Summer, 1988.

"An Hedonic Model of Residential Real Estate Prices in Southcentral Louisiana With Emphasis on Neighborhood Factors," The Journal of Real Estate Appraisal and Economics, Fall 1988.

"Bankers' Attitudes Concerning Interstate Banking," Journal of Retail Banking, Spring, 1989.

"An Estimation of the Aggregate Educational Production Function for Public Schools in Louisiana," Review of Black Political Economy, Summer, 1991.

"The Impact of Financial Market Deregulation on Selecting Commercial Bank Chief Executive Officers," Mid-American Journal of Business, Fall 1992.

"Predictive Ability of Financial Analysts' Forecasts." American Business Review, January, 1994.

"An Analysis of AACSB Guidelines on Business School Deans' Perceptions Concerning Accreditation." Mid-American Journal of Business, Spring, 1994.

"Comparative Analysis of Advertising Used by Medical Facilities." Proceedings of the 1996 Conference of the Business and Health Administration Association, 32nd Annual Meeting, March 13-15, 1996, (with Katrece Dyer).

"Minority Student Performance in the Principles of Macroeconomics Course," (Selected Papers Abstract) American Journal of American Agricultural Economics, December, 1996 pp. 1403, (with Krishna Agnihotri and Ashagre Yigletu).

Louis and Brenda Henry Enterprises. African American Enterprises Casebook, Volume One. 1997 with Uday Tate

Energy and Economic Activity in the United States, Energy Sources, (January, 1998) With Ben Cheng.

"Cointegration and Casualty Between Energy Consumption and Employment with Implications for the Environment." Energy Sources, January, 1998 With Ben Cheng and Brenda Birkett.

"The Influence of Student Personality on Test Performance in Economics for African American Students," The African Economics and Business Review, with Krishna Agnihotri and Ashagre Yigletu (January, 1998).

The Role of Exports in Rapid Economic Growth of Taiwan: A Time Series Analysis, The Business and Economic Review. Fall, 1998, With Benjamin Cheng and Lai.

Plantation Society and Race Relations: The Origins of Inequality, Thomas J. Durant and J. David Knottnerus, Editors: Contributed Chapter Eight, Donald R. Andrews and Ralph Christy, The Profitability of Slavery: A Review of the Classical Economic Position. Praeger Publishers 1999.

"Disaster and Black Business Development: Recovering from Katrina," (with Andrew Muhammad, Ashagre Yigletu and Albert Clark), E-Journal of Business and Economic Issues, Summer 2006. http://www.business.subr.edu/online_journal.html.

"Dynamic Analysis of Income and Independence Effect of African American Female Labor Force Participation on Divorce," (with Sung Chul No and Ashagre Yigletu), Atlantic Economic Journal (2007) 35:159-171.

"Factors Impeding the Development of Export Activities: A Survey of Louisiana Small Businesses," (with Saviour Nwachukwu, Ashagre Yigletu, and Andrew Washington), Southwest Business and Economics Journal Fall 2007

"Estimation of Derived Demand for and Supply of Better Education in Louisiana," The Business Review, Cambridge, Vol. 8, Issue No: 2, December 2007 Pages 24-28.

"Determining Tourist Arrivals in Uganda: The Impact of Distance, Trade and Origin-Specific Factors. African Journal of Accounting, Economics, Finance and Banking Research, Vol. 2 No. 2, 2008. (with Andrew Muhammad).

A Cross-National Analysis of Government Implementation: A Research Note. Issues in Information Systems, Volume IX, No. 2, 2008 pp. 494-499. (with Saviour Nwachukwu Syed Khalil and Ashagre Yigletu).

An Analysis of the Impact of Electronic Medical Records System in a Global Medical Tourism Environment. Issues in Information Systems, Volume XI, No. 1, 2010 pp. 304-308. (with Saviour Nwachukwu Mysore Ramaswamy and Ashagre Yigletu).

Identifying Important Indicators of Macro Business Environment in Liberia Using a Rasch Model. International Journal of Business and Economics Perspective, 6(2) 2011: 80-120, with Aloyce Kaliba, E.G. Johnny and T.C. Ziadee.

Entrepreneurship Education At Historically Black Colleges And Universities: Call For A New Mission, with Sung No, Saviour Nwachukwu, Aloyce Kaliba And Ashagre Yigletu, Washington Business Research Journal, December 2013.

Historically Black Colleges And Universities' Institutional Survival and Sustainability: A View From the HBCU Business Deans' Perspective, with Sung No, Kimberly Powell, Melanie Powell Rey, and Ashagre Yigletu, Journal of Black Studies, 2015.

Other Publications:

"The Texas Assessment Modeling System (TAMS): A Case Study in Model Adoption." Computer Models and Forecasting Socio-Economic Impacts of Growth and Development Conference Proceedings, Edmonton, Alberta, April 1980.

"The Economics of Human Capital Investment," Papers and Proceedings, Academy of Louisiana Economists, 1981.

"Economic and Fiscal Impacts of Lignite Development in Rural Texas," Papers and Proceedings, Academy of Louisiana Economists, 1981.

"Landownership Patterns in Louisiana 1978," College of Agriculture, Southern University, Baton Rouge, LA. 1982.

"An Interindustry Analysis of the Kodiak, Alaska Economy: Impact of the King Crab Fishery," Papers and Proceedings, Louisiana Academy of Economist, 1983.

"Classical Economics: The Issue of Profitability in a Slave Economy," Papers and Proceedings, Louisiana Academy of Economists, 1983.

"Factors Influencing Educational Performance in Louisiana 1981-82" (Abstract) Proceedings of the Louisiana Academy of Science, 1984.

"An Economic-Demographic Analysis of the South Central Louisiana Petroleum Economy 1964-1995," Department of Economics and Finance, College of Business Administration, Nicholls State University, Thibodaux 70310, August, 1987.

"Infrastructure Problems in the Development of China's Rural Economy." Journal People to People Agricultural Economics Delegation to the People's Republic of China, November 6 - 24, 1987.

"Diversity, Training Key to an Economic Rebound," Houma Daily Courier, (Marketplace) 1D, Sunday, October 23, 1988.

"An Economic Analysis of the Relationship Between Schools District Inputs, Family Inputs, Community Inputs and Educational Output." Outreach to the Rural Disadvantaged:

Issues and Strategies For the 21st Century. Proceedings of the 47th Annual Professional Agricultural Workers Conference, Tuskegee University, December 3-5, 1989.

"Financial Analysts' Forecasts and Predictive Ability," Proceedings of the Midwest Accounting Society, March 14- 16, 1990.

"Marketing to African American Consumers," The Baton Rouge Chronicle, Vol. 1, No. 3, December 1993, pp 13- 14.

"An Analysis of Business Problems Encountered by Majority and Minority Small Business Owners in Louisiana, Papers and Proceedings of the Midsouth Academy of Economics and Finance, February, 1995.

Impacts of Hispanic Immigrants on the African American Labor Force in the Southeastern Region of the United States, with Hamady Diop et. al. Commissioned Paper, Southern Education Foundation March 2008.

"Cointegration in and Diversification Benefits from Sub-Saharan Capital Markets: The Case of Kenya, Tanzania, and Uganda" Papers and Proceedings of the Academy of Economics and Finance, February 2011, with Sung No and Ashagre Yigletu.

NOTEWORTHY PROFESSIONAL PROGRAM PRESENTATIONS:

"An Analysis of the Effect of Price on Residential Water Demand in Metropolitan Miami, Florida," Southern Agricultural Economics Association, 1975.

"Economics and Fiscal Impacts of Lignite Development," Southwest Social Science Association, 1981.

"The Economics of Human Capital Investment," Academy of Louisiana Economists, 1981.

"An Interindustry Analysis of the Kodiak Alaska Fisheries Economy," Academy of Louisiana Economist, 1982.

"Landownership Patterns in Louisiana, 1978," Louisiana Academy of Sciences, 1982.

"Private and Public Sector Economics of Lignite Development in Texas," Southern Agricultural Economics Association, 1983.

"Fiscal Impacts of Declining Revenue Bases," American Agricultural Economics Association, 1983.

"Classical Economics: The Issue of Profitability in a Slave Economy," Academy of Louisiana Economist, 1983.

"Factors Influencing Educational Performance in Louisiana," Louisiana Academy of Science, 1984.

"Employment Multipliers for the Southeast Alaska Economy," Academy of Louisiana Economists, 1984.

"Employment Multipliers for the Southeast Alaska Economy: A Differentiated Export Base Analysis," Southern Agricultural Economics Association, 1985.

"An Economic Base Analysis of the Southcentral Louisiana Economy 1964-1982," Mid-South Academy of Economics and Finance, 1986.

"An Economic Analysis of the Louisiana Petroleum Based Economy 1964-1982," Southwestern Federation of Administrative Disciplines (SWFAD), 1986.

"Economic Outlook for the Louisiana Economy 1986," Conference of Louisiana Colleges and Universities (CLCU) 1986.

"An Econometric Analysis of Residential Real Estate Prices in Southcentral Louisiana: An Hedonic Approach," Southwestern Federation of Administrative Disciplines (SWFAD), 1987.

"Petroleum and Southcentral Louisiana Employment Multipliers: An Application of A Distributed Lag Model," Southern Agricultural Economics Association Annual Meeting, 1988.

"An Application of the Distributed Lag Model in Estimating Employment Multipliers for the Southcentral Louisiana Petroleum Economy 1964-1984," Southwestern Federation of Administrative Disciplines (SWFAD), 1988.

"An Economic-Demographic Analysis of the South Central Louisiana Petroleum Economy 1964-1995," Southwest Social Science Convention, 1988.

"Career Paths for CEOs of Commercial Banks in the 1980s," Southwestern Federation of Administrative Disciplines (SWFAD), 1988.

"Student Evaluation of Faculty: A Causal Marketing Approach" Midwest Business Administration Association, 1988.

"An Estimation of the Input Output Relationship Between School Inputs, Family Inputs, Community Inputs and Basic Skills Test Results for Louisiana," Southwestern Federation

of Administrative Disciplines (SWFAD), 1989.

"The Impact of Deregulation on the Selection and Performance of Commercial Bank Chief Executive Officers," Southwestern Social Science Convention, 1989.

"An Economic Analysis of the Relation Between School District Inputs and Basic Skills Test Results for Louisiana," Southern Agricultural Economics Association Annual Meeting, February 3-7, 1990

"The Impact of Financial Market Deregulation on the Selection of Commercial Bank Chief Executive Officers," Southwestern Federation of Administrative Disciplines (SWFAD) February 28 - March 3, 1990.

"An Estimation of the Variables Influencing Student Performance in the College of Business Administration," Midsouth Academy of Economics and Finance Annual Meeting Shreveport, Louisiana, February 6-9, 1991.

"An Estimation of the Educational Production Function at the Micro level for Accounting and Economics," Southwestern Federation of Administrative Disciplines (SWFAD), 1991.

"An Economic Analysis of the Arkansas-Louisiana-Mississippi Economy," Midsouth Academy of Economics and Finance Annual Meeting Mobile, Alabama, February 19-22, 1992.

"An Estimation of the Educational Production Function for Accounting Students at a Public Historically Black College in Louisiana," Midsouth Academy of Economics and Finance Annual Meeting Mobile, Alabama, February 19-22, 1992.

"An Estimation of the Educational Production Function in Accounting for Minority Students in Louisiana," Southwestern Federation of Administrative Disciplines (SWFAD), March 4-7, 1992, San Antonio, Texas.

"An Analysis of Business School Dean's Perceptions Concerning AACSB Accreditation Criteria," Southwestern Federation of Administrative Disciplines (SWFAD), March 2-7, 1993, New Orleans, Louisiana.

"Security Analysis and Market Efficiency," Midwest Business Administration Association (MBAA), March 24-26, 1993, Chicago, Illinois.

"Student Performance in Introductory Accounting Courses: Emphasis on Minority Status," Southwestern Federation of Administrative Disciplines (SWFAD), March 2-5, 1994, Dallas, Texas.

"An Analysis of Business Problems Encountered by Majority and Minority Small Business Owners in Louisiana, Midsouth Academy of Economics and Finance, February 15-18,

1995, Biloxi, Mississippi.

"An Estimation of the Influence of Gender and Race on Student Academic Performance," Midsouth Academy of Economics and Finance, February 15-18, 1995, Biloxi, Mississippi.

"An Analysis of Managerial Characteristics for Majority and Minority Small Business Owners in Louisiana," Southwestern Federation of Administrative Disciplines (SWFAD), 1-4, 1995, Houston, Texas.

"An Analysis of the Variables Influencing Small Business Owners' Attitude Toward Risk, Midsouth Academy of Economics and Finance, February 7-10, 1996, Atlanta, Georgia.

"Variables Influencing Minority Student Performance in Tax Accounting Classes," Midsouth Academy of Economics and Finance, February 7-10, 1996, Atlanta, Georgia.

"An Estimation of the Educational Production Function for Minority Students in Principles of Economics," Midsouth Academy of Economics and Finance, February 7-10, 1996, Atlanta, Georgia.

"Problems Encountered by Majority and Minority Small Business Owners in Louisiana," Southwestern Federation of Administrative Disciplines (SWFAD), March 6-9, 1996, San Antonio, Texas.

"An Estimation of the Educational Production Function for Principles of Economics Students," Southwestern Federation of Administrative Disciplines (SWFAD), March 6-9 1996, San Antonio, Texas.

"Minority Student Performance in the Principles of Macroeconomics Course," American Agricultural Economics Association, Annual Meeting, July 28-31 1996, San Antonio, Texas.

An Estimation of the Influence of Student Personality on Test Performance in Economics for Minority Students, Academy of Economics and Finance, Lafayette, LA February, 1997.

A Multinomial Analysis of Small Business Owners' Attitudes Toward Risk, Academy of Economics and Finance, Lafayette, LA February, 1997.

An Ordered Probit Analysis of the Influence of Education on Small Business Owners' Attitudes Toward Risk in Louisiana, Southwestern Federation of Administrative Disciplines (SWFAD), March 11-15, 1997, New Orleans, Louisiana.

The Influence of Student Personality Type on Performance in Principles of Economics, Southwestern Federation of Administrative Disciplines (SWFAD), March 11-15, 1997, New Orleans, Louisiana.

Variables Influencing Student Performance in the First Economics Course at an HBCU, National Economics Association, Annual Meeting, January 3, 1998, Chicago, Illinois.

Does Student Exposure to Experimental Auction Markets Improve Performance in Economics at an HBCU? National Economics Association, Annual Meeting, January 3, 1999, New York, New York.

The Impact of Experimental Activities in Strengthening Economics Education at an HBCU. Southwestern Federation of Administrative Disciplines. March 11, 1999, Houston, Texas.

“Preparing Tomorrows Businesses Today,” Opportunities for Louisiana Businesses Panel, “Role of the Universities in Economic Development.” Louisiana Legislative Black Caucus, 2005 Economic Development Conference, June 13, 2005, Pennington Center Baton Rouge, Louisiana.

“The Entrepreneurial Process” Training of Small Business Trainers Workshop, Makerere University Business School, December 12, 2005, Kampala, Uganda.

“Using the Case Method of Teaching, Training of Small Business Trainers Workshop, Makerere University Business School, December 13, 2005, Kampala, Uganda.

“Overview of U.S. Small Business Environment” Small Business Workshop, Makerere University Business School, December 14, 2005, Kampala, Uganda.

Role of the Universities in Entrepreneurship Development.” Small Business Workshop, Makerere University Business School, December 15, 2005, Kampala, Uganda.

Presentation on Economic Development and Small Business Innovative Research, SBIR Program, February 17, 2006 Louisiana Tech University, Ruston, Louisiana.

“Disaster and Black Business Development: Recovering from Katrina,” (with Andrew Muhammad, Ashagre Yigletu), Dubois Institute Spring Conference, Southern Center for Studies in Public Policy and Clark Atlanta University School of Business April 6-7, 2006, Atlanta, Georgia.

“Role of HBCU Universities in Minority Business Development: Recovering from Katrina (with Andrew Muhammad and Ashagre Yigletu), Understanding the Impact of Natural Disasters on Communities and MBEs, Presentation at the Minority Business Development Agency National Conference, June 6-9, 2006, New Orleans, Louisiana.

Higher Education Roundtable: An Institutional Perspective – Successes and Challenges Involving Higher Education in International Affairs and Development, 2006 International Development Partnerships Activity Conference, United Negro College Fund Special

Programs Corporation, June 26-29, 2006, Capetown, South Africa.

“Tourism and Economic Development in East Africa: The Case of Uganda,” (with Andrew Muhammad, Audrey Kahara-Kawuke, Tamwisigire Caleb and Ashagre Yigletu). National Economics Association Annual Meeting, January 5, 2007, Chicago, Illinois.

Higher Education Roundtable – Accelerating the Presence of Higher Education in Global Decision-Making and the Exchange of Ideas: Constraints, Challenges and Rewards: What works? What Does Not? The 2007 Annual International Development Partnerships Activity Conference and Symposium on Strengthening Faculty and Student Participation in International Programs and Activities. August 15-17, 2007 Ritz-Carlton Hotel, Washington D.C.

Entrepreneurship Education and the Role of University in the Transformation, Entrepreneurship Conference, Makerere University Business School, Kampala Uganda, December 13, 2007

The Influence of Socio-Economic Factors on Educational Performance for Elementary School Children in Louisiana with a Focus on New Orleans. National Economics Association, Annual Meeting, Sunday January 6, 2008.(With Sung No and Ashagre Yigletu).New Orleans, Louisiana.

Role of HBCUs: Business Education Programs in Changing Global Business Environments Panel. New Realities in Business School Curricula, Cultural Perspectives in Marketing Conference, New Orleans, Louisiana, January 18, 2008.

The Financial Crisis in the USA, Entrepreneurship Conference, Makerere University Business School, Kampala Uganda, December 11, 2009.

Survey Results on Entrepreneurship Education at Historically Black Colleges and Universities, Presented to OFC Venture Fund Program for Dean and Faculty Development in Entrepreneurship, Atlanta, GA April, 2010.

New Realities in Entrepreneurship Education at Historically Black Colleges and Universities, Presented to OFC Venture Fund Program for Dean and Faculty Development in Entrepreneurship, Atlanta, GA April, 2011 with Toni Jackson, Sung No, Saviour Nwachukwu, and Ashagre Yigletu.

New Realities in Entrepreneurship Education at Historically Black Colleges and Universities, Presented to HBCU Business Deans Round Table June 2011, Orlando, Florida June 2011.

Entrepreneurship Education at HBCUs, Entrepreneurship Conference, Makerere University Business School, Kampala Uganda, December, 2011 with Sung No, Saviour

Nwachukwu, Aloyce Kaliba and Ashagre Yigletu.

Entrepreneurship Education At Historically Black Colleges And Universities: Call For A New Mission, Paper Presented At The Washington Business Research Forum In Collaboration with Howard University and the National HBCU Business Deans Roundtable, Washington, D.C., January 8-9, 2012, with Sung No, Saviour Nwachukwu, Aloyce Kaliba And Ashagre Yigletu.

Back To The Future: Entrepreneurship Education At Historically Black Colleges Paper Presented at the Minority Serving Institutions Research Partnership Consortium, University of Texas Pan American, McAllen, Texas, February, 2012 with Sung No, Saviour Nwachukwu, Aloyce Kaliba And Ashagre Yigletu.

DISCUSSANT:

Southwest Federation of Administrative Disciplines 1985, 1986, 1987, 1988, 1989, 1990, 1991, 1992, 1993, 1994, 1995, 1996, 1997, 1998, 1999

Mid-South Academy of Economics and Finance
1986, 1991, 1994, 1995, 1996, 1997, 1998

Southwestern Social Science Association
1983, 1988

COURSES INSTRUCTED: SOUTHERN UNIVERSITY

Agricultural Economics	Economics
Agricultural Economics 211 Principles of Agricultural Economics	Economics 200 & 210 Macro & Micro Prin.
Agricultural Economics 311	Economics 310
Farm Management and Cost Studies	Macroeconomics
Agricultural Economics 333 Agricultural Credits and Finance	Economics 311 Microeconomics
Agricultural Economics 411 National Agricultural Policies	Economics 342 Labor Economics
Agricultural Economics 465 Agricultural and Economic Development	Economics 301 Business Statistics

Economics 515
Managerial Economics

Management 455
Environmental Management

Finance 435
Risk & Insurance

COURSES INSTRUCTED: NICHOLLS STATE UNIVERSITY

Economics 251, 252, & 255
Principles of Economics

Finance 328
Principles of Insurance

Economics 325
Labor Economics

Economics 375
Microeconomic Theory

Economics 438
Economics and Development

Economics 376
Macroeconomic Theory

Economics 510
Economic Analysis

MAJOR UNIVERSITY AND SCHOOL COMMITTEE ASSIGNMENTS:

Curriculum Committee (Department, Nicholls State University)
Grievance Committee (College, Nicholls State University)
Scholarship Committee (College, Nicholls State University)
AACSB Self-Study Committee Standard I (College, Nicholls State University)
Graduate Council (Nicholls State University)
Insurance Committee (Nicholls State University)
Scholarship Committee (Nicholls State University)
Academic Vice-President Search Committee (Nicholls State University)
Presidential Advisory Committee (Nicholls State University)
Chairperson Research Council (Nicholls State University)

Dean for College of Business Search Committee (College, Nicholls State University)
Chair AACSB Intellectual Contributions Committee (College, Nicholls State University)
AACSB Strategic Planning Committee (College, Nicholls State University)
SACS Steering Committee (Nicholls State University)
Coordinator SACS Administrative Process Area (Nicholls State University)
SACS Research Committee (Nicholls State University)
SACS Economics and Finance Self-Study (Department, Nicholls State University)

AACSB Resource Planning Committee (College, Nicholls State University)
Academic Program Review Committee (Nicholls State University)
AACSB Intellectual Contributions Committee (College-SU)
Community College Impact Assessment (University-SU)
Co-Chair AACSB Self-Evaluation Report Committee (College-SU) Dean for School of
Public Policy Search Committee (University-SU)
Associate Vice Chancellor for Research and Dean of the Graduate School Search
Committee (University-SU)
Faculty Senate (University-SU)
AACSB Intellectual Contributions Committee (Acting Chair) (College- SU)
Strategic Planning Council (College-SU)
Assessment Committee for SACS Accreditation (University-SU)
Institutional Effectiveness Committee for SACS Accreditation (University-SU)
Vice-Chancellor for Research Search Committee (University-SU)
Information and Technology Security Taskforce (University-SU)
Chair Dean of the Graduate School Search Committee (University-SU)
Chair Dean of International Education Search Committee (University- SU)
Member Southern University Budget Review Committee (University-SU)

GRADUATE COURSEWORK:

University of Florida

I. Agricultural Economics

Foundations of Agricultural Policies
Intermediate Agricultural Production Economics
Economics of Agricultural Production
Consumption and Demand
Agricultural Policies
Science and Research Methodology

II. Economic Theory

Macro Economics Theory I
Micro Economics Theory
Price Theory
Macro Economics Theory II
State and Local Finance
Fiscal and Monetary Policy
Labor Economics

III. Resource Economics

Land Tenure and Taxation in Agriculture
Natural Resource Economics

IV. Quantitative Methods

Sample Survey Design
Methods of Statistics
Activity of Economics Design
Elementary Econometrics
Quantitative Analysis in Agricultural Economics

Texas A & M University

I. Agricultural Economics

Economics of Environmental Issues Relating to Agriculture
Economic Development in Rural Areas
Capital Market in Agriculture
Financial Planning for the Farm Firm
Resources Allocation in Agriculture
Operations Research Methods in Agricultural Economics
Special Topics in Agricultural Policy

II. Economic Theory

History of Economic Thought I
History of Economic Thought II
Regional Science I
Micro Economic Theory I
Macro Economic Theory I

III. Finance

Financial Management
Analysis of Money and Capital Markets
Management of Financial Intermediaries

IV. Quantitative Methods

Mathematical Economics
Econometrics
Econometric Theory and Programming
Statistics in Research I
Least Squares and Regression Analysis

Input-Output Analysis

ADDITIONAL STUDY:

University of Virginia

Business Management Institute

Louisiana State University

Investments
Real Estate
Risk Management and Insurance

Georgia State University and BellSouth Foundation

Southeast Master Teacher Program

Florida A&M University

IMPLAN Training Group Input-Output Regional Economic Model

Tennessee State University

IMPLAN Training Group Input-Output Regional Economic Model

University of Michigan

Inter-university Consortium for Political and Social Research (ICPSR) Summer Program in Quantitative Methods, 1995. Courses taken included Regression Analysis, Maximum Likelihood Estimation, Mathematics for Social Science and Introduction to Computing.

Tennessee State University

Nissan-HBCU 1995 Summer Institute on Entrepreneurship. One week intensive lecture series and case analysis on entrepreneurship and the African American business community.

University of Michigan

Inter-university Consortium for Political and Social Research (ICPSR) Summer Program in Quantitative Methods, 1996. Courses taken included; Multi-Dimensional Scaling and

Categorical Data Analysis and Grant Writing.

University of Michigan

Inter-university Consortium for Political and Social Research (ICPSR) Summer Program in Quantitative Methods, 1997. Courses taken included Multivariate Statistical Methods and Spatial Analysis/Geographic Information Systems.

Stanford University

Course on Personnel Economics in 1999

Babson College

Course on Entrepreneurship Education in 2003

Reunion Programs in 2004, 2005, 2006

Indiana University

Center for International Business Education and Research
Study Tour to Brazil May 29 – June 7, 2011

University of Connecticut

Center for International Business Education and Research
Study Tour to Australia January 4 – January 17, 2014

University of South Carolina

Center for International Business Education and Research
Study Tour to Southern Africa May 2015 – June 2015.

Faculty Development:

In 1981 and 1983, participated in faculty development programs such as serving as Industry Economist for NOAA's National Marine Fisheries Service, Northwest and Alaska Fisheries Service in Seattle, Washington.

In 1991 participated in the Master Teacher project at Georgia State University,

AACSB Continuous Improvement Symposium Philadelphia, Pennsylvania, October 1995.

HBCU Business School Alliance, Case Writing Workshop, Newark, Delaware, October, 1995.

Inter-University Consortium on Political and Social Research, University of Michigan, Summer, 1995.

Nissan-HBCU Institute on Entrepreneurship, Tennessee State University, Summer 1995.

Using Experimental Economics in the Classroom, College of Business Nicholls State University, Nicholls State Thibodaux, LA February 9-10, 1995.

Inter-University Consortium on Political and Social Research, University of Michigan, Summer, 1996.

American Agricultural Economics Association Annual Meeting, July, 1996, San Antonio, Texas.

E-mail and Internet Workshop, Southern University, College of Engineering, September, 1996.

Attended the International Business Program at the Universities of South Carolina (1996).

International Education in the Twenty First Century: The Mission and Challenge to Minority Populations, Southern University, Baton Rouge, October 3-5, 1996.

U.S. Department of Transportation, Education Conference, October 28-29, 1996, University of Tennessee, Knoxville, Tennessee.

Faculty Development Workshop on "Internationalization of Existing Business Curricula". November 1-2, 1996, Southern University and A & M College, College of Business, Baton Rouge, Louisiana.

"Customers, Opportunities and Competitiveness: A Faculty Conference." The Office of Research and Strategic Initiatives Southern University, January 16, 1997, Baton Rouge.

Economics and Finance Teacher Training Program, Academy of Economics and Finance, February 15, 1997, Lafayette, Louisiana.

"Training Teachers to Teach Entrepreneurship," 1997 Entrepreneurship Summit I, April 2, 1997, Jackson State University, Universities Center, Jackson, Mississippi.

AACSB Annual Meeting, "Lessons from High Performance Organizations," Boston Massachusetts, April 13-16, 1997.

"Strengthening Economics Education at Historically Black Colleges and Universities," A Faculty Development Conference Sponsored by the Ford Foundation, the National Science Foundation, Benedict College and Morehouse Research Institute, April 17-20, 1997, Benedict College, Columbia, South Carolina.

"Competing in the World of Research and Sponsored Programs," A Grant Proposal Development Workshop, April 28-29, 1997, Hosted by the SUBR Office of Grants and Sponsored Programs, Baton Rouge, Louisiana.

SUPERCOMM '97, "Connect with the Future: A New Era in Communications," June 1-5, 1997, Ernest N. Morial Convention Center, New Orleans, Louisiana

"Home Page Design Workshop," June 14, 1997, Center for Science, Engineering and Technology, Southern University, Baton Rouge, Louisiana.

Inter-University Consortium on Political and Social Research, University of Michigan, June 23 - August 15, 1997.

Faculty Development in International Business: Financial Management, July 20-25, 1997, Daniel Management Center, College of Business Administration, University of South Carolina.

BOR Support Fund "Hands-on" Proposal Workshop, Office of Grants and Sponsored Programs, Southern University, August 23, 1997.

Implementing Institutional Effectiveness to Meet Southern Association of Colleges and Schools Requirements, Southern University, September 5, 1997.

Attended the Allied Social Science Annual Meeting, the National Economics Association Annual Meeting, and the meeting of the grant recipients for the Morehouse Research Institute/Ford Foundation on Integrating Race and Gender into the Economics Curricula, January 2-4, 1998, Chicago, Illinois.

Economics and Finance Teacher Training Program, Academy of Economics and Finance, February 14, 1998, Montgomery, Alabama.

Developed and organized a faculty development workshop on integrating race and gender into the economics curricula. Sponsored by the Ford Foundation and the Morehouse Research Institute. This program was hosted by Southern University, Jackson State University and Dillard University. Dr. Susan Feiner from the University of Southern Maine, editor of the book entitled, *Race and Gender in the American Economy: Views from Across the Spectrum* provided the keynote address. Other presenters at the seminar include Dr. Lisa Saunders from the University of Massachusetts and Dr. Scott Simkins from North Carolina A&T. This seminar was held March 13 and 14, 1998 on the Baton Rouge Campus of Southern University.

Participated in the Iowa Electronic Markets Inter-Disciplinary Educational Alliance Conference, Chicago Illinois, April 3-5, 1998.

Co-Conducted Economic and Finance Faculty Open Round Table (EFFORT) Workshop entitled Experimental Economics: The Futures Exchange Using the Iowa Electronic Market (IEM), Southern University Baton Rouge, April 17, 1998.

Participant and presenter in the Applications and Technologies for Web-Based Instruction Workshop, Environmental Technology Consortium Technical Qualifications Program, May 18-22, 1998, Sponsored by the Office of Research and Strategic Initiatives, Southern University Baton Rouge.

Accepted for participation in the Multi-City Study of Urban Inequality Workshop, Funded by the Ford Foundation at the Inter-university Consortium for Political and Social Research at University of Michigan, Ann Arbor, Michigan, June 15-19, 1998.

Attended University Partnership Program at General Telephone and Electronics (GTE) Corporation. August 4-6, 1998, Dallas, Texas.

Attended Student Summer Internship Program Review at John Deere Corporation Headquarters, August, 14-15, 1998, Moline, Illinois.

Attended AACSB Workshops on Continuous Improvement, 1998-2005, 2007, and 2009.

Attended AACSB Dean's Conference 2010-2016

Attended AACSB International Conference and Annual Meetings, 1998-2016.

Presented review of Entrepreneurial Training and Technical Assistance Program (ETTAP) at the Office of Small and Disadvantaged Business Utilization, United States Department of Transportation, Second Annual Meeting, October 19-21, 1998

Developed and organized in conjunction with Dr. Yigletu, a speakers program on integrating race, gender and entrepreneurship into the economics curricula. Speakers have included Dr. Williene Johnson Vice President of the Federal Reserve Bank of New York, (October 2, 1998) and Dr. John Sibley Butler, Professor of Management and Sociology at the University of Texas at Austin (October 31, 1998). Sponsored by the Ford Foundation and the Morehouse Research Institute.

Attended A National Conference on Fatherhood, African American Fathers, November 4-6, 1998. Hosted by the Morehouse Research Institute and the Institute for American Values, Sponsored in part by the Ford Foundation. Morehouse

College, Atlanta, Georgia.

Attended the Competitive Edge Regional Grant Proposal Development Conference, November 12-13, 1998, Louisiana State University, Baton Rouge, Louisiana.

Attended the Multi-City Study of Urban Inequality at the University of Michigan (1998),

Attended the Personnel Economics Program at Stanford University (1999),

Presentation on the Knowledge Economy. Summer Institute for Future Global Leaders in the Caribbean, University of the Virgin Islands (2000).

Presentation on the Iowa Electronic Market to faculty at the University of the Virgin Islands (2001).

Attended the International Business Program at the University of Memphis (2002-2005).

Attended the 2003 Price Babson Entrepreneurship program at the University of California at Berkeley,

AACSB International Advisory Council Conference 2003, Dallas, Texas.

Attended the 2003 Reflect and 2004 and 2005 Entrepreneurship Summit Programs at Babson College in Boston, Massachusetts.

OFC Venture Fund Program for Dean and Faculty Development in Entrepreneurship (2005-2014).

HBCU National Schools of Business Deans Summit Programs (2003-2016).

AACSB International, Business Deans Conference, February (2007- 2016).

AACSB International, Mentor Training Workshop, September 30, 2009, Baltimore, Maryland.

U.S. Department of Education, Business and International Education (BIE) Program, Annual Meeting October 2010, Tampa, Florida.

University of Indiana Center for International Business Education and Research (CIBER) Study Tour to Brazil. May 29-June 7, 2011.

Developed Brazil Opportunity Leadership Development (BOLD) Project to create MOUs with two universities in Brazil May 2012.

University of Connecticut Center for International Business Education and Research (CIBER) Study Tour to Australia 2013.

University of South Carolina Center for International Business Education and Research (CIBER) Study Tour to Southern Africa (South Africa, Botswana, Namibia, Zambia) 2015.

Grants Funded:

Entrepreneurial Training and Technical Assistance Program (ETTAP), Funded for \$80,000 by U. S. Department of Transportation, Office of Small and Disadvantaged Business Utilization 1995-97. (Andrews and Birkett)

Enhancement of Economics Instruction, Research and Learning LEQSF Grant \$100,000 1996-97. (Osagie and Andrews)

Internationalizing Existing Business Curricula LEQSF Grant \$37,000 1996-97. (Yigletu and Andrews)

Entrepreneurial Training and Technical Assistance Program II (ETTAP-II), Funded for \$60,000 by U.S. Department of Transportation, Office of Small and Disadvantaged Business Utilization 1997-98. (Andrews and Birkett)

Strengthening Economics Education at HBCUs to Enhance Economic Literacy and Increase the Supply of African American Economists Grant, funded by the Morehouse Research Institute and the Ford Foundation for \$18,000, 1998-1999 (Andrews and Yigletu).

Iowa Electronic Markets Inter-Disciplinary Educational Alliance Training Project. Funded by the University of Iowa Grant in the College of Business. Funds accounts for student trading on the Iowa Electronic Futures Market. This course is part of the IEM*IDEA project sponsored by the US Department of Education's FIPSE program (1998-2002).

Enhancing the Undergraduate Program in Agricultural Economics Through Computer-Assisted Instruction, funded for \$54,000 by the Board of Regents Enhancement Support Fund (1998-1999). Joint project by the Agricultural Economics and the Business Economics programs. (Meyinsse, Andrews and Jones)

Developing the 21st century classroom: Integrating Information Technology for expanding the Scholarship of teaching and Learning Economics and Finance Through Computer Laboratory Instruction, funded for \$101,000 by the Board of Regents Enhancement Support Fund (2002-2003). Project by the Business

Economics programs. (Andrews and Yigletu)

Served as the co-principal investigator of the United Negro College Fund/International Development Program (UNCF/IDP) Project in Uganda, Africa (2003-2006) that had the goal to enhance the Makerere University Business School's programs in Kampala.

Ford Partnership for Advanced Study (PAS) Project for Summer Outreach to local high school 2004-2006 (\$20,000).

Ford Partnership for Advanced Study (PAS) Project for Summer Outreach to local high school 2006-2008 (\$30,000).

Served as the co-principal investigator on a U.S. Department of Education Title VI, Part B Grant, (\$185,000), to Enhance International Business Education at Southern University and with the University of Orizaba in Mexico (2005-2007).

Served as the co-principal investigator on a U.S. Department of Education Title VI, Part B Grant (\$185,000), to Enhance International Business Education at Southern University and with the Makerere University Business School's programs in Kampala University (2007-2009). Assisted students to study abroad in South Africa, Uganda and Senegal in 2007 and 2008.

Director of the College of Business Enhancement Project, which was funded by Title III for \$1.5 million from 2002-2007. The project provided funding to establish the Financial Analysis and Securities Trading (FAST) Laboratory. This laboratory provides the necessary hardware and software to simulate real world trading in financial securities.

Director of the E-Business Grant Project in the College of Business funded by the Center for Information and Technology Innovation (2001-2006). This project provided for the technology equipment enhancements and the construction of two e-business instructional laboratories. In addition, two professors were hired to provide expertise in establishing the E-Business/Supply Chain Management degree program. Grant funded for \$220,000 per year.

Served as the Director of the College of Business Global Communications Project, which was funded by Title III for \$1.8 million from 2008-2012. The project provided funding to establish the Global Communications Facility (GCF) Laboratory. This laboratory provides the necessary hardware and software to provide global communications for increasing the instructional, research and outreach capabilities in the College.

Served as the Director of the College of Business Enhancing Information Technology Project, which was funded by Title III for \$1.2 million from 2013-2018.

The project provided funding to enhance information technology in the college for instruction. This project provides the necessary hardware and software to provide world class information and communications technology for increasing the instructional, research and outreach capabilities in the College.

Served as the Director of the Southern University College of Business Effective Leadership Program, which was funded by The Louisiana Disaster Recovery Foundation for \$200,000. This project provides servant leadership training for 25 mid-career leaders in the Hurricanes Katrina and Rita Impacted Area. February 1, 2008 to January 31, 2009.

Served as the co-principal investigator on a U.S. Department of State, Bureau of Educational and Cultural Affairs Grant (\$385,000), Promoting the Role of Entrepreneurship, Market Economy and Democratic Values in Economic Development through People to People Exchanges: Partnership between Southern University Baton Rouge, Louisiana and Makerere University Business School Kampala Uganda (2008-2010).

Served as contributor on a U.S. Department of State, Bureau of Educational and Cultural Affairs Grant (\$385,000), Leadership Skills of Young Professionals through the Development of Entrepreneurial and Business Management Skills and Two-Way Exchanges: Partnership between Southern University Baton Rouge, Louisiana and the University of Liberia, Monrovia, Liberia. (2009-2011).

Established Mentor-Protégé Program with Global Resource Solutions (GRS) and CEES with National Security Agency, 2013,

Serves as Principal Investigator on a U.S. Department of Commerce, Economic Development Administration Grant (\$102,000 per year for five years), University Center for Economic Development, Southern University Baton Rouge, Louisiana (2013-2018).

Serves as Principal Investigator on the Delta Regional Authority, HBCU Entrepreneurial Ecosystem Initiative Grant (\$24,000 in Support Services), Southern University Baton Rouge, Louisiana (2016-2017).

Community Service:

Coordinated Career Awareness Program for 100 Black Men Inc., May 31, 1997. Program provided five career areas for over 120 youth from ages 8 to 15 on medicine, banking, law enforcement, education and entrepreneurship.

Developed and provided a town meeting for entrepreneurs with the topic of the meeting being, "Successfully Competing in the Transportation Industry," January 29, 1997 at Southern University in Baton Rouge, LA. Activity was part of the Transportation Grant

from U.S. Department of Transportation. Provided information to Small and Disadvantaged Business Entrepreneurs on bonding and lending.

Assisted Business Reporter with Story on Nurturing Small Business. The Advocate Business Section. Sunday August 27, 1995. As a result of Entrepreneurship in Nissan-HBCU Program at Tennessee State University in Summer of 1995.

Assisted Business Reporter with Story on Minimum Wage Hike Plan. The Advocate Front Page, Baton Rouge, LA Friday April 26, 1996.

Radio Talk Show KQXL FM 106.5, "Question of the Day" Issues Concerns Minimum Wage Legislation, Fall 1996

Radio Talk Show KQXL FM 106.5, "Question of the Day" Implications of Minimum Wage Implementation, September 8, 1997.

Radio Talk Show KQXL FM 106.5, "Question of the Day" Race and Gender in the American Economy, March 13, 1998.

Coordinated Career Awareness Program for 100 Black Men Inc., May 30, 1998 at Southern University. Program provided career areas for over 200 youth from grades 5 to 12 on medicine, banking, law enforcement, and education.

Member Steering Committee for Project Success Proposal to assist in job training, internships and placement assistance for women on welfare attempting to transition into the workforce in Baton Rouge. Coordinated by Willie Spooner and Associates and the Baton Rouge Chamber of Commerce (1998).

Radio Talk Show KQXL FM 106.5, "Teen Talk" Finance and Romance, October, 1998.

Coordinated and provided a transportation workshop for entrepreneurs with the objective of the meeting being to provide information on doing business with the Department of Transportation, November 5, 1998 at Southern University in Baton Rouge, LA. Activity was part of the Transportation Grant from U.S. Department of Transportation. This project was in conjunction with the Region VI Liaison Outreach Service Program (LOSP).

Andrews served as principal investigator on the A New Realities for Minority Business Conference at Southern University, supported by the U.S. Departments of the Interior, Commerce, Defense and EPA in April 2000.

Co-principal investigator on a U.S. Department of Education Title VI, Part B Grant, to Enhance International Business Education at Southern University, project director for a grant from the U.S. Department of Transportation, Office of Small and Disadvantaged Business Utilization concerning entrepreneurship training (ETTAP).

Major developer of the First Minority Serving Academic Institutions (MSI) Conference held at Southern University-BR in 2003, Jackson State University in 2004, University of Texas Pan American in 2006 and Dillard University in 2008. He serves on the Board of Directors of the MSIRP Consortium.

International experience as a member of the People to People Delegation to the People's Republic of China in 1987. In the Summer 2000, he visited universities in Ghana, Uganda, Namibia and South Africa as part of the International Business Education Title VI-B Grant project to expand trade opportunities. Andrews visited Russia and Armenia as part of a UNCF/IDP USAID project to establish a business school curriculum at the State Engineering University of Armenia in Spring 2001.

Assisted students to study abroad at the University of the U.S. Virgin Islands (2002-2007) and in Mexico. International projects have provided him the opportunity to develop a greater understanding of the role and importance of higher education in moderating the economic and cultural differences in the world community.

Hosted TV Talk Show Baton Rouge Business Network TV Southern University College of Business edition. Provided information on programs in the College of Business Fall 2007.

Worked to develop the Southern University College of Business "Gala on the Bluff" fundraiser for scholarships and faculty development 2003-2016. Annually raises \$50,000 in scholarship funds for Southern University College of Business Students.

Andrews served as the Chair of the National HBCU Business School Deans Roundtable in 2005.

Andrews served as the Chair of the National HBCU Business School Deans Roundtable in 2015-16.

Andrews served as the Secretary of the National Economics Association 2003-2009.

In January of 2008, we at Southern University in Baton Rouge received accreditation maintenance for an additional six years from AACSB International.

In October of 2010, we hosted members of the Kampala, Uganda City Council including the speaker for a visit to the City of Baton Rouge.

Major contributor to the Effective Leadership Program for Louisiana with Former U.S. Ambassador to South African James Joseph at the Center for Leadership and Public Values at Duke University and the University of Cape Town 2008-2012).

In January of 2008, we at Southern University in Baton Rouge received accreditation maintenance for an additional six years from AACSB International.

In January of 2013, we at Southern University in Baton Rouge received accreditation maintenance for an additional six years from AACSB International.

Career Awareness Program for 100 Black Men Inc Presentation on African American History for youth from ages eight to 15 on business and entrepreneurship, February (2008 - 2014).

Provide assistance to Baton Rouge North Economic Development District, 2016

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	2	M	9	9	1	2
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CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

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

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

Profile of Person Recommended

Length of Employment 07/01/2016 To 06/30/2017
 Effective Date 08/01/16

Name Janet Rami SS# S00018980 Sex F Race* B
(Last 4 digits only)

Position Title: Dean Department: College of Nursing and Allied Health

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

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

Years Experience _____ Southern University Experience 30

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>BSN Nursing</u>	<u>Dillard University, New Orleans, LA</u>	<u>1970</u>
	<u>MS Nursing</u>	<u>University of Southern Mississippi</u>	<u>1979</u>
	<u>PhD Nursing</u>	<u>LSU - Baton Rouge, LA</u>	<u>1992</u>

Current Employer SUBR

Personnel Action

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

Recommended Salary 127,000 Salary Budgeted 127,000

Source of Funds State

Identify Budget: 224335 22402 61002 23000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: _____
 From _____ To _____

Position _____
 Status _____
 Salary Adjustment _____

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

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

Source of Funds	Amount

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

Supervisor [Signature] 8/22/16 Date
 Dean/Unit Head [Signature] 8/22/16 Date
 Vice Chancellor [Signature] 8/23/16 Date
 Director/Personnel [Signature] 8/23/16 Date
 President [Signature] 8/24/16 Date
 Chancellor [Signature] 8/23/16 Date
 Vice President/Finance [Signature] 8/23/16 Date
 Business Affairs/Comptroller [Signature] 8/23/16 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: Effective August 1, 2016, Dr. Janet Rami will continue as Dean of College of Nursing and Allied Health at a salary will be \$127,000 yearly (12 months).

EMPLOYEE REGULAR WORK SCHEDULE: M F; 8-5

EMPLOYEE DIRECT SUPERVISOR: Dr. M. Christopher Brown II

SUPERVISOR/DEPARTMENT CONTACT NUMBER 225-771-4095

NUMBER OF EMPLOYEES SUPERVISED, (if any) Approx. 50

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

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

SOUTHERN UNIVERSITY SYSTEM
BUDGET OFFICE

211001.22402.61002.24100
AUG 23 2016

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FONDS AVAILABLE

Job Description

Dean, College of Nursing and Allied Health

The Dean of the College of Nursing and Allied Health reports directly to the Executive Vice President for Academic Affairs and Provost and functions in a senior leadership position to provide direction and coordination of academic support programs within the college. This officer will also function as the senior officer in planning and assessment for that academic area and assists the Executive Vice President for Academic Affairs and Provost with the administration of academic policies and other matters. The Dean of the college shall be the college's chief administrative officer and shall be responsible for its resources, staff and budgets.

Qualifications

The Dean of the College of Nursing and Allied Health must have an earned doctorate, preferably in a health-related discipline and a record meriting appointment as a full professor in an academic department. The Dean must have a strong commitment to academic excellence and an ability to work with diverse constituencies; should demonstrate knowledge of disciplinary/professional trends and higher education activities; should be conversant in technological innovation in the discipline, demonstrate excellent interpersonal, oral and written communication skills, and demonstrate a collaborative approach to governance. The Dean oversees faculty and student participation in the determination of college and departmental policies and practices in course content, instructional procedures, budgets, and areas of obvious pertinence.

CURRICULUM VITAE

NAME: Janet Simmons Rami, PhD, RN

ADDRESS: Southern University and A & M College
School of Nursing
P. O. Box 11794
Baton Rouge, LA 70813

HOME: P. O. Box 58
Zachary, LA 70791

TELECOMMUNICATIONS: Office Telephone: 225-771-3266
Office Fax: 225-771-2641
E-MAIL janet_rami@subr.edu

CURRENT EMPLOYMENT: Dean and Professor, School of Nursing, Southern University and A&M College, Baton Rouge, LA

EDUCATION:

<u>School</u>	<u>Degree</u>	<u>Date</u>	<u>Major</u>
Harvard University, Graduate School of Education		1998	Further Studies, Education Administration
Louisiana State University Baton Rouge, LA	PhD	1992	Research Methodology
University Southern Mississippi Hattiesburg, MS	MS	1979	Cross-Cultural Nursing
Dillard University Baton Rouge, LA	BSN	1970	Nursing

PROFESSIONAL ACTIVITIES:

Appointments to Boards and Commissions

Louisiana Nurse Supply and Demand Council, 2008-present
National Advisory Council on Nurse Education and Practice (NACNEP) - makes policy recommendations to the US Secretary and Congress on nurse workforce, education and practice issues. Appointed by US HHS Secretary Mike Leavitt, 2005-2009
NIH, National Library of Medicine, Environmental Health Information Outreach Program Committee (EnHIOP) 2004-present
Governor Kathleen Blanco's Health Care Transition Team, 2004
Louisiana Health Care Commission, Louisiana Department of Insurance, 2003-present
Louisiana Governor's Health Works Commission, 2002-2008
Board of Trustees Our Lady of the Lake College, 1995-2004
Board of Directors, Health Care Options, 1995- present
Governor Mike Foster's Health Care Transition Team, 1995-1999

ANA Congressional District Coordinator for Louisiana, 1993-1995
 Select Committee of Louisiana citizens to meet with First Lady Hillary Clinton, 1993.
 Louisiana Health Reform Task Force, 1993-95.
 Louisiana Governor's Council on Minority Health, Vice Chair, 1992-94; Chair 1994.
 Planning Committee Governor's Conference on Infant Mortality, 1989.
 Louisiana Governor's Task Force on Organ Donation, 1983.
 Board of Directors, Louisiana State Nurses Association, 1981-1987.

PUBLICATIONS:

- Singleton, EK, Bienemy, C, Hutchinson, SW, Dellinger, A, Rami, JS. (2010). A Pilot Study: A Descriptive Correlational Study of Factors Associated with Weight in College Nursing Students. *The ABNF Journal.* 22 (4) 89-95
- Spurlock, WR, Brown, SC, Rami, JS. (2009). Disaster Care: Delivering Primary Health Care to Hurricane Evacuees. *The American Journal of Nursing* 109 (8) 50-53
- Abadie et al. (2009). Client Education: A moral Imperative, In *Nursing Now! Today's Issues, Tomorrow's Trends*, 5th Edition. J.T. Catalano. F. A. Davis Company. Philadelphia.
- Hammond, P.V. & Rami, J.S. (2008). Health Disparities: The Issue for HBCU PhD Nursing Programs, In *African American Voices: Reflecting, Reforming, Reframing*. P.V. Hammond Editor. National League for Nursing Press. New York.
- Rami, J.S., Singleton, E.K., Spurlock, W., & Eglin, A.R. (2007) A School of Nursing's Experience with Providing Health Care to Hurricane Katrina Evacuees. *The ABNF Journal* 19 (3) 102-106
- Rami, J.S., (2003) Educating a Diverse Workforce: Minority Students Recruitment, Retention and Graduation. Third Report To The Secretary of Health and Human Services And The Congress. (93-102). NACNEP.
- Rami, J. S., Andrews, D. R., & Perry, H. L. (2002). Executive Summary and Recommendations from Key Findings from a Statewide Survey of Louisiana Teens. Baton Rouge, LA: Louisiana Department of Social Service.
- Rami, J. S. (2002). The Enterprise that Dillard University Graduates Built. *The ABNF Journal*, 13(4), 84-85.
- Singleton, E. K. & Rami, J. S., (2002). Establishing a Doctor of Philosophy Program in Nursing in a Historically Black College or University. *The ABNF Journal*, 13(4), 78-83.
- Rami, J. S., Andrews, D. R., & Perry, H. L. (2002). Key Findings From A Statewide Survey of Louisiana Teens on Knowledge, Attitudes, and Behaviors Relevant to Sexuality and Pregnancy. Baton Rouge, LA: Louisiana Department of Social Service.
- Rami, J. S., Andrews, D. R., & Perry, H. L. (2002). Partners in Prevention: The Contractors and their Programs. Baton Rouge, LA: Louisiana Department of Social Service.
- Manogin, T., Bechtel, G., & Rami, J. (2000). Women's Perceptions of Nurse Caring Behaviors During the Birthing Process. *Journal of Obstetric, Gynecologic, and Neonatal Nursing.* 29(2), 153-157.
- Rami, J. S., Brown, S. (1999). Making Health Care Accessible: A Framework for Medically Underserved Rural and Inner-City Populations. *Harvard Journal of African American Public Policy*, Volume V, 33-44.
- Rami, J. (1997). Successful recruitment and retention programs: The Southern University School of Nursing Story. Proceedings of Nurse Leadership 97 Invitational Congress. Caring for the Emerging Majority: A Blueprint in Action. (79-80). U.S. Department of Health & Human Services, Health Resources & Services Administration, Bureau of Health Professions, Division of Nursing.

- Marcel, K., Donchess, J., Clinton, J., Rami, J., & Coffey, B. (1996). Long Term Care. Louisiana Health Care Transition Team. A Report Presented to Governor Mike Foster. Office of the Governor, Baton Rouge, LA
- Bryant, B.A., Rami, J.S., & Serlin, C.J. (1995). Developing or expanding a relevant graduate program in nursing. In Proceedings of The African-American Behavioral Health Workforce Development Conference. September 6-8, 1995, Atlanta.
- Rami, J. S. & Hansberry, A. H. (1994). Educating minority students for the health professions: Taking a “quantum leap” to meet the challenge. Education, 115 (1), 80-86.
- Rami, J. S. (1993). Nursing education: An agenda for health care reform in Louisiana. In Report to the White House Health Care Reform Task Force: Proceedings of the State of Louisiana Governor’s Health Care Issues Forum. Office of the Governor, Baton Rouge, LA
- Rami, J. (1993). Predicting success of minority nursing students on the “new” NCLEX-RN (Doctoral dissertation, Louisiana State University). Dissertation Abstracts International. (University Microfilms No. 93-02, 923)
- Rami, J. (1992). Predicting nursing student’s success on NCLEX-RN. The ABNE Journal, 3(3), 67-71.
- Moore, W. E., Rami, J. S., & Robinson, J. B. (1991). An immersion model for skills enhancement at historically black colleges and universities. The National Alliance of Black School Educators, Inc.

EXTRAMURAL AWARDS FUNDED:

Project Director: Scholarships for Disadvantaged Students
 Granting Agency: U. S. Department of Health and Human Services
 Project Grant #: T08HP04723
 Duration: 2012-2016
 Amount: \$2,118,952

Project Director: Scholarships for Disadvantaged Students
 Granting Agency: U. S. Department of Health and Human Services
 Project Grant #: T08HP04723
 Duration: 2010-2011
 Amount: \$400,000

Project Director: Scholarships for Disadvantaged Students
 Granting Agency: U. S. Department of Health and Human Services
 Project Grant #: ARRA
 Duration: 2009-2010
 Amount: \$98,588

Project Director: Scholarships for Disadvantaged Students
 Granting Agency: U. S. Department of Health and Human Services
 Project Grant #: T08HP04723
 Duration: 2009-2010
 Amount: \$224,835

Project Director: Scholarships for Disadvantaged Students
 Granting Agency: U. S. Department of Health and Human Services
 Project Grant #: T08HP04723
 Duration: 2007-08
 Amount: \$103,855

Project Director: SUBR Tobacco-Free College Initiative
 Granting Agency: Louisiana Campaign for Tobacco- Free Living
 Project Grant #: NA
 Duration: 2007-08
 Amount: \$25,000

Project Director: Southern University School of Nursing Family Health Community Clinics
 Granting Agency: USDA Cooperative State Research, Education, and Extension Service
 Project Grant #: 46100-01725
 Duration: 2006-07
 Amount: \$298,808

Project Director: Scholarships for Disadvantaged Students
 Granting Agency: U. S. Department of Health and Human Services
 Project Grant #: TO8HP04723
 Duration: 2006-07
 Amount: \$111,765

Project Director: Providing Access to Primary Health Care for Katrina Evacuees
 Granting Agency: State of Louisiana, Capital Area Human Resource District
 Project Grant #: CFMS 642967
 Duration: 2005-07
 Amount: \$283,347

Project Director: Southern University School of Nursing Family Health Community Clinics
 Granting Agency: USDA Cooperative State Research, Education, and Extension Service
 Project Grant #: 2005-46100-03319
 Duration: 2005-06
 Amount: \$301,847

Project Director: Nurse Managed Family Health Care Center
 Granting Agency: USDA Cooperative State Research, Education, and Extension Service
 Project Grant #: 95 ERHS-1-00483
 Duration: 2003-04
 Amount: \$420,480

Project Director: Developing Capacity Building for HBCUs:
 Granting Agency: DHHS Centers for Medicare & Medicaid SR
 Project Grant #: DHHS CMS-02-00250
 Duration: 2002-03
 Amount: \$38,000

Project Director: Investigating Health Services and Health Disparities
 Granting Agency: DHHS Centers for Medicare & Medicaid SR
 Project Grant #: DHHS CMS-02-00250
 Duration: 2002-03
 Amount: \$25,000

Project Director: Nurse Managed Family Health Center
 Granting Agency: Department of Health and Human Services
 Project Grant #: HRSA 1 D1A RH 00074-01

Duration: 2002-03
 Amount: \$411,188

Project Director: Evaluating Louisiana's Teen Pregnancy Prevention Program
 Granting Agency: Louisiana Department of Social Services
 Project Grant #: NA
 Duration: 2001-02
 Amount: \$234,000

Project Director: Scholarships for Disadvantaged Students
 Granting Agency: U. S. Department of Health and Human Services
 Project Grant #: OPSID: 73518399
 Duration: 1999-00
 Amount: \$343,712

Project Director: Nurse Managed Family Health Care Center
 Granting Agency: USDA Cooperative State Research, Education, and Extension Service
 Project Grant #: 95 ERHS-1-00483
 Duration: 1999-00
 Amount: \$420,480

Project Director: Long Term Training-Rehab Nursing
 Granting Agency: US Department of Education
 Duration: 1998-03
 Amount: \$500,000

Project Director: Scholarships for Disadvantaged Students
 Granting Agency: U. S. Department of Health and Human Services
 Project Grant #: OPSID: 73518398
 Duration: 1998-99
 Amount: \$369,699

Project Director: Nurse Managed Family Health Care Center
 Granting Agency: USDA Cooperative State Research, Education, and Extension Service
 Project Grant #: 95 ERHS-1-0002
 Duration: 1997-98
 Amount: \$420,480

Project Director: Scholarships for Disadvantaged Students
 Granting Agency: U. S. Department of Health and Human Services
 Project Grant #: OPSID: 73518397
 Duration: 1997-98
 Amount: \$112,506

Project Director: Scholarships for Disadvantaged Students
 Granting Agency: U. S. Department of Health and Human Services
 Project Grant #: OPSID: 73518396
 Duration: 1996-97
 Amount: \$49,138

Project Director: Nursing Capitation
 Granting Agency: Louisiana Department of Health and Hospitals

Project Grant #:	N/A
Duration:	1995-1996
Amount:	\$228,000
Project Director:	Scholarships for Disadvantaged Students
Granting Agency:	U. S. Department of Health and Human Services
Project Grant #:	OPSID: 73518391
Duration:	1995-1996
Amount:	\$305,145
Project Director:	Nurse Managed Family Health Care Center
Granting Agency:	USDA Cooperative State Research, Education, and Extension Service
Project Grant #:	95 ERHS-1-0002
Duration:	10/1/1995-10/1/1996
Amount:	\$472,800
Project Director:	Scholarships for Disadvantaged Students (SDS)
Granting Agency:	U. S. Department of Health and Human Services
Project Grant #:	7351839-94
Duration:	9/12/1994-6/30/1995
Amount:	\$313,629
Project Director:	Nurse Managed Family Health Care Center
Granting Agency:	USDA Cooperative State Research Education & Extension Service
Project Grant #:	95-ERHS-1-0002
Duration:	11/1/1994-9/30/95
Amount:	\$480,000
Project Director:	Southern University Nursing Care Center
Granting Agency:	Louisiana Department of Health and Hospitals
Project Grant #:	N/A
Duration:	7/1/94-6/30/95
Amount:	\$219,000
Project Director:	Southern University Retention Efforts in Nursing (SUREIN)
Granting Agency:	Department of Health and Human Services
Project Grant #:	5 D19 NU40048-02
Duration:	8/1/1994-7/31/1995
Amount:	\$168,955
Project Director:	Scholarships for Disadvantaged Students (SDS)
Granting Agency:	U. S. Department of Health and Human Services
Project Grant #:	7351839-93
Duration:	7/30/1993-6/30/1994
Amount:	\$210,068
Project Director:	Southern University Retention Efforts in Nursing (SUREIN)
Granting Agency:	U. S. Department of Health and Human Services
Project Grant #:	5 D19 NU40048-01
Duration:	8/1/1993-7/31/1994
Amount:	\$272,314

Project Director	Nursing Capitation Grant Program
Granting Agency:	Louisiana Department of Health and Hospitals
Duration:	1993-1994
Amount:	\$434,956
Project Director	Advanced Nurse Education Programs
Granting Agency:	Department of Health and Hospitals
Project Grant #:	5023NU00806-05
Duration:	1993-1994
Amount:	\$150,737
Project Director	Nursing Capitation
Granting Agency:	Louisiana Department of Health and Hospitals
Project Grant #:	N/A
Duration:	1992-1993
Amount:	\$264,964.78
Project Director:	Advanced Nurse Education Program
Granting Agency:	Department of Health and Hospitals
Project Grant #:	2 D23 NU00806-04
Duration:	07/10/1992-06/30/1993
Amount:	\$147,941
Project Director:	Scholarships for Undergraduate Professional Nurses
Granting Agency:	U.S. Department of Health and Human Services
Project Grant #:	7351835-92
Duration:	05/18/1992-06/30/1993
Amount:	\$6,984
Project Director	Scholarships for Disadvantaged Students (SDS)
Granting Agency:	U.S. Department of Health and Human Services
Project Grant #:	7351839-92
Duration:	07/07/1992-06/30/1993
Amount:	\$265,483
Project Director	Southern University Retention Efforts in Nursing (SUREIN)
Granting Agency:	U. S. Department of Health and Human Services
Project Grant #:	5 D19 NU26150-03
Duration:	05/1/1922-04/30/1993
Amount:	\$371,970
Project Director	Southern University Retention Efforts in Nursing (SUREIN)
Granting Agency:	U. S. Department of Health and Human Services
Project Grant #:	5 D19 NU26150-02
Duration:	05/1/1991-04/30/1992
Amount:	\$343,977
Project Director	Advanced Nurse Education
Granting Agency:	U. S. Department of Health and Human Services
Project Grant #:	5D23NU00806-03
Duration:	1991-1992
Amount:	\$96,856

Project Director Scholarships for the Undergraduate Education of Professional Nurses
Granting Agency: U. S. Department of Health and Human Services
Project Grant #: 73518535-91
Duration: 08/16/1991-06/30/1992
Amount: \$6,361

Project Director Scholarships for Disadvantaged Students (SDS)
Granting Agency: U. S. Department of Health and Human Services
Project Grant #: 7351839-91
Duration: 9/30/1991-06/30/1992
Amount: \$87,897

Project Director Southern University Retention Efforts in Nursing (SUREIN)
Granting Agency: U. S. Department of Health and Human Services
Project Grant #: 1 D19 NU26150-01
Duration: 05/01/1990-04/30/1991
Amount: \$297,281

Project Director Scholarships for Undergraduate Professional Nurses
Granting Agency: U. S. Department of Health and Human Services
Project Grant #: 73518535-92
Duration: 07/1990-06/1991
Amount: \$9,848

Project Director Scholarships for Undergraduate Professional Nurses
Granting Agency: U. S. Department of Health and Human Services
Project Grant #: 73518535-92
Duration: 07/1989-06/1990
Amount: \$4,470

AWARDS AND RECOGNITION:

2013- **SUBR Grants Funding award "The Millionaire Club"** for securing over 1 million dollars in grant funding in one year.

2008- **Louisiana State Legislature Commends** Janet S. Rami upon being recognized by NurseWeek as one of the 10 Nurse Heroes of 2007. Louisiana State Senate, Monday February 18th, 2008. Baton Rouge, LA

2007- **National Nurse Hero**, awarded by Sigma Theta Tau International Honor Society of Nursing, Johnson & Johnson, Nursing Spectrum, and NurseWeek Magazine. Dec. 2007. Baltimore, Maryland.

2007- **Hall of Fame**, awarded by Capital Area Human Services District for extraordinary leadership, vision and service to the citizens within the Capital Area. March, 2007. Baton Rouge, LA

- 2007- **Nursing Hall of Fame**, Inducted by Louisiana State Nurses Association and Louisiana State Nurses Foundation as part of the 2007 Nightingale Annual Awards Program. January, 2007. Baton Rouge, LA
- 2002- **Nursing School Administrator of the Year**, awarded by Louisiana State Nurses Association and Louisiana State Nurses Foundation as part of the 2002 Nightingale Annual Awards Program. January 2002. Baton Rouge, LA
- 1994- **Southern University Academic Leadership Award**, presented by SUBR Vice Chancellor for Academic Affairs. April, 1994

PRESS COVERAGE:

Legislative Day History Chamber: Senate Monday February 18th, 2008

Commends Janet S. Rami upon being recognized by Nurseweek as one of the 10 Nurse Heroes of 2007. COMMENDATIONS. Enrolled and signed by the President of the...
www.legis.state.la.us/archive/081es/lastlegs/s0218.pdf

2theadvocate.com, Baton Rouge, LA

So when Janet S. Rami, dean of Southern University's School of Nursing, was named one of 10 Nurse Heroes of 2007 by a national magazine, she was quick to...
www.2theadvocate.com/search?page=3&searchKeywords=culprits

Nurse.com - Nurses Honored for Extraordinary Feats Under...

Dec 3, 2007 ... Janet S. Rami, RN, PhD, made it her goal to not only provide health care to those who needed it after Hurricane Katrina hit but also to ...
include.nurse.com/apps/pbcs.dll/article?AID=/20071203/NW02/

Baton Rouge Business Report Sep 10, 2007 ... Janet S. Rami, dean of Southern University's school of nursing, has ... by Nursing Spectrum and NurseWeek for her work in aiding Hurricane
www.businessreport.com/

In This Issue: Message from the President Page 1 of 4, 8/20/2007 ...

Dean Janet Rami led the effort to have the school of nursing be the lead. organization in providing health care to the residents of the Village, ...
www.nursingsociety.org/Publications/Newsletter/Documents/CTF_V4_3.pdf

Janet Rami, Ph.D., professor and dean of the Southern. University School of Nursing, is a strong advocate of faculty practice. She ...
www.sreb.org/programs/Nursing/publications/ImpactOfAFamily.pdf

Yesterday, Today and Forever: Stepping Stones to Becoming a 21st ...

... the School of Nursing-Dean Janet Rami-the School's only Dean, A School of Nursing that is nationally known for producing the largest number of minority ...
www.encyclopedia.com/doc/1G1-93533104.html - 58k

Two Inducted into Hall of Fame

that it is time to recognize Dr. Janet Simmons Rami as a true trail blazer and visionary in Ledbetter, Retired and Janet Simmons Rami, Southern ...
www.nursingald.com/uploads/newsletters/LA052007.pdf

PROFESSIONAL AND COMMUNITY SERVICE:

Peer Reviewer, US Health Resources Service Administration Grants Programs 1990-2000 and 2006-08
American Association of Colleges of Nursing (AACN), Governmental Affairs Committee, 2003- 2005
Evaluator/Consultant Louisiana Department of Social Services Pregnancy Prevention Program, 2001-02
AACN Masters Conference Planning Committee, 1998- 2000
American Nurses Association (ANA) Congressional District Coordinator for Louisiana, 1993-1995
Louisiana Council of Academic Nurse Educators, Vice Chair, 1992-1993.
Member, Planning Committee, Lower Mississippi Delta Commission, Public Hearings, 1990.
Member, Planning Committee Governor's Conference on Infant Mortality, 1989.

CONSULTATIONS:

South Carolina State University. Student's success on NCLEX-RN, Orangeburg, SC.-1999
College of New Rochelle. Student's success on NCLEX-RN, New Rochelle, New York. – 1999
College of Nursing, Loma Linda University. Student's success on NCLEX-RN. Loma Linda, CA. 1998
Peer Reviewer, U. S. Public Health Service, Division of Nursing, Special Projects Grants, 1990-99
Bethune Cookman College, Daytona Beach, FL, Curriculum development and minority student success on NCLEX-RN, 1991-1993; 1994-1995.
Louisiana State Board of Nursing, Evaluator of BSN Programs, 1993.
Louisiana Health Care Authority, Oversight on relocation of Earl K. Long Hospital, 1993-99.
Prairie View A &M, Houston, Texas, Establishing a graduate program in nursing, 1992.
Dillard University, Developing retention program for minority students, 1992.

SCHOLARLY PRESENTATIONS:

July, 2012. SUBR Academic Redesign. Southern University Alumni National Conference 2012. Atlanta Georgia
May, 2011. SUBR: Analysis of Withdrawals and End of Course Completers (EOCC). Southern University and A&M College, Baton Rouge, La
April, 2011. SCH Project: Closing the Loop. Southern University and A&M College, Baton Rouge, La
February, 2011. Louisiana's Healthcare Workforce. A Statewide Conference of Elected Officials. Southern University and A&M College, Baton Rouge, La
August, 2010. Review of Core Components of State's Funding Formula. Southern University and A&M College, Baton Rouge, La
June, 2008. SUBR Student Health Services: Report to the Chancellor. Southern University and A&M College, Baton Rouge, La
September, 2007. Louisiana's Health Care System: "The Big Picture". Baton Rouge District Nurses Association Meeting. Baton Rouge, La
December, 2006 Nursing's Role in Caring for Special Populations in a Surge Emergency, 115th Meeting of US Secretary Leavitt's National Advisory Council on Nurse Education and Practice, Washington, DC
August 2006, Integrating Nursing Education, Research & Practice. National Black Nurses Association: 34th Annual Institute & Conference. Ft. Lauderdale, Florida

- September, 2005. Impact of Katrina and Rita on People, Land & Environment and Implications for Public Policy and Higher Education. Southern University and A&M College, Baton Rouge, LA
- December 2004. We Are Our Brother's Keeper: Analysis of Louisiana's Health Care Report Card Ranking. Opening Plenary Session of The Louisiana Tobacco Control Program and Community Health Promotion Statewide Conference. New Orleans, LA.
- June 2004. Minority Faculty & Students: Nursing's Future. Keynote Address, 17th Annual Meeting and Scientific Conference. ABNF, Orlando, FLA
- October 2003. PhD Nursing Students and Grassroots Lobbying. Government Affairs Committee Issues Forum: The Nuts and Bolts of Lobbying. AACN Fall Meeting. Washington, DC.
- August 2003. Key Findings From A Statewide Survey of Louisiana Teens on Knowledge, Attitudes, and Behaviors Relevant to Sexuality and Pregnancy. 31st Annual Institute & Conference, National Black Nurses Association. New Orleans, LA.
- April 2003. Educating A Diverse Workforce. 108th Meeting of the National Advisory Council on Nurse Education and Practice. Washington, DC
- February 2003. Minorities in the Pipeline: The Southern University School of Nursing Story. The Gloria R. Smith Issues Forum, National Black Nurses Foundation, Washington, DC
- January 2003. Key Findings From A Statewide Survey of Louisiana Teens on Knowledge, Attitudes, and Behaviors Relevant to Sexuality and Pregnancy. Southern University School of Nursing Annual Research Symposium, Baton Rouge, LA.
- April 2002. Southern University School of Nursing: The Enterprise that Dillard Graduates Built. Keynote Address, Dillard University School of Nursing 40th Anniversary Celebration. New Orleans, LA.
- February 2002. Evaluation Program For Teen Pregnancy Prevention. Southern University School of Nursing Annual Research Symposium, Baton Rouge, LA
- November 2001, 2nd Annual Office of Family Services/Teen Pregnancy Prevention Programs Providers Training Sessions. Louisiana Department of Social Services, Alexandria, LA
- August 2001. Evaluation Program For Teen Pregnancy Prevention. Louisiana Department of Social Services. Baton Rouge, LA
- May 1999. Improving Minority Students Pass Rates on NCLEX-RN. South Carolina State University. Orangeburg, SC.
- April 1999. Health Care in Louisiana: State of the State. Public Health Nurses Recognition Luncheon. Louisiana Office of Public Health.
- October 1998. Improving Students Scores on NCLEX-RN. College of New Rochelle. New Rochelle, New York.
- September 1998. Improving Minority Students Pass Rates On NCLEX-RN. College of Nursing, Loma Linda University. Loma Linda, CA.
- May 1997. Caring for the Emerging Majority: A Blueprint in Action. Nurse Leadership 97 Invitational Congress. The Southern University Story - Successful Recruitment and Retention Programs. USPHS. Third Minority Congress Division of Nursing. Denver, Colorado.
- January 1997. Institutional Effectiveness: SUSON Model. Southern University Spring Deans and Directors Conference. Baton Rouge, LA.
- July 1996. Challenges of Leadership. American Association of Colleges of Nursing Summer Seminar. Jackson Hole, Wyoming.
- April 1996. Louisiana Health Care Reform Plan. Louisiana League for Nursing. Baton Rouge, LA.
- April 1994. The Nursing Solution: Reforming the Health Care System. 4th Congressional District of Louisiana Town Meeting on health care reform with U.S. Secretary of Health, **Donna Shalala** (Televised, Louisiana Public Broadcasting). Baton Rouge, LA.
- February 1994. The Nursing Solution: Reforming the Health Care System. Baton Rouge Chapter, American Association Critical Care Nurses. Baton Rouge, LA.
- December 1993. The Nursing Solution: Reforming the Health Care System. Louisiana Health Care Reform Task Force Forum. Baton Rouge, LA.
- April 1993. Nursing education: An agenda for health care reform in Louisiana. Governor's Health Care Issues Forum. Baton Rouge, LA.

- October 1993. Health care reform and rural health: Quantum leaping Tri-State Rural Health Initiative. Lake Charles, LA.
- August 1993. Creating a culture for effective teaching: The school of nursing model. Southern University and A & M College, Fall Faculty Convocation. Baton Rouge, LA.
- May 1993. Curricular models in graduate nursing: Individualizing curricula for a consortium model. SCCEN Regional Workshop On Graduate Education In Nursing. New Orleans, LA.
- May 1993. Health care reform: A minority health care agenda. Louisiana Legislative Black Caucus Summit. Baton Rouge, LA.
- May 1993. Improving minority recruitment and retention in Louisiana health professions schools: The Next Step. Louisiana AHEC/LPCA Annual Meeting. Baton Rouge, LA.
- March 1993. A minority health care agenda for Louisiana. Louisiana's 1992 Governor's Conference on Women. Louisiana Legislative Women's Caucus. Baton Rouge, LA.
- March 1993. The health care crisis in Louisiana: The need for change. Louisiana State Senate Select Committee on Women, Minorities And Children. Baton Rouge, LA.
- December 1992. A minority health care agenda. National Black Caucus of State Legislators Annual Meeting. New Orleans, LA.
- March 1992. A minority health care agenda for Louisiana. Louisiana Legislative Black Caucus 2nd Annual Statewide Summit. Baton Rouge, LA.
- October 1991. Nursing education in higher education in Louisiana. Master Plan Public Hearings, Louisiana State Board of Regents. Baton Rouge, LA

MEMBERSHIPS ORGANIZATION:

	<u>Date</u>
Southern Nursing Research Society	2000
American Nurses Association (ANA)	1976
Baton Rouge District Nurses Association	1976
Council of Academic Nurse Educators (CANE)	1989
Louisiana State Nurses Association (LSNA)	1996
National League for Nursing	1996
Sigma Theta Tau National Nursing Honor Society	1979
National Black Nurses Association, Inc.	2000
Alpha Kappa Alpha Sorority	1969

EMPLOYMENT:

Southern University and A & M College	Baton Rouge, LA	Dean & Professor	2012- Present
Southern University and A&M College	Baton Rouge, LA	Provost & Executive Vice Chancellor for Academic Affairs	2011-2012
Southern University and A & M College	Baton Rouge, LA	Dean & Professor	1999- 2011
Southern University and A & M College	Baton Rouge, LA	Dean & Assoc. Professor	1992-1999
Southern University and A & M College	Baton Rouge, LA	Dean & Assistant Professor	1986-1992
Southern University and A & M College	Baton Rouge, LA	Acting Dean & Asst. Prof.	1985-1986

TEACHING EXPERIENCE:

Advanced Nursing Research : The relationship of theoretical perspective and the design of nursing research. Critical analysis, research rigor, qualitative and quantitative methods, Meta-analysis, and other methodologies are presented. Alternative designs are discussed in consideration of underlying assumptions, ethical issues, design sensitivity and threats to validity.

Application Of Research Methodologies: Application and critical analysis of quantitative and qualitative research methodologies in the study of health issues in vulnerable persons. Emphasis is on appropriateness of methodology to various research questions and/or problems formulation. Sampling frameworks, types of samples, sampling errors and biases for designs are addressed.

Instrumentation & Measurement In Nursing Research: Critical analysis of principles and theories of measurement. Instrumentation, analysis of existing data, reliability and validity are emphasized. Various approaches to measurement and scaling, techniques of instrument construction, and procedures for the critical evaluation of instruments are stressed.

UNIVERSITY SERVICE:

Chair, SU System Task Force on Health Care & the Land Grant Initiative
Chair, SUBR, Pay Equity Committee
Chair, College of Business Dean's Search Committee
Chair, College of Sciences Dean's Search Committee
Chair, SUBR Chancellor's Appointed Grievance Committee
Chair, Business & Finance, Subcommittee for Strategic Planning Evaluation
Member, SACs Sub Committee on Institutional Effectiveness
Member, SUBR Vice Chancellor for Academic Affairs' Search Committee

DISSERTATION CHAIR:

2004- The Effects of an 8-Week School Based Intervention on Obesity, Cardiovascular Fitness, and Nutritional Knowledge in Fourth Grade Students
2005- Effects of Age, Physical Health and Social Resources on Self-Care Capacity Among Community-Dwelling Older Women
2005- Perceived Health Status, Perceived Self-efficacy, and Health-promoting Practices Related to Nutrition and Physical among Overweight Rural African American Women
2006- Perceived Caregiver Burden and Coping Strategies Used by Informal Caregivers of Adults with Developmental Disabilities
2008-Sexual Refusal/Negotiation Skills, Educational Aspirations, and intent to be Sexually Active: Is There a Difference between Southern and Midwestern Adolescents?
2010-Evacuation Status, Age, Income and Psychological Resilience as Predictors of Stress Among Hurricane Katrina Survivors
2011- An Examination of Factors Which Impact Infant Mortality Rates Amongst Louisiana Parishes

RESEARCH INTEREST:

Access to Appropriate HealthCare for Underserved Populations
Health Disparities
Success of Minority Students in Nursing Education

Janet S. Rami, has served as Dean of the School of Nursing at Southern University, Baton Rouge since 1986. It is under the leadership of Dean Rami that SUBR's baccalaureate nursing program achieved national recognition for success with students from disadvantaged backgrounds. The school has achieved above national average licensure exam pass rates 19 of the 23 years of graduates and has produced over 2,000 nurses including 400 nurse practitioners. The school was selected by Louisiana State Nurses Foundation as Louisiana's "Nursing School of the Year" twice within the last three years.

Dr. Rami's visionary leadership was recognized by Johnson & Johnson and Nurse Week Magazine in 2008. She was among 10 nurses selected nationwide to receive the "Nurse Hero Award" in their Campaign for Nursing's Future. The Louisiana Nurses Foundation awarded her "Nursing School Administrator of the Year" and inducted her into the state's "Nursing Hall of



Fame". She has been commended twice by the Louisiana State Legislature and was appointed by the US Secretary for Health to a prestigious five year term on the **National Advisory Council on Nurse Education and Practice**. This body makes recommendations to the US Congress on national funding priorities for Nursing Education and Practice.

Dr. Rami was an inaugural member of the **Louisiana Health Works Commission** and currently serves on **Louisiana's Nurse Supply and Demand Commission**. She was recognized as a **Role Model** in the area of Health and Human Services by the Links, Inc. (Baton Rouge Chapter) and is a current member of the **National Institutes of Health, National Library of Medicine, Health Information Outreach Program Committee**.

Dr. Rami's success in academic administration includes leading faculty in the successful development of four degree programs including the only PhD in Nursing in Louisiana and baccalaureate and masters programs that have increased enrollment by over 40% when during the same period the university enrollment declined. As a result of her success in academic administration she was selected and served 10 years on the **Board of Supervisors of Our Lady of the Lake College**. She has served as consultant to many universities including Loma Linda University in California and the College of New Rochelle in New York.

Her national and local presentations and publications are numerous and include participation as a panelist on Healthcare reform along with then US Secretary Donna Shalala. Dr. Rami was one of 10 Louisiana Leaders selected to meet with then First Lady Hilliary Clinton to discuss the future of healthcare.

In 2013 Dr. Rami received the SUBR Grants Funding award called "**The Millionaire Club**" for securing over 1 million dollars in grant funding in one year. Over the last ten years she has secured over 10 million dollars in external funding for the School of Nursing.

Dr. Rami is a graduate of Dillard University and the University of Southern Mississippi and earned the PhD in Research Methodology from LSU. She also completed post doctoral studies at Harvard University in Academic Administration. She is the proud mother of three adult children (Chad, Cathy & Cheryl) who have blessed her with eight grand-children.




Southern University at New Orleans
6400 PRESS DRIVE, ADMIN. BLDG., 202/204
NEW ORLEANS, LOUISIANA 70126
(504) 286-5381 or 286-5325
FAX (504) 284-5400

ACADEMIC AFFAIRS

MEMORANDUM

TO: Lisa Mims-Devezin, Ph.D.
Interim Chancellor

FROM: David S. Adegboye, Ph.D. 
Vice Chancellor for Academic Affairs

DATE: July 14, 2016

RE: Recommendation of Ms. Ada Kwanbunbumpen for the Position of the
Director of Institutional Research, Effectiveness and Strategic
Planning

Attached is the recommendation of the Search Committee for the position of the Director of Institutional Research, Effectiveness and Strategic Planning to replace Dr. Donalyn Lott who resigned effective June 30, 2016. The committee has rated Ms. Ada Kwanbunbumpen as the top candidate for the job. I concur with the recommendation. As judged by the interview performance at my level, Ms. Kwanbunbumpen is the most outstanding in the area of institutional effectiveness as it affects data management and reporting to external agencies. She demonstrated the best understanding of what the job entails. She is capable of assuming the responsibility of the position with minimal supervision based on her years of relevant experience.

I recommend her for appointment on a 12-month salary of \$70,000.00.

I seek your kind approval.

APPROVAL:


Lisa Mims-Devezin, Ph.D.
Interim Chancellor



SOUTHERN UNIVERSITY *at* NEW ORLEANS

College of Education and Human Development
Child Development and Family Studies Department
6801 Press Drive, New Orleans, Louisiana 70126
Phone: 504.286.5351/5086 Fax: 504.284.5546

Thursday, July 14, 2016

Dear Dr. Adegboye:

I am pleased to inform you that the Search Committee for the Director of Institutional Research, Effectiveness, and Strategic Planning has completed its task as charged. The Committee screened all twelve (12) applicants out of whom three (3) were invited to interview for the position.

As a result of their screening scores and performance in the interviews, the Committee found **Ms Ada Kwanbunbumpen** to be the best fit for the advertised position and, therefore, recommend her for hire. Documents supporting the screening process and results of the interview are attached for your reference.

Thank you for trusting each Search Committee member with successful completion of this task in an efficient and timely manner.

Respectfully submitted,

Dr. Pamela E. Wanga, Chair

Signature  Date 7/14/16

Mr. Peter Bonneé, Member

Signature Peter Bonneé III Date 7/14/16

Dr. Murty Kambhampati, Member

Signature  Date 7/14/16

Dr. Adnan Omar, Member

Signature Adnan Omar Date 07/14/2016

Ms. Hazel Pitts, Member

Signature Hazel Pitts Date 7/14/16

Dr. Brenda Jackson
(Ex-Officio)

Signature B Jackson Date 7/15/16
BC

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER

JUL 15 REC'D

Received
JUL 15 2016
Title (Specify)
Program Administration

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

EMPLOYMENT CATEGORY: 9-MONTH _____ 12-MONTH _____ x OTHER _____

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

Previous Employee Dr. Donalyn L. Lott Reason Left Resigned

Date Left June 30, 2016 Salary Paid \$70,000.00

Profile of Person Recommended

Length of Employment July 1, 2016 To June 30, 2017

Effective Date August 1, 2016

Name Ada Kwanbunbumpen SS# xxx-xx-5040 Sex Female Race* Asian

Position Title: Dir. Inst.Res., Effectiveness & Strat. Plan. Department: Title III/Academic Affairs

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

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

Years Experience 10 Southern University Experience 7

Degree(s): Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge): Year:

B.S. CIS Southern University at New Orleans 2005

M.S. CIS Southern University at New Orleans 2006

Current Employer Tulane University

Personnel Action

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

Recommended Salary \$70,000.00 Salary Budgeted \$80,000.00

Source of Funds Title III/General Funds (See Comments On Back)

Identify Budget: _____ Federal _____ 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
 Comments: (Use back of form)

Source of Funds	Amount

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

Supervisor [Signature] 07-15-16 Date [Signature] Dean/Unit Head [Signature] B Jackson Date
 Vice Chancellor [Signature] 07-15-16 Date [Signature] Chancellor [Signature] 7/15/16 Date
 Director/Personnel [Signature] 7-15-16 Date [Signature] Vice President/Finance [Signature] Business Affairs/Comptroller Date
 President [Signature] 7/25/16 Date [Signature] Chairman/S.U. Board [Signature] Of Supervisor Date
[Signature] 7/15/16 [Signature] 7/15/16
 BUDGET OFFICER [Signature] DATE: 7-15-16

RECEIVED
 JUL 15 2016
 VICE CHANCELLOR FOR ADMINISTRATION & FINANCE

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino

Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS: Replacement of SUNO's Director of Institutional Research, Effectiveness and Strategic Planning who resigned effective June 30, 2016. 411001-43010-61002-44100 (21.42%) 420151-41410-61002-46000 (71.43%)
411001-43010-61002-46000 (7.15%) Title III

EMPLOYEE REGULAR WORK SCHEDULE: Mon. - Fri., 8 a.m. - 5 p.m.

EMPLOYEE DIRECT SUPERVISOR: Dr. David S. Adegboye

NUMBER OF EMPLOYEES SUPERVISED, (if any) 3x

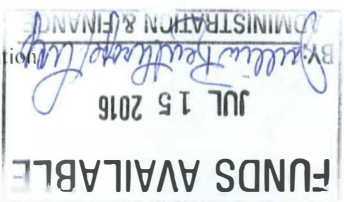
HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

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



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

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

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



Ada Kwanbunbumpen

New Orleans, Louisiana ☎ 504.319.5653 ☎ adakwanbunbumpen@yahoo.com

Professional Experiences

TULANE UNIVERSITY OF LOUISIANA, New Orleans, LA Assistant Director of Institutional Assessment Applied Computing Systems and Technology Adjunct	September 2013 – Present August 2009 – May 2010
BATON ROUGE COMMUNITY COLLEGE, Baton Rouge, LA Database Operational Research Analyst, Interim	February 2013 – July 2013
SOUTHERN UNIVERSITY AT NEW ORLEANS, New Orleans, LA Director of Quality Enhancement Plan (QEP) Coordinator of Institutional Effectiveness Coordinator of Institutional Effectiveness, Interim Learning Outcomes Assessment/Testing Coordinator Management Information Systems Adjunct	June 2012 – February 2013 December 2007 – May 2012 June 2007 – December 2007 August 2006 – May 2007 August 2006 – December 2010
ACT, Inc., New Orleans, LA Test Supervisor	August 2006 – February 2013

Education

SOUTHERN UNIVERSITY AT NEW ORLEANS, New Orleans, LA Master of Science in Computer Information Systems, GPA: 3.57/4.00 <i>Thesis: Forecasting Computer Crime Complaints</i>	May 2006
Bachelor of Science in Computer Information Systems, GPA: 3.75/4.00	May 2005
DELGADO COMMUNITY COLLEGE, New Orleans, LA Associate of Science in Computer Information Technology, GPA: 3.83/4.00	December 2002
Quality Matters Certification	October 2012

Presentations

- Kwanbunbumpen, A. and Busby, K. (2016, June). *Utilizing Course Evaluation Results to Assess First-Year Seminar Outcomes*. Poster session presented at the Southern Association for Institutional Research Conference, New Orleans, LA.
- Kwanbunbumpen, A. (2014, October). *Course Evaluations: Maximizing Student Feedback*. Roundtable session presented at the Southern Association for Institutional Research Conference, Destin, FL.
- Kwanbunbumpen, A., Guillory, C. and Lawson, A. (2013, October). *Meeting the Needs of Reporting Requirements*. Roundtable session presented at the Southern Association for Institutional Research Conference, Memphis, TN.

Kwanbunbumpen, A. (2012, September). *Synergize: Finding New Solutions to Old Problems*. Roundtable session presented at the Southern Association for Institutional Research Conference, Orlando, FL.

Kwanbunbumpen, A. (2011, October). *Raising the Bar at SUNO: Open Enrollment to Selective Admission*. Roundtable session presented at the Southern Association for Institutional Research Conference, Atlanta, GA.

Publications

Omar, A. and Kwanbunbumpen, A. (2008). Hurricane Katrina's Aftermath: The Advancement of E-learning. *Academy of Educational Leadership Journal*. Volume 12, Number 3, 107-122. ISSN: 1095-6328.

Omar, A., Kwanbunbumpen, A. and Alijani, D. (2007). Forecasting Computer Crime Complaints. *Information Systems Education Journal*, 5 (14). <http://isedj.org/5/14/>. ISSN: 1545-679X. (A preliminary version appears in *The Proceedings of ISECON 2006*: §2354. ISSN: 1542-7382.)

Omar, A., and Kwanbunbumpen, A. (2006). Ethics in the Classroom. *Teaching Journal of the ooi Academy, Transactions on CIS, CS, IS, IT & MIS*, Volume 6, Number 1, Spring 2006. ISBN 0-9703797-6-5.

Omar, A., Kwanbunbumpen, A., Kambhampati, M., Elaasar, M., Omojola, J., and Johnson, C. P. (2006). Case Study: Evaluation of the Program of Excellence in Science, Math, and Computer Technology at Southern University at New Orleans. *International Journal of Mobile Learning and Organization*. ISSN 0892-4872.

Omar, A. and Kwanbunbumpen, A. (2005). Enhancing Student Education through E-learning. 15th International Conference on Pacific Rim Management, Association for Chinese Management Educators.

Conferences/Workshops/Forums (Short list)

Association for Institutional Research (AIR) Forum, 2007, 2012, 2016

Higher Education Research Institute, Cooperative Institutional Research Program Summer (CIRP) Institute Analyzing CIRP Data: A Hands-on Assessment Workshop, 2007

National Resource Center (NRC) for the First-Year Experience and Students in Transition, 27th Annual Conference on the First-Year Experience, 2008

Southern Association for Institutional Research (SAIR) Annual Conference, 2007 to 2014 and 2016

Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)
Annual Meeting, 2006 to 2008, 2010 to 2012
Summer Institute: Institute on Quality Enhancement and Accreditation, 2008

Southern University at New Orleans
Banner Training 2011, 2012
Workshop on Accreditation Reaffirmation, 2008

Southern University Baton Rouge

J.K. Haynes Teacher Preparation Conference, 2007

Student Learning Outcomes Forum, Creating a Culture of Assessment: Faculty Outcomes Assessment, 2007

Xitracs User Training, 2008

Thurgood Marshall College Fund General Conference, 2009

United Negro College Fund Special Programs Corporation Division of International Programs: Conference on Accelerating the Involvement of U.S. Minority-Serving and Global Institutions in Global Affairs, 2007

University Taskforce/Committees

Baton Rouge Community College

Course Assessment Committee, Member

Louisiana Association for Institutional Research

Local Arrangements Track, Member 2013

Southern Association for Institutional Research

Local Arrangements Track, Member 2010

Nominating Committee, Member 2015-2016

Roundtables Program Track, Chair 2011, 2013 and 2014

Workshop Committee for Institutional Research Track, Reviewer 2009

Southern University at New Orleans

Master Plan Committee, Member

National Council for Accreditation of Teacher Education (NCATE) Assessment Committee, Member

Quality Enhancement Plan Advisory Council, Secretary

Quality Enhancement Plan: Assessment Subcommittee, Co-chair

Quality Enhancement Plan: E-learning and Research Subcommittee, Member

Student Learning Outcomes Assessment Taskforce, Member

Strategic Plan Committee, Member

Tulane University of Louisiana

Compliance Certification Committee, Secretary

Core Requirement 2.10 Student Support Services Writing Standards Member

Federal Requirement 4.6 Recruitment Materials Writing Standards Member

Grants Awarded

Adegboye, D., PD/PI, Kwanbunbumpen, A., CO-PI. Bioinformatics and Biotechnology Research Initiative.

U.S. Army Medical Research Acquisition Activity (USAMRAA) grant for research on *Mycoplasma genitalium* genome, in collaboration with the Louisiana State University Health Sciences Center, New Orleans, Louisiana 2008-2011 \$1.265 million.

Kwanbunbumpen, A. Southern University at New Orleans. Title III Program: Center for Planning,

Research and Evaluation (Institutional Effectiveness), 2009-10 \$149,144, 2010-11 \$149,144 and 2011-12 \$153,495.

Memberships

Allied Academies: Academy of Strategic Management
Association for Institutional Research
Louisiana Association for Institutional Research
Phi Theta Kappa International Honors Society
Southern Association for Institutional Research

Community Service

Mentored First Time Freshmen Students at Southern University at New Orleans
Volunteered for the Community Eucharistic Youth Group at Our Lady of LaVang Mission
Volunteered for the Kiwanis Club of Pontchartrain in Serving the Children of the World

Technical Skills

Adobe Acrobat Professional
Argos: Enterprise Reporting Solution
Banner
BlackBoard
Cognos
Dreamweaver
Microsoft Office XP: Word, Excel, PowerPoint, Access and Publisher
Statistical Package for Social Sciences (SPSS)

Languages

Fluent in Vietnamese and English

References

Mostafa Elaasar, Ph.D., Professor
Southern University at New Orleans
6400 Press Drive, New Orleans, LA 70126
melaasar@suno.edu
Office: 504-286-5036

Albertha Lawson, Ph.D., Associate Professor
Doctoral Program of Science/Mathematics Education
Southern University and Agriculture and Mechanical College
Baton Rouge, Louisiana 70813
albertha_lawson@subr.edu
Cell: (225) 241-8981

Shatiqua Mosby-Wilson, M.L.S., J.D., Director
Leonard S. Washington Memorial Library
Southern University at New Orleans
6400 Press Drive, New Orleans, LA 70126
swilson@suno.edu
Office: 504-286-5030

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER									
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CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

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

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

Profile of Person Recommended

Length of Employment 07/01/2016 To 06/30/2017 & Continuing
Effective Date 08/01/2016

Name Sheila Duplechain-DeRouen SS# S01346427 Sex F Race* B
(Last 4 digits only)

Position Title: Director System-Wide ASSESSMENT & Self-Study Department: SUS
Director for Title III

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

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

Years Experience _____ Southern University Experience _____
Degree(s): Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge): Year:
Ph.D.-Higher Ed Admn LSU In Progress
MS-Computer Science SUBR 2006
BS-Computer Science SUBR 2002

Current Employer SUBR

Personnel Action

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

Recommended Salary 98,500 Salary Budgeted 98,500

Source of Funds _____
Identify Budget: 220315-2111-61002-24100-83,000 Location
Form Code: 111005-11201-61002-16000-15,500

Change of: _____
Position Director Title III From Director Title III (85%) To Director System-Wide Assessment & SS.
Status _____
Salary Adjustment 83,000 98,500

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

*See Reverse Side

Comments: (Use back of form)

Source of Funds	Amount
<u>220315-2111-61002-24100</u>	<u>83,000</u>
<u>111005-11201-61002-16000</u>	<u>15,500</u>

*See Reverse Side

Graduate School signature (if, applicable):

[Signature] 8/23/16 Supervisor Date
[Signature] 8/23/16 Dean/Unit Head Date
[Signature] 8/23/16 Vice Chancellor Date
[Signature] 8/23/16 Director/Personnel Date
[Signature] 8/24/16 President Date
[Signature] 8/23/16 Chancellor Date
[Signature] 8/24/16 Vice President/Finance Date
[Signature] 8/24/16 Business Affairs/Comptroller Date
 _____ Chairman/S.U. Board of Supervisors Date

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

Sheila Duplechain-DeRouen will serve as Director System-Wide Assessment & Self-Study Director for Title III

EMPLOYEE REGULAR WORK SCHEDULE:

M-F; 8:00 a.m. – 5:00 p.m.

EMPLOYEE DIRECT SUPERVISOR:

Dr. M. Christopher Brown II

NUMBER OF EMPLOYEES SUPERVISED, (if any)

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

- Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- Application for Employment Form Admin/Fac/Uncl Positions (Civil Service Application for classified employees)
- Authority to Release (signed by employee) (submitted to 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 (approved under the terms and conditions of the position, budget or award agreement)
- Proposed Employee Clearance
- Restricted/ Job Appointment/CS Letter of Justification (for classified, if applicable)

/Allowability/Compliance Verified By: 8/24/16
/Encumbered Funds Available By: _____
/Contract No. _____



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

Office of the Executive Vice President for Academic Affairs and Provost

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

August 10, 2016

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

Re: Appointment of Director of System-wide Assessment and Self-Study

Dear Dr. Belton:

The Office of the Executive Vice President for Academic Affairs and Provost recommends Ms. Sheila Duplechain DeRouen for the position of Director of System-wide Assessment and Self-Study for the Southern University System, in conjunction with her appointment as the Director of Title III, effective September 1, 2016.

A Search Committee comprised of institutional research officers, planning and evaluation staff and academic leaders from across the Southern University System was charged with vetting applicants for the position of Director of System-wide Assessment and Self-Study. The committee conducted an expeditious, yet intensive, search process and reviewed applications from many highly qualified applicants from across the country. The committee conducted interviews of finalists whose credentials, professional experiences and accomplishments distinguished them from other applicants. Ms. DeRouen emerged as the top candidate.

Ms. DeRouen earned a Bachelors and Masters of Science in Computer Science from Southern University and A&M College. She is expected to earn a doctorate in Educational Leadership and Research in May 2017. Ms. DeRouen has a wealth of education, training and experience in planning, assessment and institutional research. She served as a Research and Quality Assurance Manager and Institutional Research Database Management Analyst/Senior Analyst with the Louisiana Community and Technical College System. Additionally, Ms. DeRouen has many years of teaching experience having taught at Baton Rouge Community College, SUBR and Saint Francis Xavier Catholic School. Her expertise spans across several key areas in higher education. A complete curriculum vita is attached.

Having received the committee's recommendation and reviewed Ms. DeRouen's accompanying curriculum vita, I am in agreement that Ms. Sheila Duplechain DeRouen is the ideal candidate to serve as Director of System-wide Assessment and Self-Study for the Southern University System. I request your favorable consideration of this appointment. If you have any questions, please contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "M. Christopher Brown II".

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

Director of System-wide Assessment & Self-Study Position Description

Reporting directly to the Executive Vice President for Academic Affairs and Provost, the Director of System-wide Assessment & Self-Study oversees the coordination of campus student, faculty, and operational data used to improve institutional effectiveness and conduct managerial decision-making. The Director is responsible for identifying institutional quality and effectiveness issues, as well as opportunities for the constituent campuses within the Southern University System and carrying out research to investigate possible resolution for the same. The Director will seize opportunities to highlight the utility of Southern University System data for: evaluating, enhancing, and managing academic assessment; and managing and interpreting assessment results. The Director will work with academic and government leaders to insure the University is accurately and validly measuring the major variables that affect student, state and federal outcome measures.

The Director of System-wide Assessment & Self-Study is charged with developing collaborative processes for identifying and conceptualizing policy issues, collecting information, and formulating policy alternatives designed to address state, national, and global concerns affecting the Southern University System. Through the use of various collaborative approaches, the division focuses on creating synergies among the various offices at all of the Southern University constituent institutions. The Director of System-wide Assessment & Evaluation leads, coordinates, and support strategic initiatives and projects related to policy and program planning, assessment, and strategic communication and reporting to the Board of Regents for the State of Louisiana and SACSCOC.

The Director of System-wide Assessment & Self-Study is responsible for analyzing and disseminating University system policy and program information to executive system leadership, constituent campus leadership, the Board of Supervisors, legislators, and other external stakeholders to support system level decision-making, policies, and planning. S/he will provide: analysis for University system academic policy and program assessment, evaluation, and effectiveness; leadership to the University system's strategic planning process; and support in areas related to University system enrollment and performance based funding. The Director will assist system office divisions in planning appropriate assessment and evaluation measurements on system-wide initiatives and programs, as well as with developing and designing system-wide survey instruments and assist with the development and assessment of educational programs. The Director of System-wide Assessment & Self-Study will build a team capable of creating and sustaining a culture of evidence, a strong foundation for data access and use, and mechanisms for strategic information delivery.

Primary Responsibilities

- Provide guidance and leadership on measurement, assessment, research and evaluation activities across the Southern University System.
- Develop and implement evidence-based approaches for measuring efficiency and effectiveness of Southern University System learning products and services

- **Oversee the implementation and use of core surveys, including annual student and faculty surveys, and system-wide end-of-term surveys. Performance indicators include: Documented use of survey data across the Southern University System, ongoing research-based improvements to surveys, and school trust and ownership of survey tools and resultant data.**
- **Independently initiate, coordinate and complete research projects from design, collection, data entry, statistical analyses and interpretation to reporting, depicting, and presenting results using available resources.**
- **Recommend curriculum and improvements through the use of a comprehensive student academic achievement assessment program, including maintenance of the Southern University System assessment portfolio system.**
- **Performance indicators include: timeliness and accuracy of data, evidence of curricular revision based on assessment data, stakeholders informed and educated about assessment, and meeting the guidelines for regional accreditation guidelines for assessment.**
- **Develop instruments for survey research, create relational databases, document data processing procedures and develop database reports**
- **Apply research and evaluation methodologies to develop institutional effectiveness, select statistical analysis, utilize SPSS or other appropriate statistical software packages, and interpret results.**
- **Recommend, develop, and implement programs and procedures that support, improve and advance the educational programs and goals of the SUS.**
- **Coordinate with SUS's five institutions as they develop and maintain education programs.**
- **Work with personnel from all areas of SUS to provide and improve educational services for students, prospective students and employers.**
- **Work with institution administrators, faculty, and staff concerning institutional effectiveness that includes a continuous review and evaluation of instructional offerings and activities and recommend actions required using quantitative and qualitative information as a basis for decision-making.**
- **Represent the SUS with the Board of Regents, the Department of Education, and other related organizations as requested.**
- **Collect and analyze market research data to be used for peer analysis, in relation to faculty and administrative salary information, institutional funding levels, and enrollment comparisons.**
- **Assist institutional staff in developing and monitoring the state mandated operational plans at their respective institutions, as well as identifying and monitoring the SUS performance objectives in accordance with the Board of Regents reported general performance information.**
- **In conjunction with the MIS Staff, maintain knowledge of the databases for the SUS institutions so as to facilitate the collection, maintenance, and retrieval of the data requisite to the evaluation and analysis of cost studies in major program areas and faculty workloads.**
- **Prepare periodic reports for management decision-making.**
- **Represent the SUS in advising the Board of Regents staff and others on the best methodologies for collection, cataloging, and utilization of new and existing data resources.**

- Work with institutional and SUS staff in the continuous monitoring of core indicators for measuring the attainment of our strategic goals.
- Respond to requests for data by the SUS Board, state and external agencies, such as Board of Regents, GRAD Act, IPEDS, LaPAS, and SREB.
- Provide oversight for development and maintenance of a data warehouse to contain all submissions from SUS institutions.
- All other projects and tasks as requested.

Preferred Qualifications

- Master's degree or higher-level degree from an accredited university in a related field (doctorate preferred).
- Five years of progressively responsible administrative and data management experience, with the analysis of large-scale data and databases and with several years of experience at the System level
- Demonstrated experience in financial management; project management; and supervisory experience in a complex organization.
- Thorough understanding of an institution of higher education and related organizational structures, policies and procedures; emerging issues in higher education; and familiarity with essential rules, policies and laws.
- Experience providing oversight for one or more of the following: planning, program evaluation, institutional assessment, data warehousing, reporting, or research.
- Experience in quantitative and qualitative research methods, data extraction, and data analysis techniques.
- Knowledge of statistical analysis and modeling software.
- Strong analytical, quantitative, written, and oral communication skills .
- Demonstrated proficiency in word processing, spreadsheet, database, and statistical analysis applications.
- Experience in managing multiple projects, problem solving, and working with diverse groups.
- Work collaboratively as a team member, and to lead teams in achieving outcomes.
- Ability to work independently in the development of written reports to include conclusions and recommendations based on factual and objective analysis.
- Understands the mission of the Southern University System and its institutions.
- Considerable experience in higher education at the Dean/Director level or higher in a college or system is preferred.

Compensation:

Anticipated starting salary will be commensurate with education and work experience.

Application Instructions:

Applicants for this position should submit a cover letter that addresses the outlined responsibilities, a resume, and the names and contact information of three professional/work-related references to:

Dr. Ronyelle Ricard
Office of the Executive Vice President and Provost
Southern University System, J.S. Clark Administration Building, Third Floor
Baton Rouge, Louisiana 70813
(225) 771-2930 (office)

Or via email to Ronyelle_Ricard@subr.edu

Sheila Duplechain DeRouen
2544 Brady Avenue, Zachary, LA 70791
225.570.2786 (Hm)
225.936.4110 (Cp)
sheila.duplechain@gmail.com

Office of Executive Vice President for Academic Affairs and Provost
3rd Floor J. S. Clark Administration Building
P. O. Box 9820
Baton Rouge, LA 70813
225-771-2360

July 20, 2016

Dear Office of Executive Vice President for Academic Affairs and Provost:

This letter comes in reference to the Southern University **Director of Assessment and Self-Study position**. After reviewing the job description and qualifications for the position, I am confident that the position is ideally suited to my educational background, experiences, and professional goals. I have a B.S. and M.S. in computer science from Southern University and A&M College. I am currently working on my third degree; a doctorate in higher education at Louisiana State University.

Currently, I serve as the Title III Director at Southern University and A&M College. I work directly beneath the Vice Chancellor of Research and Strategic Initiatives. Although my daily responsibilities consist of administrating and monitoring Title III funds, I still have a connection to reporting. Similarly, to my previous position with LCTCS, I work daily to ensure that Southern University is consistently reporting validate data.

Once I began working in institutional research, I found a true love for data. I was very involved with internal, state and federal reporting. On a daily bases, I consistently worked with the colleges within LCTCS to ensure that accurate and consistent data was captured in Banner to represent the institutions and LCTCS with integrity. I also work very closely with the IT Department to make sure we were capturing all data elements needed for reporting. In addition to these tasks, I was often traveling within the state to train and provide leadership to employees on new policies and procedures so that their institution would stay in compliance with state and federal regulations. Lastly, I worked at the system level overseeing several federal grants funded to LCTCS. In this role, I worked on grant writing; routine college internal and external grant reports; evaluating project progress, challenges, and corrective action; and maintaining compliance with federal, state, and college regulations and policies. In program oversite I gave leadership with program implementation of goals, objectives, and activities as developed in the grant proposal; Achieve grant objectives in retention, persistence, graduation, and transfer of project participants; and program evaluation to ensure

project progress and accomplishments. I also worked with colleges within LCTCS to collaborate with departments and programs to enhance the student experience and academic achievement. Another important part of this oversight is the fiscal management component; which included grant budget preparation, monitoring and complying with appropriate regulations and policies. Maintain eligibility of grant funds and future funding.

Prior to the start of my career in higher education administration working with policy and big data analysis, I was a full time computer science instructor and program manager. I was responsible for developing courses that were in alignment with curriculum as well as working with faculty and scheduling.

I look forward to hearing from Southern University regarding this position. I would welcome the opportunity to discuss how I can be an added value to the Office of Executive Vice President for Academic Affairs and Provost.

Thanks,

Sheila D. DeRouen

Sheila Duplechain DeRouen

Sheila A. Duplechain
Sheila.duplechain@gmail.com
320 Kay Drive, Baton Rouge, LA 70815
225.361.0338(fm) or 225.936.4110(cell)

Education and Certifications

Educational Leadership / Research – PHD Louisiana State University, LA	Currently Enrolled-Expected Graduation May 2017
Masters of Science in Computer Science Southern University and A & M College, LA	May 2006
Bachelors of Science in Computer Science Southern University and A & M College, LA	December 2002
Online Teaching Certification Baton Rouge Community College	July 2009
SOCRATES Online Teaching Certification South University	March 2011

Professional Background

Title III Director (November 2012-**Present**)
I oversee the day-to-day management of the Title III project activities working toward achieving the project's goals. I work with the President and his Executive Staff to ensure the optimal integration of the project's activities with all components of the College. As Director, I maintain effective communication channels and establish procedures to assure the operation of the project remains congruent with the goals of overall institutional development. I prepare and monitors fiscal and technical reports, authorize expenditures and coordinates the various college staff that will lead the grant activities and successfully complete the project. I also share administrative control of the activity with the Office of Sponsored Program Accounting to assure optimal institutionalization of grant activities and work closely with Title III Activity Directors as they work toward accomplishing Title III objectives.

MAJOR RESPONSIBILITIES:

- Serve as the chair of the Title III Steering Committee
- Coordinate activities in a manner that will facilitate maximum effectiveness and utilization of program resources including personnel.
- Facilitate the development and implementation of an effective and objective system of evaluation of all program components and their impact upon the college
- Remain current on Title III and U.S. Department of Education policies and grant terms/conditions and to assure that the program operates in compliance throughout the period of federal support.
- Assist in the recruitment of key program personnel and assist staff in the coordination of external resource personnel.
- Oversee the preparation and monitoring of fiscal and technical reports relating to the project for both the college and the U.S. Department of Education.
- Coordinate the writing and submission of annual performance reports.
- Authorize any and all expenditures in the Title III project and maintain control over the budget and responsibility for the appropriate utilization of funds.
- Ensure that all external contract arrangements are operating and executed according to schedule and policy, and to work with college personnel to conduct necessary bidding where appropriate or required. .
- Advise and assist in the inventory and distribution of all Title III equipment.
- Work with college staff to institutionalize new practices and improvements according to the project schedule.
- Manage all aspects of the activity
- Supervise activity staff
- Manage and monitor activity budget

- Ensure successful, timely accomplishment of activity's implementation strategies and approved objectives. 2
- Ensure that required evaluation data are gathered.
- Facilitate and coordinate the analysis and interpretation of evaluation data, as well as communication of same to appropriate college personnel
- Maintain records of all aspects of the activity
- Prepare formative and summative reports regarding the Activity as prescribed in the evaluation plan
- Develop strategies for student retention/transition that are responsive to students' needs.
- Communicate an informed understanding of the objectives of the project to all college constituencies
- Establish and maintain effective communication channels and procedures to assure that the operation of the project remains congruent with the goals of overall institutional development.

Research and Quality Assurance Manager,

Louisiana Community and Technical College

(November 2012-November 2015)

Responsible for managing, the import, validation and modeling of data for

- Analysis and evaluation on a broad range of topics including, but not limited to those involving faculty, student and financial data
- Enrollment management, fiscal planning, program evaluation and policy analysis.
- The writing of SQL queries to retrieve data from relational source systems.
- Development of ad-hoc queries to investigate data issues, and assimilate technical knowledge with business requirements.
- Design and delivery of IDM interfaces for reporting, dashboards, analytics, data downloads, and other resources.
- Develop and lead training sessions on
 - State of Louisiana accountability and performance reporting
 - Maintaining students security and confidentiality
 - State of Louisiana facilities data reporting for all LCTCS colleges
 - IPEDS student financial aid reporting
 - IPEDS enrollment and completion reporting
 - NSLDS Gainful Employment reporting
 - IPEDS State Coordinator
 - Data as the public face of the institution
- MOA for Office for Civil Rights Coordinator
To ensure service recipients enjoy equal access to programs, activities, and services regardless of race, color, national origin, sex, or disability.

Interim- Assistant Vice President of Institutional Research and Planning, Louisiana Community and Technical College System (LCTCS) (September 2012 –November 2012)

Responsibilities and accomplishments: Reporting directly to the Executive Vice President, responsibilities include

- A member of the president's leadership team, the System's finance, academic and student affairs, student financial aid and recruitment teams. Key responsibilities include
- Manage the System's institutional research and planning activities.
- development of statistical analysis and policies that are pertinent to the success of LCTCS System's leadership team's vision and goal while focusing on the System's big goal.
- providing data and analysis to support the re-branding and Marketing of LCTCS colleges.
- manage the LCTCS Grad ACT submission
- provide visionary and effective leadership across all System institutional research staff
- System Leadership Development Institute mentor and professor.
- Develop and lead training sessions on
 - State of Louisiana accountability and performance reporting
 - Maintaining students security and confidentiality
 - State of Louisiana facilities data reporting for all LCTCS colleges
 - IPEDS finance reporting

- IPEDS student financial aid reporting
- IPEDS enrollment and completion reporting
- NSLDS Gainful Employment reporting
- Data as the public face of the institution

Institutional Research Database Management Analyst/Senior Analyst,

Louisiana Community and Technical College System

(July 1, 2011 –September 2012)

Responsibilities and accomplishments: Reporting directly to the Assistant Vice President of Institutional Research and Planning, responsibilities include: maintaining the Student Enrollment System (SES), the current web-based student data management system for all technical colleges within the System.

Student Enrollment System, System Administrator. Duties include:

- Data editing and cleaning, such as faculty workload, employees, student enrollments, courses, course enrollments, degrees, and facilities.
- Daily and weekly snaps of data from the warehouse.
- Extract, prepare, validate, and submit data/reports according to state and federal guidelines (Board of Regents, IPEDS, Gainful Employment, Carl Perkins, Clearinghouse).
- Using statistical analysis to tell the store of each technical college in the System.

Enterprise Resource Planning System (ERP) reporting team. Accomplishments include

- Assist with developing and managing statistical performance models to inform policies, decisions and strategic planning.
- Assist with management of the System's performance and accountability analysis (Louisiana Grad Act, Strategic Plan, Operational Plan, and Formula Funding Analysis) to inform System leadership, state policy makers and constituents.
- Assist with development of the System Enterprise Resource Planning (ERP) –Banner Charter and Data Governance Policy
- Provide effective leadership across all System institutional research staff
- Provide research and statistical analysis leadership to all System administrative units to better guide leadership strategic planning and decision making. Leadership includes the design and development of in-depth quantitative and qualitative analysis using advanced methodologies such as predictive analytics, root cause analysis and modeling.
- Assist with development and training sessions on
 - Maintaining students security and confidentiality
 - IPEDS finance reporting
 - IPEDS student financial aid reporting
 - IPEDS enrollment and completion reporting
 - NSLDS Gainful Employment reporting
- Banner Reporting Implementation
 - I work with the Programmer/Analyst, Reporting Specialist to provide support to campus departments utilizing the campus ERP system, Ellucian Banner, through technical guidance, reporting and analysis, as well as providing enhancements to current workflows.
 - Writing data validation/edit procedures for the colleges to follow.

Computer Science Instructor/Program Manager,

Baton Rouge Community College

(August 2007-July 2011)

Responsibilities were to teach undergraduate fundamental courses in Computer Information Systems and programming courses. Along with teaching, preparing materials and presentations for instruction were also part of my duties. I participated in CIS program development and actively work on research in discipline. I also served on curriculum committee. In spare time, I did grant writing.

Customer Support Representative/Tech Support,

West Corporation

(June 2010- Dec 2010)

Responsibilities duties are to provide excellent customer service as a home-based agent to the clients' customer. I take telephone calls from customers in need of technical support. I trouble shoot to find solutions to the customer's technical issues.

Programmer/Analyst,

Louisiana Housing Finance Agency

(May 2006-August 2008)

Responsibilities were to write programs for home grown Agency software, HES. I made software modifications and assisted Agency staff and outside contractual agencies with software problems. I also partnered with software developers to create, test, and debug system enhancements. I taught HES training courses to Agency staff. I was also responsible for the maintenance of the Agency's website.

Computer Science Instructor,

Saint Francis Xavier Catholic School

(August 2005-May 2006)

Responsibilities were to teach middle school students the essential basics of Microsoft Office Applications. Preparing materials and presentations for instruction were also part of my duties.

Graduate Teaching Assistant,

Southern University- CIS Department

(January 2005-May 2005)

Responsibilities were to teach two undergraduate Microsoft Applications courses and execute scheduled office hours. Preparing materials and presentations for instruction were also part of my duties.

Graduate Assistant,

Southern University-Louis Stokes Louisiana Alliance for Minority Participation Management Office

(January 2004-January 2005)

Responsibilities consisted of creating databases, creating reports, installation of software packages and network printers, assist staff with technical problems, website maintenance, website updates, clerical duties, and assist supervisors with day-to-day task, conference planning and implementation, database management, reporting to internal and external superiors.

Honors Consider moving this after professional background

2010 NISOD Teacher of Excellence Award

May 2010

National Institute for Staff
and Organizational Development (NISOD)

Organization and Participation

- Alpha Kappa Alpha Sorority, Inc.
- Association for Institutional Research
- Southern Association for Institutional Research

POS CLASS				
EMP CLASS				
HI		RT		LV

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	2	F	9	7	1	2
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RECEIVED
JUN 28 2016

Office of the Executive Vice President
for Academic Affairs and Provost

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

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

TYPE OF APPOINTMENT:

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

Previous Employee Dr. Luria Young Reason Left Promotion
 Date Left 04/01/2016 Salary Paid \$80,000

Profile of Person Recommended

Length of Employment 08/1/2016 To 05/31/2017 and ongoing thereafter
 Effective Date of Employment 08/1/2016

Name Francesca M. Williams SS# S00019991 Sex F Race* B
 (Last 4 digits only)

Position Title: Associate Professor/Tenure Track Department: Science/Mathematics Education

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

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

Years Experience 11 Southern University Experience 2008

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>BS-Biological Sciences</u>	<u>SU Baton Rouge, La</u>	<u>2000</u>
	<u>MS-Reproductive Physiology</u>	<u>Washington State University-Pullman, WA</u>	<u>2002</u>
	<u>PhD-Curriculum & Instruction (Science Education)</u>	<u>LSU-Baton Rouge, La</u>	<u>2007</u>

Current Employer Southern University

Personnel Action

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

Annual Salary \$73,000 Salary Budgeted \$73,000 Hourly Rate, if applicable: _____

Pay Cycle: _____ Biweekly _____ Monthly X Faculty

Source of Funds: General Identify Budget: 211001-22488-61003-21000 Location: SUBR

Change of:

	<u>From</u>	<u>To</u>
Position:	<u>Academic Technology Innovative Coord</u>	<u>Associate Professor/Tenure Track</u>
Status:	<u>Monthly Unclassified</u>	<u>FT Faculty</u>
Salary Adjustment:	<u>\$64,000</u>	<u>\$73,000</u>

Financial Aid signature (if, applicable):

Source of Funds (Current)	Amount
211001-22488-61003-21000	\$73,000

List total funds currently paid this employee by Southern University:

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

Graduate School signature (if, applicable):

[Signature] 6/16/2016 Laurence Steiny 6/16/2016
 Vice Chancellor Date Dean/Unit Head Date
[Signature] 7-1-2016 [Signature] [Signature]
 Director/Personnel Date Chancellor Date
 Vice President/Finance Date
 Business Affairs/Comptroller Date
Ray R. Becton 7-1-2016 [Signature]
 President Date Chairman/S.U. Board of Supervisors Date

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino _____

Non-Hispanic or Non-Latino _____

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

Dr. Francesca Williams is being hired as replacement of Dr. Luria Young who accepted position of Assoc. Provost. Dr. Williams will be teaching two graduate courses/semester and developing online courses. Dr. Williams will conduct educational research for publication and direct and serve on doctoral dissertation advisory teams as well as write proposals for funding.

Must be completed by hiring supervisor:

EMPLOYEE REGULAR WORK SCHEDULE: M-F

EMPLOYEE DIRECT SUPERVISOR: Dr. Moustapha Diack

SUPERVISOR/DEPARTMENT CONTACT NUMBER 225-771-4784

NUMBER OF EMPLOYEES SUPERVISED, (if any) 0

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

Francisco M. Melton-Williams, Ph.D.
1700 University Drive, Baton Rouge, LA 70803
1010-333-2222

EDUCATION:

Louisiana State University, Baton Rouge, LA 70806

Doctor of Philosophy- Curriculum and Instruction (Science Education)

August 2007

Dissertation Title: Visualizing the Menstrual Cycle: Effects of a Redesigned Diagram on Community College Biology Students Learning

Washington State University, Pullman, WA 99163

Master of Science-Reproductive Physiology and Endocrinology

August 2002

Thesis Title: Vaccination of mice with LH and LHRH fusion proteins.

Southern University, Baton Rouge, LA 70813

Bachelor of Science- Biological Sciences

July 2000

Honors Thesis Title: Sickle Cell Disease Animal Models and Gene Therapy

EXPERIENCE:

Academic Technology/Innovation Coordinator March 2015-present

Division of Information Technology (DoIT)

- **Coordinates Blackboard to Moodle Transition**
 - **Organize committee meetings & maintain schedule of deliverables**
 - **Develop & deliver faculty training**

- **Coordinates SU Digital Initiative**
 - **Collaborate with colleges, departments, schools across SUBR to enhance teaching and learning**
 - **Collaborate with sister institutions and partners –SULC and SU Lab School to enhance and/or develop digital initiatives**
 - **Deliver Presentations for Student Orientation**
 - **Jag 365 2015 Summer Orientation sessions-provided students with intro to DoIT and what to expect for upcoming Fall semester**
 - **Welcome Week 2015-coordinated IT session for incoming freshman class with Academic Tech group and Live Text**

- Manage iPad inventory
- Coordinates Faculty Learning Community Professional Development – Faculty Tech Fridays
 - Sessions offered at least twice a month
 - Research, Evaluate and Recommend Student Engagement Tools and Software
 - Late Nite Labs for Online General Biology Lab Course in Biological Sciences Department-pilot Spring 2015; Adopted Fall 2015
 - Top Hat (student engagement) –pilot 2014-2015; adopted by Chemistry department Fall 2015
 - Tools and Apps: Explain Everything, Doceri, Kahoot, Socrative, Anatomy 4D
 - Design Training Sessions for Large Group
 - Apps- discipline specific and student engagement
 - Teaching with Technology
 - Mac User Tips & Tricks
 - iPad 101
 - Pedagogy of Educational Technology
 - Develop and Deliver One-on-One Training with Faculty
 - iPad use in Classroom
 - Pedagogy of Educational Technology
- Collaborates with the Center for Teaching and Learning Excellence for Faculty Academy of Master Educators
 - Instructional Technology and Curriculum Summer Institute
 - 6 week training for faculty to redesign courses
 - Midterm evaluation of implementation from summer experience
 - Pilot faculty for iBook development and deployment for Fall 2016 1:1 adoption for undergraduate students
- Assists Southern University Laboratory School with 1:1 iPad Adoption and Implementation
 - Coordinate meetings with Apple Representatives
 - Assist with execution of required paperwork
 - Design professional development for preK-12 teachers and staff
 - Assisted with faculty iPad launch
 - Collaborate with DoIT staff & SU Lab for student iPad Launch; expected launch January 2016
- Collaborated with Southern University System Office and SU Shreveport Staff for 2015 Faculty and Staff Awards Program in Shreveport

***Co-Director for Summer Transportation and Energy Institute
(2010-2015)***

College of Engineering, Southern University and A&M College, Baton Rouge, LA

- Designed curriculum aligned with state standards for 4 week High School STEM Institute
- Coordinated relevant field trips aligned with curriculum
- Recruited certified teachers for core courses
- Designed professional development
- Managed budget and reporting to funding agency
- Submitted final reports to funding agencies

Project Director

January 2009-February 2015

Office of Research and Strategic Initiatives Southern University and A&M College, Baton Rouge, LA

- Collaborated with Division of Information Technology, College of Education Arts and Humanities and The Center for Teaching and Learning Excellence to develop Tablet PC Initiative Pilot for Faculty
 - Faculty Tech Friday Sessions (once a month)
 - Faculty Learning Community via Blackboard (discussion board)
- Co-Designed 1st Sustainability Week
 - Activities included
 - System-wide undergraduate and graduate research poster competition; students from Southern University Baton Rouge, SU Ag Center and Southern University New Orleans
 - Guest Speakers and Presenters
 - Campus-wide activities and Sustainability Awareness Activities
 - Faculty and Staff Professional Development and Recognition Banquet
 - Collaborated with Southern University System Office to host 2013 Faculty & Staff Awards Program
 - Prepared Budget for entire week (student and Faculty/Staff Activities)
 - 2nd Sustainability Week held April 15-19, 2015
- Collaborated with Southern University System Office and SU New Orleans Staff for 2014 Faculty and Staff Awards Program in New Orleans
- Directed NSF Supplement: Defining International STEM Research Areas in International Research Participation
 - Coordinated consultant activities to investigate barriers and solutions to participation in International experiences
 - Findings: Develop Internationalization Project of entire campus
- Designed and developed activities for On-Line Middle School Energy

**Curriculum for Oak Ridge National Laboratory and Department of Energy
for Students in Japan and Hawaii**

- **Teacher Guide including script, benchmarks/outcomes (state/country specific), sample activities**
- **Online Discussion Forum on Edmodo.com for students and teachers to communicate across countries**
- **Designed Summer Research Experience for high school students to visit 3 cities in China**
- **Directed China-HBCU Engagement Initiative: Recruitment and Program Development**
- **Interacted with University Representatives at International Institutions on a Weekly Basis**
- **Coordinated visits with International University Representatives to visit campus and surrounding areas**
- **Coordinated meetings with faculty, staff and recruiter**
- **Designed recruitment brochure**
- **Developed fee structure including student fee distribution to recruiter and university departments**
- **Prepared Request for Proposal (RFP) to engage international recruiter**
Developed policy and procedures for engagement of students in international experiences
- **Designed professional development activities for K-12 science and math teachers including curriculum for classroom implementation**
- **Designed curriculum with activities for students at Spring Robotics Mini-Camp for Middle School Students**
- **Communicated directly with K-12 teachers and staff**
- **Grant writing related to science and math education, university research initiatives**
- **Organized, led and facilitated project-related meetings, including the creation of agendas and preparation of materials**
- **Communicated directly with university professors on related topics**
- **Coordinated meetings with university officials, professors and staff**
- **Coordinated meetings with private and public industry**
- **Communicated directly with federal funding agencies on topics related to science and math education and university research initiatives**
- **Developed response packet to ARRA 2009 to assist in seeking grant funds for university researchers**
- **Monitored project deliverables and timelines and performed corrective actions, as needed**
- **Documented activities and developed feedback reports to communicate project findings and activities to collaborators and other involved in various projects**

Curriculum Writer for Learning Blade
Thinking Media

August 2012-July 2013

- Developed original activities (approximately 3/month)
 - Correlation to Common Core Standards
 - Correlation to Next Generation Science Standards

Laboratory Manager

January 2003-July 2003

School of Veterinary Medicine, Louisiana State University, Baton Rouge, LA

Responsibilities included but not limited to:

- Daily maintenance of the laboratory
- Ordered supplies and equipment
- Animal handling
- Data Analysis

ACADEMIC EXPERIENCE:

Southern University and A&M College, Baton Rouge, LA

College of Education, Arts & Humanities

Online Adjunct Instructor-Curriculum & Instruction

July 2013-present

Courses Taught:

- CRIR 499, Capstone/Thesis Seminar (developed for online delivery)
- CRIR, 323, Multicultural Education
- CRIR 324, Secondary School Methods

College of Sciences, Agricultural and Family and Consumer Sciences

Adjunct Instructor-Biology

August 2012-present

Courses Taught:

- General Biology I Laboratory
- General Biology I (104) and II (105) -Online

Baton Rouge Community College (BRCC), Baton Rouge, LA

Division of Math, Science and Technology

Adjunct Instructor-Biology Online

January 2009-August 2009

Full-time Instructor- Biology (traditional and online) Aug 2007-Dec 2008

Adjunct Instructor-Biology

January 2003-July 2007

Teaching:

- General Biology I Lecture (traditional and on-line)
- General Biology I Laboratory(Course Coordinator)
- General Biology II Laboratory (Course Coordinator)
- Biology Laboratory I for Science Majors

- Anatomy and Physiology I Lecture and Laboratory (Course Coordinator)
- Administrative:
- Course Coordinator
 - Coordinate semester schedule for all course activities
 - Communicate directly with Lab Supervisor before, during and end of semester (preparation, troubleshooting)
 - Communicate directly with all Instructors
 - Weekly Reminders, upcoming labs
 - Created Hints and Tips for Teaching Course to allow for better flow of activities
 - Setup meetings to troubleshoot course activities
 - Develop course exams (5 plus comprehensive final)
 - Field Experience Coordinator for Associate in Science Teaching
 - Coordinate schools for students to participate in student teaching
 - Review assessments and prepare end of semester report on student teaching
 - Committees:
 - SACS Accreditation On Site Visit Team
 - 2-Year College Chemistry Consortium, Student Symposium Chair
 - Ms. and Mr. BRCC 2007-2008; 2008-2009
 - National Science Foundation Advanced Technology Education Grant Group
 - Environmental and Engineering Program Group (Board of Regents Enhancement Grant)
 - Science, Technology, Engineering and Math Club Advisor

Center for Energy and Environmental Studies, Southern University, Baton Rouge, LA

Summer Research Instructor, Small Mission to Planet Earth-Summer Institute
June 2008

- Developed and administered research activities for 6th & 7th grade students on the following topics:
 - Water, Wetlands, Watersheds, Hurricane Preparedness
 - MS PowerPoint, MS Excel

River Parish Community College, Sorrento, LA

Adjunct Instructor-Biology

August 2006-December 2006

Course taught:

- Medical Terminology (HESC 1000)

Workforce, Corporate and Continuing Education at BRCC, Baton Rouge, LA

Summer Youth Academy Science Instructor

June 2005-July 2005

Responsibilities included but not limited to:

- Presentation of science concepts to middle school students
- Developed and administered activities to reinforce presented concepts

Department of Animal Science, Washington State University, Pullman, WA
 Teaching Assistant August 2000-May 2002

- AS 101 - Introduction of Animal Science Laboratory
- AS 350/351 – Reproductive Physiology (Lead TA)
- AS 440 – Animal Physiology (Lead TA)

PUBLICATIONS AND PRESENTATIONS:

- Edited Books

- Ales, J.D., PhD, Elkins, C.A, PhD, Garton, J., Godney, E., PhD, Hackney, M., PhD, Henry, J., Mellieon, F., Shahajan, A.K.A., PhD, Velupillai, K. Younger, L. 2007. *Biology 101 Laboratory Manual*. United States: Thomson.
- Ales, J.D., PhD, Elkins, C.A, PhD, Garton, J., Godney, E., PhD, Hackney, M., PhD, Henry, J., Mellieon, F., Shahajan, A.K.A., PhD, Velupillai, K. Younger, L. 2007. *Biology 102 Laboratory Manual*. United States: Thomson.

- Journals

- Li, S., Xia, X., Mellieon, F.M., Liu, J., Steele, S. 2004. Candidate genes associated with tumor regression mediated by intratumoral IL-12 electroporation gene therapy. *Molecular Therapy*, 9, 347-354.

- Presentations

- Louisiana's Open Textbook Panel at the *eLearning: Yesterday's Dream, Today's Reality* Sponsored by the Louisiana Board of Regents and its Electronic Task Force
- Making Technology Work for You, presented at the National Forum of Black Public Administrators Executive Leadership Institute, Feb 26, 2016
- Personalized Learning at Southern University and A&M College, presented at the Digital Education Leadership Conversation for Higher Education, December 2015
- Teaching with Technology for K-12, Southern University Laboratory School, Fall 2015
- Educational Technology Pedagogy = theory behind teaching with technology, Environmental Toxicology Seminar Series, September 11, 2015

- National Science Foundation, Office of International Science and Engineering Advisory Council Meeting Presentation, October 24, 2012, entitled: STEM International Experiences: Minority Serving Institution Perspective

GRANTS & MAJOR RESEARCH PROJECTS:

- Principal Investigator, Louisiana Board of Regents, E-Learning Innovation: SUBR Digital: Educating Beyond the Bluff with Digital Textbooks, 2015-2016, \$15,000
- Project Director, National Science Foundation, Defining STEM Research in International Research Participation, 2012-2014, \$99,600
- Principal Investigator, Thurgood Marshall College Fund, STEM Retention and Migration Project, 2011-2013, \$5,000
- Principal Investigator, Dow Promise Grant for Summer Transportation and Energy Institute, Summer 2011, \$10,000
- Principal Investigator, Dow Promise Grant for Summer Transportation and Energy Institute, Summer 2010, \$5,000
- Project Coordinator, National Science Foundation, ITEST: Small Mission to Plant Earth, 2005-2009, \$1,586,796
- Principal Investigator, Math and Science Summer Institute Grant from BP, 2010-2012, \$150,000
- Co-PI Board of Regents Academic Enhancement Grant: Academic Support for BRCC Environmental and Engineering Programs that Address Louisiana Workforce Needs 2008
- Co-PI Baton Rouge Community College Academic Enhancement Grant, 2007-2008
- Co-PI National Science Foundation, Advanced Technology Education Planning Grant

PROFESSIONAL QUALIFICATIONS:

- Graduate Student Mentoring
 - Tillerie Darby-White: " *Assessing students' learning outcomes, attitudes, and self-efficacy toward the integration of virtual laboratory in general chemistry*"
 - Ignatius Shu: "A Comparative study of the effectiveness of traditional biology laboratory (TL- BL; hands-on lab) and non-traditional biology laboratory (NT - BL; virtual laboratory) on undergraduate students' learning outcomes in the general biology lab course"
- Committees

- Critical Language Scholarship Program Reviewer, Fall 2012
- **Certifications**
 - Apple Foundations Trainer, September 2015
 - Apple Ecosystem: iBooks Author (2015); iPad Power User (2015);
 - Online Teaching Certification-Southern University and A&M College, 2013
 - Certified to teach online at Baton Rouge Community College-Summer 2008
- Well versed in curriculum design, development and instruction on all levels and the enhancement of STEM learning, teaching and assessment. Strong knowledge of pedagogy needs assessment and evaluation tools and methods. Research interests are curriculum redesign, teaching and learning in STEM, undergraduate education, and K-12 STEM alignment with state and national standards.
- **Software and Technology:** Online Teaching Certification, Blackboard, BANNER, Vernier, MS Word, MS Works, MS PowerPoint, MS Excel, Minitab and SAS
- **Research and Laboratory Techniques** (culturing E.coli for Recombinant protein production; blood collection via jugular and coccygeal vessels (bovine), via cardiac puncture and saphenous vein (mouse); serum separation, mixing laboratory reagents i.e. media & buffers; protein purification using metal affinity chromatography; electrophoresis (SDS PAGE); vaccine preparation by oil-water emulsification; mouse ovariectomy
- **Laboratory Equipment** (pH meter, analytical balance, centrifuge, sonicator, autoclave)

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	2	F	9	7	5	8
-----------------	---	---	---	---	---	---

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

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

Academic
 Temporary
 Tenured
 Tenured Track
 Other (Specify) _____

Non-Academic
 Part-time (_____ % of Full Time)
 Undergraduate Student
 Graduate Assistant
 Retiree Return To Work

Civil Service
 Restricted
 Job Appointment
 Probationary
 Permanent Status

Previous Employee Willa Moore Reason Left Retired
 Date Left 5/31/2016 Salary Paid _____

Profile of Person Recommended

Length of Employment 07/01/16 To 06/30/17
 Effective Date 08/01/16

Name Mwalimu J. Shujaa SS# S00019358 Sex M Race* B
(Last 4 digits only)

Position Title: Professor, School of Education Department: College of Humanities & Interdisciplinary Studies

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 41 Southern University Experience 8

Degree(s)	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	Ed.D. - Education	Rutgers University - New Brunswick, NJ	1989
	M.A. - Special Education	Trenton S. Col. of NJ-Trenton, NJ	1979
	B.A. - Social Sciences	Kan St. Col(Now Pittsburg St. Univ) - Pittsburg,KS	1972

Current Employer SUBR

Personnel Action

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

Recommended Salary 67,25 Salary Budgeted 67,825

Source of Funds State

Identify Budget: 211001-22252-610 02-24100 Location _____
 Form Code: _____ Page 1 Item # 1

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

Financial Aid signature (if, applicable): _____

List total funds currently paid this employee by Southern University:

Comments: (Use back of form)

Source of Funds	Amount

*See Reverse Side

Graduate School signature (if, applicable): _____

<u>[Signature]</u> Supervisor Date <u>8/22/16</u>	<u>[Signature]</u> Dean/Unit Head Date <u>8/22/16</u>
<u>[Signature]</u> Vice Chancellor Date <u>8/23/16</u>	<u>[Signature]</u> Chancellor Date <u>8/23/16</u>
<u>[Signature]</u> Director/Personnel Date <u>8/23/16</u>	<u>[Signature]</u> Vice President/Finance Business Affairs/Comptroller Date _____
<u>[Signature]</u> President 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:

Dr. Mwalimu J. Shujaa will serve as Professor in the School of Education, Department of Curriculum and Instruction

EMPLOYEE REGULAR WORK SCHEDULE: M-F; 8:00 a.m. – 5:00 p.m.

EMPLOYEE DIRECT SUPERVISOR: Ver.Janis Peoples

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

- Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- Application for Employment Form Admin/Fac/Uncl Positions(Civil Service Application for classified employees)
- Authority to Release (signed by employee) (submitted to 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 Authorization (for classified, if applicable)

SOUTHERN UNIVERSITY SYSTEM
BUDGET OFFICE
21001-22250-61003-21000
AUG 23 2016
[Signature]
FUNDS AVAILABLE

MWALIMU J. SHUJAA, Ed.D.

ACADEMIC PREPARATION

- Ed. D.** Rutgers University Graduate School of Education, New Brunswick, NJ (1989)
Anthropology of Education (Social and Philosophical Foundations of Education)
- M.A.** Trenton State College (*now College of New Jersey*), Trenton, NJ (1979)
Special Education
- B.A.** Kansas State College (*now Pittsburg State University*), Pittsburg, KS (1972)
Social Science

CAREER OVERVIEW

- 2012-present Southern University at New Orleans
Dean, College of Education and Human Development
- 2011-2012 Southern University and Agricultural & Mechanical (A&M) College
Interim Dean of the Graduate School
- 2008-2011 Southern University and Agricultural & Mechanical (A&M) College
Baton Rouge, LA
Executive Vice-Chancellor & Provost
Professor of Education
- 2006-2008 Medgar Evers College of the City University of New York, Brooklyn, NY
Professor of Education
- 2001-2006 Fort Valley State University, Fort Valley, GA
Executive Director (Founding) African World Studies Institute
Professor of Education
- 1998-2001 Medgar Evers College of the City University of New York, Brooklyn, NY
Dean School of Liberal Arts and Education
Professor of Education
Director (Founding), The DIRECT (Diopian Inquiry and Research on Education as Culture Transmission) Center
- 1989-1998 State University of New York at Buffalo
Director (*Founding*). Center for Interdisciplinary Research on Teaching Africana Studies in Schools (CIRTASS), Graduate School of Education, Department of Educational Leadership and Policy, Sociology of Education and Faculty of Arts and Letters, Department of African American Studies (1996-1998)
Associate Professor (1995)
Assistant Professor (1989)
- 1987-1989 Rutgers University, New Brunswick, NJ
Research Associate, Center for Policy Research in Education, Eagleton Institute of Politics
- 1982-1987 United Progress Inc./Trenton Head Start Programs, Trenton, NJ
Special Needs Coordinator
- 1981-1982 Trenton State College, Trenton, NJ
Assistant Director of Grants, Division of Continuing Studies

- 1974-1981 United Progress, Inc./East Trenton Community Center, Trenton, NJ
Executive Director
- 1973-1974 Princeton School for Exceptional Children, Princeton, NJ
Instructor
- 1972-1973 University of Kansas, Graduate School Bureau of Child Research, Department of Media
Support Services, Parsons State Hospital, Parsons, KS
Editor

SCHOLARLY & CREATIVE ACTIVITIES

Dissertation

"Teachers' responses to education reform: The structure of belief and the rhetoric of compliance and resistance." Ann Arbor, MI: University Microfilms International, 1989. Listed in *Dissertation Abstracts International*, Volume 50, Number 12, 1990.

Books

The Encyclopedia of African Cultural Heritage in North America (2 vols.), Thousand Oaks, CA: SAGE Publications (July 2015). (Co-General Editor with Kenya J. Shujaa)

Beyond desegregation: The politics of quality in African-American schooling. Newbury Park, CA: Corwin Press, 1996.

Too much schooling, too little education: A paradox of Black life in White societies. Trenton, NJ: Africa World Press, 1994.

Articles Published in Refereed Journals

"The widening gap between education and schooling in the Post 9/11 era." The 2002 Charles H. Thompson Lecture-Colloquium Presentation. *Journal of Negro Education*, 2003, 72(2), pp. 179-189.

"African-American Enrollment and Retention in Higher Education: An Application of Game Theory." *Trotter Review*. Boston: University of Massachusetts, 1998, pp. 23-28. (In collaboration with Lomotey, K., Nelson-Brown, T.A., and Rivers Kyles, Shariba.)

"Afrocentric education." *African Peoples Review*, 1996, v(2), pp. 17-18. (In collaboration with Lomotey, K.)

"Conflict, learning, and change in a school/university partnership: Different worlds of sharing." *Theory Into Practice*, 1996, 35(3), pp. 165-172. (In collaboration with Noffke, S. E., Clark, B. G., Palmeri-Santiago, J., and Sadler, J.)

"Mandating culturally relevant teaching for children of African descent: A case study of how teachers think about who they teach and how they teach (Parts 1 & 2)." *African Peoples Review*, 1995-1996, iv(3), pp. 7-8 & v (2), pp. 14-15.

"Cultural self meets cultural other in the African experience: An analysis of teachers' responses to a curriculum content reform." *Theory Into Practice*, 1995, 34(3), pp. 194-201.

"Education and schooling: You can have one without the other." *Urban Education*, 1993, 27(4), pp. 328-351.

"Afrocentric transformation and parental choice in African American independent schools." *Journal of Negro Education*, 1992, 61(2), pp. 148-159.

"How shall we sing our sacred song in a strange land?: The dilemma of double consciousness and the complexities of an African centered pedagogy." *Journal of Education*, 1990, 172(2), pp. 45-61. (In collaboration with Lee, C. D. and Lomotey, K.)

"Organizational learning and information management: The high school dropout problem revisited." *Educational Policy*, 1990, 4(3), pp. 193-213. (In collaboration with Richards, C. E.)

"State-sponsored school performance incentive plans: A policy review." *Educational Considerations*, 1990, 17(2), pp. 42-52. (In collaboration with Richards, C. E.)

"Designing state accountability systems to improve school-based organizational learning." *Administrator's Notebook*, 1989, 33(2), pp. 1-4. (In collaboration with Richards, C.E.)

Book Chapters

"Education and schooling: You can have one without the other." Ama Mazama, *The Afrocentric paradigm*. Trenton, NJ: Africa World Press, 2003, pp. 245-264.

"A fork in the road from Brown: Analyses of two strategies and their goals for African American schooling." K. Lomotey and C. Teddlie, *Readings on Equal Education, Vol. 14, 40 Years After the Brown Decision: The Current and Future Sociological Implications of School Desegregation*. New York: AMS Press, 1997, pp. 421-444. (In collaboration with Johnson, S.)

"Coming home again: Re-Africanization as personal transformation." Erriel D. Roberson, *To heal a people: Afrikan scholars defining a new reality*. Columbia, MD: Kujichagulia Press, 1996, pp. 37-67.

"Teacher performance incentives." Pedro Reyes, *Teachers and their workplace: Commitment, performance, and productivity*. Newbury Park, CA: Sage, 1990, pp. 115-140. (In collaboration with Richards, C. E.)

"Parental choice in independent neighborhood schools: Defining a tradition." Diana T. Slaughter and Deborah Johnson, *Visible now: Blacks in private schools*. Westport, CT: Greenwood, 1988, pp. 184-199. (In collaboration with Ratteray, J. D.)

"Expanding 'schools of choice' for African-Americans: Independent neighborhood schools in New Jersey." Robert C. Holmes, In *Blacks in New Jersey 1987 report: Crisis in urban education*. Absecon, NJ: New Jersey Public Policy Research Institute, 1988, pp. 39-50. (In collaboration with Ratteray, J. D.)

"A curriculum framework." Joan Davis, *Start your own school: Ten school founders and administrators tell how*. Washington, DC: Institute for Independent Education, 1988, pp. 9-15.

Encyclopedia Entries

"Initiation." M. K. Asante and A. Mazama, *Encyclopedia of African Religion*. Thousand Oaks, CA: Sage Publications, 2009, pp. 342-344.

"Rituals." M. K. Asante and A. Mazama, *Encyclopedia of African Religion*. Thousand Oaks, CA: Sage Publications, 2009, pp. 575-580.

"Council of Independent Black Institutions." M. K. Asante and A. Mazama, *Encyclopedia of Black Studies*. Thousand Oaks, CA: Sage Publications, 2005, pp. 200-202.

"Afrocentric Education." M. K. Asante and A. Mazama, *Encyclopedia of Black Studies*. Thousand Oaks,

CA: Sage Publications, 2005, pp. 63-65.

"Afrocentrism." C.A. Grant and G. Ladson-Billings, *Dictionary of Multicultural Education*. Phoenix: Oryx, 1997. (In collaboration with Lomotey, K.)

"William Edward Burghardt Du Bois (1868-1963)." J. J. Chambliss, *Philosophy of Education: An Encyclopedia*. New York, NY: Garland Publishing, 1996, pp. 165-168.

"Afrocentrism and Afrocentric education." F. C. Jones-Wilson, et al, *Encyclopedia of African American Education*. Westport, CT: Greenwood Press, 1996, pp. 15-17. (In collaboration with Lomotey, K.)

"The Council of Independent Black Institutions." F. C. Jones-Wilson, et al, *Encyclopedia of African American Education*. Westport, CT: Greenwood Press, 1996, pp. 124-125. (In collaboration with Lomotey, K.)

"Afrocentricity." J. Salzman, D. L. Smith and C. West, *Encyclopedia of African American Culture and History*. New York: Macmillian, 1996, pp. 4-6. (In collaboration with Lomotey, K.)

Edited Journals

"Beyond desegregation: Perspectives from the 90s." *Educational Policy* (Special Issue), 1993, 7(3).

"Social and cultural tensions in the schooling of African-Americans: Critical reflections." *Urban Education* (Special Issue), 1993, 27(4).

Essay Review

Review of "The empowerment of teachers: Overcoming the crisis of confidence." *Education Administration Quarterly*, 1999, 25(4), pp. 410-413.

Reports and Monographs

"Teachers' responses to the implementation of an African-American curriculum content infusion policy: Final report." An unpublished manuscript, State University of New York at Buffalo, Graduate School of Education, Buffalo Research Institute for the Education of Teachers (BRIET), Buffalo, NY, 1991.

"A pilot project to prepare graduate students in educational administration for assessment center evaluation." An evaluation report submitted to the New Jersey LEADS Consortium, New Brunswick, NJ, 1989.

"Dare to choose: Parental choice at independent neighborhood schools." A report submitted to the U.S. Department of Education under grant #G008510413. Washington, D.C. Institute for Independent Education, 1987. (In collaboration with Ratteray, J. D.)

Training Manual

"Parents as effective educators and school policy makers." Chicago: G.R.E.A.T. Community Coalition and School Tech Services. Supported by a grant from the John D. and Catherine T. MacArthur Foundation, 1990. (In collaboration with Lomotey, K. and Charles, H.)

Other Publications

"What teachers think they are doing when they think they are teaching African/African American curriculum content: Some observations." *Graduate School of Education Newsletter* (State University of New York at Buffalo), Summer 1992, pp. 1, 6-7.

"Parental choice of an Afrocentric independent school: Developing an explanatory theory." *Sankofa*, 1988, 2(1), pp. 22-25.

"Bridging the researcher-consumer gap: Strategic procedures to obtain commercial dissemination of educational materials." Project MORE Working Paper No. 301. Lawrence, KS: University of Kansas, Bureau of Child Research; Parsons State Hospital Training Center. Publication date: 1973-08-00. 22 pp. ERIC #: ED097013 (Written under the name of Cartwright, C., now known as Shujaa, Mwalimu J.) Available at: <http://eric.ed.gov/ERICWebPortal/contentdelivery/servlet/ERICServlet?accno=ED097013>
"The children of Mimosa Cottage: Hope for the mentally retarded." *PTA Magazine*, November 1973, v68, pp. 29-31. (Written under the name of Cartwright, C., now known as Shujaa, Mwalimu J.)

"The Black student and the American dream." *Equal Opportunity Magazine*, September 1972, pp. 10-13. (Written under the name of Cartwright, C., now known as Shujaa, Mwalimu J.)

GRANTS & CONTRACTS

- 2006-2007 Project Director/Principal Investigator. International Development Partnership Award. \$25,000. Grant awarded to Fort Valley State University African World Studies Institute (later transferred to Medgar Evers College - CUNY) funded by the United Negro College Fund Special Programs Corporation (UNCFSP) through an arrangement with the U.S. Agency for International Development. Documented the perceptions and experiences of Afro-descendant students matriculated at selected Brazilian universities in order to inform affirmative action policy-making in higher education.
- 2005-2006 Principal Investigator. University System of Georgia Board of Regents' African-American Male Initiative. Dual Enrollment and Collaborative Learning for a Rewarding Education (D.E.C.L.A.R.E.). \$20,000. Supported a partnership initiative between Fort Valley State University and the Walton County Public Schools to improve African American male recruitment, retention, and graduation rates.
- 2002-2006 Activity Director. U.S. Department of Education Title IIIb ESEA of 1965. "*Developing an African World Studies Institute.*" \$616,350. Funded the operating and programming activities of the African World Studies Institute at Fort Valley State University.
- 2006 Contract Administrator/Principal Investigator. Brooklyn Bridge Project: February 2006. St. John's University, Queens, NY. \$8,001. A four-day program (February 14-19, 2006) that provided 16-18 year-old students from New York City opportunities to experience and learn about the culture, history, and identity among people of African descent.
- 2005 Contract Administrator/Principal Investigator. Brooklyn Bridge Project: Fall 2005. St. John's University, Queens, NY. \$5,782. A four-day program (October 20-23, 2005) that provided 16-18 year-old students from New York City opportunities to experience and learn about the culture, history, and identity among people of African descent.
- 2005 Contract Administrator/Principal Investigator. Project ReConnect: Summer 2005. St. John's University, Queens, NY. \$11,270. A seven-day program (June 11-17, 2005) that provided 16-18 year-old students from New York City opportunities to experience and learn about the culture, history, and identity among people of African descent.
- 2004-2005 Project Director/Principal Investigator. Cross Hemispheric Partnership Award. \$35,000. Grant awarded to Fort Valley State University (African World Studies Institute) funded by the United Negro College Fund Special Programs Corporation (UNCFSP) through an arrangement with the U. S. Agency for International Development.

- 2004-2005 Principal Investigator. Georgia Council for the Arts, Office of the Governor. \$424. Supported the 2004 African World Film Festival at Fort Valley State University.
- 2003-2004 Principal Investigator. Georgia Humanities Council. \$7,058. Supported the 2003 African World Film Festival at Fort Valley State University.
- 1999-2000 Principal Investigator. NAFSA: Association of International Association of International Educators. \$5,000. Funded through Cooperative Grants Program to increase awareness of and participation in international education opportunities at Medgar Evers College. Designated as a 1994-2004 model program.
http://www.nafsa.org/Document/uncovering_connections.pdf
- 1994-1995 Dr. Nuala McGann Drescher Affirmative Action Leave. \$13,500. Grant from NYSUT that supported completion of book and comparative data collection related to ongoing research on teachers' responses to African/African American curriculum content reform.
- 1993-1994 Co-Principal Investigator. Metropolitan Life Foundation College-School Partners Program Grant. \$50,000. Funded partnership with the Buffalo, NY Public School District for the preparation of in-service and pre-service teachers in areas related to multicultural pedagogy and transformation of school cultures. (In collaboration with Susan E. Noffke).
- 1991-1992 University Teaching Fellowship (*formerly Lilly Endowment Teaching Fellowship*), SUNY-Buffalo. \$3,000. Supported development of new graduate course in policy studies with a focus on urban contexts.
- 1990 New York African American Institute Summer Research Grant. \$2,500. Study of teachers' responses to new policy prescribing multi-cultural curriculum content.
- 1990 NYSUT-PDQWL New Faculty Development Award. \$750. Study of teachers' responses to new policy prescribing multi-cultural curriculum content.
- 1989-1990 Buffalo Research Institute on Education for Teachers (BRIET). \$500. Study of teachers' responses to new curriculum policy.

PRESENTATIONS

Refereed Conferences

"Being an African Outside of Africa: Awakening Consciousness." Symposium Co-Chairperson. 30th Annual Conference National Council for Black Studies, Houston, TX, March 15-19, 2006.

"Assessing Student Learning Outcomes in African World Studies: A Standards Based Approach." 29th Annual Conference National Council for Black Studies, New Orleans, LA, March 24-26, 2005.

"Constructing African-centered Paradigms for the Transformation of Consciousness." Symposium organizer and chairperson. 28th Annual Conference National Council for Black Studies, Atlanta, GA, March 17-20, 2004.

"Film as a Vehicle for the Transmission of Culture and Ideology in the African World." Symposium organizer and chairperson. 27th Annual Conference National Council for Black Studies, Atlanta, GA, March 19-22, 2003.

"Transformation of the Researcher Working Toward Liberation." Paper presented at the Annual Meeting of the American Educational Research Association, Chicago, IL, March 1997.

"They Should Tell the Whole Story: Students and Teachers Learning to Think Beyond Textbooks and

Tests." Paper presented at the Annual Meeting of the American Educational Research Association, Chicago, IL, March 1997. (Sadler, J.)

"Between Philosophies of Liberation and Methodologies of Oppression: Africa-centered Assumptions and Qualitative Research." Paper presented at the Annual Meeting of the American Educational Research Association, New York, NY, April 1996. (Murtadha, K., and Willis, M.G.)

"Majority-Minority Relations." Symposium organizer and chairperson. Global Ascendancy/Local Challenges in Education and Development. Midwest and Northeast Comparative and International Education Society (CIES) Regional Conference. Niagara Falls, NY, October 1995.

"Mandatory Instruction of African and African American Curriculum Content: A Case Study with Implications for Culturally Relevant Teaching." Paper presented at the Sixteenth Annual Ethnography in Education Research Forum Conference, University of Pennsylvania, Philadelphia, PA, March 1995.

"Diversion and Subversion: A Case Study in Progress of Collaboration Between European-American and African-American Teachers Over Issues of Curriculum (and Pedagogical) Reform." Teacher research symposium. Fifteenth Annual Ethnography in Education Research Forum Conference, University of Pennsylvania, Philadelphia, PA, February 1994.

"Too much schooling, too little education: An African American paradox." Paper presented at the Fourteenth Annual Ethnography in Education Research Forum Conference, University of Pennsylvania, Philadelphia, PA, March 1993.

"Education vs. Schooling: A Critical African-centered Analysis." Paper presented at the 1992 Annual Meeting of the American Educational Research Association, San Francisco, CA, April 1992.

"Overcoming Schooling?: A Critical Perspective on the Education of African Americans." Paper presented at the Annual Convention of the American Educational Studies Association. Kansas City, MO, October 1991.

"Does It Matter What Teachers Think? Teachers' Perceptions of a New Policy to Infuse African and African American Content into the School Curriculum." Paper presented at the 1991 Annual Meeting of the American Educational Research Association, Chicago, IL, April 1991.

"Teachers' Perceptions of a New Policy to Infuse African and African American Content into the School Curriculum." Paper presented at the Twelfth Annual Ethnography in Education Research Forum Conference, University of Pennsylvania, Philadelphia, PA, February 1991. (Kimberly A. Ballard)

"The Keys to Invested Policy Compliance: Understanding the Influence of Teachers' Sacred Norms." Paper presented at the Annual Meeting of the American Educational Research Association, Boston, MA, April 1990.

"Teachers' Responses to Planned Change: The Implications of Normative Framing and Perception." Paper presented at the Annual Meeting of the American Educational Research Association, Boston, MA, April 1990.

"Teachers' Responses to a Curriculum Innovation: The Curriculum Integration Project." Paper presented at the Eleventh Annual University of Pennsylvania Ethnography in Education Research Forum, Philadelphia, March 1990.

"Parental Choice of an Afrocentric Independent School." Paper presented at the Annual Meeting of the History of Education Society, Chicago, October 1989.

"Teacher Perceptions, Normative Framing and Responses to Planned Change." Paper presented at the 20th Annual Conference of the Northeastern Educational Research Association, Ellenville, NY, October 1989.

"Who Teaches to the Test? Using Multi-site Qualitative Research to Examine the Influence of State and Local Testing Policies on Teachers' Perceptions and Behavior." Paper presented at the Tenth Annual University of Pennsylvania Ethnography in Education Research Forum, Philadelphia, February 1989.

"Toward An Independent Black Education Ideology." Paper presented at the Fifth Annual Conference of the National Council on Black Studies, New York, April 1981.

Invited Papers, Presentations, and Workshops

"The scholarly legacy of Asa G. Hilliard III." Invited panelist. Presidential Session. Annual Meeting of the American Educational Research Association, New York City, NY, March 2008.

"To be an African Teacher: ReAfricanization as Personal and Professional Transformation." Keynote address presented at the 7th Annual Conference Uncovering Connections: Cultural Endurance between Africa, the Americas and the Caribbean, Medgar Evers College-CUNY, March 2-4, 2006.

"To be an African Teacher . . . Journeys of Becoming." Featured presentation for the Jegna Collective, held at First Afrikan Church, Lithonia, GA, February 25, 2006.

"Umoja – Unity Day Program." Keynote Address. Kwanzaa Cultural Access Center Kwanzaa Fest 2005 Matunda Ya Kwanzaa, Macon, GA, December 26, 2005.

"Re-Thinking the History of Afro-descendants." Plenary presentation. IV Congresso Municipal de Educação de São Paulo. São Paulo, SP, Brazil, November 17-18, 2005.

"Afro-Brazilian Culture and History is African Culture and History." Plenary presentation. IV Congresso Municipal de Educação de São Paulo. São Paulo, SP, Brasil, November 17-18, 2005.

"The Challenges of Teaching African Culture and History." Presentation for Núcleo de Estudos Afro-Brasileiros do Centro de Educação e Ciências Humanas da UFSCar. Universidade Federal de São Carlos. São Carlos, SP, Brasil, November 16, 2005.

"The Continuing Relevance of Cabral's Re-Africanization Concept to Addressing Identity, Cultural Diversity and Inequalities in the School Curriculum." Presentation at the International Seminar Exits from Slavery and Public Policies. UNESCO. Brasilia, Brasil. February 28 – March 2, 2005.

"Continuity and Change." Keynote address. The Nation House Programs 31st Anniversary Celebration. Washington, DC, May 29, 2005.

"Diversity and Education from the Perspective of Afro-descendants." Plenary presentation at the V Brazilian Forum on Education. Ministry of Education National Council of Education. Brasilia, Brasil, December 2, 2003.

"Citizenship and Africanities in Education" Presentation at Universidade de São Paulo. São Paulo, SP, Brasil, November 28, 2003.

"Facing the Challenges of Integrating African History and Culture in School Curricula." Presentation given at Universidade Presbiteriana Mackenzie, São Paulo, SP, Brasil, November 26, 2003.

"Institution Building." Jegnoch Circle Lecture, Nsaka Sunsum – The Atlanta Experience. Clark Atlanta University, Atlanta, GA, April 30 - May 3, 2003.

"The Widening Gap between Education and Schooling in the Post 9/11 Era." The 2002 Charles H. Thompson Lecture-Colloquium Presentation. Howard University, November 6, 2002.

"The Council of Independent Black Institutions' Model." Invited presentation. National Forum of the

School of Education. Howard University, Washington, DC, December 1-3, 1997.

"The Researcher as Griot: Telling and Retelling the Continuing African Epic." Keynote address presented at the Temple Educational Research Association Second Annual Conference, Temple University, Philadelphia, PA, May 2, 1997.

"Standards for Evaluating African Centered Educational Institutions." Paper presented at the Fourteenth Annual Ancient Kemet Studies Conference, Association for the Study of Classical African Civilizations, Tuskegee University, Tuskegee, AL, March 13-16, 1997.

"Re-Africanization, Nation building and African-Centered Education." Keynote address presented at School Tech Services Forum on African-Centered Education, Center for Inner City Studies, Northeastern Illinois University, Chicago, IL, October 25, 1996.

"The Nguzo Saba and the Politics of Education: The Significance of Cultural Nationalism to Nation-State Transcendent Thinking." Presentation at Eighth Annual Cheikh Anta Diop Conference, Department of African American Studies, Temple University, Philadelphia, PA, October 11-13, 1996.

"Education, Economics & Self-Reliance." Symposium chairperson. Africans at the Dawn of New Millennium Conference, International Institute for African Research, Reading, United Kingdom, September 13-15, 1996.

"The Rescue, Reclaiming and Restoration of African Forms of Indigenous Knowledge: Too Much Schooling, Too Little Education." Keynote address, Indigenous Knowledge: Its Role in the Academy - A Participatory Conference, Penn State University, University Park, PA, April 26-27, 1996.

"Afrikan Centered Educational Institution: Defining and Developing Pedagogies for Nation Building." Workshop organizer and presenter, Twelfth Annual National Ancient Kemet Studies Conference, The Association for the Study of Classical African Civilizations, Detroit, MI, March 1995.

"Afrocentrism, Afrocentric education and Independent African American Schools." Keynote address. WESTPHI Academy Fourth Annual Conference, London, England, October 1994.

"The Cultural and Social Complexities of Teaching About the African Experience in U.S. Public Schools." Visiting scholar's lecture. Louisiana State University, Department of Administrative and Foundational Services, September 1994.

"Self-location, Term-setting and Race Matters: A Case Study of African American and White Teachers Involved in Curriculum Change." Keynote address, College of Education Spring Research Conference, University of Cincinnati, June 1994.

"The Institution Building Process: African Centered Education in the U.S.—CIBI Models." Keynote address: Camden Black Parents and Teachers Association Conference. London, England, January 1994.

"What teachers think they are doing when they think they are teaching African/African American Curriculum Content." Visiting Minority Scholar Lecture Series, University of Wisconsin-Madison, January 1993.

"Literacy, culture, and ethnography: The fit that works?" Panelist at University of Pennsylvania Ethnography Research Forum, Philadelphia, PA, February 1992.

"Communication among researchers of color." Panelist at University of Pennsylvania Ethnography Research Forum, Philadelphia, PA, February 1992.

"Curriculum Infusion Problems." Presentation at the Research Focus on Black Education Special Interest Group, American Educational Research Association Pre-Conference Meeting. Chicago, IL, April 1991.

"Teachers' Perceptions of a New Policy to Infuse African and African American Content into the School Curriculum." Presented at Ronald Edmonds Memorial Lecture Symposium. Chicago, IL, March 1991.

"Implementing African-centered Curriculum Content." An in-service training workshop presented for District #6 Chicago Public Schools at Wendell Phillips High School under auspices of School of Tech Services. Chicago, IL, March 1991.

"Teacher Beliefs and the Implementation of African and African American Curriculum Content: Does It Matter What Teachers Think?" Paper presented at the Second National Conference on the Infusion of African and African American Content in the School Curriculum. Atlanta, GA, November 1990.

"Teacher Beliefs and the Implementation of African and African American Curriculum Content: Does It Matter What Teachers Think?" Workshop presented at the NAACP Community Summit on Education, Albany, NY, October 1990.

"Parent Involvement in the Independent Black School." Workshop conducted at the 1987 Council of Independent Black Institutions/Kent State University, Department of Pan-African Studies Teacher Training Institute, Kent State University, Kent, OH, July 1987.

"Cultural Influences on Child Development." Presented for Head Start Bureau, Administration for Children, Youth and Families, Office of Human Development Services, Department of Health and Human Services National Bilingual Multicultural Resource Support System Conference. Washington, D.C., August 1986.

"Multicultural Education in the Preschool." Workshop conducted at the New York University Resource Access Project Conference for Southern New Jersey. Egg Harbor, NJ, December 1985.

"The Multicultural World of Early Childhood." Workshop conducted at the Annual Conference of the Delaware Valley Association for the Education of Young Children. Philadelphia, PA, May 1984.

"Parent Involvement in the Independent Black School." Workshop conducted at the 1983 Council of Independent Black Institutions Teacher Training Institute. Chicago, IL, July 1983.

DISSERTATIONS CHAIRED

Lewis-Lane, Ilana Renee. *"The golden rule: Narratives about imparting values and knowledge among retired women educators of African descent"*. State University of New York at Buffalo. (2003)

Aboh, Sessi Stella Frieda. *"Becoming somebody: An examination of girls' persistence or non-persistence in a Benin Secondary School."* State University of New York at Buffalo. (L. Ilon) (2001)

Carter, Melody L. *"Social support systems as factors of academic persistence for African American, lower-income, first-year college students, and high school graduates not attending college."* State University of New York at Buffalo. (2000)

Sadler, Joanne. *"Selected teachers' perceptions and their implications for professional development and culturally relevant teaching of African curriculum content."* State University of New York at Buffalo. (2001)

Lucas, Richard. *"Community-based organizations in Buffalo's African American neighborhoods: Administrators' perspectives on effective relationships and collaboration with institutions of higher education."* State University of New York at Buffalo. (1999)

DeCastro-Ambrosetti, Debra. *"I just love those naughty boys: The power of language in the gender-based socialization of middle school students."* State University of New York at Buffalo. (1998)

Golden, Cecilia Griffin. *"Planned change vs. needed change: African American urban elementary school principals' perspectives on student portfolio assessment"*. State University of New York at Buffalo. (1998)

Tell, Shangi. *"The ideological and political class biases of multicultural education."* State University of New York at Buffalo. (1997)

Palmer, Howard. *"Perceptions of home, school, and community-related factors that contribute to academic underachievement among incarcerated African-Caribbean male students in an urban residential high school."* State University of New York at Buffalo. (1997)

Kathoon, Samadah. *"A Socially constructed realities among inner city, African American students: Narratives about growing up in the post civil rights era."* State University of New York at Buffalo. (1997)

Soudien, Crain A. *"Apartheid's children: Student narratives of the relationship between experiences in school and perceptions of racial identity in South Africa."* State University of New York at Buffalo. (1996)

White-Johnson, Adair. *"Narrated perceptions of schooling experiences among African American male dropouts at Maxima High School: A case study."* State University of New York at Buffalo. (1996)

Blair, Kevin. *"The role of social work, in the transmission of culture in American public schools."* State University of New York at Buffalo. (1996)

Johnson, Marilyn H. *"Nursing students' and faculty members' perceptions of barriers to African American students' persistence to graduation."* State University of New York at Buffalo. (1996)

Sekayi, Dia. *"Life history studies of African-American Intellectual Activists."* State University of New York at Buffalo. (1996)

Wilder, Margaret A. *"Mobility and status: A study of African-American college freshmen's perceptions of their schooling, home life and career choices."* State University of New York at Buffalo. (1995)

Horkheimer, Cecile. *"Adolescents with Tourette's Syndrome: An exploration of their behavior and learning patterns as they relate to perceived interactions and responses to their symptoms within ecosystems of self, family, and school."* State University of New York at Buffalo. (1994)

Lin, Tsai-Hsiu. *"Teachers' perceptions of using Asian or Asian American students' personal/cultural knowledge in teaching."* State University of New York at Buffalo. (1994)

Courses I've taught:

Fort Valley State University (undergraduate)

- AFWS 1001 Introduction to African World Studies
- AFWS 2003 Re-Africanization
- AFWS 3023 Africanisms
- AFWS 4045 Africa in Western Meta-narratives
- AWFS 4501 Capstone in African World Studies

University at Buffalo (graduate)

- OAP 589 Education and Socialization
- OAP 591 Theories of Education and Social Change
- OAP 594 Sociological Research Methods in Education (Qualitative)
- OAP 638 African American Education in Critical Sociological Perspective

Southern University at New Orleans (undergraduate)

- CDFS 470 Special Topics in Child Development and Family Studies

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER									
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CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

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

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

Profile of Person Recommended

Length of Employment July 1, 2016 To June 30, 2017

Effective Date August 1, 2016

Name Thomas Miller SS# S00020073 Sex M Race* W
(Last 4 digits only)

Position Title: Dean, College of Humanities and Interdisciplinary Studies Department: College of Humanities and Interdisciplinary Studies

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 21 Southern University Experience 20

Degree(s):

<u>Ph.D.-French Comparative Lit</u>	<u>LSU Baton Rouge, LA</u>	<u>2000</u>
<u>M.A.-French Comparative Lit</u>	<u>LSU Baton Rouge, LA</u>	<u>1992</u>
<u>B.A. English</u>	<u>Univ. of New Orleans</u>	<u>1979</u>

Current Employer SUBR

Personnel Action

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

Recommended Salary ~~122,000~~ \$113,000 *8/23/16* Salary Budgeted ~~122,000~~ \$113,000 *8/23/16*

Source of Funds State Funds

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

Change of:

Position	<u>Professor</u>	<u>From</u>	<u>To</u>
Status	<u>9 mos</u>		<u>College of Humanities and Interdisciplinary Studies</u>
Salary Adjustment	<u>50,559</u>		<u>12 mos</u>
			<u>122,000</u> <u>\$113,000</u> <i>8/23/16</i>

Financial Aid signature (if, applicable): _____ *8/23/16*

List total funds currently paid this employee by Southern University:

*See Reverse Side

Comments: (Use back of form)

Source of Funds	Amount

*See Reverse Side

Graduate School signature (if, applicable): _____

<u>[Signature]</u> <u>8/22/2016</u> Supervisor Date	<u>[Signature]</u> <u>8/23/16</u> Dean/Unit Head Date
<u>[Signature]</u> <u>8/23/16</u> Vice Chancellor Date	<u>[Signature]</u> <u>8/23/16</u> Chancellor Date
<u>[Signature]</u> <u>8/24/16</u> Director/Personnel Date	<u>[Signature]</u> Vice President/Finance Date
<u>[Signature]</u> <u>8/24/16</u> 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:

Dr. Thomas Miller will serve as Dean College of Humanities and Interdisciplinary Studies

EMPLOYEE REGULAR WORK SCHEDULE: 8:00am – 5:00pm

EMPLOYEE DIRECT SUPERVISOR: Dr. M. Christopher Brown II

SUPERVISOR/DEPARTMENT CONTACT NUMBER _____

NUMBER OF EMPLOYEES SUPERVISED, (if any) None

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

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

Job Description

Dean, College of Humanities and Interdisciplinary Studies

The Dean of the College of Humanities and Interdisciplinary Studies reports directly to the Executive Vice President for Academic Affairs and Provost and functions in a senior leadership position to provide direction and coordination of academic support programs within the college. This officer will also function as the senior officer in planning and assessment for that academic area and assists the Executive Vice President for Academic Affairs and Provost with the administration of academic policies and other matters. The Dean of the college shall be the college's chief administrative officer and shall be responsible for its resources, staff and budgets.

Qualifications

The Dean of the College of Humanities and Interdisciplinary Studies must have an earned doctorate, preferably in a humanities-related discipline and a record meriting appointment as a full professor in an academic department. The Dean must have a strong commitment to academic excellence and an ability to work with diverse constituencies; should demonstrate knowledge of disciplinary/professional trends and higher education activities; should be conversant in technological innovation in the discipline, demonstrate excellent interpersonal, oral and written communication skills, and demonstrate a collaborative approach to governance. The Dean oversees faculty and student participation in the determination of college and departmental policies and practices in course content, instructional procedures, budgets, and areas of obvious pertinence.

Thomas Lee Miller
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St. Gabriel, LA 70776
(225) 771-3030/(225) 454-5777 (mobile)
Thomas_Miller@subr.edu

EDUCATION

Louisiana State University, Baton Rouge, LA Ph.D., LSU Department of French and Italian,
LSU Department of Comparative Literature. Concentration in Medieval French Literature with
minor in twentieth century German Language Literature, May 2000.

Dissertation: Shaping the Subject in *La Chanson de Roland* and in Hermann Broch's *Der Tod des Vergil*. Dissertation Directors: Alexandre Leupin (Medieval);
Committee Members : John Pizer (Twentieth Century German); Nathaniel Wing (Literary
Theory); and Zelma Zebouni (Theory and Literature).

Louisiana State University, Baton Rouge, LA

M.A., LSU Department of French and Italian, LSU Department of Comparative Literature, June
1995.

University of New Orleans, New Orleans, LA

B.A. English Literature, May 1979.

ACADEMIC FELLOWSHIPS

Karl Ruprecht Universität, Heidelberg, Germany. September 1993 – July 1994.

Exchange Fellow: Louisiana State University/Karl Ruprecht Universität.

Université Paul Cézanne, Aix-en-Provence, France. September 1991 – July 1992

Exchange Fellow: Louisiana State University/_Université Paul Cézanne, Aix-en-Provence.

Freie Universität Berlin. Berlin, Germany. September 1981 – July 1982.

Exchange Fellow: Indiana University, Bloomington/Freie Universität Berlin

The Elliott Dow Healy Memorial Fellowship for outstanding graduate work in French Literature, \$1,000.
1993-1994.

PROFESSIONAL EXPERIENCE

Associate Professor, Southern University and A&M College, German and French, 2006 – Present

Assistant Professor, Southern University and A&M College, German and French, 2001 – 2006

Instructor, Southern University and A&M College, German and French, 1996 – 2001

Responsible for teaching, service and scholarship. Curriculum development in French.

Expansion of German language learning to include course offerings through Video Conferencing to students at University of Louisiana at Monroe (2000 – 2012), and Grambling State University (2008 – 2010).

Guest Faculty, Southern University Laboratory School. January – May 2014

Teacher of High School French

Guest Faculty, Zachary High School. January – May 2010.

Teacher of High School German through SUBR dual enrollment program.

Instructor, Louisiana State University, Baton Rouge, LA. French Language. August 1990 – August 1996.

Responsible for teaching and scholarship.

Teaching Assistant, Indiana University, Bloomington, IN. Instruction in German. August 1980 – May 1981.

Responsible for teaching elementary German.

WORKSHOPS AND PRESENTATIONS

Conference of Louisiana Colleges and Universities. March 2016.

US Pentagon: Dialogue on Army ROTC programs at HBCUs: How change in minimum ACT/SAT scores would affect Minority Student access to ROTC Offices training Programs. Washington, D.C. April, 2015.

(As a result of this Dialogue, the US Army decided not to add more stringent requirements for standardized testing scores for entry into ROTC Army officer training programs).

Louisiana Board of Regents Conference on Online Education. April 2015. (participant).

AAUP Summer Workshop on Faculty Governance. Chicago, IL. July 2015.

Keynote speaker: Faculty Convocation at Artvin Çoruh University. Artvin, Turkey. September 2014.

“The Idea of Faculty Governance at American Institutions of Higher Learning.”

(This meeting was part of a larger effort to strengthen ties between SUBR and institutions of Higher Learning throughout Turkey.)

Association of Louisiana Faculty Senates (ALFS). “Transformative Effects of Faculty Senate Leadership.” October, 2014.

AAUP Summer Workshop on Faculty Governance. Seattle, WA. July 2014.

Board of Regents: Tuition Task force. September 2013. (Invited by then Commissioner of Higher Education, Jim Purcell, to participate as contributor to multisession panel discussion on the effects of tuition increases on minority accessibility to Higher Education.

"The African Presence in Puerto Rico." Afro-Latino Week 2005. Department of Foreign Languages, Southern University, Baton Rouge, LA. February 2005.

"Language Learning in the Video Conferencing Classroom." College Language Association Annual Meeting. Athens, GA. April 2005.

Language and Culture for International Business Workshop for Foreign Language Educators. University of Memphis, Memphis, TN. Feb. 2004.

ACTFL Oral Proficiency Interview (OPI) Tester Training Workshop, Philadelphia, PA. November 2003.

SOUTHERN UNIVERSITY SERVICE

President, SUBR Faculty Senate, May 2012 – May 2016.

Vice President, SUBR Faculty Senate, May 2010 – May 2012

Senator, College of Arts and Humanities, SUBR Faculty Senate, May 2008 – May 2010

Arranged for reporter Andrew Vanacore of 'The Advocate' to interview SUBR students and was interviewed extensively for article: Special Report: Universities founded to offer minorities an escape from poverty struggling to fulfill their mission in Louisiana. January 27, 2016.

At the invitation of Alumni Federation President, testified before the House Education Committee in Favor of HB129 and HB171. May 2015

Hosted Louisiana State Treasurer John Kennedy to speak with SUBR Faculty Senate concerning impact of legislation proposed by the Louisiana House. February, 2014.

Testified before the Louisiana House Committee on Appropriations concerning HB143. April, 2014.

Initiated and organized 'New Faculty Orientation' for incoming faculty. September 2013.

Faculty Health Issue: Principle actor in addressing mold remediation of campus facility.

Situation resolved over the course of one year. Affected department able to return healthy work environment.

Mediation: Was able to successfully mediate between programs, department and college resulting in amicable outcome. This in response to some difficulties pertaining to academic reorganization.

Assistance with Program accreditation: Was successful in working with more than one program in helping ensure that they would be able to acquire those things necessary to achieve accreditation.

Recruiting: Was able to successfully recruit students year over year from local public school.

This school was sending no students to Southern. As a result of the recruiting effort this school now sends several students to Southern every year.

COMMITTEES (selected)

Chair, Committee for Assessment of Faculty Compensation. (Under direction of Assoc. Vice President for Human Resources.) March 2016 - Present.

Co-Chair, Search committee for Vice Provost for SUBR campus. February – March 2016.

Committee member, BlackBoard Moodle Migration. December 2015 – Present.

Co-Chair, Search committee for Executive Vice President for Academic Affairs/Provost. August – September 2015.

Committee member, Search Committee for President/Chancellor. May – June 2015.

Chair, Committee to study feasibility of System/Campus position of President/Chancellor. August – September 2014. (Served at request of Southern Board President, Bridgette Dinvaux)

Committee member, Steering Committee for University Strategic Plan. August 2014.

Committee member, Task Force for Student Retention (Noel Levitz). Fall 2014 – Present.

Committee member, University Budget Committee. July 2014 – Present.

Committee member, Search Committee for Director of Student Success, SUBR. July 2014.

Co-Chair, Academic Reorganization for SUBR Campus. August 2013 – January 2014.

PUBLICATIONS

Review: Richter Michael. "Das irische Erbe der Karolinger," YWOES, September 2004.

Review: Werner, Hans-Joachim. "Alkuins Bestimmungen der Philosophie in der Schrift *Disputation der vera philosophia*," YWOES, September 2004.

Review: Ward, Benedicta. "Bede the Theologian." In 'The Medieval Theologians. YWOES, September 2005.

Review: Shappard, Alice. "The King's Family: Securing the Kingdom in Asser's *Vita Alfredi*." YWOES, September 2005.

REFERENCES

Dr. Damian Ejigiri
Dean, SUBR Graduate School
5510 T. H. Harris Hall
Phone: (225) 771-4399 (office) / (225) 276-7624 (mobile)
Damian.Ejigiri@subr.edu

Dr. Diola Bagayoko
Southern University System Distinguished Professor of Physics
Director, the Timbuktu Academy and LS-LAMP
Dean, Dolores Margaret Richard Spikes Honors College
Southern University and A&M College in Baton Rouge (SUBR)
Office: 225-771-2730 or 225-771-4845
Cell Phone: 225-205-7482
Email: Bagayoko@aol.com and Diola_Bagayoko@subr.edu

Dr. Irma Cobb
Associate Chair, Department of Languages and Literatures
358 T. T. Allain
Phone: (225) 771- 2432 (office) / (225) 288-4822 (mobile)

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	2	m	9	9	20
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CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

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

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

Profile of Person Recommended

Length of Employment 07/01/2016 To Continuing
 Effective Date 08/01/16

Name Habib P. Mohamadian SS# S00019201 Sex M Race* Other
 (Last 4 digits only)

Position Title: Dean Department: College of Sciences and Engineering

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 38 Southern University Experience 35

Degree(s)	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>Ph.D.-Mechanical Engr.</u>	<u>LA State University-Baton Rouge</u>	<u>1982</u>
	<u>M.S.- Mech Engr.</u>	<u>LA State University-Baton Rouge</u>	<u>1978</u>
	<u>B.S.- Mech Engr.</u>	<u>University of Texas</u>	<u>1976</u>

Current Employer SUBR

Personnel Action

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

Recommended Salary 132,500 Salary Budgeted 132,500

Source of Funds State

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

Change of:

Position Dean College of Engr & Technology From Dean Sciences and Engineering To

Status _____

Salary Adjustment 127,398 132,500

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] 8/22/16
 Supervisor Date

[Signature] 8/22/16
 Dean/Unit Head Date

[Signature] 8/23/16
 Vice Chancellor Date
 Director/Personnel Date

[Signature] 8/23/16
 Chancellor Date
[Signature] 8/23/16
 Vice President/Finance Date
 Business Affairs/Comptroller

[Signature] 8/24/16
 President Date

Chairman/S.U. Board of Supervisors Date

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

ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

_____ Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

_____ Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

_____ American Indian or Alaskan Native. A person having origins in any of the original peoples of North American, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS: Effective August 1, 2016, Dr. Habib Mohamadian will serve as Dean of College of Sciences and Engineering at a salary will be \$132,500 yearly (12 months).

EMPLOYEE REGULAR WORK SCHEDULE: M F; 8-5

EMPLOYEE DIRECT SUPERVISOR: Dr. M. Christopher Brown II

SUPERVISOR/DEPARTMENT CONTACT NUMBER 225-771-4095

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

SOUTHERN UNIVERSITY SYSTEM
BUDGET OFFICE
2/1001-22681-6/002-24/00
AUG 23 2016

Ypdjones
FUNDS AVAILABLE

Job Description

Dean, College of Sciences and Engineering

The Dean of the College of Sciences and Engineering reports directly to the Executive Vice President for Academic Affairs and Provost and functions in a senior leadership position to provide direction and coordination of academic support programs within the college. This officer will also function as the senior officer in planning and assessment for that academic area and assists the Executive Vice President for Academic Affairs and Provost with the administration of academic policies and other matters. The Dean of the college shall be the college's chief administrative officer and shall be responsible for its resources, staff and budgets.

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HABIB P. MOHAMADIAN

Southern University and A&M College
College of Sciences and Engineering
P.B. S. Pinchback Engr Building
Baton Rouge, LA 70813-9969

Office Phone: (225) 771-5296
Cell No.: (225) 907-8831
E-mail: habib_mohamadian@subr.edu

EDUCATION

BS: University of Texas at Austin, 1976
MS.: Louisiana State University, Baton Rouge, LA, 1978
Ph.D.: Louisiana State University, Baton Rouge, LA, 1982

PROFESSIONAL EXPERIENCE

7/16 – Pres. Dean, College of Sciences and Engineering
7/02 – 6/16 Dean, College of Engineering
5/98 – 6/02 Chairman of Mechanical Engineering Department
6/06 - Pres. Board Member, Advancing Minorities' Interest in Engineering (AMIE)
7/02 – Pres. Member, HBCU Council of Engineering Deans
4/03 - Pres. Member, Louisiana Council of Engineering Deans
8/92 - Pres. Professor, Mechanical Engineering, Southern University.
8/86 - 8/92 Associate Professor, Mechanical Engineering, Southern University.
8/98 - 09/01 Chair, SACS Principal Committee on Educational Support Services
4/96 - 12/02 Campus Director and Assessment Coordinator of Synthesis Coalition
4/83 - pres. Consultant for Becnel Engineering Company and other consulting firms.
8/79 - 8/86 Assistant Professor, Mechanical Engineering, Southern University.
8/80 - pres. Project Director and Principal Investigator on several grants.

AREAS OF RESEARCH

Experimental Solid Mechanics, Thermal Stresses; Mechanics of Composite Materials; Modeling, Control and Optimization with Diverse Applications on Electrical, Mechanical, Automotive and Biomedical Systems: Signal Processing and Image Processing; Assessment of engineering education outcomes

Refereed Book Chapter:

Z. Ye, H. Mohamadian, "Digital Image Processing for Spatial Object Recognition via Integration of Nonlinear Wavelet-Based Denoising and Clustering-Based Segmentation", Chapter 11, Advances in Spatial Data Handling and GIS, Lecture Notes in Geoinformation and Cartography Series, Springer-Verlag Publisher, pp. 145-155, DOI: 10.1007/978-3-642-25926-5_11, ISBN 978-3-642-25925-8, Berlin Heidelberg, June 7, 2012 (EI 20134216853239)

PUBLICATIONS

1. Z. Ye, H. Mohamadian, and Hung Yen, "Quantitative Impact of Multiple Level Segmentation Using Swarm Intelligence Based Approach", 2016 International Mechanical Engineering and Technologies Conference (MECHATECH 2016) May 17 - 18, 2016, Istanbul, Turkey
2. Z. Ye, H. Mohamadian, "Application of Modern Control Theory on Performance Analysis of Generalized Notch Filters", 2016 International Conference on Modern Circuits & Systems Technologies (IEEE MOCAS 2016), May 12 - 14, 2016, Aristotle University, Thessaloniki, Greece
3. Z. Ye, H. Mohamadian, "Nonlinear Least Squares Regression Analysis and Diagnosis for Optical and Laser Measurement Systems", International Journal of Electrical, Electronics and Data Communication (IJEEDC), pp. 1-6, Volume 3, Issue 7, July 2015, Institute of Research and Journals Press

4. Z. Ye, H. Mohamadian "Intelligent Control Based Multilevel and Multiband Digital Image Thresholding Using Fuzzy Entropy and Particle Swarm Optimization", International Journal of Advance Computational Engineering and Networking (IJACEN), pp. 24-30, Volume 3, Issue 7, July 2015, Institute of Research and Journals Press
5. Z. Ye and H. Mohamadian, "Adaptive Clustering Based Dynamic Routing of Wireless Sensor Networks via Generalized Ant Colony Optimization", Elsevier Journal of Information Engineering Research Institute (IERI) Procedia, Vol. 10, pp. 2-10, ISSN: 2212-6678, DOI 10.1016/j.ieri.2014.09.063, Elsevier, 2014
6. Z. Ye and H. Mohamadian, "Simple Engine Exhaust Temperature Modeling and System Identification Based on Markov Chain Monte Carlo Approach", Journal of Applied Mechanics and Materials, pp. 224-228, Vol. 598, Trans Tech Publications, DOI 10.4028/www.scientific.net/AMM.598.224, Switzerland, 2014 (EI 15074751)
7. Z. Ye and H. Mohamadian, "System Identification of Simplified Engine Exhaust Temperature Model Based on Markov Chain Monte Carlo Approach", Journal of Applied Mechanics and Materials, Vol. 598, pp. 224-228, DOI 10.4028/www.scientific.net/AMM.598.224, Trans Tech Publications, Switzerland, 2014
8. Z. Ye and H. Mohamadian, "Comparative Study of Path Loss Models for Wireless Cellular Networks and Optimal Power Control with Respect to SINR Balancing", Journal of Information Systems Technology and Planning (JISTP), pp. 1-13, Volume 6, Issue 16, ISSN 1945-5240, 2013, International Consortium Press
9. Z. Ye and H. Mohamadian, "Creativity Stimulation for Engineering Education Enhancement with Quality Assurance Through Integration of ABET Technology Accreditation and LiveText Assessment Accreditation", Journal of Applied Global Research (JAGR), ISSN1940-1833, pp.55-64, Volume 6, Issue 16, 2013 , International Consortium Press
10. Z. Ye, H. Mohamadian, "Remote Sensing Feature Detection and Geoinformation Retrieval Via Multiscale 2D Gabor Wavelet Transform", pp.601-611, Proceedings of 16th International Academic Conference, Amsterdam, May 12 - 15, 2015
11. Z. Ye, H. Mohamadian, "Intelligent Control Based Multilevel and Multiband Digital Image Thresholding Using Fuzzy Entropy and Particle Swarm Optimization", Proceedings of the 2015 International Conference on Technological Advances in Electrical, Electronics and Computer Engineering (ICTAEECE 2015) , May 8-10, 2015, Barcelona, Spain
12. Z. Ye, H. Mohamadian, "Nonlinear Least Squares Regression Analysis and Diagnosis for Optical and Laser Measurement Systems", Proceedings of the 2015 International Conference on Engineering and Natural Science (ICENS 2015), May 8-10, 2015, Barcelona, Spain
13. Z. Ye, H. Mohamadian, H. Yin, "Pedagogical Advancement of Postgraduate Education by Incorporating Class Projects and Accreditation Management", Proceedings of 2015 ASEE Gulf Southwest Annual Conference, March 25-27, 2015, San Antonio, Texas
14. Z. Ye, H. Mohamadian, H. Yin and Y. Ye, "Practical Contour Tracing Via Integration of Adaptive Contrast Stretching and Gabor Wavelet Transform", Proceedings of 2014 Second International Conference on Advances in Computing, Electronics and Communication (ACEC2014), pp. 93-97, ISBN: 978-1-63248-029-3 DOI 10.15224/ 978-1-63248-029-3-82, Oct. 25-26, 2014, Zurich, Switzerland
15. Z. Ye and H. Mohamadian, "Adaptive Clustering Based Dynamic Routing of Wireless Sensor Networks via Generalized Ant Colony Optimization", Proceedings of 2014 International Conference on Future Information Engineering (FIE 2014), July 7-8, 2014, Beijing, China
16. Z. Ye and H. Mohamadian, "Multiple Ant Colony Optimization for Single Depot Multiple Trip Vehicle Routing Problems", Proceedings of 2014 Ershov Informatics Conference (PSI 2014), pp. 43-54, June 24 - 27, 2014, St. Petersburg, Russia
17. Z. Ye and H. Mohamadian, "System Identification of Simplified Engine Exhaust Temperature Model Based on Markov Chain Monte Carlo Approach", Proceedings of 2014 International Conference on (ICMSC2014) Mechanics, Simulation and Control, June 21-22, Moscow, Russia.
18. Z. Ye and H. Mohamadian, "Enhancing Decision Support for Pattern Classification via Fuzzy Entropy Based Fuzzy C-Means Clustering", Proceedings of the 2013 52nd IEEE Conference on

- Decision and Control, pp. 7432-7436, December 10-13, 2013, Florence, Italy (EI 20142517845860 & EI 14157522)
19. Z. Ye and H. Mohamadian, "Model Predictive Control on Wall Wetting Effect Using Markov Chain Monte Carlo", Proceedings of the 2013 IEEE Latin-American Conference on Communications (LATINCOM 2013), November 24-26, 2013, Santiago, Chile (EI 20141617591738 & EI 14148312)
 20. Z. Ye and H. Mohamadian, "Multivariate Optimization for Spectral Analysis Via Markov Chain Monte Carlo Approach", Proceedings of the 2013 IEEE Latin-American Conference on Communications (LATINCOM 2013), November 24-26, 2013, Santiago, Chile
 21. Z. Ye and H. Mohamadian, "Multilevel Wavelet Transform Based Sparsity Reduction for Compressive Sensing", Proceedings of the 2013 Workshop on Artificial Intelligence Techniques for Ambient Intelligence, pp. 1-8, July 16-17, Athens, Greece
 22. Z. Ye and H. Mohamadian, "Analysis of Multistage Sampling Rate Conversion for Potential Optimal Factorization", Proceedings of the 2013 IEEE 10th International Conference on Sampling Theory and Applications, pp. 244-247, July 1-5, 2013, Bremen, Germany
 23. Z. Ye and H. Mohamadian, "Exploiting Intelligent Decision Supports for Model-Driven Biomedical System Analysis", Proceedings of the 2013 Iberian Conference on Information Systems and Technologies, pp. 818 – 823, June 19-22, 2013, Lisbon, Portugal (EI 20134817022669 & EI 13848791) 16, ISSN 1940-1833, 2013
 24. Zhengmao Ye, H. Mohamadian, "Comparative Study of Path Loss Models for Wireless Cellular Networks and Optimal Power Control with Respect to SINR Balancing", Journal of Information Systems Technology & Planning (JISTP), pp. 1-13, Volume 6, Issue 16, ISSN 1945-5240, 2013
 25. Zhengmao Ye, H. Mohamadian and Y. Ye, "Information Loss Determination on Digital Image Compression and Reconstruction Using Qualitative and Quantitative Analysis", Journal of Multimedia, Academy Publisher, Vol. 6, No. 6, pp. 486-493, December, 2011 (EI 20115114629720)
 26. Zhengmao Ye, H. Mohamadian, Yongmao Ye, "3D Space Display of Evolutionary Algorithms Based Non-Convex Optimization", 3DAS2010 International Conference on 3D Systems and Applications, Tokyo, Japan, May 19-21, 2010.
 27. Zhengmao Ye, H. Mohamadian, "Integration of Wavelet Fusion and Adaptive Contrast Stretching for Object Recognition with Quantitative Information Assessment", International Journal on Graphics, Vision and Image Processing, ISSN 1687-398X, Vol (8), Issue (V), pp. 33-42, Jan 2009
 28. Zhengmao Ye, H. Cao, S. Iyengar and H. Mohamadian, "Medical and Biometric Identification for Pattern Recognition and Data Fusion with Quantitative Measuring", Chapter 6, Systems Engineering Approach to Medical Automation, Artech House Publishers, 2008
 29. Zhijun Li, Zhengmao Ye, H. Mohamadian, "An Electronic Control System for Exhaust Emissions and Fuel Economy of Quasi-Homogeneous Lean Burn Gasoline Engines", 2007 American Control Conference New York, NY USA, July 11-13, 2007
 30. Z. Ye, H. Mohamadian, Y. Ye, "Quantitative Representation for Trimulus Contrast Enhancement and Grayscale Watershed Segmentation", Proceedings of the 2008 World Congress on Intelligent Control and Automation (WCICA 08), June 25-27, 2008, Chongqing, China
 31. Z. Ye, H. Mohamadian, L. Li, Q. Meng, Z. Li, "Theoretical and Practical Mechanisms on Lowering Exhaust Emission Levels for Diverse Types of Spark Ignition Engines", Proceedings of 2008 SAE International Powertrains, Fuels and Lubricants Congress, 2008-01-1545, June 23-25, 2008, Shanghai, China
 32. Z. Ye, H. Mohamadian, Y. Ye, "Gray Level Image Processing using Contrast Enhancement and Watershed Segmentation with Quantitative Evaluation", Proceedings of 2008 IEEE International Conference on Content-Based Multimedia Indexing (CBMI 2008), June 18-20, 2008, London, UK
 33. Z. Ye, H. Mohamadian, Y. Ye, "Independent Component Analysis for Spatial Object Recognition with Applications of Information Theory Synthesis", Proceedings of the IEEE International Joint Conference on Neural Networks (IJCNN 2008) and the 2008 IEEE World Congress on Computational Intelligence (WCCI 2008), Hong Kong, June 1-6, 2008
 34. Z. Ye, H. Mohamadian, Y. Ye, "Sensing Data Discrete Wavelet Fusion for Pattern Recognition with Qualitative and Quantitative Measuring", Proceedings of the 2008 IEEE International Joint

- Conference on Neural Networks (IJCNN 2008) and the 2008 IEEE World Congress on Computational Intelligence (WCCI 2008), Hong Kong, June 1-6, 2008
35. Z. Ye, H. Mohamadian, "Comparisons of Two Feedback Servo Systems for Control Engineering Education: A Case Study on Student Performance of Speed Control Systems", Proceedings of the 2008 ASEE Gulf Southwest Annual Conference, #6-2, March 26-28, 2008, Albuquerque, New Mexico
 36. Z. Ye, H. Mohamadian, H. Majlesein, "Adaptive Enhancement of Gray Level and True Color Images with Quantitative Measurement Using Entropy and Mutual Information", Proceedings of the 40th Southeastern Symposium on System Theory (SSST 2008), March 16-18, 2008, New Orleans, LA, USA (EI 9940416)
 37. Z. Ye, Z. Li and H. Mohamadian, "Engine Performance Improvement on Fuel Economy and Exhaust Emissions Using Lean Burn Control Technologies", WSEAS Transactions on Environment and Development, 2008, Volume 3, Issue 4, pp. 65-71, April 2007, ISSN: 1790-5079
 38. Z. Ye, H. Mohamadian, S. Pang and S. Iyengar, "Contrast Enhancement and Cluster Segmentation of Gray Level Images with Quantitative Information Evaluation", WSEAS Transactions on Information Science and Applications, Volume 5, Issue 2, pp. 181-188, February, 2008, ISSN: 1709-0832
 39. Z. Ye, H. Mohamadian and Y. Ye, "Practical Approaches on Enhancement and Segmentation of Trimulus Color Image with Information Theory Based Quantitative Measuring", WSEAS Transactions on Signal Processing, Volume 4, Issue 1, pp. 12-20, January, 2008, ISSN: 1790-5052
 40. Z. Ye, Z. Li and H. Mohamadian, "Lean Burn Engine Control for Fuel Economy and Exhaust Aftertreatment", #571-300, Proceedings of the 2007 WSEAS International Conference on Energy Planning, Energy Saving, Environmental Education, Arcachon, France, October 14-16, 2007
 41. Z. Ye, H. Mohamadian, S. Pang and S. Iyengar, "Image Contrast Enhancement and Quantitative Measuring of Information Flow", #571-298, Proceedings of the 2007 WSEAS International Conference on Mathematical Methods and Computational Techniques in Electrical Engineering, Arcachon, France, October 13-15, 2007
 42. Z. Ye, H. Mohamadian and Y. Ye, "Digital Trimulus Color Image Enhancing and Quantitative Information Measuring", #571-299, Proceedings of the 2007 WSEAS International Conference on Mathematical Methods and Computational Techniques in Electrical Engineering, Arcachon, France, October 13-15, 2007
 43. Z. Ye, H. Mohamadian and Y. Ye, "Discrete Entropy and Relative Entropy Study on Nonlinear Clustering of Underwater and Arial Images", Proceedings of the 2007 IEEE International Conference on Control Applications (CCA 2007), pp. 318-323, Oct. 1-3, 2007, Singapore (EI 082011252389 & EI 9797049)
 44. Z. Ye, H. Mohamadian and Y. Ye, "Information Measures for Biometric Identification via 2D Discrete Wavelet Transform", Proceedings of the 2007 IEEE International Conference on Automation Science and Engineering (CASE 2007), pp. 835-840, Sept. 22-25, 2007, Scottsdale, Arizona, USA (EI 9796683)
 45. Z. Ye, Q. Meng, H. P. Mohamadian, J. T. Wang, L. Chen, and L. Zhu, "Investigation of Deposit Formation Mechanisms for Engine In-Cylinder Combustion and Exhaust Systems Using Quantitative Analysis and Sustainability Study", International Journal of Thermophysics, Springer, Vol. 28, No. 3, pp. 1056-1066, August, 2007 (DOI 10.1007/s10765-007-0228-5) (EI 073810821037)
 46. Z. Li, Z. Ye, H. Mohamadian, Y. Zhang, X. Sun, G. Zhang, "NOx Emission Aftertreatment Study on Lean Burn Gasoline Engine Using Absorber Reduction Catalyst", SAE Technical Paper Series 2007-01-1932, 2007 JSAE/SAE International Fuels and Lubricants Meeting, July 23-26, 2007, Kyoto, Japan
 47. Z. Li, Z. Ye, H. Mohamadian, X. Wang, Y. Zhang, G. Zhang, "An Electronic Control System for Exhaust Emissions and Fuel Economy of Quasi-Homogenous Lean Burn Gasoline Engines", Proceedings of the 2007 IEEE American Control Conference (ACC 2007), pp. 2973-78, July 11-13, 2007, New York City, USA

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49. Z. Ye, Z. Li, H. Mohamadian, "Research on NO_x Emission Aftertreatment of Lean Burn Gasoline Engine Using Absorber Reduction Catalyst", Proceedings of the 2007 ASME/IEEE Joint Rail Conference and Internal Combustion Engine Spring Technical Conference, March 13-16, 2007, Pueblo, Colorado, USA (EI 073410774556)
50. Zhengmao Ye, Q. Meng, H. Mohamadian, J.T. Wang, L. Chen, L. Zhu, "Quantitative Analysis of Engine Deposit Formation and Sustainability Study", International Journal of Thermophysics, Proceedings of 16th Symposium on Thermophysical Properties, July 2006, Boulder, USA
51. Zhengmao Ye, H. Mohamadian, J.T. Wang, "Computerized Examination of Cylinder Pressure Rise and Heat Release Analysis for Rapid Compression Machine", Proceedings of the 3rd BSME-ASME International Conference on Thermal Engineering 20-22 December, 2006, Dhaka, Bangladesh
52. Z. Ye, H. Mohamadian and Y. Ye, "Process Control Potentials on Gasification and Combined Cycle Integration", Proceedings of the 2006 IEEE International Conference on Computational Cybernetics (ICCC 2006), Aug 20-22, 2006, Tallinn, Estonia
53. Z. Ye, H. Mohamadian and Y. Ye, "Integration of IGCC Plants and Reachable Multi-Objective Thermo Economic Optimization", Proceedings of the 2006 IEEE International Conference on Computational Cybernetics (ICCC 2006), Aug 20-22, 2006, Tallinn, Estonia
54. Z. Ye, Y. Ye and H. Mohamadian, "Design of Fuzzy Stochastic Nearly Optimal Control", Proceedings of the 2006 IEEE World Congress on Computational Intelligence (WCCI 2006) - IEEE International Conference on Fuzzy Systems (FUZZ 2006), pp. 8458-8462, July 16-21, 2006, Vancouver, Canada
55. Z. Ye, P. Bhattacharya, H. Mohamadian, H. Majlesein and Y. Ye, "Equational Dynamic Modeling and Adaptive Control of UAV", Proceedings of the 2006 IEEE International Conference on System of Systems Engineering (SOSE 2006), pp. 339-343, April 24-26, 2006, Los Angeles, USA
56. Z. Ye, Y. Ye, H. Mohamadian, P. Bhattacharya and K. Kang, "Fuzzy Filtering and Fuzzy K-Means Clustering on Biomedical Sample Characterization", Proceedings of the 2005 IEEE International Conference on Control Applications (CCA 2005), pp. 90-95, Aug. 28-31, 2005, Toronto, Canada (EI 8671440)
57. Z. Ye, L. Li and H. Mohamadian, "Multi-Variable Optimization on Engine Variable Intake Valve Closing Timing for Engine Overall Performance", Proceedings of the 2005 ASME Internal Combustion Engine Division Spring Technical Conference (ICES05), pp. 75-81, April 5-7, 2005, Chicago, USA (EI 05479488979)
58. H. Mohamadian: "Development of Fatigue Damage Mechanics for Application to the Design of Damage-Tolerant Composite Components," J. Composite Science and Technology, Vol. 22, No. 6, 1997.
59. H. Mohamadian: "Curriculum Design and Academic Assessment: The Engineering Thought Process," Proceedings of the Engineering Pipeline National Conference, PP. 23-26, Houston Texas, Sept., 1997.
60. H. Mohamadian: "Strain-Stress Analysis of Various E-glass Composite Laminate Joints under Flexure Loading," Polymer Composites, Vol. 17, No. 2, 1996.
61. H. Mohamadian: "Graphite Laminate Tearout Due to Hole Drilling," Composite Material Technology, ASME PD -Vol. 62, 1995.
62. R. Mirshams, Z. Li, H. Mohamadian: "High Temperature Tensile Properties and Fracture Characteristics in Two Phase Gamma TiAl and TiB₂ Particle Reinforced TiAl Alloys," Scripta Metallurgica et Materialia, Dec. 1995.
63. R. Mirshams, H. Mohamadian, and K. Crosby: "On the Effects of Strain Path on Work Hardening Behavior of Ultra Low Carbon Sheet Steels," Journal of Materials Engineering and Performance, Vol. 3(1), p. 64, 1994

RESEARCH, EDUCATIONAL, AND EQUIPMENT AWARDS AND GRANTS

Louisiana Board of Regents, Workforce and Innovation for a Stronger Economy (WISE) Initiative: Enhancement of College of Engineering & Computer Science Workforce Training Facilities, H. Mohamadian, P. Carriere, and E. Khosravi, \$160,000.

Louisiana Board of Regents, "The LONI Institute: Advancing Biology, Materials, and Computational Sciences for Research, Education, and Economic Development", H. Mohamadian, M. Stubblefield, D. Jerro, and E. Khosravi, \$1,000,000.

National Academy of Sciences, "Advancing Scholarship in Engineering Education", H. Mohamadian, \$12,000.

Halliburton Corp., "Engineering Summer Institute", H. Mohamadian and J. Peters, \$50,000

Lockheed Martin Corp. "Enhancement of College of Engineering Activities", H. Mohamadian, \$120,000

The Boeing Company. "Engineering MSER CAD Modeling Tools", H. Mohamadian, E. Blevins, and A. Jana, \$100,000

IT Initiative, "High Performance Computing and Networking", H. Mohamadian, \$385,000.

SUBR-Title III, "Assessment of Engineering Education Outcomes", H. Mohamadian, \$125,000

SUBR Graduate School, " Enhancement of Graduate Labs", H. Mohamadian \$169,400

NRERL/DOE, "Fatigue Test and Analysis of E-glass Composite Materials," Ira Graham, H. Mohamadian, C. Wang-\$325,000

PNL, "A Measurement of Residual Stresses in Zircaloy Tubing," R. Mirshams, H. Mohamadian-\$64,000

Olin Corporation, "Student Participation in Research Activities," H. Mohamadian-\$7,500

NSF, "Effects of Prestrain State on Uniaxial Tensile Properties of Sheet Steels," R. Mirshams, H. Mohamadian- \$100,000

Louisiana Board of Regents, "Engineering Research and Education Through Acquisition of Material Testing Equipment," S. Ibekwe, R. Mirshams, H. Mohamadian, and S. Pang-\$39,000

General Dynamics, "Constant Amplitude Fatigue Crack Growth Rate Testing of RX218-T851 Plates," H. Mohamadian-\$245,000

Synthesis Coalition/NSF, "Self-Paced Laboratory Learning Stations," H. Mohamadian- \$210,000

TACOM, "Determination of High Temperature Mechanical Properties and Coefficient of Thermal Expansion of Advanced Alloys," R. Mirshams, H. Mohamadian, S. Pang, C. Yang, and K. Crosby-\$185,895

NASA, "Fractographic Studies and Analyses in Database Documentation and Development." R. Diwan, H. Mohamadian- \$200,000

Synthesis Coalition/NSF, "Assessment of Engineering Education Outcomes," H. Mohamadian-\$125,000

The Boeing Company, " Senior Design Projects," H. Mohamadian, S. Ibekwe- \$195,000

Title III, " Assessment of Student Learning Outcomes," H. Mohamadian-\$120,000

Louisiana Board of Regents, "Development of SU/LSU Joint Research and Educational Program in High Performance Networking," S. Iyengar, Ernest Walker, I. Dabipi, S. Pang, H. Mohamadian-\$312,116.

Louisiana Board of Regents, "Enhancement of the LSU/SU Joint Engineering Research and Educational Program in Composite Materials," S. Pang, H. Mohamadian-\$500,000.

Various Industry, "Adopt-A-Lab Initiative", H. Mohamadian-\$275,000.

RECOGNITIONS AND AWARDS

Selected as Outstanding Teach of Year in the Department of Mechanical Engineering-1982, 83, 86, 87, and 89.

Awarded the Outstanding Board Member of Advancing Minorities' Interest in Engineering (AMIE) Organization.

PROFESSIONAL AFFILIATIONS/ACTIVITIES

2010-2011 American Society of Mechanical Engineers (ASME) Fellow

Member of: American Wind Energy Association (AWEA), American Engineering Education (ASEE), and Society for Mining, Metallurgy, and Exploration (SME)

Elected Member of Pi Tau Sigma Honorary Engineering society.

Member of Synthesis Coalition Board of Directors

Advisor, Boeing Education Relation Division

Review papers for ASEE/GSW

Chairman Sessions ASEE/GSW

Review Textbooks in mechanical engineering, McGraw-Hill

Co-Chairman, ASEE/GSW, 1994, 2006

Review papers for AWEA

Panelist for NSF

WORKSHOP PARTICIPATION

1. 2015 ABET Summer Commission Meeting and Workshop, Baltimore, MD, July 2015
2. "Engineering Deans Council Public Policy Colloquium (PPC)-*The National Academies*", Washington, DC, February, 2012
3. " ASEE Global Colloquium on Engineering Education", Istanbul, Turkey, October, 2011
4. " Annual ASEE Workshop on K-12 Engineering Education", Salt Lake City, Utah, June 2009
5. "ASEE Engineering Research Council Summit, Workshop & Forum" , Arlington, VA, March 2007
6. "ABET Reviewers Training", Dallas, Texas, June 2005
7. "E-Business Informational and Introduction to SAP", Baton Rouge, La, May 2004
8. "3-D System Stereo-Lithography" Baton Rouge, La, Jan 2003
9. "EC 2000 ABET Assessment" Terra Haute, Indiana, April 2003
10. " ABET Assessment" Houston Texas, June, 2002
11. "Failure Analysis of Composite Materials," ASME, Houston, TX, 2002
12. "Non-Destructive Examination - Applying ASME Code, " New York, NY, 2001
13. " Finite Element Analysis Using I-DEAS," SDRC, Milford, Ohio, 2001
14. " Mechatronics," UC Berkeley, California, 2000
15. "Integrating Design into Engineering Curriculum," Southern Methodist University, Dallas, TX, 2000

16. "Advanced Materials Application" ASME, Chicago, 2000.

WORKSHOP CONDUCTED

1. Assessment of Engineering Education Outcomes-Southern University, September 2012
2. Curriculum Mapping of Engineering Programs, Southern University, May 2010
3. Capstone Engineering Design Assessment Workshop-Southern University, October 2007.
4. Laboratory Preparation and Assessment Workshop- Southern University, March 2007.

FUNDRAISING INITIATIVES

Adopt-A-Lab Initiative (AALI) - The AALI solicits sponsorships from industry to help support one or more instructional enhancement efforts. The sponsored contributions may be in-cash or in-kind, preferably in multiple units of \$5,000 per year, per adopted activity. Any laboratory that is fully adopted may be named after sponsoring organization, as long as the sponsorship remains current. Currently 12 of 35 engineering laboratories are adopted by our industrial partners.

Dean's Challenge Initiative-Dean of College of Engineering has challenged the college's alumni and friends to join him in investing in knowledge, and he is willing to make it worth your while. From August 15, 2006 until July 30, 2010, the Dean will match gifts to the College of Engineering at SUBR from faculty, staff, students and alumni of the college. So far about \$50,000 has been contributed.

Scholarship Endowment Funds Initiative- the College of Engineering Endowment Fund was created in 2006 to aid underrepresented students who are seeking a career in engineering. The scholarship is dedicated to the alumni of the college who have been great supporters of student scholarships. So far, one endowed scholarship has been fully established and the first payment installment has been received for three more.

Adopt-A-Professor Initiative- the Louisiana Board of Regents supports professorship endowment programs within the State of Louisiana, on a 40%-60% share basis for a total of \$100,000. Endowment funds are perpetual and the monies received are to be invested and managed by the Southern University System Foundation. Income from specific endowment fund is used to supplement the salary of a professor of exceptional distinction in the College. In addition, an endowment provides a very special opportunity to recognize an individual or organization by naming the endowment in their honor. The college has secured three endowed professorships.

Capstone Design Projects Initiative- In order to involve our industry partners, support is requested to educate our prospective engineering and technology graduates in working hand-in-hand with industrial sponsors on a real-life project. The support requested is in the form of supplying the college with lists of industry-related projects/problems from which our students can choose from and consequently find a solution for. The budget to cover all expenses for up to three projects is \$15,000. The college sponsors up to \$10,000 of the cost and the sponsoring company will pay the remaining \$5,000. There are five sponsoring companies for this initiative.

COMMUNITY ACTIVITIES

Expert Witness on various cases

Advisory Board Member- Baton Rouge High School and Greenville Elementary School

Member- Clean Power and Energy Research Consortium

Advisory Council Member- Scotlandville Magnet High School

Judge, Louisiana Science & Engineering Fairs since 1995

Member, International Education Advisory Board, Southern University, Baton Rouge

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER									
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CAMPUS: SUS _____ SUBR SULAC _____ SUAREC _____ SUNO _____ SUSLA _____

EMPLOYMENT CATEGORY: 9-MONTH _____ 12-MONTH OTHER _____ (Specify) _____

Academic _____ Non-Academic _____ Civil Service _____
 Temporary _____ Part-time (_____ % of Full Time) _____ Restricted _____
 Tenured _____ Undergraduate Student _____ Job Appointment _____
 Tenured Track _____ Graduate Assistant _____ Probationary _____
 Other (Specify) _____ Retiree Return To Work _____ Permanent Status _____

Previous Employee _____ Reason Left _____
Date Left _____ Salary Paid _____

Profile of Person Recommended

Length of Employment 07/01/16 _____ To Continuing _____
Effective Date 08/01/16 _____

Name Damien N. Ejigiri SS# xxx-xx-0633 Sex M Race* B
(Last 4 digits only)

Position Title: Interim Vice Provost Graduate Studies & Dean Nelson Department: Graduate Studies & Dean Nelson
Mandela College of Government & Social Policy Mandela College of Government & Social Policy

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 29 Southern University Experience 29

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	BA/Urban Affairs	G. Washington State Univ-Washington, D.C.	1980
	MA/Urban & Regional Planning	VA Polytechnical & St. University-N. Springfield, VA	1981
	Ph.D/Urban & Regional Science	Texas A&M University-College Station, TX	1986

Current Employer SUBR

Personnel Action

Check One New Appointment Continuation _____ Sabbatical _____ Leave of Absence _____
 Transfer Replacement _____ Other (Specify) _____

Recommended Salary ~~110,000~~ \$132,500 *John 8/23/16* Salary Budgeted ~~110,000~~ \$132,500 *John 8/23/16*

Source of Funds _____
Identify Budget: State Location Public Administration
Form Code: _____ Page 1 Item # 1

Change of:
Position Dean of Graduate School From _____ To Dean Nelson
Mandela College of Government & Social Policy of Graduate Studies
Status _____
Salary Adjustment 120,000 110,000 \$132,500 *John 8/23/16*

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):

W.C. [Signature] 8/23/16 Supervisor Date
W.C. [Signature] 8/23/16 Dean/Unit Head Date
[Signature] 8/23/16 Vice Chancellor Date
[Signature] 8/23/16 Chancellor Date
[Signature] 8/24/16 Director/Personnel Date
[Signature] 8/23/16 Vice President/Finance Date
[Signature] 8/24/16 President Date
[Signature] 8/23/16 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 American, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS:

Dr. Damien Egijiri will serve as Interim Vice Provost, Graduate Studies and Dean, Nelson Mandela College of Government and Social Policy.

EMPLOYEE REGULAR WORK SCHEDULE: M-F; 8:00 a.m. – 5:00 p.m.
EMPLOYEE DIRECT SUPERVISOR: Dr. M. Christopher Brown II
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources **before** any employment is offered and **before** starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

Do Not Write Below This Area
For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- Application for Employment Form Admin/Fac/Uncl Positions(Civil Service Application for classified employees)
- Authority to Release (signed by employee) (submitted to 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)

Job Description

Dean, Nelson Mandela College of Government and Social Policy

The Dean of the Nelson Mandela College of Government and Social Policy reports directly to the Executive Vice President for Academic Affairs and Provost and functions in a senior leadership position to provide direction and coordination of academic support programs within the college. This officer will also function as the senior officer in planning and assessment for that academic area and assists the Executive Vice President for Academic Affairs and Provost with the administration of academic policies and other matters. The Dean of the college shall be the college's chief administrative officer and shall be responsible for its resources, staff and budgets.

Qualifications

The Dean of the Nelson Mandela College of Government and Social Policy must have an earned doctorate, preferably in a political science-related discipline and a record meriting appointment as a full professor in an academic department. The Dean must have a strong commitment to academic excellence and an ability to work with diverse constituencies; should demonstrate knowledge of disciplinary/ professional trends and higher education activities; should be conversant in technological innovation in the discipline, demonstrate excellent interpersonal, oral and written communication skills, and demonstrate a collaborative approach to governance. The Dean oversees faculty and student participation in the determination of college and departmental policies and practices in course content, instructional procedures, budgets, and areas of obvious pertinence.

Curriculum Vita Damien Denis Ejigiri

6318 Destrehan Drive • Baton Rouge, LA 70820

Work Phone: (225) 771-3092 Home Phone: (225) 776-5855 Cell Phone: (225) 276-7624

E-mail: dejigiri@yahoo.com/damien_ejigiri@subr.edu

A Summary of Accomplishments

Accomplishments: Master of Public Administration Program

- Revised the Master of Public Administration curriculum from a Generalist option program to four concentrations: finance & budgeting, public policy analysis, health and executive
- Increased graduate enrollment from forty students to two hundred fifty students within a period of six years
- Created the computer Laboratory
- Prepared the program for national accreditation
- Attracted \$200,000 in special funding from the state for scholarship awards
- Attracted over \$1million from Housing and Urban Development[HUD] to support students' scholarship
- Developed a curriculum and collaborative relationship with the John F. Kennedy School at Harvard University in Cambridge, Massachusetts in the application of the case teaching method
- Placed 80% of the graduates from the program in employment in state agencies
- The Master of Public Administration program was considered the premiere program of the University
- Established a Placement Office in the School for the sole purpose of facilitating internship and job placement opportunities

Accomplishments: Urban Recreation Research Center [URRC]

- Created an Urban Recreation Research Center[a Federal sponsored Center]
 - Created internship and job placement opportunities for hundreds of students – many are fully employed today as federal employees of the United States of America
 - Increased minority participation and awareness of the importance of state and national parks and recreation by getting some members in the community to reset and enjoy national celebrated parks that attract tourists from all over the world
 - Used the program to provide research and grant activities using faculty and graduate students
 - Attracted additional funding which were used to sponsor students travel as well as select members in the community who have never visited some of the historic majestic parks in the nation such as the Yosemite National Park
-

Accomplishments at the Nelson Mandela School

Under my watch established two new academic programs, the Ph.D. in Public Policy and Master of Criminal Justice Program

- Highest Graduation Rate for Master's and Doctoral programs
- Highest student growth rate among PhD programs in the University
- Have supervised over 15 PhD dissertations and hundreds of thesis projects
- Coordinated the IGERT grant - worth \$3.5 million in collaboration with the Michigan Institute for a period of 5 years
- Developed and sustained a placement office for the graduates of the programs in the school
- In 2000, assisted, coordinated the diplomatic feat of getting President Emeritus, the former president of the South African Republic, a world leadership icon to accept the request to name the School of Public Policy after him. There was pomp and circumstance for 2 days when President Nelson Mandela visited Southern University to witness the naming ceremony of the School
- Raised the standing of the Public Administration program by making it the first Public Administration program ever accredited by the National Association of School of Public Affairs and Administration (NASPAA) in the state of Louisiana
- In 1997, I received a national recognition in teaching excellence by NASPAA which helped put the School's program on the map nationally

Accomplishments: Graduate School

- Revised and updated the Graduate School's Policies to respond to the current needs of graduate students
Restored a fragile Graduate School to stability in a short time frame.
- Eliminated the unnecessary red tape which impeded enrollment and growth of the graduate programs
- Increased graduate School enrollment
- Reviewed Graduate programs with low completion rate for the purpose of improvement
- Conducted a five year strategic planning for the Graduate School

AWARDS AND HONORS

- 1992 Teacher of the Year Award School of Public Policy and Urban Affairs - Southern University A&M College
- 1994 Southern University and A & M College - Teacher of the year
- 1997 Recipient of Teaching Excellence award by the Executive Council of the National Association of Public Affairs and Administration [NASPAA]
- 2012 Educator of the year award by the National Forum for Black Public Administrators

Work Experience

Job Title: Dean and Professor

Employer: Southern University and A& M College, Baton Rouge, Louisiana
Office of Graduate Studies

Duties and Responsibilities: Serve as the chief officer of the University's Graduate School. Job duties include, advising the Chancellor through the chief Academic Affairs Officer on personnel, financial, and student needs. Oversee 22 academic programs and manage over a million dollar budget. Attract and maintain Graduate faculty of the highest caliber, maintain the highest standards of excellence in all graduate programs, scholarly activities and professional practice. Conduct training & workshops for quality improvement locally & internationally.

Job Title: Dean and Director

Employer: Southern University and A& M College, Baton Rouge, Louisiana
Nelson Mandela School of Public Policy & Urban Affairs

Duration: 1997 - 2009

Duties and Responsibilities: Serve as the chief academic officer of the Nelson Mandela School of Public Policy & Urban Affairs. Duties include, advising the Chancellor through the chief Academic Affairs Officer on personnel, financial, and student needs. Supervise 6 academic programs, 5 chairpersons / directors, and over 15 faculty members and manage a million dollar budget. Conduct training & workshops for quality improvement locally & internationally.

Accomplishments:

- Doubled the School's overall number of academic programs from three to six. Currently, working on the establishment of a seventh program.
- Established two new academic programs, the Ph.D. in Public Policy and Master of Criminal Justice Program.
- Coordinate and Facilitate Training Workshops for ASPA (American Society of Public Administrators)
- Highest Graduation Rate for Master's and Doctoral programs.
- Highest student growth rate

Job Title: Director of Urban Recreation Research Center
Nelson Mandela School of Public Policy & Urban Affairs
Employer: Southern University and A& M College, Baton Rouge, Louisiana
Duration: 1998-2004

Duties and Responsibilities: Serve as the head of the center which is federally funded by the National Park Service, a unit of the United States Department of Interior. As center head, he provides supervision to the staff, management of the budget, and supervises all research projects.

Job Title: Chairman, Department of Public Administration
School of Public Policy & Urban Affairs
Employer: Southern University and A& M College, Baton Rouge, Louisiana
Duration: 1990 - 1996

Duties and Responsibilities: Administered a MPA program with an enrollment of 150 graduate students; supervised a staff of 23 including faculty members; coordinated MPA Curriculum Development and Computer Laboratory; installed software and directed computer literacy program.

Job Title: Acting Chairman, Department of Public Administration
School of Public Policy & Urban Affairs
Employer: Southern University and A& M College, Baton Rouge, Louisiana
Duration: 1989 - 1990

Job Title: Research Assistant
Department of Urban and Regional Science
Employer: Texas A&M University, College Station, TX
Duration: 1986 - 87

Duties and Responsibilities: Debugged and Coordinated "C" Language Computer Programming. Applied SAS to research endeavors. Developed Population projection techniques.

Job Title: Development Service
Employer: J.C.A. Inc., Chicago, Illinois
Duration: May, 1986 - June, 1986

Duties and Responsibilities: Performed Demographic and Statistical Analysis for the Company.

Publications

Book Chapter: African Government Reform. Compendium of Developmental Policy, Chapter 12, pp. 71- 82, March, 2002.

Book Chapter: Making a Difference: My Contributions to American Higher Education. African Perspectives American Higher Education: Invisible Voices. Chapter 10, 2003.

"Deteriorating Economic Conditions in Developing Countries/African Countries." Scandinavian Journal of Development Alternatives, Vol. IX, Number 1, March 1990.Issn 0280-2791.

The article "Deteriorating Economic Condition in Developing Countries/African Counties" is referenced in the Social Planning Policy and Development Abstracts (SOPODA), Vol. 13, Number 1, (91D7060).

"An Analysis of the Level of Readiness of Nigeria to Implement the Delinkage Strategy for Economic Development in Africa" published in the International Journal of Public Sector Management, Vol. 4, Number 1, 1991.

AA Generic Framework for Program Management: The Cases of Robert Moses and Miles Mahoney in the US.@ published in the International Journal of Public Sector Management, Vol. 7, Number 1, 1994, pp. 53-66 (14).

Article: Corruption in High Places in Nigeria. Community Newspaper, March 23, 1984, Enugu, Nigeria. Tievish Nigerian Elites. Concord International Vol. 1, Number 9, April 10, 1984.

ACritical Issues in Indian Politics: Religion Politics and Criminal Violence. New York University Press, 2005. 400pp, Vol. 5, No. 2.

Mini-Symposium: Public Administration: Mapping out Techniques for Accomplishing Program Objectives published in the First Bi-Annual International Conference on Advances in Management, Orlando Florida, March 25-28, 1992.

Ejigiri and Tarver (1994). "In Support of the Case Method of Teaching for Excellence and Training in the Public Sector" in the Education Journal, Vol. 115, ISSN: 00131172.

Race in Housing and Community Empowerment: A critical examination. Published in the Community Development Journal Volume 31, Number 1, January 1996.

A Content Analysis of Post-Croson Disparity Studies: Published in the Journal of Issues in the Afro-Community: 21st Century Afro Community, Spring 1995.

Relationship between Government and Non-Governmental Organizations (NGVS) in Developing Countries.@ Journal of Business and Behavioral Sciences. Vol. 4. Issue No. 3. 1994.

Ejigiri, Parsons, Payne and Vogel. The Relationship between Race and Mental Health Treatment. @ Harvard Journal of African American Public Policy, Vol. 6, 2000.

African Administrative Modernization: published. Development Policy Studies. Summer 2000. ISSN #1066-9477.

Book Chapter: Climate Change & The Social Sciences. Current Stresses and Potential Vulnerabilities: Implications of Global Change for the Gulf Coast Region of the United States. Edited by Zuh H. Ning & Kamran Abdollahi, 2000.

African Administrative Modernization.@ International Encyclopedia of Public Policy & Administration. Westview Press, 1997.

African Administrative Tradition.@ International Encyclopedia of Public Policy and Administration. Westview Press 1997.

The Theory of Team Playing: Current Theory and Some Empirical Findings.@ Proceedings of the American Society of Business and Behavioral Sciences. Volume 5, 1996 (Ejigiri and Choudhury).

The Theory of Team Playing@ (Choudhury and Ejigiri). American Association for Public Administration (ASPA) 1995.

Relationship Between Government and Non-Government Organizations (NGOs) in Developing Countries.@ (Choudhury, Saredidine, & Ejigiri). Journal of Business and Behavioral Sciences. Vol. 4, No. 3, Fall 1998.

Panel Discussion: Fifth International Conference as Public Management & Policy Development June 18-22, 2007. Dakar, Senegal.

Damien Ejigiri;2009. 7th International Conference as Public Management & Policy Development June 22-25. Sexism and the Power of Tradition as Tyranny against Women in Africa. Keynote speaker- 2011 at Makerere University Business School – conference “Empowering Women through Entrepreneurship.

Damien Ejigiri and Balunywa Waswa. 2012 submitted an article for publication to the African Studies Journal titled: Assessing Governance in the African states applying the 2011 Ibrahim Index of Governance

Damien Ejigiri; Book review Udogu, E. Ike, ed.2012. The Developing World: Critical Issues in politics and Society. Lanham, MD.: Scarecrow Press/Rowman and Little field Publishing Group. Africa Today Volume 59 Number 4 Summer 2013.

Damien D. Ejigiri; Book review, Bangura, Karim Abdul. 2015. Toyin Falola and African Epistemologies. New York: Palgrave-Macmillan[St. Martin's Press].

Damien D. Ejigiri; Book review, Afolayan Micheal Oladejo. 2015. The Fate of our mothers: The collected memories of an African village boy..... Austin, Tex Pan.African University press. Africa Today Volume 62 Number 4 Summer 2016.

Dissertation Projects Supervised

- The Application of GIS-Based Urban Ecosystem Analysis: Public Policy Implications. (2000).
- Desegregation in Higher Education in Louisiana: A Case Analysis of United States v. Louisiana. (2000).
- Performance Based Budgeting B Between Theory and Practice: The Case of Higher Education. (2004).
- The Policy of Federal Character as a Model for Ethnic and Regional Integration in Nigeria: Policy Implications. (2005).
- TOPS: Race Neutral Or Race-Based? An Analysis of Louisiana=s Merit Scholarship Program. (2005).
- The Dual Agenda of African America: Explaining the Politics of the Enactment of Civil and Social Rights Policies in the United States, 1940-2000. (2005).
- Factors Associated with the Attrition of African American Engineering Undergraduates at Historically Black Colleges and Universities. (2006).

Research Projects Supervised

- A Comparative Analysis of the Cost of Social Services to The Elderly in Urban and Rural Parishes in the State of Louisiana@ (May 1995)
- A Critical Examination of the Criminal Justice System as it Relates to African American Males.
- A Critical Review of the Physical Therapy Profession (December 1995)
- A Post Examination of President Clinton=s Health Care Reform (May 1996)
- A Review of Mid-City First-Time Home-Buyer Educational Seminars (May 2001)

- A Review of Public Policies Governing School Violence in Louisiana (December 1996)
- A Statistical Analysis of Operational Deficiencies At The Louisiana State University Health Sciences Center - Earl K. Long Medical Center (November 2002)
- A Statistical Analysis of Services Provided to Juvenile Offenders in East Baton Rouge Parish (November 1993)
- A Study of Out-Of- School Suspensions and Expulsions in Louisiana Public Schools: Policy Implications (December 1995)
- An Analysis of Funding of Public Elementary and Secondary Schools in Louisiana 1992-1994 (April 1995)
- An Analysis of Home Health Care Agencies in Louisiana: Process and Management (May 1998)
- An Analysis of Managed Health Care Programs Under Waiver Rules in Tennessee, Florida and Louisiana (December 1995)
- An Analysis of Sickle Cell Anemia Programs in Louisiana, Florida and Mississippi (July 1996)
- An Assessment of the Opinions of School Professionals and Students on the Impact of Parental Involvement in Scholastic (December 2000)
- An Evaluation of the Louisiana Riverboat Gaming Industry: Minority and Woman Employment and Procurement Operations 1994-1996 (November 1996)
- An Examination of the Canadian Health Act of 1984: Law of Public Policy Compliances (July 1994)
- An Examination of Violent Crimes in the United States 1990-1996 (May 2000)
- Assessing the Economic Impact of Parish Privatization in the Texas Department Justice System (July 1999)
- Decentralization and Local Government Grassroots Participatory Democracy the Ghanaian Experience (July 1996)
- Domestic Violence: Abused Men-the Hidden Crime (July 2002)

- Health Care Disparity in the African American Community: Implementation of the Horizons Mammography Project (April 2001)
- Illiteracy and the Role of Adult Education (November 1997)
- Is Knowing Believing? Aids Among African American Women in Louisiana (May 1996)
- Louisiana State Mental Health Services and Policy Review: Identification of Service Needs (July 2002)
- Religion as a Determinant for Trust in Government Among African Americans (July 1996)
- Student/Customer Satisfaction with Student Financial Aid and Admissions Services: A Case Study (December 2001)
- The Application of Capital Punishment: the Racial Implications (November 1995)
- The Riverboat Gaming Industry in Louisiana: A Source of Revenue or a source of Problem (December 1996)

Professional Presentations

Ejigiri, Mbarika and Kimbeng. AMoving Towards a Sustainable Policy Framework for Information and Communications Technology in Developing Nations: The Case of Sub-Saharan Africa.@ SECOPA Conference. September 28-30, 2006.

Amougou, Ejigiri and Mbarika. AOnline Communities & e-Governance in Sub-Saharan Africa: A Possible Breakthrough.@ SECOPA Conference. September 28-30, 2006.

Ejigiri, Harrison and Wiles. AThe Unfinished Agenda: Societal Impacts and Perspectives.@ FIPSE US-Brazil Higher Education Consortia Program. August 1-5, 2005.

K. Choudhury and Damien Ejigiri. AThe Theory of Team Playing.@ American Society of Public Administrators 56th National Conference. July 22-26, 1995.

Presented a paper titled "The Delinkage Strategy for Economic Development in the Continent of Africa" at the Association for Global Business Conference, Hilton, New Orleans, Louisiana, November 8-11.

Presented a paper titled "Military Administration in Developing Countries" at the Minority Conference of Black Administrators, Florida, and February 16-21.

Presented a paper titled "The High Price of Mismanagement in Developing Countries" at the Sixth Annual Meeting of Third World Studies in Savannah, October 7-8, 1988.

Research Projects & Grants Awarded

Collaborated in the development of AG Grant for the Enhancement of Computing Facilities in the School of Public Policy and Urban Affairs -- amount awarded \$280,000.

Collaborated in the development of computer planning grant proposal. Amount awarded from the National Science Foundation \$50,000, 1988/89 academic year.

Submitted and received funding by HUD on Work Study Program (\$113,870) for 1993-94 academic year.

Awarded a National Science Grant for the amount of \$81,500 #Due-9451645, 1994(collaborative effort).

Awarded Quality Assurance Plan project by the Center for Energy and Environmental Studies 1992 in the amount of \$20,000.

Awarded \$50,000 in support of a project titled "Tobacco and Nutrition Intervention" by the State of Louisiana Department of Health and Hospitals, 1992.

Community Development Work Study Grant \$116,600 funded by Department of Housing and Urban Development 1996; CDWS-LA 96-02.

Community Development Work Study Grant \$87,000 funded by Department of Housing and Urban Development 1998; CDWS-LA 96-02.

Community Development Work Study Grant \$116,600 funded by Department of Housing and Urban Development 1999-2000; CDWS-LA 96-02.

Awarded \$500 Southern University Community grant, 1986.

Awarded \$120,000 from the Louisiana Board of Regents for the Graduate Fellows Award.

Awarded the Chancellor Research grant \$5,000 1992.

Areas of Expertise

Policy Management Team-Building & Leadership Grant Writer
Methodology & Policy Research Survey Approach Statistics

Education & Training

- 1984-1986: Ph.D., Urban & Regional Science, Texas A & M University, College Station, Texas. Dissertation: The Development of a Model for Isolating Tenantry Variables that Might Lead to Slum Housing.
- 1980-1981: Master of Urban and Regional Planning, Virginia Polytechnic Institute and State University, Blacksburg, Virginia. Thesis - Cooperative Housing for Low Income Families.
- 1976-1980: B.A., Urban Affairs. The George Washington University, Washington, D.C.

A Summary of Accomplishments

Accomplishments: Master of Public Administration Program

- Revised the Master of Public Administration curriculum from a Generalist option program to four concentrations: finance & budgeting, public policy analysis, health and executive
- Increased graduate enrollment from forty students to two hundred fifty students within a period of six years
- Created the computer Laboratory
- Prepared the program for national accreditation
- Attracted \$200,000 in special funding from the state for scholarship awards
- Attracted over \$1million from Housing and Urban Development[HUD] to support students' scholarship
- Developed a curriculum and collaborative relationship with the John F. Kennedy School at Harvard University in Cambridge, Massachusetts in the application of the case teaching method
- Placed 80% of the graduates from the program in employment in state agencies
- The Master of Public Administration program was considered the premiere program of the University
- Established a Placement Office in the School for the sole purpose of facilitating internship and job placement opportunities

Accomplishments: Urban Recreation Research Center [URRC]

- Created an Urban and Recreation and Research Center[a Federal sponsored Center]
- Created internship and job placement opportunities for hundreds of students – many are fully employed today as federal employees of the United States of America
- Increased minority participation and awareness of the importance of state and national parks and recreation by getting some members in the community to reset and enjoy national celebrated parks that attract tourists from all over the world
- Used the program to provide research and grant activities using faculty and graduate students
- Attracted additional funding which were used to sponsor students travel as well as select members in the community who have never visited some of the historic majestic parks in the nation such as the Yosemite National Park

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Accomplishments at the Nelson Mandela School

- Under my watch established two new academic programs, the Ph.D. in Public Policy and Master of Criminal Justice Program
- Highest Graduation Rate for Master's and Doctoral programs
- Highest student growth rate among PhD programs in the University
- Have supervised over 15 PhD dissertations and hundreds of thesis projects
- Coordinated the IGERT grant - worth \$3.5 million in collaboration with the Michigan Institute for a period of 5years

- Developed and sustained a placement office for the graduates of the programs in the school
- In 2000, assisted, coordinated the diplomatic feat of getting President Emeritus, the former president of the South African Republic, a world leadership icon to accept the request to name the School of Public Policy after him. There was pomp and circumstance for 2 days when President Nelson Mandela visited Southern University to witness the naming ceremony of the School
- Raised the standing of the Public Administration program by making it the first Public Administration program ever accredited by the National Association of School of Public Affairs and Administration (NASPAA) in the state of Louisiana
- In 1997, I received a national recognition in teaching excellence by NASPAA which helped put the School's program on the map nationally

Accomplishments: Graduate School

- Revised and updated the Graduate School's Policies to respond to the current needs of graduate students
Restored a fragile Graduate School to stability in a short time frame.
- Eliminated the unnecessary red tape which impeded enrollment and growth of the graduate programs
- Increased graduate School enrollment
- Reviewed Graduate programs with low completion rate for the purpose of improvement
- Conducted a five year strategic planning for the Graduate School

Awards and Honors

- 1992 Teacher of the Year Award School of Public Policy and Urban Affairs - Southern University A&M College
- 1994 Southern University and A & M College - Teacher of the year
- 1997 Recipient of Teaching Excellence award by the Executive Council of the National Association of Public Affairs and Administration [NASPAA]
- 2012 Educator of the year award by the National Forum for Black Public Administrators

Philosophy Statement

Teaching

Teaching, research and service are the three common threads which underpin the role of most institutions of higher learning anywhere in the world. The question then is this - what is one's philosophy in addressing these areas? **My philosophy is simple: A good institution will produce students who because of the values added during their matriculation, would graduate leaders who will be productive citizens in their chosen disciplines.** Please permit me to expand a little. In order to ensure that values are added during their matriculation-effective teaching shall be required and must be made part of an institution's teaching portfolio. Teaching effectiveness is guaranteed when each course taught specifies in measureable ways the expected learning outcomes. In other words, each course syllabus must clearly spell out the learning outcomes which must be measureable. This is one of the ways of measuring values added.

Research and Service

Research and service complement each other. The more research an institution does - the greater the services are provided to the community and the nation. The more the problems of the society are researched, the more informed policies. After all, universities are catalysts of economic development, stewards of public health, incubators of social policy and laboratories of discovery [David Von, Time November 2009]. There can be no substitute for research and service. In fact, quality teaching is informed by good research conducted by faculty members. Thus research and good teaching complement each other.

Management/Administration

My philosophy in management/administration rests on the principle of shared leadership undergirded by change as a constant factor. By shared leadership, I mean everyone in a leadership position shall be held accountable of how the resources under his/her care are managed and accounted for: accountability shall be measured by the concept of dollar cost averaging-i.e. every dollar spent must show its return value by simple use of cost and benefit analysis. In other words, budgets will be allocated to units driven by goals and objectives collectively arrived at by the constituents of a unit i.e. college and departments. Budgeting for results shall be the operative word.

Finally, I consider change as a constant factor which must be part of the management portfolio for any institution. Change being a constant factor implies continuous evaluation/assessment and incorporation of best practices that are available. Most organizations or institutions that have distinguished themselves and have remained above the curve are those that have adopted change

as a constant factor in their management portfolios. Finally, all decisions will be data driven; evidence-based, and grounded in best practices.

This information is requested solely for the purpose of determining compliance with Federal Civil Rights Laws and does not affect employment consideration.

ETHNIC ORIGIN (Please check one):

_____ Hispanic or Latino _____ Non-Hispanic or Non-Latino

RACE (Please check all that apply):

_____ White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

_____ Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

_____ Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

_____ American Indian or Alaskan Native. A person having origins in any of the original peoples of North American, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS: Dr. Albert Samuels will serve as Professor and Director, Jewel Prestage Social Research Center.

EMPLOYEE REGULAR WORK SCHEDULE: M F; 8-5

EMPLOYEE DIRECT SUPERVISOR: Dr. M. Christopher Brown II

SUPERVISOR/DEPARTMENT CONTACT NUMBER 225-771-4095

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-" Practical Work Experience")	F0	

Do Not Write Below This Area
For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- _____ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- _____ Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- _____ Application for Employment Form Admin/Fac/Uncl Positions (Civil Service Application for classified employees)
- _____ Authority to Release (signed by employee) (submitted to Human Resources with Criminal/Background Check form)
- _____ Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

Job Description

Director, The Jewel Limar Prestage Research Center

The Director of The Jewel Limar Prestage Research Center reports directly to the Executive Vice President for Academic Affairs and Provost and functions in a senior leadership position to provide direction and coordination of the research center. The Center is an interdisciplinary center that will preserve the legacy of Dr. Jewel Limar Prestage, the first African-American woman to earn a Ph.D from a department of political science at an American university. The Director is the key management leader of the research center and will be responsible for overseeing organizational administration, program development, fundraising, and implementation of the strategic plan. The Director shall be the research center's chief administrative officer and will assume the responsibility for its resources, staff and budgets.

Qualifications

The Director of The Jewel Limar Prestage Research Center must have an earned doctorate, preferably in a political science-related discipline and a record meriting appointment as a full professor in an academic department. The Director must have a strong commitment to academic excellence and an ability to work with diverse constituencies; should demonstrate knowledge of disciplinary/ professional trends and higher education activities; should be conversant in technological innovation in the discipline, demonstrate excellent interpersonal, oral and written communication skills, and demonstrate a collaborative approach to governance.

CURRICULUM VITA

Albert Samuels
Interim Dean, Nelson Mandela College
of Government and Social Sciences
Southern University
Baton Rouge, Louisiana 70813
(225) 771-4541 (office)
(225) 771-2848 (FAX)
(225) 803-6597 (cell)

albert_samuels@subr.edu or asamuels_2000@yahoo.com

EDUCATION

Bachelor of Arts in Political Science, Southern University, Baton Rouge, Louisiana, August 1984 to July 1988

Master of Arts in the Social Sciences with concentration in History. Southern University, Baton Rouge, Louisiana, August 1988 to July 1991. Thesis Title: Applying Brown to Higher Education: A Case Study of United States v. Louisiana.

Doctor of Philosophy in Political Science with concentrations in American Politics (Major Field), Comparative Politics (Second Field), and African-American History (Minor Field), Louisiana State University, Baton Rouge, Louisiana, August 1992 to August 1998. Dissertation Title: School Desegregation from Brown to Fordice, 1954-1992: A Case Study in American Individualism. Dissertation Director: Dr. T. Wayne Parent.

ACADEMIC EXPERIENCE

Professor, Southern University, Baton Rouge, Louisiana. Have taught American Government (POLI SCI 200), State and Local Government (POLI SCI 210), Constitutional Law (POLI SCI 351), Civil Liberties (POLI SCI 472), Black Politics (POLI SCI 402), Louisiana Politics (POLI SCI 403), Race Relations (HUMN 366), Politics and Religion (POLS 201) and the American Presidency (POLI SCI 330) since Fall 1999.

Chair, Department of Political Science and Geography, Southern University, Baton Rouge, Louisiana from January, 2012 to July, 2013.

Chair, Department of Political Science and Criminal Justice, Southern University, Baton Rouge, Louisiana. January, 2014 to December, 2015.

Interim Dean, College of Social and Behavioral Sciences, Southern University, Baton Rouge, Louisiana. January 2016 to June 2016.

Interim Dean, Nelson Mandela College of Government and Social Sciences, Southern University, Baton Rouge, Louisiana. Since July 2016.

Adjunct Professor, Louisiana State University, Baton Rouge, Louisiana. Taught one section of American Government (POLI SCI 2051) in Fall 2004 and one section of Black Politics (POLI SCI 4038) in Spring 2004.

Assistant Professor, Abraham Baldwin Agricultural College, Tifton, Georgia. Taught American Government (POLI SCI 1101) and Global Issues (POLI SCI 2401), Fall 1998 through Spring 1999.

Instructor, Louisiana State University, Baton Rouge, Louisiana. Taught one section of American Government (POLI SCI 2051), Spring, 1996 and one section of American Government (POLI SCI 2051) in Spring, 1998.

Graduate Assistant, Louisiana State University, Baton Rouge, Louisiana. Responsible for providing assistance to political science faculty in areas of teaching, research, and grading, Fall 1993 to Spring 1995 and Fall 1997.

Instructor, Southern University, Baton Rouge, Louisiana. Taught one section of History of Civilization (HIS 115), Spring 1992, and five sections of American Government (POLI SCI 200), Fall 1991.

PUBLICATIONS

Is Separate Unequal? Black Colleges and the Challenge to Desegregation. Lawrence, KS: University Press of Kansas, 2004. Received the Best Book Award from the Race and Ethnicity Section of the American Political Science Association in 2005.

“On the Limits of Litigation: A Case Study of Ayers v. Barbour.” 10 National Political Science Review . 100-119 (2005).

“Civil Liberties and Civil Rights.” Ch. 3 in Understanding American Government. William Arp III and et. al. (eds.), Redding, CA: Horizon Publishing, 2006.

Review of Adam R. Nelson. The Elusive Ideal: Equal Educational Opportunity and the Federal Role in Boston’s Public Schools, 1950-1985. Chicago: University of Chicago Press, 2005 in 112 American Historical Review 892-893 (June 2007)

“Ayers v. Fordice.” in Kofi Lomotey (ed.), Encyclopedia of African American Education. Thousand Oaks, CA: Sage Publications. 2010, pp. 61-64.

“Historically Black Colleges and Universities,” in Kofi Lomotey (ed.) Encyclopedia of African American Education. Thousand Oaks, CA: Sage Publications, 2010, pp. 326-333.

“Land Grant Colleges and Universities,” in Kofi Lomotey (ed.) Encyclopedia of African American Education. Thousand Oaks, CA: Sage Publications, 2010, pp. 370-381.

“Milliken v. Bradley.” in Kofi Lomotey (ed.), Encyclopedia of African American Education. Thousand Oaks, CA: Sage Publications, 2010, pp. 445-447.

“Wygant v. Jackson Board of Education.” In Kofi Lomotey, Encyclopedia of African American Education. Thousand Oaks, CA: Sage Publications, 2010, pp. 676-678.

“*Shelby County v. Holder*: Nullification, Racial Entitlement, and the Civil Rights Counterrevolution,” 4 *Ralph Bunche Journal of Public Affairs* 188-210 (2015).

FORTHCOMING PUBLICATION

“All But Overturned. “America’s Nullification of *Brown v. Board of Education.*” Manuscript accepted for publication by the *National Political Science Review*.

RESEARCH IN PROGRESS

“The Crucible of Reaction: The Antebellum Origins of the ‘Southern Strategy,’” paper to be presented at the Annual Meeting of the Southern Conference of Afro-American Studies, Inc. (SCASSI) Scientists in Charleston, SC February, 2016.

“How Long, Lawd?: Nullification, Racial Entitlement, and the Continuing American Dilemma.” Book proposal under review by the University Press of Kansas.

PROFESSIONAL CONFERENCE EXPERIENCE

Presenter, “All But Overturned: America’s Nullification of *Brown v. Board of Education,*” at the National Conference of Black Political Scientists Annual Meeting, March 16-20, 2016 in Jackson, Mississippi.

Presenter, “The Role of Historically Black Colleges and Universities in Ensuring Access to Higher Education for African Americans, at “Symposium on Education as a Civil Right,” sponsored by the Southern University Law Center, March 25, 2014.

Presenter, “The Impact of the St. George Breakaway Effort on East Baton Rouge Parish Schools,” at “Symposium on Education as a Civil Right,” sponsored by the Southern University Law Center, March 24, 2014.

Discussant, Panel on “The Impact of the Voting Rights Act of 1965,” at the Annual Meeting of the Southern Conference on Afro-American Studies in Baton Rouge, LA, February 6-8, 2014.

Participant, Journal of Race, Gender and Poverty Symposium entitled, "A Balancing Act: Redefining, Reaffirming, and Reconstructing Affirmative Action," sponsored by the Southern University Law Center, March 14, 2013.

"The Politics of Disaster: A Comparative Analysis of the Impacts of the Mississippi River Flood of 1927 and Hurricane Katrina on Louisiana Politics," presented at the Annual Meeting of the Louisiana Historical Association in Lafayette, LA, March 15, 2008.

Participant, Roundtable on "Black Political Organizations in New Orleans – Post-Katrina," at the Annual Meeting of the Southern Conference on Afro-American Studies in Baton Rouge, LA, February 15-17, 2007.

Participant, Roundtable on "Louisiana Politics Post-Katrina," at the Annual Meeting of the Southern Political Science Association, January 3-6, 2007 in New Orleans, LA.

"Historically Black Public Colleges and Universities and the Challenge of Desegregation," presented at a national research conference on The Impact of Brown v. Board of Education and the 1964 Civil Rights Act on Race and Higher Education, at Claremont, CA, February 25-26, 2005.

"Is Separate Unequal? Brown and the Dilemma of Public Black Universities." Presented at the Brown v. Board of Education 50th Anniversary Symposium held at the Southern University Law Center in Baton Rouge, LA, March 18-19, 2004.

"On the Limits of Litigation: A Case Study of Ayers v. Musgrove," presented at the Joint Meeting of the Louisiana Political Science Association and the Mississippi Political Science Association held in Jackson, MS, February 15-16, 2002.

"Missouri v. Jenkins: A Return to Plessy?" presented at the 1997 Annual Meeting of the Southern Political Science Association in Norfolk, VA.

Brown Revisited: Is Separate Inherently Unequal?" presented at the 1996 Annual Meeting of the Southern Political Science Association (SPSA) in Atlanta, GA.

From Brown to Fordice: Is Separate Inherently Unequal?" presented at the 1996 Annual Meeting of the Southwestern Social Science Association in Houston, TX.

"The Affirmative Duty to Desegregate in Higher Education: A Continuing Political and Legal Dilemma," presented at the 1994 Annual Meeting of the National Conference of Black Political Scientists in Hampton, VA

"Applying Brown to Higher Education: A Case Study of Louisiana Higher Education Desegregation," presented at the 1991 Annual Meeting of the National Conference of Black Political Scientists in Jackson, MS.

"The 1981 Budget Cuts: Reagan's War Against the Poor," presented at the 1988 Annual Meeting of the National Conference of Black Political Scientists (NCOBPS) in Washington, D.C.

TEACHING COMPETENCIES

American Government	Intro. to Comparative Government
Constitutional Law	Latin American Politics
African American Politics	Eastern European Politics
African Americans and the Law	Politics in Developing Areas
Black Political Thought	The Politics of Education
Intro. to Public Administration	The Presidency
Public Policy	Congress
Intro. to International Relations	Civil Liberties
Louisiana Politics	State and Local Government
Race Relations	Religion and Politics

DEPARTMENTAL AND COLLEGEWIDE COMMITTEES

Chair, College Retention, Tenure and Promotion Committee. Starting Fall 2010.

Member, School of Public Policy Curriculum Committee. Since July, 2010.

Member, Departmental Council, Department of Political Science. Council has the responsibility of making policy recommendations that affect the operation of the entire department. Fall 1999 to Present

Member, Departmental Exam Committee, Department of Political Science. Responsible for establishing policies and guidelines regarding the administration of the Departmental Comprehensive. Since Fall 2001.

Chair, Departmental Curriculum Committee. Responsible for developing a set of recommendations to strengthen our course offerings in order to better equip our majors for graduate school, law school, and the workplace. Since Fall 2001.

Faculty Advisor, Pre-Law Society, Fall 1999 to present.

Faculty Advisor, Political Science Association, Spring 2006 to present.

Faculty Advisor, Pi Sigma Alpha Honor Society, Fall 2005 to present.

UNIVERSITY SERVICE

Vice President, Southern University Faculty Senate. Spring 2014 – Fall 2015.

Member, Southern University Curriculum Committee. Since Fall 2013.

Interim President, Southern University Federation of Teachers (SUFT)

Member, Graduate Council. Sets broad policy for the graduate programs at SUBR. Since July, 2010.

Faculty Senator, Nelson Mandela School of Public Policy, 2002-2006 and 2008-2010. I chaired the committee that revised the Faculty Senate Constitution in Spring 2006. I have also chaired the Faculty Senate Election Committee on three occasions. During the Spring 2007 semester, I served on the Faculty Senate Select Committee on Faculty Evaluations and the Select Committee on Post-Tenure Review.

Member, Social Science Subcommittee for the PRAXIS II. Responsible for making recommendations designed to improve the performance of Social Science Education majors on the content section of the teacher certification examinations. Spring 2001

Member, Teacher of the Year Committee. We are responsible for reviewing and evaluating nominations for the University's Teacher of the Year Award. We developed a rating instrument that was used to assess the criteria upon which the award was based. Spring 2001.

Member, Resource Maintenance and Development Taskforce 2, University Strategic Planning Committee, 2002-2003.

Chaperone, Southern University Student Government Association for its trip to Jena, Louisiana to participate in the rally and demonstration on behalf of the Jena 6, September 20, 2007.

COMMUNITY SERVICE

Keynote Speaker, Black History Program, Office of the United States Attorney for the Western District of Louisiana in Lafayette, LA, February 21, 2013.

Speaker, Louisiana Summit on African American Male Educational Success, held at Louisiana State University, November 5, 2012.

Consultant to J. Arthur Smith, attorney representing employees of the Office of Group Benefits (OGB) opposing plans of the Jindal administration to privatize the agency. I wrote a report about the political context of the effort by the administration to privatize OGB.

Speaker, Black History Program, Stoner Hill Baptist Church, Shreveport, LA, February 19, 2012.

Moderator, panel discussion based on upcoming PBS documentary, "The Art of the Possible," sponsored by LSU Manship School of Journalism, September 27, 2010.

Vice-President, South Baton Rouge Christian Children's Foundation, September, 2005 until present. Member, Board of Directors since 2003.

Expert Witness, NAACP v. St. Landry Parish School Board, in conjunction with the Lawyers Committee on Civil Rights under the Law, April, 2004 to January 2005. I wrote two research papers on the history of racial discrimination in voting in St. Landry Parish in support of the case of the plaintiffs. The case ended in an out of court settlement.

Member, Board of Directors, Baton Rouge branch of the League of Women Voters, January, 2005 until 2011

Analyst, WAFB-TV, Baton Rouge, during the 2003 and 2004 election cycles

Analyst, WRZ-TV, Baton Rouge, during the 2003 and 2004 election cycles

Analyst, KTBS-TV, Shreveport. Participated in the live television coverage during the station's coverage of the statewide general election, November 15, 2003.

Volunteer, Hunt Correctional Institute as part of the Prison Ministry of South Baton Rouge Church of Christ, 1990 -1998; 2001- Present

SPECIAL PRESENTATIONS

Keynote Speaker, 2000 Commencement Ceremony for Green Oaks High School, Shreveport, LA, May 23, 2000.

Delivered lecture entitled, "So What Was All the Fuss About Anyway: An Analysis of the 2000 Presidential Election," at Southern University, January 25, 2001.

Delivered lecture entitled, "Race: Still an American Dilemma," in observance of Black History Month at Southeastern Louisiana University, February 7, 2001.

Panelist, "Why Was America Attacked?" Panel discussion convened by the Department of English and Philosophy in the wake of the September 11, 2001 attacks. Held at Southern University, September 20, 2001.

Panelist, "The Makings of the State's Next Governor." Forum sponsored by the Baton Rouge branch of the League of Women Voters, January 17, 2002.

Panelist, "What Happened? Results of the 2003 Gubernatorial Election." Panel discussion sponsored by the Baton Rouge branch of the League of Women Voters, November 20, 2003.

Panelist, "Reparations for Slavery," sponsored by the LSU chapter of the NAACP, held April 9, 2003.

Delivered lecture series entitled, "Brown at Fifty: The Legacy of Brown v. Board of Education," February, 2004.

Keynote Speaker, Black History Celebration, Louisiana Department of Social Services, February 18, 2004.

Panelist, Town Hall Meeting on "The Future of Black Politics in Louisiana," sponsored by the LSU African American Studies Program, April 22, 2003.

Panelist, "Your Rights and Responsibilities" program commemorating the 50th anniversary of Brown v. Board of Education, sponsored by the Louisiana Leadership Institute, the Southern University College of Education, and Kappa Delta Pi Honor Society, July 20, 2004.

Delivered lecture entitled, "American Fascism: The Case for the Impeachment of George W. Bush," Held at Southern University, October 25, 2006.

Delivered lecture entitled, "Breux's a No-Geaux: What Will the Democrats Do Now?" Held at Southern University, April 19, 2007.

ACADEMIC AWARDS AND ACHIEVEMENTS

Huel D. Perkins Fellowship for African-American Students, Fall 1995 to Spring 1997.

Graduate Assistantship, Louisiana State University, Fall 1993 to Spring 1995 and Fall 1997.

Graduate Assistantship, Southern University, Fall 1988 to Spring 1991.

Sammy Younge Award for Best Student Paper at the National Conference of Black Political Scientists Annual Meeting (1988).

Who's Who Among Students at American Colleges and Universities (1989).

Southern University Academic Scholarship, Spring 1986 to Spring 1988.

Louisiana Police Jurors' Association Scholarship, Spring 1987.

T. H. Harris Scholarship, Fall 1984 to Spring 1988.

Fellow, American Political Science Association (APSA) Summer Institute for Black Students, held at Louisiana State University and Southern University, Summer 1987.

Faculty Senior Award, School of Public Policy and Urban Affairs, Spring 1988.

REFERENCES

Dr. William Arp
Interim Dean
College of Social and Behavioral Sciences
Southern University
Baton Rouge, Louisiana 70813
(225) 771-2133

Dr. Wayne Parent
Professor
Department of Political Science
Louisiana State University
Baton Rouge, Louisiana 70803
(225) 578-2535

Dr. William Clark
Professor
Department of Political Science
Louisiana State University
Baton Rouge, Louisiana 70803
(225) 578-2531

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER

RECEIVED
JUL 05 2016

Office of the Executive Vice President
for Academic Affairs and Provost

CAMPUS: SUS SUBR SULAC SUAREC SUNO

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 NA
Date Left NA

Reason Left NA
Salary Paid NA

Profile of Person Recommended

Length of Employment permanent To _____
Effective Date August 1, 2016

Name Terrilynn Jenkins Gillis SS# 2943 Sex F Race* B
(Last 4 digits only)

Position Title: Full-time tenure-track Assistant Professor Department: Speech-Language Pathology & Aud.

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 28 years Southern University Experience one Year: _____

Degree(s):
BS Speech-Pathology/Audiology Southern Univ. and A&M College 1985
MA Speech-Language Pathology Western Michigan University 1987
PhD Speech and Hearing Science University of Illinois 2002

Current Employer Charter Schools USA (Baton Rouge Charter - Mid City) and SUBR

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other
(Specify) FT Adjunct to Full-time Tenure-Track

Recommended Salary \$62,000 Salary Budgeted \$62,000

Source of Funds 2-2178

Identify Budget: 210832 Location SECD
Form Code: _____ Page 1 Item # 1

Change of:
From To
Position Full-time adjunct instructor Full-time tenure-track assistant professor
Status Full-time adjunct Full-time Assistant professor
Salary Adjustment part-time \$62,000

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University: \$20,000 per semester
*See Reverse Side

Comments: (Use back of form)

Source of Funds	Amount

*See Reverse Side

Graduate School signature (if, applicable):

Dr. L. Elaine Lewnau Dean 6-30-2016 6/30/16
Supervisor [Signature] Date
Vice Chancellor [Signature] 8/22/16 Date
Director/Personnel [Signature] Date
President [Signature] 8/22/16 Date
Dean/Unit Head [Signature] 6/30/16 Date
Chancellor [Signature] 8/22/16 Date
Vice President/Finance Business Affairs/Comptroller [Signature] Date
Chairman/S.U. Board of Supervisors _____ Date

This information is requested solely for the purpose of determining compliance with Federal Civil Rights Laws and does not affect employment consideration.

ETHNIC ORIGIN (Please check one):

_____ Hispanic or Latino _____ Non-Hispanic or Non-Latino

RACE (Please check all that apply):

_____ White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

_____ Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

_____ Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

_____ American Indian or Alaskan Native. A person having origins in any of the original peoples of North American, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS: In accordance with accreditation standards of the CAA/ASHA, the program in speech-language pathology must employ additional full-time faculty to meet the teaching, research, and service needs of the program and the institution. To help meet these needs, and in accordance with compliance requirements of the CAA/ASHA accreditation standards, Dr. Gillis is being moved from a full-time adjunct instructor to a full-time tenure-track assistant professor, beginning August 2016.

EMPLOYEE REGULAR WORK SCHEDULE: _____ Regular class meeting times, day and/or evening
EMPLOYEE DIRECT SUPERVISOR: _____ Dr. Elaine Lewnau
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____ 0

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

Do Not Write Below This Area
For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- _____ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- _____ Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- _____ Application for Employment Form Admin/Fac/Uncl Positions (Civil Service Application for classified employees)
- _____ Authority to Release (signed by employee) (submitted to Campus Police with Criminal/Background Check form)
- _____ Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

CURRICULUM VITA

Terrilynn Faye Jenkins Gillis
57685 True Hope Lane
Plaquemine, Louisiana 70764

Phone: 225.687.1775

Cell: 225.819.7135

Email: drtjenkins@yahoo.com; terrilynn_gillis@subr.edu

EDUCATION

Ph.D., Speech-Language Pathology, University of Illinois at Urbana-Champaign, 2002
M.Ed., Educational Leadership, Concordia University at Portland, OR, Anticipated Spring 2016
Diploma, Living Faith Ministries School of Ministry, Champaign, IL, 2002
M.A., Speech-Language Pathology, Western Michigan University, Kalamazoo, MI, 1987
B.S., Speech Pathology and Audiology, Southern University, Baton Rouge, LA, 1985

CERTIFICATION/ LICENSURE

Certificate of Clinical Competence in Speech-Language Pathology, 1988 - Present
Speech-Language Pathology License-State of Louisiana, 2009- Present
Gospel Ministry Ordination/License-Living Faith Ministries, Inc., Champaign, IL, 1999-present
Speech-Language Pathology License-State of Florida, 2006-2009
Speech-Language Pathology License-State of Texas 2002-2006
Speech-Language Pathology License-State of Florida 1988-1996

PROFESSIONAL AFFILIATIONS

American Speech-Language-Hearing Association (ASHA)
Louisiana Speech-Language-Hearing Association (LSHA)
National Black Association for Speech, Language and Hearing (NBASLH) 1983-1996
Texas Speech and Hearing Association (TSHA) 2003-2005
El Paso Speech and Hearing Association (EPSHA) 2003-2005
Palm Beach County Classroom Teacher Association- Florida (PBCTA-FL), 1988-1996: 2006-2007

UNIVERSITY TEACHING EXPERIENCE

Adjunct Instructor & Clinical Supervisor, Southern University and A & M College,
Baton Rouge, LA, 2015-Present

Assistant Professor (Child-Language Researcher), University of Texas at El Paso, 2002-2006

Faculty, Hispanic Health Disparities Research Center, University of Texas at El Paso, 2004-2006

Teaching Assistant: "Articulation Disorders" (Undergraduate level), Department of Speech and Hearing Science, University of Illinois at Urbana-Champaign, Champaign, Illinois, Spring, 1998

Teaching Assistant: "Language Disorders" (Undergraduate level), Department of Speech and Hearing Science, University of Illinois at Urbana-Champaign, Champaign, Illinois, Spring 1998

Teaching Assistant: "Introductory Course to Speech and Hearing Science," Department of Speech and Hearing Science, University of Illinois at Urbana-Champaign, Champaign, Illinois, Fall 1998

Instructor: "Articulations Disorders" (Undergraduate level), Department of Speech and Hearing Science, University of Illinois at Urbana-Champaign, Champaign, Illinois, Spring 1999

Co-Instructor: "Introductory Course to Speech and Hearing Science," Department of Speech and Hearing Science, University of Illinois at Urbana-Champaign, Champaign, Illinois, Spring 1999

Instructor: "Language Disorder in School-Age Children" (Graduate Level), Speech-Language Pathology Program, University of Texas at El Paso, El Paso, Texas, Fall Semesters, 2002-2003

Instructor: "Multicultural and Multilingual Issues" (Graduate Level), Speech-Language Pathology Program, University of Texas at El Paso, El Paso, Texas, Fall Semesters, 2002-2005

Instructor: "Advanced Articulation and Phonological Disorders" (Graduate Level), Speech-Language Pathology Program, University of Texas at El Paso, El Paso, Texas, Spring Semesters, 2003-2005

Instructor: "Language Disorders in Preschool Children," (Undergraduate Level), Speech-Language Pathology Program, University of Texas at El Paso, El Paso, Texas, Spring Semesters, 2003-2005

Instructor: "Cleft Palate and Craniofacial Anomalies," (Graduate Level), Speech-Language Pathology Department, Southern University and A & M College, Baton Rouge, LA, Fall 2015, Spring 2016

Instructor: "Augmentative and Alternative Communication," (Graduate Level), Speech-Language Pathology Department, Southern University and A & M College, Baton Rouge, LA, Spring 2016

Instructor: "Language Disorders Across the Life Span," (Undergraduate Level), Speech-Language Pathology Department, Southern University and A & M College, Baton Rouge, LA, Spring 2015, Fall 2015, Spring 2016

Instructor: "Articulation/Phonological Disorders," (Undergraduate Level), Speech-Language Pathology Department, Southern University and A & M College, Baton Rouge, LA, Spring 2015, Fall 2015, Spring 2016

CLINICAL EXPERIENCE

Clinical Supervisor, Speech-Language Pathology Clinical Education, Southern University and A & M College, Baton Rouge, LA Summer & Fall 2015, Spring 2016

Provide supervision of diagnostic and treatment sessions as assigned by the Director of Clinical Education as required by the department and CAA policies. Provide staffing meetings for assigned students to ensure students' positive clinical progression in the diagnosis and treatment of speech and language disorders as well as documentation of evidence-based practice.

Independent Service Provider, Early Steps of Louisiana, Region II, 2009- 2010

Design and implement activities that successfully achieve long- and short-term Individualized Family Service Plan (IFSP).

Speech-Language Pathologist, East Baton Rouge School Parish School District, Baton Rouge, Louisiana, Fall 2013

Provided speech-language therapy to children preschool-aged through third grade enrolled in regular education and special education classes. Completed state mandated documentation for students participating in special education. Administered speech-language and hearing screenings.

Speech-Language Pathologist, School District of Palm Beach County, West Palm Beach, Florida, 2006-2009

Assessed/Diagnosed speech and language impairments in school-age children of multicultural backgrounds. Develop long and short-term goals for culturally and linguistically diverse children with speech and/or language impairments in inclusive classroom settings. Design and implement activities that successfully achieve long- and short-term individualized education plan (IEP.) goals pro the Florida Sunshine State Standards. Design and implement evaluative measures. Other administrative activities included Parent/Community Involvement Committee Chair, School Leadership Team Member, and Parent-Teacher Club Sponsor.

Clinical Supervisor, Speech-Language Pathology Program, University of Texas at El Paso, El Paso, Texas, 2003-2005

Developed clinical (i.e., assessment, diagnosis and intervention) skills in practicing student clinicians via clinical teaching. Clinical teaching involved objective planning, constructive feedback, information dissemination, questioning, joint-problem solving, and planning for clinician and client behavioral changes.

Speech-Language Pathologist, School District of Palm Beach County West Palm Beach, Florida, 1988 - 1996.

Assessed speech and language impairments in preschool and school-age children of multicultural backgrounds in a range of classroom settings. Developed long and short-term goals for culturally and linguistically diverse children with speech and/or language impairments. Designed and

implemented activities that successfully achieved long- and short-term individualized education plan (I.E.P.) goals across educational domains. Designed and implemented evaluative measures. Other administrative activities included Innovative Instructional Team, Staffing and Core (Crisis) Teams, Exceptional Student Education Contact Person Assistant, Safety Patrol Sponsor, and Recruiting Assistant

Contract Services

Speech-Language Pathologist, InSpeech, Inc. (Nova Care, Select Medical), King of Prussia, PA, 1987 – 1988

PROFESSIONALLY RELATED WORK EXPERIENCE

Inclusion Teacher, Charter Schools USA (Baton Rouge Charter Academy -Mid City), Baton Rouge, LA, 2014-2015

Education/Parental Involvement Specialist, Iberville Parish Head Start, Plaquemine, LA, Winter 2012

Planned, implemented, monitored parental engagement/ education process per Head Start Program Performance Standards. Analyzed data and generated efficacy/outcome reports per computer applications. Executed assigned tasks by deadlines. Built consensus/trust within and among parental, teacher and administrative groups. Communicated contents of goals/objectives/messages clearly via germane examples. Organized interdepartmental administration meetings. Collaborated weekly with members of administration to ensure achievement of the organization goals and objectives.

Permanent Substitute Teacher, Iberville Parish School Board, Plaquemine, LA, 2009-2012, 2012-2013

Implemented school curriculum in assigned graded levels.

Special Education Inclusion Teacher, Charter Schools USA (Baton Rouge Charter Academy-Midcity), Baton Rouge, LA 2014-

Provide students enrolled in special education with academic assistance in their classrooms and co-teach lessons.

RESEARCH INTERESTS

Normal child-language acquisition and child-language disorders, specific language impairment in non-mainstream ethnic groups: relationships between mothers' verbal and nonverbal expressions, and syntactic and vocabulary development in children with and without language impairment: relationships between literacy and speech-language development.

RESEARCH EXPERIENCE

Pre-doctoral trainee (US Department of Education Training Grant, H029D50069), 1996-1999
Awarded to Adele Proctor and Peter Alfonso, Principal Investigators, Speech and Hearing Science, University of Illinois at Urbana-Champaign. To prepare culturally and linguistically

diverse students to earn the Doctor of Philosophy in Speech, Language and Hearing Science, and to concurrently train minority students in how to design and implement culturally sensitive research that will enhance the quality of assessment and intervention practices in communication sciences and disorders.

Pre-doctoral trainee (U.S. Department of Education Training Grant H029D60035), 1999-2002
Awarded to Jim Halle, Special Education, Principal Investigator: Michaelene Ostrosky, Special Education, Co-P.I.; Ruth Watkins, Speech and Hearing Sciences, Co-P.I.; Cynthia Johnson, Speech and Hearing Sciences, Co-P.I. For the academic preparation of leadership personnel in child language disabilities.

Research Assistant

For Adele Proctor, Speech and Hearing Science, University of Illinois at Urbana-Champaign, Champaign, Illinois, 1996-1999. Researching the normative ranges of oral narratives of African American children aged 3-8 years old.

For Cynthia Johnson, Speech and Hearing Science, University of Illinois at Urbana-Champaign, Champaign, Illinois. Assistant Child Language Research Lab coordinator, researching facilitation methods for complex syntax in school-age children, Fall 1999 - Summer 2000. Child Language Research Lab coordinator, development of coding procedures for facial gestural expressions, rate of speech in words per minute for complex syntax, and boundaries of paraphrasing, Fall 2000-2002.

Assistant Professor/Child-Language Researcher, Speech-Language Pathology Program, University of Texas at El Paso, El Paso, Child-Language Research Laboratory, 2002- 2006

PROFESSIONALLY RELATED CIVIC EXPERIENCE

Head Teacher and Senior Instructor, Living Faith Ministries, Incorporated, Youth Enrichment Program (YEP), 2001-2000

Developed the curriculum. Implemented activities that successfully achieved curriculum goals. Served as instructor for senior youth group.

President and Teacher of Living Faith Ministries Bible Study Group, Campus Ministry at the University of Illinois at Urbana-Champaign, Urbana, IL, 2000-2002.

Engaged interested students and staff in studies of Biblical principles and concepts.

Member El Paso del Norte Young Women Christian Association (YWCA), consultant child-language researcher for its child care/development program, 2004-2006

Engaged University of Texas at El Paso undergraduate and graduate students in curriculum development that fosters maximum linguistic development in children. 2004-2006

Volunteer Science Teacher, Students That Are Reaching Success (STARS), Abounding Love Ministries, Inc., Baton Rouge, LA, summer 2014

CIVIC AND SOCIAL AFFILIATIONS

Abounding Love Ministries, Inc., Baton Rouge, LA
Ladies Social Club, Plaquemine, LA
McCoy Family Club, Plaquemine, LA
Zeta Phi Beta Sorority, Inc

RELATED PROFESSIONAL EXPERIENCES AND ACTIVITIES

PBCTA-Exceptional Student Education Committee, Chairperson, 1995-1996
ASHA Convention (Orlando, Florida)-Session Chair, 1995
NBASLH-Palm Beach Affiliate (Florida)-President, 1992-1993

UNPUBLISHED DOCTORAL DISSERTATION

Jenkins, T. F. (2002). *Mothers' stories: Influences on vocabulary and syntax of African American children with language impairment*. Unpublished doctoral dissertation, University of Illinois at Urbana-Champaign.

UNPUBLISHED MANUSCRIPT

Jenkins, T.F. (1999). *Pronominal reference as a cohesive device in African American children's personal narratives*. Unpublished manuscript, University of Illinois at Urbana-Champaign.

RESOURCE GENERATION

National Institutes of Health, P20 MD00548-01: Hispanic Health Disparities Research Center-University of Texas at El Paso. "El Paso, TX: SLI in Hispanic Children," January 2004 – December 2006: \$80,000.

University Research Initiative Grant, University of Texas at El Paso "An Examination of Nonmainstream Speaking Children with and without Language Impairment Responses to Three Standardized", November 2002 – August 2003: \$3,100

On-Campus Dissertation Research Grant, university of Illinois at Urbana-Champaign Graduate College, January, 2001 – June, 2001: \$700

Sprague Thesis Award Grant, College of Applied Life Studies, University of Illinois at Urbana-Champaign, February, 2001 – July, 2001: \$750

PROFESSIONAL PRESENTATIONS

Jenkins-Carter, T. (1997, February). *Language and literacy: A summer enrichment program for African American children*. Presented at Illinois Speech and Hearing Association, Arlington, Illinois.

Jenkins- Carter, T. (1997, April). *Diagnostic therapy for multicultural students*. Presented at Urbana School District (Washington Elementary School), Urbana, Illinois

Murry, J., Jenkins, T. & Proctor, A. (1998, February). *Culturally valid elicitation procedures for oral narratives of African American preschoolers*. Presented at Illinois Speech and Hearing Association, Arlington, Illinois

Jenkins, T., Carbajah, M. & Proctor, A. (1998). *Structured language experiences for African American and Latino/Latino preschoolers*. Presented at the American Speech-Language Hearing Association, San Antonio, Texas

Jenkins, T. (1999). *Pronominal reference as a cohesive device in African American children's personal narratives*. Presented at Proseminar, Department of Speech and Hearing Science, University of Illinois at Urbana-Champaign.

Johnson, C., Marinellie, S., Jenkins, T. (1999, December). *Facilitating a child's syntactic style during conversational language intervention*. Proseminar to the Department of Speech and Hearing Science, University of Illinois.

Johnson, C., Marinellie, S., Cetin, P., Marassa, L., Correll, K., & Jenkins, T. (1999). *Facilitating a child's syntactic style during conversational language intervention*. Presented at the American Speech-Language Hearing Association, San Francisco, CA

Johnson, C., Marinellie, S., Jenkins, T., Cetin, P., Marassa, L., & Correll, K. (2000). *Language therapy for complex sentence learning through planned conversations*. Presented at Illinois Speech and Hearing Association, Arlington, IL.

Johnson, C., Marinellie, S., Jenkins, T., & Correl, K. (2000). *Complex sentences and precursors in language therapy with dialectal variation*. Presented at the American Speech-Language Hearing Association, Washington, D.C.

Jenkins, T. (2001, November). *The influence of mothers' stories on vocabulary and complex syntax in African American children*. Proseminar to the Department of Speech and Hearing Science, University of Illinois at Urbana-Champaign.

Rogers, H., Johnson, C., & Jenkins, T. (2002). *Mothers as sources of family narrative repertoires for preschoolers*. Presented at the Joint Conference of the IX International Congress for the Study of Child Language and the Symposium on Research in Child Language, Madison, WI.

Jenkins, T. & Johnson, C. (2002). *Mothers' stories: Influences on vocabulary and syntax of African American children with language impairment*. Presented at the American Speech-Language Hearing Association, Atlanta, GA.

Rogers, H., Jenkins, T. & Johnson, C. (2002). *Vocabulary and complex syntax in mothers' narratives from two cultures*. Presented at the American Speech-Language Hearing Association, Atlanta, GA.

Jenkins, T. (March, 2003). *Mothers' stories: Influences on vocabulary and syntax of African American children with language impairment: The results*. Presented at Northeast and Cannon Elementary Schools, Danville, IL.

Jenkins, T., & Johnson, C. (2003). *Low frequency vocabulary in African American mothers' personal narratives to children with and without language impairment*. Presented at the Society for Research in Child Development 2003 Biennial Meeting, Tampa, FL.

REFERENCES

Amitava Biswas, Ph.D.
Department of Speech and Hearing Sciences
The University of Southern Mississippi
118 College Drive
Building 242 JBG
Hattiesburg, MS 39406-0001
(601) 266-6118

Lawanda Harper, Specialist
School District of Palm Beach County
Office of School Transformation
2625 State Road 715
Belle Glade, FL 33430
(561) 829-4631
lawandaharper@palmbeachcountyschools.org

Linda Johnson, President
Dia-Lin
58530 Village Drive
Plaquemine, Louisiana 70764
lmj1944@cox.net



1000 University Avenue
Baton Rouge, LA 70803
707-771-2011
www.southern.edu

RECEIVED
OFFICE OF THE
PRESIDENT
2016 JUN 24 AM 11:51
SYSTEM

TO: Dr. M. Christopher Brown II
Executive Vice President for Academic Affairs and Provost

FROM: Janet S. Rami, PhD, RN
Dean

DATE: June 21, 2016

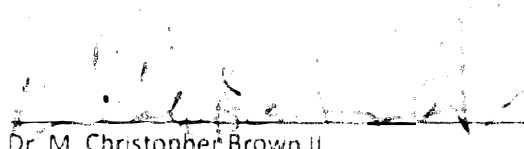
RE: Request to Waive Advertisement and Hire an Assistant Professor in Speech-Language Pathology

This communication is being sent to request permission to waive advertisement and hire Dr. Terrilynn Gillis as a full-time tenure-track Assistant Professor in the Department of Speech-Language Pathology. Attached are the Position Vacancy Authorization Form and a copy of the Council on Academic Accreditation in Audiology and Speech-Language Pathology Report that was approved July 18, 2015.

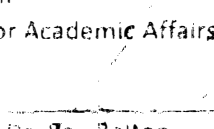
The report provides documentation of the accreditation team's requirement to place Dr. Gillis **(See Bottom of Page 2 of Accreditation Report)** in a permanent tenure track faculty position by Fall 2016 in partial compliance with Standard 2.2. Your favorable approval of this request is appreciated. Should you need any additional information, please let me know.

JSR:pdw

- Attachments: Position Vacancy Authorization
- 2015-16 SLP Budget Page
- Curriculum Vita & Transcripts for Dr. Terrilynn Gillis
- CAA Re-Accreditation Report for SLP

Approved: 
Dr. M. Christopher Brown II
Executive Vice President for Academic Affairs and Provost

Approved: 
Dr. Ray Belton
Chancellor, SUBR Campus

Approved: 
Dr. Ray Belton
SU System President



**ACCREDITATION ACTION REPORT
Re-accreditation (or Initial Accreditation) Review**

The Council on Academic Accreditation in Audiology and Speech-Language Pathology took the following accreditation action at its July 15-18, 2015 meeting, as indicated below.

Name of Program: Southern University and A&M College

File #: 239

Professional Area:

- Audiology**
 Speech-Language Pathology

Modality:

- Residential**
 Distance Education
 Satellite Campus
 Contractual Arrangement

Degree Designator(s): MS

Current Accreditation Cycle: 04/01/2007 - 03/31/2015

Action Taken: Reaccredit

Effective Date: 7/18/2015

New Accreditation Cycle: 4/1/2015 - 3/31/2023

Next Review: Annual Report due February 1, 2016

Notices: The program is advised to adhere to the following notices that are appended to this report.

- PROGRAM COMPLIANCE EXPECTATIONS
- PUBLIC DISCLOSURE OF DECISION AND ACCREDITATION STATUS



In the context of the institutional and program mission statements and in consideration of the credentials for which the program is preparing students, the CAA conducted its comprehensive review and found the program to be in compliance with the Standards for Accreditation of Graduate Education Programs in Audiology and Speech-Language Pathology, except as noted below.

AREAS OF NON-COMPLIANCE

The CAA found the program to be not in compliance with the following standards for accreditation. Non-compliance means that the program does not have in place the essential elements necessary to meet the standard. The program should demonstrate its compliance with these standards in the Prior Concerns section of the next Annual Report or by the time line specified below. The CAA will indicate in its review of that report whether the program has addressed these areas sufficiently to achieve compliance.

There are no areas of non-compliance with accreditation standards.

AREAS OF PARTIAL COMPLIANCE

The CAA found the program to be in partial compliance with the following standards for accreditation. Partial compliance means that the program has in place some, but not all, of the essential elements necessary to meet all aspects of the standard. The program must demonstrate its compliance with these standards in the Prior Concerns section of the next Annual Report or by the time line specified below. The CAA will indicate in its review of that report whether the program has addressed these areas sufficiently to achieve compliance.

Standard: 2.2

Element(s) of the standard to be met: Overall faculty sufficiency meets program mission

Evidence of partial compliance:

The program is meeting its current teaching needs by having current faculty teach overloads. The chancellor of the University and provost reported to the site visit team that a permanent tenure track faculty position to replace a doctoral level member of the department who has been on extended sick leave has been approved. The program reported posting a position available notice on the university Human Resources web site and on the ASHA Careers website. Neither of these position notices were found on these web sites at the time of the July, 2015 CAA meeting. The program also reported that a current part-time faculty member would become a full-time adjunct faculty member in the fall 2015 semester and a full-time permanent position in the 2016-17 academic year.

Steps to be Taken:

At the time of the next annual report provide an update on the status of: (1) the search to fill the replacement faculty position, (2) whether Dr. Terrilynn Gillis has become a full-time adjunct faculty member for the 2015-16 academic year, and (3) the status of converting Dr. Gillis's position to a permanent full-time faculty position for the 2016-17 academic year.



Standard: 3.2B

Element(s) of the standard to be met: Curriculum is regularly and systematically evaluated.

Evidence of partial compliance

The program does not currently conduct regular and systematic evaluation of its curriculum and program. The program reported it has developed plans to employ an Exit Survey, Employer Survey and Alumni survey.

Steps to be Taken:

At the time of the next annual report, provide an update on the surveys conducted to date and implementing plans for regular and systematic evaluation(s) of the program's curriculum.

Standard: 5.3

Element(s) of the standard to be met: Evaluation of program quality/currency/effectiveness

Evidence of partial compliance

The program does not currently conduct regular and systematic evaluation of its curriculum and program. The program reported it has developed plans to employ an Exit Survey, Employer Survey and Alumni survey.

Steps to be Taken:

At the time of the next annual report, update CAA on how the data from these surveys are being reviewed and fit into their overall process for continuous improvement.

AREAS FOR FOLLOW-UP (clarification/verification)

The program should provide an update in the next Annual Report on the issues related to the following standards for accreditation. The CAA did not find the program to be out of compliance with these standards at this time, but requires that additional information be provided in the next Annual Report in order to monitor the program's continued compliance in the stated areas.

There are no areas for follow-up with accreditation standards.

The CAA has evaluated this program regarding its performance with respect to student achievement and provides the following report, required as an accrediting agency recognized by the US Secretary of Education (34 CFR 602.12(f)(2)).

PERFORMANCE WITH RESPECT TO STUDENT ACHIEVEMENT

Comments/Observations:

The CAA assessed the program's performance with respect to student achievement and found the program to meet or exceed the established CAA expectations (as described in accreditation standard 5.0-Assessment) in the following checked areas. Details regarding any of these areas found to be not in compliance are described earlier in this report in the context of the relevant standard.



- X Program Completion Rates
- X Employment Rates
- X Praxis Examination Rates

PROGRAM COMPLIANCE EXPECTATIONS

CAA's recognition by the United States Secretary of Education requires that if an accrediting agency's review of a program under any standard indicates that the program is not in compliance with that standard, the agency must require the program to take appropriate action to bring itself into compliance with the agency's standards within a time period that must not exceed two years [34 CFR 602.20(a)(2)(i)]. If, after review of a required report, the program remains out of compliance with any standard and sufficient progress toward compliance has not been demonstrated, CAA may act to place the program on probation in accordance with the policy and procedures outlined in the Accreditation Handbook on the academic accreditation Web site. If the program does not bring itself into compliance within the specified period, the accrediting agency must take immediate adverse action. If the program continues to remain out of compliance with any standard at the end of the specified period, CAA will withdraw accreditation, unless the CAA judges the program to be making a good faith effort to come into compliance with the standards. In such case, the CAA may, for good cause, extend the period for achieving compliance for no longer than one additional year and may decide to continue the accreditation cycle and to monitor the program's progress. CAA defines a "good faith effort" as 1) an appropriate plan for achieving compliance within a reasonable time frame, 2) a detailed timeline for completion of the plan, 3) evidence that the plan has been implemented according to the established timeline, and 4) reasonable assurance that the program can and will achieve compliance as stated in the plan.

PUBLIC DISCLOSURE OF THIS DECISION AND ACCREDITATION STATUS

The CAA publishes a notice of final accreditation actions on its Web site after comprehensive reviews are completed in accordance with its published policies. In the event an adverse action is taken and becomes final (i.e., withdrawal or withholding of an accreditation status), the CAA is required to publish a brief statement summarizing the reasons for withholding or withdrawing the accreditation status of a program, together with the comments, if any, that the affected program may wish to make.

The US Department of Education (USDE) requires all recognized accrediting agencies to provide for the public correction of incorrect or misleading information an accredited or preaccredited program releases about accreditation or preaccreditation status, contents of site visit reports, and accrediting or preaccrediting actions with respect to the program. [34 CFR 602.23(d) and 602.23(e)] The program must make accurate public disclosure of the accreditation or preaccreditation status awarded to the program, using the suggested language provided in the Accreditation Handbook (see Chapter XII Informing the Public) on the academic accreditation Web site. If the program chooses to disclose any additional information within the scope of the USDE rule, such disclosure also must be accurate. Any public disclosure of information within the scope of the rule must include the CAA's name, address, and telephone number as described in the Accreditation Handbook. If a program



misrepresents or distorts any action by the CAA with respect to any aspect of the accreditation process, its accreditation status, the contents of the site visit report, or final CAA accreditation actions or decisions, the CAA will notify the chief executive officer of the institution and the program director, informing them that corrective action must be taken. If corrective action is not taken, the CAA will release a public statement that provides correct information and may invoke other sanctions as may be appropriate. If the Accreditation unit discovers that a program has released incorrect or misleading information within the scope of the USDE rule, then it, acting on behalf of CAA, will make public correction, and it reserves the right to disclose this Accreditation Action Report in its entirety for that purpose.

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	2	m	8	9	1	6
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CAMPUS: SUS _____ SUBR SULAC _____ SUAREC _____ SUNO _____ SUSLA _____

EMPLOYMENT CATEGORY: 9-MONTH _____ 12-MONTH _____ OTHER _____ (Specify) _____

- | | | |
|--|---|------------------------|
| <input checked="" type="checkbox"/> Academic | _____ Non-Academic | _____ Civil Service |
| _____ Temporary | _____ Part-time (_____ % of Full Time) | _____ Restricted |
| _____ 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 07/01/2016 To 06/30/2017
 Effective Date 08/01/16

Name Jalyn Davis Jones SS# S012359583 Sex F Race* B
(Last 4 digits only)

Position Title: Principal of 9-12 Department: SU Laboratory School

Check One Existing Position *Visa Type (See Reverse Side):
 New Position Expiration Date: _____

(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience 12 Southern University Experience 0

Degree(s): Type/Discipline (BA-Education): MED - Elem. Curriculum & Inst Institution/Location (SU-Baton Rouge): Southern University - Baton Rouge, LA Year: 2008
BS-Speech Path & Audiology Southern University - Baton Rouge, LA 2004

Current Employer UNO New Beginnings Charter School Organization - New Orleans, LA

Personnel Action

Check One New Appointment _____ Continuation _____ Sabbatical _____ Leave of Absence _____
 Transfer _____ Replacement _____ Other (Specify) _____

Recommended Salary \$65,000.00 Salary Budgeted \$65,000.00

Source of Funds General

Identify Budget: 211001-22281-24100 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: _____ From _____ To _____

Position _____
 Status _____
 Salary Adjustment _____

Financial Aid signature (if, applicable):









List total funds currently paid this employee by Southern University:

*See Reverse Side
 Comments: (Use back of form)

Source of Funds	Amount

*See Reverse Side

Graduate School signature (if, applicable):

	8-18-16	Date		8/18/16	Date
	8/18/16	Date		8/23/16	Date
	8/23/16	Date		8/23/16	Date
	8/23/16	Date			Date

This information is requested solely for the purpose of determining compliance with Federal Civil Rights Laws and does not affect employment consideration.

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

American Indian or Alaskan Native. A person having origins in any of the original peoples of North America, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS:

Effective 08/01/2016, Jalyn Davis Jones has been appointed Principal of Grades 9-12 at the SU Laboratory School.

EMPLOYEE REGULAR WORK SCHEDULE: M-F 7:30 a.m. - 4:30 p.m.
EMPLOYEE DIRECT SUPERVISOR: Averil Sanders, Jr.
SUPERVISOR/DEPARTMENT CONTACT NUMBER: 225. 7 1.3490
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

Do Not Write Below This Area
For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- Application for Employment Form Admin/Fac/Uncl Positions(Civil Service Application for classified employees)
- Authority to Release (signed by employee) (submitted to Human Resources with Criminal/Background Check form)
- Supervisory Criminal/Background Check Form (completed by employee/verified and signed by supervisor)
- Exemptions Survey Form (signed by employee and budget head)
- Proposed Employee Appointment
- Proposed Employee Clearance
- Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for Classified, if applicable)

SOUTHERN UNIVERSITY SYSTEM
BUDGET OFFICE
211001-22281-41002-25100
AUG 23 2016
FUNDS AVAILABLE

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	2	M	9	8	83
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CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

EMPLOYMENT CATEGORY: 9-MONTH 12-MONTH OTHER (Specify) _____

Academic Non-Academic Civil Service
 Temporary Part-time (_____ % of Full Time) Restricted
 Tenured Undergraduate Student Job Appointment
 Tenured Track Graduate Assistant Probationary
 Other (Specify) _____ Retiree Return To Work Permanent Status

Previous Employee N/A Reason Left _____
 Date Left _____ Salary Paid _____

Profile of Person Recommended

Length of Employment 07/01/16 To 06/30/2017
 Effective Date 08/01/16

Name Nadia D. Washington Seals SS# S00018455 Sex F Race* B
(Last 4 digits only)

Position Title: Principal of Pre K-8 Department: Southern University Laboratory School

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 10 Southern University Experience 10

Degree(s): Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge): Year:

<u>M.Ed. Educational Leadership</u>	<u>Southern University-Baton Rouge, LA</u>	<u>2012</u>
<u>B.S. Elementary Education</u>	<u>Southern University-Baton Rouge, LA</u>	<u>2006</u>

Current Employer Southern University Baton Rouge

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) _____

Recommended Salary 65,000 (12 months) Salary Budgeted 65,000 (12 months)

Source of Funds State

Identify Budget: 211001 22281-24100-61000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: From _____ To _____

Position Instructor Principal Pre K-8
 Status 9 mos 12 mos
 Salary Adjustment 47,500 65,000

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

*See Reverse Side

Comments: (Use back of form)

Source of Funds	Amount

*See Reverse Side

Graduate School signature (if, applicable):

[Signature] 8-16-18 Date
 Supervisor
[Signature] 8/18/16 Date
 Dean/Unit Head
[Signature] 8/23/16 Date
 Vice-Chancellor
[Signature] 8/23/16 Date
 Chancellor
[Signature] 8/23/16 Date
 Director/Personnel
[Signature] 8/23/16 Date
 Vice President/Finance
 Business Affairs/Comptroller
 President
[Signature] 8/23/16 Date
 Chairman/S.U. Board of Supervisors

This information is requested solely for the purpose of determining compliance with Federal Civil Rights Laws and does not affect employment consideration.

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

American Indian or Alaskan Native. A person having origins in any of the original peoples of North America, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS: Effective 08/01/2016, Nadia D. Washington Seals, will serve as Principal Pre K-8 of Southern University Laboratory School, Southern University Baton Rouge.

EMPLOYEE REGULAR WORK SCHEDULE: M - F 7:30-4:30

EMPLOYEE DIRECT SUPERVISOR: Averil Sanders, Jr.

SUPERVISOR/DEPARTMENT CONTACT NUMBER 225 771-3490

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):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

Do Not Write Below This Area
For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

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- 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 positions applicable)

SOUTHERN UNIVERSITY SYSTEM
BUDGET OFFICE
 2/1/01 - 2028/1/1/00 - 2/1/00
 2008
Yad Jones
FUNDS AVAILABLE

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER					
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CAMPUS: SUS _____ SUBR SULAC _____ SUAREC _____ SUNO _____ SUSLA _____

EMPLOYMENT CATEGORY: 9-MONTH 12-MONTH _____ OTHER _____ (Specify) **RECEIVED**

<input checked="" type="checkbox"/> 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	<input checked="" type="checkbox"/> Permanent Status

Previous Employee Mary Abadie Reason Left Retired
 Date Left 05/13/2016 Salary Paid \$56,000

Profile of Person Recommended

Length of Employment 08/01/2016 To 05/16/2017
 Effective Date 08/15/2016

Name Kimberly Clark SS# XXX-XX-7554 Sex Female Race* Blk
(Last 4 digits only)

Position Title: Assistant Professor Department: School of Nursing

Check One Existing Position *Visa Type (See Reverse Side): U S
 New Position Expiration Date: _____

(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience 4.0 Southern University Experience 0
 Degree(s): Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge): Year:
MS-Nursing Southeastern Louisiana University - Hammond La. 05/2016
BSN-Nursing Southeastern Louisiana University - Hammond La. 2010-2011
BS-Kinesiology Southeastern Louisiana University - Hammond La. 2010

Current Employer SUBR/School of Nursing

Personnel Action

Check One _____ New Appointment _____ Continuation _____ Sabbatical _____ Leave of Absence
 _____ Transfer Replacement _____ Other (Specify) _____

Recommended Salary \$60,000 Salary Budgeted \$60,000.00

Source of Funds General funds

Identify Budget: 111000-2403-1000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: _____ From _____ To _____

Position _____
 Status _____
 Salary Adjustment _____

Financial Aid signature (if applicable): _____


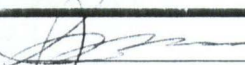

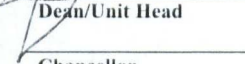

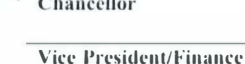
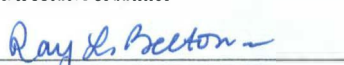

List total funds currently paid this employee by Southern University:

*See Reverse Side
 Comments: (Use back of form)

Source of Funds	Amount
111000-2403-1000	\$60,000

*See Reverse Side

Graduate School signature (if applicable): _____

	<u>7/19/16</u>		<u>7/19/16</u>
Supervisor	Date	Dean/Unit Head	Date
	<u>8/10/2016</u>		_____
Vice Chancellor	Date	Chancellor	Date
	_____		_____
Director/Personnel	Date	Vice President/Finance	Date
	<u>8-24-2016</u>		_____
President	Date	Chairman/S.U. Board of Supervisors	Date

This information is requested solely for the purpose of determining compliance with Federal Civil Rights Laws and does not affect employment consideration.

ETHNIC ORIGIN (Please check one):

_____ Hispanic or Latino X Non-Hispanic or Non-Latino

RACE (Please check all that apply):

_____ White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

 X Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

_____ Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

_____ Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

_____ American Indian or Alaskan Native. A person having origins in any of the original peoples of North American, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS:

Ms. Kimberly Clark will be working in course N410, Health Deviations II (lec&lab) and N415, Health Deviations III (lec&lab). She is replacing the budgeted position of Mary Abadie, who retired 05/2016.

EMPLOYEE REGULAR WORK SCHEDULE: 8am-5pm Monday-Friday
EMPLOYEE DIRECT SUPERVISOR: Jacqueline J Hill
SUPERVISOR/DEPARTMENT CONTACT NUMBER 771-26 53
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp, FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

Do Not Write Below This Area
For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- _____ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- _____ Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- _____ Application for Employment Form Admin/Fac/Uncl Positions(Civil Service Application for classified employees)
- _____ Authority to Release (signed by employee) (submitted to Human Resources with Criminal/Background Check form)
- _____ Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

JOB CLASS			
JOB CODE			
CAL ID			

XSOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER							
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CAMPUS: SUS _____ SUBR SULAC _____ SUAREC _____ SUNO _____ SUSLA _____

EMPLOYMENT CATEGORY: 9-MONTH 12-MONTH _____ OTHER _____ (Specify) _____

<input checked="" type="checkbox"/> 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	<input checked="" type="checkbox"/> Permanent Status

Previous Employee Continuation of Salary Reason Left Transferred
 Date Left 05/16/16 Salary Paid 54,000

Profile of Person Recommended

Length of Employment 08/01/16 To 05/31/17
 Effective Date 08/15/16

Name Johnette Kay SS# xxx-xx-3798 Sex Female Race* Blk
(Last 4 digits only)

Position Title: Assistant Professor Department: School of Nursing

Check One Existing Position *Visa Type (See Reverse Side):
 New Position Expiration Date: _____

(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience 16 Southern University Experience 0

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>BSN-Nursing</u>	<u>Southern University and A&M College</u>	<u>1999</u>
	<u>MSN-Nursing</u>	<u>Southern University and A&M College</u>	<u>2014</u>

Current Employer _____

Personnel Action

Check One _____ New Appointment _____ Continuation _____ Sabbatical _____ Leave of Absence
 _____ Transfer Replacement _____ Other (Specify) _____

Recommended Salary ~~\$64,000.00~~ \$60,000 Salary Budgeted ~~\$64,000.00~~ \$60,000

Source of Funds General Funds

Identify Budget: 111000-2403-1000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: _____ From _____ To _____

Position _____
 Status _____
 Salary Adjustment _____

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:
 *See Reverse Side

Source of Funds	Amount
111000-2403-1000	\$64,000.00

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor <u>[Signature]</u> Date <u>8/18/16</u>	Dean/Unit Head <u>[Signature]</u> Date <u>8/18/16</u>
Vice Chancellor <u>[Signature]</u> Date <u>8/24/16</u>	Chancellor Date _____
Director/Personnel <u>[Signature]</u> Date _____	Vice President/Finance Business Affairs/Comptroller Date _____
President <u>[Signature]</u> Date _____	Chairman/S.U. Board of Supervisors Date _____

This information is requested solely for the purpose of determining compliance with Federal Civil Rights Laws and does not affect employment consideration.

ETHNIC ORIGIN (Please check one):

_____ Hispanic or Latino X Non-Hispanic or Non-Latino

RACE (Please check all that apply):

_____ White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

 X Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

_____ Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

_____ Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

_____ American Indian or Alaskan Native. A person having origins in any of the original peoples of North American, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS: Johnette Kay will be working in course N415, Health Deviations III (lec&lab). She is replacing the budgeted position of Latricia Greggs, who moved to the graduate level. A justification letter for salary will be attached.

EMPLOYEE REGULAR WORK SCHEDULE: 40 hrs. a week

EMPLOYEE DIRECT SUPERVISOR: Dr. Jacqueline J. Hill

SUPERVISOR/DEPARTMENT CONTACT NUMBER 225-771-2169

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

Do Not Write Below This Area
For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- _____ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- _____ Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- _____ Application for Employment Form Admin/Fac/Uncl Positions (Civil Service Application for classified employees)
- _____ Authority to Release (signed by employee) (submitted to Human Resources with Criminal/Background Check form)
- _____ Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

JOB CLASS			
JOB CODE			
CAL ID			

XSOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER									
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CAMPUS: SUS _____ SUBR SULAC _____ SUAREC _____ SUNO _____ SUSLA _____

RECEIVED
JUL 27 2016

EMPLOYMENT CATEGORY: 9-MONTH 12-MONTH _____ OTHER _____ (Specify)

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> 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 | <input checked="" type="checkbox"/> Permanent Status |

Previous Employee Kiyon McCormick Reason Left Resigned
 Date Left 03/31/15 Salary Paid 64,000

Profile of Person Recommended

Length of Employment 08/15/16 To 05/31/17
 Effective Date 08/15/16

Name Shena Williams SS# xxx-xx-9753 Sex Female Race* Blk
(Last 4 digits only)

Position Title: Assistant Professor Department: School of Nursing

Check One Existing Position *Visa Type (See Reverse Side):
 New Position Expiration Date: _____

(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience 6 Southern University Experience 0
 Degree(s): Type/Discipline (BA-Education): _____ Institution/Location (SU-Baton Rouge): _____ Year: _____
BSN-Nursing Southern University and A&M College 2010
MSN Southern University and A&M College 2016

Current Employer _____

Personnel Action

Check One _____ New Appointment _____ Continuation _____ Sabbatical _____ Leave of Absence
 _____ Transfer Replacement _____ Other (Specify) _____

Recommended Salary \$60,000.00 Salary Budgeted \$60,000.00

Source of Funds General Funds

Identify Budget: 111000-2403-1000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: _____ From _____ To _____

Position _____
 Status _____
 Salary Adjustment _____

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

Source of Funds	Amount
111000-2403-1000	\$60,000.00

*See Reverse Side
 Comments: (Use back of form)

*See Reverse Side Graduate School signature (if, applicable):

<u>[Signature]</u> Supervisor Date <u>7/11/16</u>	<u>[Signature]</u> Dean/Unit Head Date <u>7/11/16</u>
<u>[Signature]</u> Vice Chancellor Date <u>8/16/16</u>	Chancellor Date _____
Director/Personnel Date _____	Vice President/Finance Business Affairs/Comptroller Date _____
<u>Ray L. Belton</u> President Date <u>8-24-16</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 X Non-Hispanic or Non-Latino

RACE (Please check all that apply):

White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

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: Shena Williams will be working in course N201, Nursing Process II (lec&lab) and N220, Pharmacology (lab). She is replacing the budgeted position of Kiyann McCormick, who resigned 03/2016.

EMPLOYEE REGULAR WORK SCHEDULE: 40 hrs. a week

EMPLOYEE DIRECT SUPERVISOR: Dr. Jacqueline J. Hill

SUPERVISOR/DEPARTMENT CONTACT NUMBER 225-771-2169

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

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CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H1-1 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
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PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- _____ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
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- _____ Supervisory Criminal/Background Check Form (completed by employee/verified and signed by supervisor)
- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER									
-----------------	--	--	--	--	--	--	--	--	--

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

EMPLOYMENT CATEGORY: 9-MONTH 12-MONTH OTHER (Specify) _____

<input type="checkbox"/> Academic	<input type="checkbox"/> Non-Academic	<input type="checkbox"/> Civil Service
<input type="checkbox"/> Temporary	<input type="checkbox"/> Part-time (_____ % of Full Time)	<input type="checkbox"/> Restricted
<input type="checkbox"/> Tenured	<input type="checkbox"/> Undergraduate Student	<input type="checkbox"/> Job Appointment
<input checked="" 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 Juanita Allen-Garner Reason Left N/A
 Date Left N/A Salary Paid \$50,000

Profile of Person Recommended

Length of Employment 08/15/2016 To 05/16/2017
 Effective Date 08/15/16

Name Juanita Allen-Garner SS# xxx-xx- Sex F Race* B
 (Last 4 digits only)

Position Title: Assistant Professor Department: School of Nursing

Check One Existing Position *Visa Type (See Reverse Side):
 New Position Expiration Date: _____

(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience _____ Southern University Experience _____
 Degree(s): Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge): Year:
BSN (Nursing) Southern University and A&M College 12/2001
MSN Southern University and A&M College 05/2005

Current Employer School of Nursing

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) Salary Adjustment

Recommended Salary \$65,00 Salary Budgeted \$65,000

Source of Funds General Funds

Identify Budget: 211001-22403-61000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: _____
 Position _____
 Status _____
 Salary Adjustment \$50,000 _____

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:
 *See Reverse Side

Source of Funds	Amount
211001-22403	50,000

Comments: (Use back of form)

*See Reverse Side Graduate School signature (if, applicable):
 Supervisor [Signature] 8/24/16 Date
 Vice Chancellor [Signature] Date
 Director/Personnel _____ Date
 President Ray L. Belton 8-24-16 Date
 Dean/Unit Head _____ Date
 Chancellor _____ Date
 Vice President/Finance Business Affairs/Comptroller _____ Date
 Chairman/S.U. Board of Supervisors _____ Date

This information is requested solely for the purpose of determining compliance with Federal Civil Rights Laws and does not affect employment consideration.

ETHNIC ORIGIN (Please check one):

_____ Hispanic or Latino X Non-Hispanic or Non-Latino

RACE (Please check all that apply):

_____ White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

 X Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

_____ Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

_____ Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

_____ American Indian or Alaskan Native. A person having origins in any of the original peoples of North America, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: 800 am -5:00pm

EMPLOYEE DIRECT SUPERVISOR: Dr. Jacqueline Hill

SUPERVISOR/DEPARTMENT CONTACT NUMBER (225) 771-3266

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

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Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

Do Not Write Below This Area
For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- _____ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- _____ Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- _____ Application for Employment Form Admin/Fac/Uncl Positions(Civil Service Application for classified employees)
- _____ Authority to Release (signed by employee) (submitted to Human Resources with Criminal/Background Check form)
- _____ Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER									
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CAMPUS: SUS _____ SUBR X SULAC _____ SUAREC _____ SUNO _____ SUSLA _____

EMPLOYMENT CATEGORY: 9-MONTH X 12-MONTH _____ OTHER _____ (Specify) _____

<input type="checkbox"/> Academic	<input type="checkbox"/> Non-Academic	<input type="checkbox"/> Civil Service
<input type="checkbox"/> Temporary	<input type="checkbox"/> Part-time (_____ % of Full Time)	<input type="checkbox"/> Restricted
<input type="checkbox"/> Tenured	<input type="checkbox"/> Undergraduate Student	<input type="checkbox"/> Job Appointment
<input checked="" 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 Sharon Coulter Reason Left N/A
 Date Left N/A Salary Paid \$50,000

Profile of Person Recommended

Length of Employment 08/15/2016 To 05/16/2017
 Effective Date 08/15/16

Name Sharon Coulter SS# xxx-xx- Sex F Race* B
(Last 4 digits only)

Position Title: Assistant Professor Department: School of Nursing

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 _____ Southern University Experience _____
 Degree(s): Type/Discipline (BA-Education): BSN (Nursing) Institution/Location (SU-Baton Rouge): Southern University and A&M College Year: _____
MSN Southern University and A&M College

Current Employer School of Nursing

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) Salary Adjustment

Recommended Salary \$65,000 Salary Budgeted \$65,000

Source of Funds General Funds

Identify Budget: 211001-22403-61000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: From _____ To _____

Position _____
 Status _____
 Salary Adjustment \$50,000 \$65,000

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:
 *See Reverse Side

Source of Funds	Amount
211001-22403	50,000

Comments: (Use back of form)

*See Reverse Side Graduate School signature (if, applicable):

<u>[Signature]</u> <u>8/24/16</u> Supervisor Date	<u>[Signature]</u> <u>8/23/16</u> Dean/Unit Head Date
<u>[Signature]</u> <u>8-24-16</u> Vice-Chancellor Date	Chancellor Date
Director/Personnel Date	Vice President/Finance Date
<u>Ray L. Belton</u> <u>8-24-16</u> 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 X Non-Hispanic or Non-Latino

RACE (Please check all that apply):

_____ White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

 X Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

_____ Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

_____ Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

_____ American Indian or Alaskan Native. A person having origins in any of the original peoples of North American, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 am – 5:00pm
EMPLOYEE DIRECT SUPERVISOR: Dr. Jacqueline Hill
SUPERVISOR/DEPARTMENT CONTACT NUMBER (225) 7 71-326
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-“Practical Work Experience”)	F0	

Do Not Write Below This Area
For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- _____ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- _____ Position Vacancy Announcement (position advertised before processing PAF, if applicable)
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- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER									
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CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

EMPLOYMENT CATEGORY: 9-MONTH 12-MONTH OTHER (Specify) _____

<input type="checkbox"/> Academic	<input type="checkbox"/> Non-Academic	<input type="checkbox"/> Civil Service
<input type="checkbox"/> Temporary	<input type="checkbox"/> Part-time (<input type="checkbox"/> % of Full Time)	<input type="checkbox"/> Restricted
<input type="checkbox"/> Tenured	<input type="checkbox"/> Undergraduate Student	<input type="checkbox"/> Job Appointment
<input checked="" 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 Gwendolyn Livous Reason Left N/A
 Date Left N/A Salary Paid \$58,000

Profile of Person Recommended

Length of Employment 08/15/2016 To 05/16/2017
 Effective Date 08/15/16

Name Gwendolyn Livous SS# xxx-xx- Sex F Race* B
(Last 4 digits only)

Position Title: Assistant Professor Department: School of Nursing

Check One Existing Position *Visa Type (See Reverse Side):
 New Position Expiration Date: _____

(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience _____ Southern University Experience _____
 Degree(s): Type/Discipline (BA-Education): BSN (Nursing) Institution/Location (SU-Baton Rouge): Southern University and A&M College Year: _____
MSN Southern University and A&M College
PhD Nursing Research Southern University and A&M College 05/2016

Current Employer School of Nursing

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) Salary Adjustment

Recommended Salary \$65,000 Salary Budgeted \$65,000

Source of Funds General Funds

Identify Budget: 211001-22403-61000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: From _____ To _____

Position _____
 Status _____
 Salary Adjustment \$58,000 \$65,000

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

Source of Funds	Amount
211001-22403	50,000

*See Reverse Side

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

<u>[Signature]</u> <u>8/24/16</u> Supervisor Date	<u>[Signature]</u> <u>8/23/16</u> Dean/Unit Head Date
<u>[Signature]</u> _____ Vice Chancellor Date	_____ Chancellor Date
_____ Director/Personnel Date	_____ Vice President/Finance Date
<u>Ray E. Belton</u> <u>8-24-16</u> President Date	_____ Business Affairs/Comptroller Date
	_____ Chairman/S.U. Board Date of Supervisors

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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.

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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 – 5:00pm
EMPLOYEE DIRECT SUPERVISOR: Dr. Acqueline Hill
SUPERVISOR/DEPARTMENT CONTACT NUMBER (225) 771-3266
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

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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
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- Proposed Employee Clearance
- Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER									
-----------------	--	--	--	--	--	--	--	--	--

CAMPUS: SUS _____ SUBR X SULAC _____ SUAREC _____ SUNO _____ SUSLA _____

EMPLOYMENT CATEGORY: 9-MONTH _____ X 12-MONTH _____ OTHER _____ (Specify) _____

<input type="checkbox"/> Academic	<input type="checkbox"/> Non-Academic	<input type="checkbox"/> Civil Service
<input type="checkbox"/> Temporary	<input type="checkbox"/> Part-time (_____ % of Full Time)	<input type="checkbox"/> Restricted
<input type="checkbox"/> Tenured	<input type="checkbox"/> Undergraduate Student	<input type="checkbox"/> Job Appointment
<input checked="" 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 Tonda Martin Reason Left N/A
 Date Left N/A Salary Paid \$51,000

Profile of Person Recommended

Length of Employment 08/15/2016 To 05/16/2017
 Effective Date 08/15/16

Name Tonda Martin SS# xxx-xx- Sex F Race* B
(Last 4 digits only)

Position Title: Assistant Professor Department: School of Nursing

Check One Existing Position *Visa Type (See Reverse Side):

--	--	--

 New Position Expiration Date: _____

(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience _____ Southern University Experience _____
 Degree(s): Type/Discipline (BA-Education): BSN (Nursing) Institution/Location (SU-Baton Rouge): Southern University and A&M College Year: 12/2001
MSN Southern University and A&M College 05/2005

Current Employer School of Nursing

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) Salary Adjustment

Recommended Salary \$65,000 Salary Budgeted \$65,000

Source of Funds General Funds

Identify Budget: 211001-22403-61000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: From _____ To _____

Position _____
 Status _____
 Salary Adjustment \$51,000 \$65,000

Financial Aid signature (if, applicable):


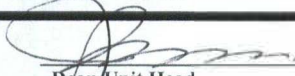


List total funds currently paid this employee by Southern University:

Source of Funds	Amount
211001-22403	50,000

*See Reverse Side
 Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

 Supervisor _____ Date <u>8/24/16</u>	 Dean/Unit Head _____ Date <u>8/23/16</u>
 Vice Chancellor _____ Date _____	Chancellor _____ Date _____
Director/Personnel _____ Date _____	Vice President/Finance _____ Business Affairs/Comptroller _____ Date _____
 President <u>Ray L. Belmont</u> _____ Date <u>8-24-16</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 X Non-Hispanic or Non-Latino

RACE (Please check all that apply):

_____ White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

 X Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

_____ Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

_____ Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

_____ American Indian or Alaskan Native. A person having origins in any of the original peoples of North American, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 am – 5:00pm
EMPLOYEE DIRECT SUPERVISOR: Dr. Jacqueline Hill
SUPERVISOR/DEPARTMENT CONTACT NUMBER (225) 771-3266
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-“Practical Work Experience”)	F0	

Do Not Write Below This Area
For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- _____ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- _____ Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- _____ Application for Employment Form Admin/Fac/Uncl Positions (Civil Service Application for classified employees)
- _____ Authority to Release (signed by employee) (submitted to Human Resources with Criminal/Background Check form)
- _____ Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

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 type="checkbox"/> Non-Academic	<input type="checkbox"/> Civil Service
<input type="checkbox"/> Temporary	<input type="checkbox"/> Part-time (<input type="checkbox"/> % of Full Time)	<input type="checkbox"/> Restricted
<input type="checkbox"/> Tenured	<input type="checkbox"/> Undergraduate Student	<input type="checkbox"/> Job Appointment
<input checked="" 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 Diane Matthews Reason Left N/A
 Date Left N/A Salary Paid \$55,000

Profile of Person Recommended

Length of Employment 08/15/2016 To 05/16/2017
 Effective Date 08/15/16

Name Diane P. Matthews SS# xxx-xx- Sex F Race* B
(Last 4 digits only)

Position Title: Assistant Professor Department: School of Nursing

Check One Existing Position *Visa Type (See Reverse Side):
 New Position Expiration Date: _____

(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience _____ Southern University Experience _____
 Degree(s): Type/Discipline (BA-Education): BSN (Nursing) Institution/Location (SU-Baton Rouge): Southern University and A&M College Year: 12/2001
MSN Southern University and A&M College 05/2005

Current Employer School of Nursing

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) Salary Adjustment

Recommended Salary \$65,000 Salary Budgeted \$65,000

Source of Funds General Funds

Identify Budget: 211001-22403-61000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: From _____ To _____

Position _____
 Status _____
 Salary Adjustment \$55,000 \$65,000

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:
 *See Reverse Side

Source of Funds	Amount
211001-22403	50,000

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

<u>[Signature]</u> Supervisor Date <u>8/24/16</u>	<u>[Signature]</u> Dean/Unit Head Date <u>8/23/16</u>
<u>[Signature]</u> Vice Chancellor Date <u>8/24/16</u>	Chancellor Date _____
Director/Personnel Date _____	Vice President/Finance Business Affairs/Comptroller Date _____
<u>[Signature]</u> President Date <u>8-24-16</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:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 am – 5:00pm
EMPLOYEE DIRECT SUPERVISOR: Dr. Jacqueline Hill
SUPERVISOR/DEPARTMENT CONTACT NUMBER (225) 771-3266
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

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CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-“Practical Work Experience”)	F0	

Do Not Write Below This Area
For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- _____ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- _____ Position Vacancy Announcement (position advertised before processing PAF, if applicable)
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- _____ Authority to Release (signed by employee) (submitted to Human Resources with Criminal/Background Check form)
- _____ Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER							
-----------------	--	--	--	--	--	--	--

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

EMPLOYMENT CATEGORY: 9-MONTH 12-MONTH OTHER (Specify) _____

<input type="checkbox"/> Academic	<input type="checkbox"/> Non-Academic	<input type="checkbox"/> Civil Service
<input type="checkbox"/> Temporary	<input type="checkbox"/> Part-time (<input type="checkbox"/> % of Full Time)	<input type="checkbox"/> Restricted
<input type="checkbox"/> Tenured	<input type="checkbox"/> Undergraduate Student	<input type="checkbox"/> Job Appointment
<input checked="" 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 Gordon Natal Reason Left N/A
 Date Left N/A Salary Paid \$60,000

Profile of Person Recommended

Length of Employment 08/15/2016 To 05/16/2017
 Effective Date 08/15/16

Name Gordon Natal SS# xxx-xx- Sex M Race* C
(Last 4 digits only)

Position Title: Assistant Professor Department: School of Nursing

Check One Existing Position *Visa Type (See Reverse Side):

New Position Expiration Date: _____
(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience _____ Southern University Experience _____
 Degree(s): Type/Discipline (BA-Education): BSN (Nursing) Institution/Location (SU-Baton Rouge): Our Lady of Holy Cross College Year: 05/1987
MSN University of South Alabama 08/1993

Current Employer School of Nursing

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) Salary Adjustment

Recommended Salary \$65,000 Salary Budgeted \$65,000

Source of Funds General Funds

Identify Budget: 211001-22403-61000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: From _____ To _____

Position _____

Status _____

Salary Adjustment \$60,000 \$65,000

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

Source of Funds	Amount
211001-22-403	60,000

*See Reverse Side
 Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

<u>[Signature]</u> Supervisor Date <u>8/24/16</u>	<u>[Signature]</u> Dean/Unit Head Date <u>8/23/16</u>
<u>[Signature]</u> Vice Chancellor Date _____	Chancellor Date _____
Director/Personnel Date _____	Vice President/Finance Business Affairs/Comptroller Date _____
<u>Ray L. Belton</u> President Date <u>8-24-16</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:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 am – 5:00pm
EMPLOYEE DIRECT SUPERVISOR: Dr. Jacqueline Hill
SUPERVISOR/DEPARTMENT CONTACT NUMBER (225) 771-3266
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

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Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-“Practical Work Experience”)	F0	

Do Not Write Below This Area
For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- Application for Employment Form Admin/Fac/Uncl Positions(Civil Service Application for classified employees)
- Authority to Release (signed by employee) (submitted to Human Resources with Criminal/Background Check form)
- Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- Exemptions Survey Form (signed by employee and budget head)
- Proposed Employee Appointment
- Proposed Employee Clearance
- Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

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 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 checked="" 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 Rosalynn Thyssen Reason Left N/A
 Date Left N/A Salary Paid \$51,000

Profile of Person Recommended

Length of Employment 08/15/2016 To 05/16/2017
 Effective Date 08/15/16

Name Rosalynn Thyssen SS# xxx-xx- Sex F Race* B
(Last 4 digits only)

Position Title: Assistant Professor Department: School of Nursing

Check One Existing Position *Visa Type (See Reverse Side):
 New Position Expiration Date: _____

(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience _____ Southern University Experience _____
 Degree(s): Type/Discipline (BA-Education): BSN (Nursing) Institution/Location (SU-Baton Rouge): Southern University and A&M College Year: 12/2001
MSN Southern University and A&M College 05/2005

Current Employer School of Nursing

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) Salary Adjustment

Recommended Salary \$65,000 Salary Budgeted \$65,000

Source of Funds General Funds

Identify Budget: 211001-22403-61000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: _____ From _____ To _____

Position _____
 Status _____
 Salary Adjustment \$51,000 \$65,000

Financial Aid signature (if, applicable):


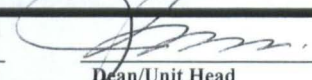


List total funds currently paid this employee by Southern University:
 *See Reverse Side

Source of Funds	Amount
211001-22403	50,000

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

 Supervisor	<u>8/24/16</u> Date	 Dean/Unit Head	<u>8/23/16</u> Date
 Vice Chancellor	<u>8/24/16</u> Date	Chancellor	Date
Director/Personnel	Date	Vice President/Finance	Date
 President	<u>8-24-16</u> Date	Business Affairs/Comptroller	Date
		Chairman/S.U. Board of Supervisors	Date

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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.

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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 – 5:00pm
EMPLOYEE DIRECT SUPERVISOR: Dr. Jacqueline Hill
SUPERVISOR/DEPARTMENT CONTACT NUMBER (225) 771-3266
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

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Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

Do Not Write Below This Area
For Human Resource and Budgetary Control Use Only!

- PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):**
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 - Proposed Employee Appointment
 - Proposed Employee Clearance
 - Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER									
-----------------	--	--	--	--	--	--	--	--	--

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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 Antoinella Upshaw Reason Left N/A
Date Left N/A Salary Paid \$52,000

Profile of Person Recommended

Length of Employment 08/15/2016 To 05/16/2017
Effective Date 08/15/16

Name Antoinella Upshaw SS# xxx-xx- Sex F Race* B
(Last 4 digits only)

Position Title: Assistant Professor Department: School of Nursing

Check One Existing Position *Visa Type (See Reverse Side):

New Position Expiration Date: _____
(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience _____ Southern University Experience _____
Degree(s): Type/Discipline (BA-Education): BSN (Nursing) Institution/Location (SU-Baton Rouge): Southern University and A&M College Year: 12/2001
MSN Southern University and A&M College 05/2005

Current Employer School of Nursing

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) Salary Adjustment

Recommended Salary \$65,000 Salary Budgeted \$65,000

Source of Funds General Funds

Identify Budget: 211001-22403-61000 Location _____
Form Code: _____ Page _____ Item # _____

Change of: From _____ To _____

Position _____

Status _____

Salary Adjustment \$52,000 \$65,000

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

*See Reverse Side
Comments: (Use back of form)

Source of Funds	Amount
21101-22403	50,000

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor [Signature] 8/24/16 Date
Vice Chancellor [Signature] 8/24/16 Date
Director/Personnel _____ Date
President Royce Belmont 8-24-16 Date
Dean/Unit Head [Signature] 8/23/16 Date
Chancellor _____ Date
Vice President/Finance Business Affairs/Comptroller _____ Date
Chairman/S.U. Board of Supervisors _____ Date

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ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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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 – 5:00pm
EMPLOYEE DIRECT SUPERVISOR: Dr. Jacqueline Hill
SUPERVISOR/DEPARTMENT CONTACT NUMBER (225) 771 -3266
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

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Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

Do Not Write Below This Area
For Human Resource and Budgetary Control Use Only!

- PAF APPROVAL PROCESS CHECKLIST** (Must have the information outlined below):
- _____ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
 - _____ Position Vacancy Announcement (position advertised before processing PAF, if applicable)
 - _____ Application for Employment Form Admin/Fac/Uncl Positions (Civil Service Application for classified employees)
 - _____ Authority to Release (signed by employee) (submitted to Human Resources with Criminal/Background Check form)
 - _____ Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
 - _____ Exemptions Survey Form (signed by employee and budget head)
 - _____ Proposed Employee Appointment
 - _____ Proposed Employee Clearance
 - _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

JOB CLASS	33610
JOB CODE	M
CAL ID	U

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	3	M	9	9	7	7
-----------------	---	---	---	---	---	---

CAMPUS: SUS _____ SUBR _____ SULAC X SUAREC _____ SUNO _____ SUSLA _____

EMPLOYMENT CATEGORY: 9-MONTH _____ 12-MONTH _____ X OTHER _____ (Specify) _____

_____ Academic	<u>X</u> Non-Academic	_____ Civil Service
_____ Temporary	_____ Part-time (_____ % of Full Time)	_____ Restricted
_____ Tenured	_____ Undergraduate Student	_____ Job Appointment
_____ Tenured Track	_____ Graduate Assistant	_____ Probationary
_____ Other (Specify)	_____ Retiree Return To Work	<u>X</u> Permanent Status

Previous Employee Ruth Wesley Reason Left Retirement
 Date Left August 30, 2015 Salary Paid \$80,000

Profile of Person Recommended

Length of Employment 07/01/2016 To 06/30/2017
 Effective Date 07/01/2016

Name Michelle Jackson XXX-XX-0347 Sex F Race* B
(Last 4 digits only)

Position Title: Executive Assistant Department: Law Center -- Instructional Support

Check One X Existing Position *Visa Type (See Reverse Side):

--	--	--

 _____ New Position Expiration Date: _____

(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience 25 Southern University Experience 10
 Degree(s): Type/Discipline (BA-Education): B.A., English Institution/Location (SU-Baton Rouge): University of Illinois at Chicago Year: 1987
JD University of Chicago Law School 1990

Current Employer Southern University Law Center

Personnel Action

Check One _____ New Appointment _____ Continuation _____ Sabbatical _____ Leave of Absence
X Transfer _____ Replacement _____ Other (Specify) _____

Recommended Salary \$ 84,000 Salary Budgeted \$ 84,000

Source of Funds General Appropriation

Identify Budget: State Location 311001-31120-61002-36000
 Form Code: BOR10 Page 1 Item # 1

Change of: _____
 From _____ To _____
 Position Interim Executive Assistant Executive Assistant
 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
311001-31120-61002-36000	\$84,000.00

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

John K. Pierre Date _____
 Supervisor
Ayesha Diamond Date _____
 Vice Chancellor
 _____ Date _____
 Director/Personnel
[Signature] Date 8/22/16
 President

Dean/Unit Head [Signature] Date 7-5-16
 Assoc. V/P for Fin. Affairs
John K. Pierre Date _____
 Chancellor
[Signature] Date _____
 Vice President/Finance
 Business Affairs/Comptroller
 _____ Date _____
 Chairman/S.U. Board of Supervisors Date _____

This information is requested solely for the purpose of determining compliance with Federal Civil Rights Laws and does not affect employment consideration.

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Phillipine 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:

Michelle Jackson is transferring from Interim Executive Assistant to the Executive Assistant for Chancellor John Pierre, effective July 01/2016..

EMPLOYEE REGULAR WORK SCHEDULE: Daily
EMPLOYEE DIRECT SUPERVISOR: John Pierre
NUMBER OF EMPLOYEES SUPERVISED, (if any) 100

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE

United States Citizen/Certificate of Naturalization
Resident Alien
H-1 Visa (Distinguished Merit & Ability)
J-1 Visa (Exchange Visitor Program)
F-1 Visa (Student Emp. FT Student at S.U.)
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")

SOUTHERN UNIVERSITY LAW CENTER
ENCUMBERED / FUNDS AVAILABLE

DOC. I.D. # US
DATE RA 7/5/16
BY JH [Signature]
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 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

August 9, 2016

VIA HAND DELIVERY

Dr. Ray L. Belton
System President and Chancellor
Southern University and A&M College System
J.S. Clark Administration Building, 4th Floor
Baton Rouge, Louisiana 70813

Re: Position Vacancy Authorization and Announcement Waiver Request

Dear Dr. Belton:

Michelle A. Jackson, a current employee of the Southern University Law Center, has been functioning as the Interim Executive Assistant to the Chancellor since September 2015. Prior to serving as the Interim Executive Assistant, she held the position of Director of Career Services.

Over the course of the last 11 months since assuming the Executive Assistant role, Ms. Jackson has aptly assumed the duties of the prior executive assistant, successfully ensuring the efficient administrative operation of the Chancellor's Office. Further, she has taken on significant new duties in her roles as the SULC Title IX Coordinator, Disability Coordinator, and (as of July 1) Scholarship Coordinator, while simultaneously assisting me with special projects and initiatives as requested. Her position has expanded beyond the scope of the prior executive assistant, and I have the utmost confidence in Ms. Jackson's administrative and leadership abilities to hold a senior position in my administration.

Ms. Jackson's current salary is set at \$84,000.00 as the interim executive assistant. The permanent executive assistant her salary would also be set at \$84,000.00.

Therefore, this letter is to request a Position Authorization and Vacancy Announcement Waiver for the Executive Assistant position in the Chancellor's Office, and an authorization to waive the search. This would allow us to permanently appoint Ms. Jackson to this position and negate the long and unnecessary process of conducting interviews and screening. Thank you for your consideration.

Sincerely,

John K. Pierre
Chancellor & Vanue B. Lacour Endowed Professor of Law

APPROVED: _____

Dr. Ray L. Belton, President/Chancellor

Michelle A. Jackson, Esq.

303 Cypress Drive
Baker, Louisiana 70714
(225) 771-9623
chellejackson2000@yahoo.com

PROFESSIONAL EXPERIENCE

Southern University Law Center, Baton Rouge, LA, September 2005 – present

Executive Assistant to the Chancellor & Disability Coordinator (September 2015 – present)

Title IX Coordinator (September 2015 – present)

- Operate as chief of staff for the Chancellor's Office.
- Supervise administrative assistant staff, coordinate faculty records and reports, and prepare reports for the Southern University System Board of Supervisors.
- Assist the Chancellor in execution of strategic initiatives.
- Administer the provision of examination accommodations for students with disabilities.
- Serve as Law Center lead administrator for all Title IX complaints and investigations.
- Administer student scholarship process.

Director of Career Services (August 2007 – September 2015); Career Counselor (September 2005 – August 2007)

- Held primary responsibility for operation of office and supervision of staff.
- Planned, organized, and presented seminars, workshops, and panel presentations.
- Counseled students and alumni on career development and resume and cover letter preparation.
- Planned and organized on and off -campus recruiting and national job fair programming.
- Gathered and reported all data and statistics for NALP, the ABA, and SACSCOC accreditation.
- Drafted and implemented strategic plans for the office.
- Worked with Academic Affairs, Development, and Alumni Affairs on programming and events.
- Collaborated with student organizations and Student Affairs to produce programming and events.

Adjunct Professor (August 2007 – present)

Courses Taught: Conflict of Laws; Education Law; Legal Research; Real Estate Transactions

University Service

- Chaired Law Center Non-Academic Misconduct Judiciary Committee.
- Law Center Academic Affairs Committee.
- Law Center Academic Success team.
- Law Center Development and Institutional Advancement team.
- Law Center Institutional Effectiveness Committee.
- Law Center Representative on Southern University System Title IX Advisory Committee.
- Thurgood Marshall College Fund Campus Coordinator.

Worsek & Vihon LLC, Chicago, IL, June 1999 – September 2005

Associate

- Provided legal representation to clients on all matters of real estate taxation in administrative hearings before state and local tax officials.
- Litigated tax objections and drafted briefs for presentation before the Illinois Circuit, Appellate, and Supreme courts.

- Gave presentations on current developments in local taxation at organizational meetings.
- Trained new staff on real estate tax system and appeals process.
- Obtained advanced industry certification in property taxation through intense coursework.

Cook County Assessor's Office, Chicago, IL, June 1994 – June 1999

Associate General Counsel (1998-1999)

Commercial /Special Properties Analyst (1994-1998)

- Reviewed and analyzed all legal issues concerning the Assessor's Office, including internal policies and procedures and judicial and legislative initiatives.
- Supervised over 10 staff members in Exempt Property and Certificate of Error departments.
- Trained Assessor's Office staff and other Cook County employees on procedures for processing Certificates of Error and Exempt Property appeals.
- Spoke at community outreach sessions to educate taxpayers.
- Examined real estate tax appeals and made decisions concerning the appropriate valuation of commercial and special use properties.

University of Illinois Office of Career Services, Chicago, IL, July 1992 – July 1993

Graduate Assistant

- Taught career planning in several classroom and community outreach sessions.
- Organized campus career fair and conducted career preparation seminars and mock interviews.
- Counseled students on career choices.

Katten Muchin & Zavis, Chicago, IL, August 1990 – July 1992

Real Estate Group Associate

- Represented clients in a variety of real estate transactions, with particular emphasis on commercial and retail leasing and development financing.
- Organized and presented client seminars in Chicago and California dealing with the Americans with Disabilities Act of 1990.

PROFESSIONAL MEMBERSHIPS

- American Bar Association; Baton Rouge Bar Association; Illinois State Bar Association
- Corporate Counsel Women of Color
- Louisiana State Bar Association Minority Involvement Section
- National Association for Legal Career Professionals (NALP)
 - NALP Board of Directors: 2015-2017
 - NALP Diversity Section: 2007 – present; 2016-2017 Board Liaison
 - NALP Long Range Strategic Plan Committee (presidential appointment), 2014-2015
 - NALP Regional Resource Council, Southeast Regional Representative (elected), 2012-2014
 - NALP Small and Solo Career Services Offices Section: 2008 – 2016; 2011-2012 Vice Chair
- National Bar Association
 - 2016-2017 Region V Board Member
 - 2016-2017 JD Edge Program Committee
 - 2015-2016 Law Clerk Committee
 - 2015-2016 Job Fair Committee

PROFESSIONAL ACTIVITIES

- American Council on Education Regional Women's Leadership Forum, 2015
- Speaker, Corporate Counsel Women of Color My Life as a Lawyer Pipeline Program, 2012-present
- Speaker, Louisiana State Bar Association Suit Up for the Future Pipeline Program, 2011- present
- Speaker, NALP Annual Education Conference, Tampa, FL, 2013 – "Keeping Our Eyes on the Prize: Identifying and Addressing Diversity Fatigue Among Diverse Students and Attorneys"
- Speaker, NALP Annual Education Conference, Tampa, FL, 2013 – "Establishing Credibility through Personal Branding"
- Speaker, NALP Annual Education Conference, Palm Desert, CA, 2011 – "Creating Your Brand – Image Management for Career Success in the New Millennium"
- Speaker, NALP Annual Education Conference, San Juan, PR, 2010 - "Diverse Lawyer Recruiting Challenges and Strategies"
- Southeastern Minority Job Fair: 2006-2014 (Employer Registrar 2011, 2014)
- Sunbelt Minority Recruitment Program: 2006-2009, 2010 - 2014 Employer Registrar; 2015 Policy Advisory Committee

EDUCATION

University of Illinois at Chicago, Chicago, Illinois

Graduate College, Instructional Leadership, 1992-1993

- Coursework included Philosophy of Education and Urban School Policy; Adolescence and the Schools

University of Chicago Law School, Chicago, Illinois

Doctor of Law, June 1990

- Black Law Student Association President
- Black Law Student Association Recruitment Committee Chair
- Black Law Student Association Street Law Instructor

University of Illinois at Chicago, Chicago, Illinois

Bachelor of Arts in Liberal Arts & Sciences, with Distinction in English, June 1987

- James Scholar / Honors College
- International Student Ambassador
- Writing Center Tutor

COMMUNITY SERVICE

- Alpha Kappa Alpha Sorority, Incorporated
 - Chapter Executive Committee, 2014-2016
 - Domestic Violence Initiative Committee
 - Social Justice Committee

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	3	M	9	9	6	0
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CAMPUS: SUS _____ SUBR _____ SULAC X SUAREC _____ SUNO _____ SUSLA _____

EMPLOYMENT CATEGORY: 9-MONTH _____ 12-MONTH X OTHER _____ (Specify) _____

_____ Academic	<u>X</u>	_____ Non-Academic	_____ Civil Service
_____ Temporary	_____	_____ Part-time (_____ % of Full Time)	_____ Restricted
_____ Tenured	_____	_____ Undergraduate Student	_____ Job Appointment
_____ Tenured Track	_____	_____ Graduate Assistant	_____ Probationary
_____ Other (Specify)	_____	_____ Retiree Return To Work	<u>X</u> _____ Permanent Status

Previous Employee Mic helle A. Jackson Reason Left Transferred to Executive Assist.
 Date Left August 30, 2015 Salary Paid \$78,280.00

Profile of Person Recommended

Length of Employment 07/01/2016 To _____
 Effective Date 07/01/2016

Name TAVARES A. WALKER SS# xxx-xx-7484 Sex MALE Race* B
 (Last 4 digits only)

Position Title: Director, Office of Career Services Department: Southern University Law Center

Check One x Existing Position *Visa Type (See Reverse Side):
 _____ New Position Expiration Date: _____

(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience 8 Southern University Experience 5 1/2
 Degree(s): Type/Discipline (BA-Education): BA - Communications Institution/Location (SU-Baton Rouge): Louisiana State University and A&M College Year: 2005
JD - Law Southern University Law Center 2008

Current Employer Southern University Law Center

Personnel Action

Check One _____ New Appointment x Continuation _____ Sabbatical _____ Leave of Absence _____
 _____ Transfer _____ Replacement _____ Other (Specify) _____

Recommended Salary \$75,000.00 Salary Budgeted \$75,000.00

Source of Funds General Appropriations

Identify Budget: State Location 311001-38130-61002-35000
 Form Code: _____ Page _____ Item # _____

Change of: _____
 Position Interim Director From _____ Director To _____
 Status _____
 Salary Adjustment \$66,000.00 _____ \$75,000.00 _____

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:
 *See Reverse Side

Source of Funds	Amount
311001-38130	\$75,000.00

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

John K. Pierre 7/1/16
 Supervisor Date
Raymond Allen Dumas
 Vice Chancellor Date

 Director/Personnel Date
[Signature] 8/22/16
 President Date

Curry K. Hall 7/1/16
 Dean/Unit Head Date
John K. Pierre 7/1/16
 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 x _____ Non-Hispanic or Non-Latino

RACE (Please check all that apply):

_____ White, not of Hispanic Origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

 x Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

_____ Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

_____ Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

_____ American Indian or Alaskan Native. A person having origins in any of the original peoples of North America, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS:

Tavares Walker is continuing in his current position but will resume the position on a permanent basis effective July 1, 2016.

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 am – 5:00 pm Monday thru Friday
EMPLOYEE DIRECT SUPERVISOR: John K. Pierre, Chancellor
SUPERVISOR/DEPARTMENT CONTACT NUMBER 22 5-771- 352
NUMBER OF EMPLOYEES SUPERVISED, (if any) 2

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-“Practical Work Experience”)	F0	

Do Not Write Below This Area
For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- _____ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- _____ Position Vacancy Announcement (position advertised before processing PAF, if applicable)
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- _____ Authority to Release (signed by employee) (submitted to Human Resources with Criminal/Background Check form)
- _____ Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)



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
August 9, 2016

VIA HAND DELIVERY

Dr. Ray L. Belton
System President and Chancellor
Southern University and A&M College System
J.S. Clark Administration Building, 4th Floor
Baton Rouge, Louisiana 70813

Re: Position Vacancy Authorization and Announcement Waiver Request

Dear Dr. Belton:

Tavares A. Walker, a current employee of the Southern University Law Center, has been functioning as the Interim Director for the Office of Career Services since September 2015. Prior to serving as the Interim Director, he held the position of Career Services Counselor and later as Career Services Coordinator.

Over the course of the last 12 months since assuming the Director's role, the Office of Career Services has been operated both efficiently and effectively. The office has operated in a highly effective manner as evidenced by our increased post graduate employment reports submitted to the ABA. The student body appears to be very satisfied with the current operations of the office, and I have the utmost confidence in Mr. Walker's leadership ability to guide the office on a permanent basis. In addition, Mr. Walker will be assuming the majority of the counseling responsibilities for this office as he is the only member of the career services staff with a law degree.

Mr. Walker current salary is set at \$66,000.00 as the interim director. As the permanent director, his salary would be set at \$75,000.00.

Therefore, this letter is to request a Position Authorization and Vacancy Announcement Waiver for the Director position in the Office of Career Services, and an authorization for a focus search. This would allow us to permanently appoint Mr. Walker to this position and negate the long and unnecessary process of conducting interviews and screening.

Thank you and with kind regards, I am,

Sincerely,

John K. Pierre
Chancellor & Vanue B. Lacour Endowed Professor of Law

APPROVED: _____

Dr. Ray L. Belton, President/Chancellor

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Director, Office of Career Services AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR Southern University Law Center
 (Department or Unit)

- | | | | |
|---|--|--|--|
| <input checked="" type="checkbox"/> Replacement | <input type="checkbox"/> New Position | <input checked="" type="checkbox"/> Unclassified | <input checked="" type="checkbox"/> State |
| <input type="checkbox"/> Civil Service | <input type="checkbox"/> Temporary | <input type="checkbox"/> Faculty | <input 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).

Hold primary responsibility for operation of office and supervision of staff. Plan, organize, and present seminars, workshops, panel presentations, and other programming. Counsel students and alumni regarding short-term and long-term professional development. Counsel students and alumni on resume and cover letter preparation. Plan and organize on and off -campus recruiting and national job fair programming. Gather and report all required data and statistics for reporting agencies, including, but not limited to, NALP, the ABA, and SACSCOC accreditation. Draft and implement strategic plans for the office. Lead the Office of Career Services in developing strategic initiatives, employer relations, and marketing strategies. Educate employers about the skills, abilities and experience possessed by SULC students and alumni, to emphasize the services the office provides, and to encourage an expanding array of employers to recruit from SULC. Work to establish strong relationships with other departments throughout the school to promote the best interest of students. Participate in professional development activities, including, but not limited to, membership in professional organizations and travel to conferences for training and development. Teach courses at the Law Center as an adjunct professor as requested.

Salary/Range: 66,000.00 -85,000.00 Previous Incumbent (if replacement): Michelle Jackson

x Approved _____ Disapproved _____ John K. Pierre 7/1/16
 Department Head Date

x Approved _____ Disapproved _____ Gerry Hall 7/1/16
 Dean/Director/Supervisor of Budget Unit Date

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<u>x</u> Yes	No
<u>Demetria George</u>	<u>8/9/16</u>
Signature	Date
Budget Number	<u>311001-38130-61002-35000</u>

HUMAN RESOURCES OFFICE ONLY	
Existing/Approved Position	
_____ Yes	No
Employee Class:	Job Class:
Verified By:	Date:

x Approved _____ Disapproved _____ Alynda Sellers Diamond 7/1/16
 Vice Chancellor Date

x Approved _____ Disapproved _____ John K. Pierre 7/1/16
 Chancellor/Vice President Date

_____ Approved _____ Disapproved _____
 President Date

An Equal Opportunity Employer

EDUCATION

Certificate, Judge Advocate Officer Basic Course **June 2012**
The Judge Advocate General's Legal Center and School, Charlottesville, Virginia

Juris Doctor **May 2008**
Southern University Law Center, Baton Rouge, Louisiana

Bachelor of Arts, Communications **August 2005**
Louisiana State University and A&M College, Baton Rouge, Louisiana

BAR ADMISSIONS/SECURITY CLEARANCES

Louisiana **October 2008**
Secret, US Government **July 2011**
US Courts of Military Justice **April 2012**
US District Court, Middle District – Louisiana **March 2015**

ADMINISTRATIVE EXPERIENCE

Interim Director – Office of Career Services **September 2015 – Present**
Coordinator – Office of Career Services **March 2011 – August 2015**
Southern University Law Center

- Primary supervisor for 2 employees; responsible for training, development, and assignments of each employee.
- Acts as lead administrator operations and policy development.
- Assist management team in the resolution of student issues with financial aid, housing, & financial affairs.
- Work independently to identify external programs with potential employers and stakeholders.
- Directs the development of professional development activities and programs.
- Gather and submits all required data and statistics for reporting agencies, including, but not limited to, NALP, the ABA, and SACSCOC accreditation.

TEACHING EXPERIENCE

Adjunct Professor of Law **June 2012 – Present**
Southern University Law Center

- Courses taught: Legal Research and Statutory Analysis.
- Prepares analytical lessons and assessments that cover course topics.
- Responsible for development assessment methods and tools for learning outcomes.

Writing Fellow – Supplemental Bar Prep Program (Summer) **May 2011 – August 2013**
Southern University Law Center

- Assists with the development of bar exam writing strategies and analysis techniques.
- Facilitates individual counseling sessions with students.
- Responsible for providing the students with an assessment of writing samples and exam.

LEGAL EXPERIENCE

Staff Attorney **July 2010 – March 2011**
Acadiana Legal Services Corporation

- Represented indigent clients in family law matters in a 9 parish districts and city courts.
- Handled and managed a caseload of approximately 60 cases from inception to conclusion.
- Display maturity, judgment and knowledge necessary to advocate or formulate policy options clients.
- Handled unit administrative matters such as intake process, case management and review.

Conflicts Attorney **June 2010 – August 2010**
17th Judicial District Indigent Defender

- Possess a broad knowledge of and expert experience necessary to serve as a recognized authority on legal issues, programs and policies, and of relevant practices related to indigent defense.
- Litigated felony grade case with minimal supervision and oversight.
- Identified potential defenses and negotiated resolutions to various criminal matters.

Attorney & Notary Public**October 2008 – June 2010****Law Office of Tavares A. Walker, Attorney at Law, LLC**

- Prepared and notarized official and legal documents for clients.
- Represented clients in family, civil, personal injury, minor criminal law matters.
- Drafted and argued pleadings and motions before courts of law and administrative agencies.

Law Clerk/Policy Analyst**February 2007 – May 2008****LA State Board of Elementary and Secondary Education**

- Prepared legal memoranda on issues related to school accountability, choice, and charter schools.
- Assisted the Policy Development Attorney Director with various legal research projects and board related issues.
- Drafted documents and executive recommendations for board consideration.

MILITARY EXPERIENECE**Captain, Judge Advocate – Command Judge Advocate****April 2016 – Present****Captain, Judge Advocate – Deputy Command Judge Advocate****July 2015 – April 2016****225th Engineer Brigade, U.S. Army, La National Guard**

- Serves as senior attorney on brigade staff.
- Provides advice to various commanders on issues related to military justice, operations, and fiscal law.
- Provides legal advice to subordinate units and commands in regard to rules for use of force.

Captain, Judge Advocate – Defense Counsel**January 2013 – June 2015****399th Regional Trial Defense Service Team, U.S. Army, La National Guard**

- Served primarily as legal counsel to soldiers involving military justice matters.
- Provided advice for issues dealing with adverse administrative & personnel actions.
- Served as defense counsel for military tribunals and Court Martials.

1st Lieutenant, Judge Advocate – Operational Law Counsel**July 2011 – December 2012****256th Infantry Brigade Combat Team, U.S. Army, La National Guard**

- Served primarily as legal advisor to the command to which assigned.
- Provided advice for issues dealing with fiscal, administrative, military, & personnel law.
- Responsible for providing legal assistance to soldiers in all areas of law.
- Served as an investigating officer for various administrative, codes of conduct, and criminal inquiries.

PROFESSIONAL MEMBERSHIPS

American Bar Association

Baton Rouge Bar Association

American Inns of Court

Louis Martinet Society of Greater Baton Rouge

National Association of Law Career Professionals

Thurgood Marshall College Fund, Law School Representative

Southeastern Minority Job Fair and Recruitment Consortium

Louisiana State Bar Association

SUNBELT Minority Law Regional Job Fair Committee

National Bar Association – Region V

Delta Theta Phi Law Fraternity, Int.

Louisiana National Guard Officers Association

COMMUNITY ENGAGEMENT

Member, Louisiana State Bar Association Leadership Class

Regional Coordinator/Chair, Baton Rouge Bar Association Mock Trial Committee

Member, Baton Rouge Bar Association Teen Court Committee

Member, Louisiana State Bar Association Bar Governance Committee

Member, Louisiana State Bar Association Committee on the Profession

Member, Louisiana State Bar Association Practice Assistance and Improvement Committee

Member, Louisiana State Bar Association Publications Subcommittee

**Southern University Law Center
Office of Career Services**

Director, Office of Career Services (updated 3/1/16)

BASIC FUNCTION:

Under the direction of the Chancellor or his/her designee, organize, maintain and operate a law school career services center and provide a wide variety of career information and materials; communicate with students, faculty, employer and community representatives concerning career planning and strategies. Develops policies and programming for students, professional staff development. Supervises all office personnel. Responsible for the overall operation of the entire department.

Position Description/Essential Job Responsibilities:

- Hold primary responsibility for operation of office and supervision of staff.
- Plan, organize, and present seminars, workshops, panel presentations, and other programming.
- Counsel students and alumni regarding short-term and long-term professional development.
- Counsel students and alumni on resume and cover letter preparation.
- Plan and organize on and off -campus recruiting and national job fair programming.
- Gather and report all required data and statistics for reporting agencies, including, but not limited to, NALP, the ABA, and SACSCOC accreditation.
- Draft and implement strategic plans for the office.
- Lead the Office of Career Services in developing strategic initiatives, employer relations, and marketing strategies.
- Educate employers about the skills, abilities and experience possessed by SULC students and alumni, to emphasize the services the office provides, and to encourage an expanding array of employers to recruit from SULC.
- Work to establish strong relationships with other departments throughout the school to promote the best interest of students.
- Participate in professional development activities, including, but not limited to, membership in professional organizations and travel to conferences for training and development.
- Teach courses at the Law Center as an adjunct professor as requested.

Requirements:

- Juris Doctor from an ABA accredited law school and a minimum of five years professional experience in the legal profession, law placement, and/or legal recruiting.
- Candidate must have extensive knowledge of the legal profession, the legal employment market and career options for law students. The ideal candidate will possess strong analytical, interpersonal, and leadership skills.
- Excellent oral and written communication is critical as well as knowledge of technology specific to providing quality services to students, alumni, and employers.

JOB CLASS	
JOB CODE	
CAL ID	

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

RECEIVED

RECEIVED
OFFICE OF THE
PRESIDENT CHANCELLOR

POSITION NUMBER

2M9991

CAMPUS: SUB 2016 JUL 29 PM 4:09 SUBLR X SULAC _____ SUAREC _____ SUNO _____

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 Joseph H. Stewart, Jr. Reason Left Never Left
Date Left N/A Salary Paid \$35,891/12 months

Profile of Person Recommended

Length of Employment 7/1/2016 To 12/31/2016
Effective Date 7/1/2016

Name Joseph H. Stewart, Jr. SS# S00020294 Sex Male Race* Black
(Last 4 digits only)

Position Title: Laboratory Technician Department: Physics

Check One Existing Position *Visa Type (See Reverse Side): U S

New Position Expiration Date: _____
(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience 33 Southern University Experience 33
Degree(s): Type/Discipline (BA-Education): BS-Chemistry Institution/Location (SU-Baton Rouge): Southern University, Baton Rouge Year: 1974

Current Employer Southern University at Baton Rouge

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) Medical Leave

Recommended Salary \$35,891 17,946 Salary Budgeted \$35,891 17,946
PHU

Source of Funds State of Louisiana

Identify Budget: 211001-22479-21000 Location Department of Physics
Form Code: _____ Page 1 Item # 1

Change of: From _____ To _____

Position _____
Status _____
Salary Adjustment _____

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:
*See Reverse Side

Comments: (Use back of form)

Source of Funds	Amount

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor <u>[Signature]</u> Date <u>7/15/16</u>	Dean/Unit Head <u>[Signature]</u> Date <u>7/15/16</u>
Vice Chancellor <u>[Signature]</u> Date <u>7/20/16</u>	Chancellor <u>[Signature]</u> Date <u>7/20/16</u>
Director/Personnel <u>[Signature]</u> Date <u>7/25/16</u>	Vice President/Finance <u>[Signature]</u> Date <u>7/25/16</u>
President <u>[Signature]</u> Date <u>8/1/16</u>	Chairman/S.U. Board of Supervisors <u>[Signature]</u> Date _____

REQUEST FOR LEAVE OF ABSENCE FORM
SOUTHERN UNIVERSITY SYSTEM

RECEIVED

CAMPUS: SUS _____ SUBR XX SULAC _____ SUAREC _____ SUNO _____ SUSLA _____

Name of Employee: Joseph H. Stewart Jr. SSN: 433-82-1008

July 15 2016

Address: 3263 Brightside Drive, Baton Rouge, Louisiana 70820 Phone: 766-6187

ACADEMIC AFFAIRS
SOUTHERN UNIVERSITY

Title: Laboratory Technician Highest Degree: B.S.

Birth Date: Oct. 17, 1947

NO. OF CONSECUTIVE FISCAL YEARS ACTIVE SERVICE AT THIS INSTITUTION: 33 Years

EFFECTIVE DATE OF LEAVE: July 1, 2016 ANTICIPATED RETURN DATE: Jan. 1, 2017

Purpose of leave Requested (click one):

- a. Professional or Cultural Improvement (Must have prior approval from Chancellor)
- b. Rest and Recuperation (Statement from two (2) physicians* must be attached)
- c. Independent Study or Research Statement
- d. Military
- e. Maternity (Statement from one (1) physician* must be attached)

XX
11/19/16 12:12

*must be attending physician

TYPE OF LEAVE REQUESTED (check one):

- a. with pay XX
- b. without pay _____

LENGTH OF LEAVE REQUESTED: (No. of weeks, not to exceed 36 weeks) 27 Weeks

MANNER IN WHICH THIS LEAVE, IF GRANTED, WILL BE SPENT:

DO YOU WISH TO RETAIN FRINGE BENEFITS? (if yes, total contribution of premium must be paid to Human Resources/Comptroller's Office in Advance)

Teacher Retirement	Yes	_____	No	_____
State Retirement	Yes	<u>XXXX</u>	No	_____
Group Insurance	Yes	<u>XXXX</u>	No	_____
Elected Supplemental Benefits	Yes	_____	No	_____

I hereby agree to comply with the provisions of the Southern University Board of Supervisors' policy on leaves of absence.

June 27 2016
DATE

Joseph H. Stewart Jr.
SIGNATURE OF APPLICANT

PRIOR LEAVE RECORD FROM THIS INSTITUTION:

Date of Last Leave: May or June 2001
Purpose of Last Leave: Remove of Prostate.

TYPE OF LAST LEAVE:

With pay XX Amount: _____
Without Pay _____
Length of last leave: 4 to 6 weeks

[Signature]
Signature of Chairperson

[Signature] 2/15/16
Signature of College Dean

[Signature]
Signature of Chief Academic Officer

[Signature]
Signature of Campus Chancellor

[Signature]
Signature of System President

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:

Upon the strong advice of his doctors, Mr. Joseph Stewart has requested medical leave from 7/1/2016 to 12/31/2016.

EMPLOYEE REGULAR WORK SCHEDULE:

Not Applicable (on Medical Leave)

EMPLOYEE DIRECT SUPERVISOR:

Dr. Terrence Reese, Chair of Mathematics and Physics

SUPERVISOR/DEPARTMENT CONTACT NUMBER:

(225) 771-2730

NUMBER OF EMPLOYEES SUPERVISED, (if any):

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE	CODE	EXPIRES
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

Do Not Write Below This Area

For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- _____ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- _____ Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- _____ Application for Employment Form Admin/Fac/Uncl Positions(Civil Service Application for classified employees)
- _____ Authority to Release (signed by employee) (submitted to Campus Police with Criminal/Background Check form)
- _____ Supervisory Criminal/Background Check Form (completed by employee/verified and signed by supervisor)
- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

SOUTHERN UNIVERSITY SYSTEM
BUDGET OFFICE
 211001-2016-1000-2100C
 JUL 27 2016
[Signature]
FUNDS AVAILABLE

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 SAME Reason Left _____
 Date Left _____ Salary Paid _____

Profile of Person Recommended

Length of Employment 07/01/2016 To 06/30/2017
 Effective Date 08/01/2016

Name Michelle Hill SS# xxx-xx-4458 Sex F Race* B
 (Last 4 digits only)

Position Title: Asst. Vice President for Online Enrollment Service Department: SUS

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 22 Southern University Experience 6

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>BA - Mass Comm</u>	<u>Southern University - BR</u>	<u>1990</u>
	<u>MPA - Public Administration</u>	<u>Southern University - BR</u>	<u>1992</u>

Current Employer SUBR

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) _____

Recommended Salary 105,000 Salary Budgeted 105,000

Source of Funds Inter-Institutional Budget

Identify Budget: 111005-11172-61002-16000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of:
 Position Interim Asst. VP for Online Enroll Serv. ^{From} Asst. VP for Online Enrollment Services ^{To}
 Status _____
 Salary Adjustment 44,500 105,000
 Financial Aid signature (if, applicable): _____

List total funds currently paid this employee by Southern University:
 *See Reverse Side

Comments: (Use back of form)

Source of Funds	Amount

*See Reverse Side Graduate School signature (if, applicable): _____

<u>[Signature]</u> Supervisor	<u>8/23/16</u> Date	<u>[Signature]</u> Dean/Unit Head	<u>8/23/16</u> Date
<u>[Signature]</u> Vice Chancellor	<u>8/23/16</u> Date	<u>[Signature]</u> Chancellor	<u>8/23/16</u> Date
<u>[Signature]</u> Director/Personnel	<u>8/24/16</u> Date	<u>[Signature]</u> Vice President/Finance	<u>8/24/16</u> Date
<u>[Signature]</u> President	<u>8/24/16</u> Date	<u>[Signature]</u> Business Affairs/Comptroller	<u>8/24/16</u> Date
		<u>[Signature]</u> Chairman/S.U. Board of Supervisors	<u>8/24/16</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:

Michelle Hill has been named Assistant Vice President for Online Enrollment Services.

EMPLOYEE REGULAR WORK SCHEDULE:

M-F; 8:00 a.m. – 5:00 p.m.

EMPLOYEE DIRECT SUPERVISOR:

Dr. M. Christopher Brown II

NUMBER OF EMPLOYEES SUPERVISED, (if any)

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-“Practical Work Experience”)	F0	

Do Not Write Below This Area
For Human Resource and Budgetary Control Use Only!

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- 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 Notification (for classified, if applicable)

FUNDS AVAILABLE
OFFICE OF THE VICE PRESIDENT
BUSINESS AFFAIRS
SOUTHERN UNIVERSITY SYSTEM

Jam
SIGNED

8/23/16
DATE

MICHELLE L. HILL

58747 Captain T. Harris • Plaquemine, LA 70764

(c) 225-302-7046 • Email: michelle_hill@sus.edu

Enrollment Management & Student Services Executive *Recruitment / Admissions / Financial Aid / Registration*

Professional Profile

Innovative, visionary, and results-driven leader focused on achieving exceptional outcomes in a highly visible environment that demands continuous improvement. Experience in analyzing, creating, and modifying processes and customer service improvements while building and motivating cross-functional teams. Consistently increased process efficiency and enrollment through a concerted effort to maximize utilization of technological and human resources.

Areas of expertise include:

- Student Success
- Admissions
- Recruiting
- Registration
- Retention
- Strategic Enrollment Planning
- Project Management
- Project Implementation
- Academic Operations

Achievements

- Led a cross-functional cohort migration from a large scale mainframe to a client/server Student Information System (SIS).
- Successfully implemented the first 100% online degree programs across three campuses within the Southern University System.
- Generated over \$3 million in tuition revenue.
- Served as Process Improvement Manager for several student services areas including financial aid, admissions, and recruitment.
- Directed a global recruitment campaign that resulted in a 48% increase in first-time freshmen.

Education

GRAND CANYON UNIVERSITY, Phoenix, Arizona

Doctor of Education in Organizational Leadership, emphasis in Higher Education Leadership

Anticipated Graduation Date: May 2018

SOUTHERN UNIVERSITY and A & M COLLEGE, Baton Rouge, LA

Masters of Public Administration – 1992

Bachelor of Arts, Mass Communication - 1990

Professional Experience

SOUTHERN UNIVERSITY SYSTEM, Baton Rouge, LA

August 2015 to Present

Interim Assistant Vice-President, Online Enrollment Services

Reporting to the Executive Vice-President/Provost, responsible for providing leadership, strategic direction, planning, implementation, and management of comprehensive and integrated operational delivery system ensuring the provision of high quality educational opportunities for adult learners.

- Provides leadership, develop policies and procedures with campus personnel and units across the System that are supported by research analysis related to servicing adult learners.
- Provided leadership in development of Business-to-Business Corporate Partnership with local, state, and national law enforcement and correctional agencies to offer accelerated bachelors and masters in criminal justice to employees and their families.

Michelle L. Hill

225-302-7046 • michelle_hill@sus.edu • Resume' Page 2

Interim Assistant Vice-President, Online Enrollment Services, cont'd.

- Expanded 100% Online Degree offerings from 8 to 10.
- Ensures that the System colleges and universities employ student-centered and student-friendly enrollment processes – based on best practices- that provides an integrated, efficient, and effective delivery of services.

SOUTHERN UNIVERSITY SYSTEM, Baton Rouge, LA

July 2013 to August 2015

Executive Director, Online Learning

Reporting to the President, responsible for leading a cross-functional team toward organizational objectives. Plan and execute an online education unit charged with developing a seamless online enrollment process to create new market opportunities and increase enrollment. Serve on the President's Cabinet. Concurrently served as Director, Office of Recruitment and Admissions during the launching of the 100% Online Degree Programs.

- Implemented the first of eight 100% online degree programs across three campuses within the Southern University System – associates, bachelors and graduate level.
- Generated over \$3 million in tuition revenue.
- Provide the vision, strategy, technical and operational direction to enhance the System's online presence.
- Instituted industry best practices for the delivery of online course offerings that were later feed to the brick and mortar campuses.
- Serve as the Chief Enrollment Officer focusing on creating a positive student experience in the online degree programs.

SOUTHERN UNIVERSITY and A & M COLLEGE, Baton Rouge, LA

January 2012 to July 2013

Director, Office of Recruitment and Admissions

Reporting to the Chancellor, planned, developed, and managed short/long-term admissions and recruitment strategies and overall activities and goals. Responsible for the day-to-day operations as it relates to recruiting, and admitting first year and transfer students.

- Developed and executed a comprehensive recruitment and admissions plan of that increased the enrollment of first time freshmen by 48%.
- Marketed and show-cased the University's programs offerings through utilizing internet, radio, television and print media and on and off-campus events.
- Supervised recruitment and admission staff and activities that served University's enrollment goals through coordination of data collection and analysis of yields and other metric key performance indicators.
- Participated in recruitment activities including travel, presentations and fostering of relationships with high school guidance counselors, admissions staff, and alumni.

SOUTHERN UNIVERSITY and A & M COLLEGE, Baton Rouge, LA

August 2010 – January 2012

Assistant Vice Chancellor for Enrollment Management

Reporting to the Chancellor, served as the chief enrollment officer for the University, managed all recruitment and admissions activities, enrollment processes, and the strategic administration of financial aid. Provided student-focused conceptual leadership and administrative oversight for all student services areas. Developed and implement the enrollment management plan for the University.

- Provided leadership towards the implementation and training of the Banner Student Module.
- Developed the Student Identification system in compliance with FERPA.
- Averaged a 42.5% yield from applicant to acceptant.
- Averaged a 69% yield from acceptant to matriculation.
- Incorporated a student-centered philosophy and culture that encouraged successful student outcomes through student services, enhanced orientation, creation of an Ombudsman Office, and an Early Alert System.

Michelle L. Hill

225-302-7046 • michelle_hill@sus.edu • Resume' Page 3

SOUTHERN UNIVERSITY and A & M COLLEGE, Baton Rouge, LA

August 2008- August 2010

Executive Associate to Chancellor/

Reporting to the Chancellor, served as one of the Chancellor principal aides and advisors in addition to serving on the Chancellor's Leadership Team and the Chancellor's Executive Cabinet. Responsible for the central coordination of all activities and functions of the Chancellor's Office. Assisted the Chancellor with university-wide administrative duties involving a high volume of complex decisions that required a thorough understanding of the functions, programs and policies of the University.

- Provided management support to the Chancellor regarding institutional projects.
- Represented the Chancellor at internal and external functions with faculty, staff, students, and alumni.
- Served as the Chancellor's liaison with Vice Chancellors, Deans, Chairs, Staff and Students.
- Supervised support staff in the Chancellor's Office
- Served as advisor for student enrollment processes.
- Created the Student Book Voucher Program.
- Established the Campus Registration Committee resulting in vast improvements in the registration process.
- Created and administrated the Chancellor's Need Base Scholarship

BATON ROUGE COMMUNITY COLLEGE, Baton Rouge, LA

February 2007- August 2008

Director, Evening and Weekend College

Reporting to the Vice-Chancellor of Academic Affairs, responsible for the administration, admissions and day-to-day management of the Evening and Weekend College program. Developed the mission, preparation of the annual strategic initiatives and managed the budget.

- Conducted research regarding employment and labor trends to maintain and meet the workforce and community needs.
- Worked with academic deans to identify degree programs that adult learners could complete through an evening and weekend delivery format.
- Developed procedures and assessment instruments to measure the program's effectiveness.
- Represented College at public and community events.
- Collaborated with Marketing and Public Relations to create promotional marketing tools to publicize new developed programs.

BATON ROUGE COMMUNITY COLLEGE, Baton Rouge, LA

August 2003- February 2007

Dean/Executive Director, Office of Enrollment Services

Reporting to the Vice-Chancellor of Student Affairs, served as the Chief Enrollment Officer, Registrar, institutional public records officer, and residency officer. Managed the overall management of the Enrollment Services Department, Testing, Student Orientation, Recruitment, Veteran and International Affairs. Served on the Chancellor's Cabinet and Chancellor's Leadership Team.

- Lead and managed all operational activities regarding student registration, graduation, grades, attendance, and class schedule.
- Worked closely with academic deans to create the academic course offerings for both credit and non-credit course offerings.
- Processed, maintained, and handled all student academic records.
- Created Student Identification System.
- Created and initiated several programs with local school districts and business and industry.

Michelle L. Hill

225-302-7046 • michelle_hill@sus.edu • Resume' Page 4

BATON ROUGE COMMUNITY COLLEGE, Baton Rouge, LA

August 2002- August 2003

Dean, Evening and Weekend College

Reporting to the Vice-Chancellor of Academic Affairs, served as the campus administrator for all campus operations and served as senior resource to internal and external customers for evenings and weekends. Provided leadership in the areas of budget development, hiring, evaluating and supervising adjunct instructors. Served on the Chancellor's Cabinet and Chancellor's Leadership Team.

- Promoted student success by providing information and support to students regarding admission requirements, registration, and degree offerings.
- Developed and coordinated off-site credit courses.
- Developed and coordinated the High School Dual Enrollment Program with local school districts.
- Partnered with juvenile and adult facility to offer college courses on-site.
- Taught work readiness courses for high school students through after school program.

BATON ROUGE COMMUNITY COLLEGE, Baton Rouge, LA

August 2001- August 2002

Executive Director, Community Education and Outreach

Reporting to the Vice-Chancellor for Workforce, Cooperative and Continuing Education, served as the administrator to create and coordinate community outreach and business and industry opportunities that increased awareness and support for the college's programs and services.

- Created and maintained partnerships with school districts, community and faith-based organizations, to increase enrollment, especially with under-served populations.
- Collaborated with business and industry to identify and create course/programs to address their workforce needs both on and off-site courses
- Developed programs for youth and senior citizens including summer programs and weekend enrichment programs.
- Partnered with local school districts to prepare para-professionals to become compliant with No Child Left Behind (NCLB) legislation.
- Created partnership with East Baton Rouge Police Department to teach supervisory skills to entry-level supervisors.
- Partnered with Plaquemine Mayor's Office to teach computer skills.
- Secured grant to offer after school LEAP Tutorial.

LOUISIANA WORKERS COMPENSATION CORPORATION, Baton Rouge, LA

March 1993- August 2001

Production Underwriter

Reporting to the Underwriter Supervisor, was accountable for developing and growing a profitable portfolio of business in an assigned territory. Served as the primary contact for agents and brokers in servicing their renewal accounts and developing new business opportunities.

- Managed a premium volume over \$15 million.
- Maintained a 95% retention rate on yearly renewals.
- Evaluated policies for adequate premium, reviewed loss control, and monitored audits
- Served on the Quality Improvement Team which resulted in improved underwriting workflow, processes and procedures.
- Served as liaison for new hires in training.

SENATOR CLEO FIELDS, Baton Rouge, LA

January 1992- January 1993

Legislative Assistant

Reporting to the Senator, managed daily operations and administration of the Senator's District Office.

- Served as single contact for constituents, business and industry local/state government concerns.
- Represented Senator at public functions.

Affiliations

Memberships:

American Association of Collegiate Registrars (2003-2011)
Southern Association of Collegiate Registrars & Admissions Officers (2003-2011)
Louisiana Association of Collegiate Registrars and Admissions Officers (2003-2011)
National Association of International Educators (2003-2007)
National Association of College Admission Counseling (2003-2007)
National Association of Veterans' Program Administrators (2003-2007)
Finance Executive Committee, Girl Scouts (2002-2003)
Youth Council, Mayor's Office/Baton Rouge (2001-2004)
Alpha Kappa Alpha Sorority, Inc. /Tau Kapa Omega Chapter

Advisorship:

International Student Club (2003-2007)
Veteran Student Club (2003-2007)

Special Competencies

Committee Work:

Chair, Banner Student Implementation Team
Co-Chair, College-wide Retention Plan
Co-chair, Commencement Ceremony
Co-chair, Student Recognition
Co-chair, Enrollment Retention Quality Team
Member, Appeals and Exceptions Quality Team
Member, Scholarship Quality Team
Member, Southern University System Banner Steering Committee (System Committee)
Member, Common Course Numbering System (LA Board of Regents)
Member, Common Admission Application (LA Board of Regents)

University Service:

Created and implemented New Student Orientation
Created College Transfer Day
Created College Host Day
Created and implemented High School Counselor's Luncheon (statewide)
Developed and implemented College Open House
Developed Dual Enrollment Program with East Baton Rouge, Iberville, Zachary, and Baker School Districts
Developed Student Identification System (Baton Rouge Community College and Southern University)
Developed Book Voucher Program
Revised Faculty Handbook
Developed Alumni Partner Recruitment Program

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	3	M	9	9	6	0
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CAMPUS: SUS SUBR SULAC 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 Michelle A. Jackson Reason Left Transferred to Executive Assist.
 Date Left August 30, 2015 Salary Paid \$78,280.00

Profile of Person Recommended

Length of Employment 07/01/2016 To _____
 Effective Date 07/01/2016

Name TAVARES A. WALKER SS# xxx-xx-7484 Sex MALE Race* B
(Last 4 digits only)

Position Title: Director, Office of Career Services 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 8 Southern University Experience 5 1/2

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>BA - Communications</u>	<u>Louisiana State University and A&M College</u>	<u>2005</u>
	<u>JD - Law</u>	<u>Southern University Law Center</u>	<u>2008</u>

Current Employer Southern University Law Center

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) _____

Recommended Salary \$75,000.00 Salary Budgeted \$75,000.00 /

Source of Funds General Appropriations

Identify Budget: State Location 311001-38130-61002-35000
 Form Code: _____ Page _____ Item # _____

Change of:

	<u>From</u>	<u>To</u>
Position	<u>Interim Director</u>	<u>Director</u>
Status	_____	_____
Salary Adjustment	<u>\$66,000.00</u>	<u>\$75,000.00</u>

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

Source of Funds	Amount
3 11001-38130	\$75,000.00

*See Reverse Side

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

John K. Pierre 7/1/16
 Supervisor Date
Agnes Allen Diamond
 Vice Chancellor Date

 Director/Personnel Date
Ray L. Boston 7-7-16
 President Date

Cary K. Hall 7/1/16
 Dean/Unit Head Date
John K. Pierre 7/1/16
 Chancellor Date
Blondine McClinton
 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:

Tavares Walker is continuing in his current position but will resume the position on a permanent basis effective July 1, 2016.

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 am – 5:00 pm Monday thru Friday
EMPLOYEE DIRECT SUPERVISOR: John K. Pierre, Chancellor
SUPERVISOR/DEPARTMENT CONTACT NUMBER 225-771-2552
NUMBER OF EMPLOYEES SUPERVISED, (if any) 2

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-“Practical Work Experience”)	F0	

Do Not Write Below This Area
For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- _____ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- _____ Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- _____ Application for Employment Form Admin/Fac/Uncl Positions (Civil Service Application for classified employees)
- _____ Authority to Release (signed by employee) (submitted to Human Resources with Criminal/Background Check form)
- _____ Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)



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

June 29, 2016

VIA HAND DELIVERY

Dr. Ray L. Belton
System President and Chancellor
Southern University and A&M College System
J.S. Clark Administration Building, 4th Floor
Baton Rouge, Louisiana 70813

Re: Position Vacancy Authorization and Announcement Waiver Request

Dear Dr. Belton:

Tavares A. Walker, a current employee of the Southern University Law Center, has been functioning as the Interim Director for the Office of Career Services since September 2015. Prior to serving as the Interim Director, he held the position of Career Services Counselor and later as Career Services Coordinator.


Over the course of the last 9 months since assuming the Director's role, the Office of Career Services has been operated both efficiently and effectively. The office has operated in a highly effective manner as evidenced by our increased post graduate employment reports submitted to the ABA. The student body appears to be very satisfied with the current operations of the office, and I have the utmost confidence in Mr. Walker's leadership ability to guide the office on a permanent basis. In addition, Mr. Walker will be assuming the majority of the counseling responsibilities for this office as he is the only member of the career services staff with a law degree.

Mr. Walker current salary is set at \$66,000.00 as the interim director. As the permanent director, his salary would be set at \$75,000.00.

Therefore, this letter is to request a Position Authorization and Vacancy Announcement Waiver for the Director position in the Office of Career Services, and an authorization for a focus search. This would allow us to permanently appoint Mr. Walker to this position and negate the long and unnecessary process of conducting interviews and screening.

Thank you and with kind regards, I am,

Sincerely,


John K. Pierre
Chancellor & Vanue B. Lacour Endowed Professor of Law

APPROVED: _____


Dr. Ray L. Belton, President/Chancellor

TAVARES A. WALKER, ESQ.
5124 Berryville Court, Baton Rouge, Louisiana 70817
tavareswalker@gmail.com (225) 610-3782

EDUCATION

Certificate, Judge Advocate Officer Basic Course **June 2012**
The Judge Advocate General's Legal Center and School, Charlottesville, Virginia

Juris Doctor **May 2008**
Southern University Law Center, Baton Rouge, Louisiana

Bachelor of Arts, Communications **August 2005**
Louisiana State University and A&M College, Baton Rouge, Louisiana

BAR ADMISSIONS/SECURITY CLEARANCES

Louisiana **October 2008**
Secret, US Government **July 2011**
US Courts of Military Justice **April 2012**
US District Court, Middle District – Louisiana **March 2015**

ADMINISTRATIVE EXPERIENCE

Interim Director – Office of Career Services **September 2015 – Present**
Coordinator – Office of Career Services **March 2011 – August 2015**
Southern University Law Center

- Primary supervisor for 2 employees; responsible for training, development, and assignments of each employee.
- Acts as lead career services administrator for operations and policy development.
- Assist management team in the development of strategic issues and achievement benchmarks.
- Work independently to identify external programs with potential employers and stakeholders.
- Directs the development of professional development activities and programs.
- Gather and report all required data and statistics for reporting agencies, including, but not limited to, NALP, the ABA, and SACSCOC accreditation.

TEACHING EXPERIENCE

Adjunct Professor of Law **June 2012 – Present**
Southern University Law Center

- Courses taught: Legal Research and Statutory Analysis.
- Prepares analytical lessons and assessments that cover course topics.
- Responsible for development assessment methods and tools for learning outcomes.

Writing Fellow – Supplemental Bar Prep Program (Summer) **May 2011 – August 2013**
Southern University Law Center

- Assists with the development of bar exam writing strategies and analysis techniques.
- Facilitates individual counseling sessions with students.
- Responsible for providing the students with an assessment of writing samples and exam.

LEGAL EXPERIENCE

Staff Attorney **July 2010 – March 2011**
Acadiana Legal Services Corporation

- Represented indigent clients in family law matters in a 9 parish districts and city courts.
- Handled and managed a caseload of approximately 60 cases from inception to conclusion.
- Display maturity, judgment and knowledge necessary to advocate or formulate policy options clients.
- Handled unit administrative matters such as intake process, case management and review.

Conflicts Attorney **June 2010 – August 2010**
17th Judicial District Indigent Defender

- Possess a broad knowledge of and expert experience necessary to serve as a recognized authority on legal issues, programs and policies, and of relevant practices related to indigent defense.
- Litigated felony grade case with minimal supervision and oversight.
- Identified potential defenses and negotiated resolutions to various criminal matters.

Attorney & Notary Public

October 2008 – June 2010

Law Office of Tavares A. Walker, Attorney at Law, LLC

- Prepared and notarized official and legal documents for clients.
- Represented clients in family, civil, personal injury, minor criminal law matters.
- Drafted and argued pleadings and motions before courts of law and administrative agencies.

Law Clerk

February 2007 – May 2008

LA State Board of Elementary and Secondary Education

- Prepared legal memoranda on issues related to school accountability, choice, and charter schools.
- Assisted the Policy Development Attorney Director with various legal research projects and board related issues.
- Drafted documents and executive recommendations for board consideration.

MILITARY EXPERIENCE

Captain, Judge Advocate – Deputy Command Judge Advocate

July 2015 – Present

225th Engineer Brigade, U.S. Army, La National Guard

- Serves as senior judge advocate on brigade staff.
- Provides advice to various commanders on issues related to military justice, operations, and fiscal law.
- Provides legal advice to subordinate units and commands in regard to rules for use of force.

Captain, Judge Advocate – Defense Counsel

January 2013 – June 2015

399th Regional Trial Defense Service Team, U.S. Army, La National Guard

- Served primarily as legal counsel to soldiers involving military justice matters.
- Provided advice for issues dealing with adverse administrative & personnel actions.
- Served as defense counsel for military tribunals and Court Martials.

1st Lieutenant, Judge Advocate – Operational Law Counsel

July 2011 – December 2012

256th Infantry Brigade Combat Team, U.S. Army, La National Guard

- Served primarily as legal advisor to the command to which assigned.
- Provided advice for issues dealing with fiscal, administrative, military, & personnel law.
- Responsible for providing legal assistance to soldiers in all areas of law.
- Served as an investigating officer for various administrative, codes of conduct, and criminal inquiries.

PROFESSIONAL MEMBERSHIPS

American Bar Association

Baton Rouge Bar Association

American Inns of Court

Louis Martinet Society of Greater Baton Rouge

National Association of Law Career Professionals

Thurgood Marshall College Fund, Law School Representative

Southeastern Minority Job Fair and Recruitment Consortium

Louisiana State Bar Association

SUNBELT Minority Law Regional Job Fair Committee

National Bar Association – Region V

Delta Theta Phi Law Fraternity, Int.

Louisiana National Guard Officers Association

COMMUNITY ENGAGEMENT

Member, Louisiana State Bar Association 2015 Leadership Class

Regional Coordinator/Chair, Baton Rouge Bar Association Mock Trial Committee

Member, Baton Rouge Bar Association Teen Court Committee

Member, Louisiana State Bar Association Bar Governance Committee

Member, Louisiana State Bar Association Committee on the Profession

Member, Louisiana State Bar Association Practice Assistance and Improvement Committee

Member, Louisiana State Bar Association Publications Subcommittee

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER									
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CA MPUS: 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 SAME Reason Left _____
 Date Left _____ Salary Paid _____

Profile of Person Recommended

Length of Employment 07/01/2016 To 06/30/2017
 Effective Date 08/01/2016

Name Michelle Hill SS# xxx-xx-4458 Sex F Race* B
 (Last 4 digits only)

Position Title: Asst. Vice President for Online Enrollment Service Department: SUS

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 22 Southern University Experience 6

Degree(s): Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge): Year:
BA - Mass Comm Southern University - BR 1990
MPA - Public Administration Southern University - BR 1992

Current Employer SUBR

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) _____

Recommended Salary 105,000 Salary Budgeted 105,000

Source of Funds Inter-Institutional Budget

Identify Budget: 111005-11172-61002-16000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of:

Position Interim Asst. VP for Online Enrollment Serv. From Asst. VP for Online Enrollment Services To
 Status _____
 Salary Adjustment 94,500 105,000
 Financial Aid signature (if, applicable): _____

List total funds currently paid this employee by Southern University:

*See Reverse Side

Comments: (Use back of form)

Source of Funds	Amount

*See Reverse Side

Graduate School signature (if, applicable):

[Signature] 8/22/16 Supervisor Date
[Signature] 8/22/16 Dean/Unit Head Date
[Signature] 8/23/16 Vice Chancellor Date
[Signature] 8/23/16 Chancellor Date
[Signature] 8/24/16 Director/Personnel Date
[Signature] 8/24/16 Vice President/Finance Date
[Signature] 8/24/16 Business Affairs/Comptroller Date
[Signature] 8/24/16 President Date
 Chairman/S.U. Board of Supervisors Date

This information is requested solely for the purpose of determining compliance with Federal Civil Rights Laws and does not affect employment consideration.

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

American Indian or Alaskan Native. A person having origins in any of the original peoples of North American, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS:

Michelle Hill has been named Assistant Vice President for Online Enrollment Services.

EMPLOYEE REGULAR WORK SCHEDULE: M-F; 8:00 a.m. – 5:00 p.m.

EMPLOYEE DIRECT SUPERVISOR: Dr. M. Christopher Brown II

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

Do Not Write Below This Area
For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- Application for Employment Form Admin/Fac/Uncl Positions(Civil Service Application for classified employees)
- Authority to Release (signed by employee) (submitted to 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)

FUNDS AVAILABLE
OFFICE OF THE VICE PRESIDENT
FOR JUSTIFICATION (for classified, if applicable)
BUSINESS AFFAIRS
SOUTHERN UNIVERSITY SYSTEM

Jam
SIGNED

8/23/16
DATE

MICHELLE L. HILL

58747 Captain T. Harris • Plaquemine, LA 70764

(c) 225-302-7046 • Email: michelle_hill@sus.edu

Enrollment Management & Student Services Executive *Recruitment / Admissions / Financial Aid / Registration*

Professional Profile

Innovative, visionary, and results-driven leader focused on achieving exceptional outcomes in a highly visible environment that demands continuous improvement. Experience in analyzing, creating, and modifying processes and customer service improvements while building and motivating cross-functional teams. Consistently increased process efficiency and enrollment through a concerted effort to maximize utilization of technological and human resources.

Areas of expertise include:

- Student Success
- Registration
- Project Management
- Admissions
- Retention
- Project Implementation
- Recruiting
- Strategic Enrollment Planning
- Academic Operations

Achievements

- Led a cross-functional cohort migration from a large scale mainframe to a client/server Student Information System (SIS).
- Successfully implemented the first 100% online degree programs across three campuses within the Southern University System.
- Generated over \$3 million in tuition revenue.
- Served as Process Improvement Manager for several student services areas including financial aid, admissions, and recruitment.
- Directed a global recruitment campaign that resulted in a 48% increase in first-time freshmen.

Education

GRAND CANYON UNIVERSITY, Phoenix, Arizona

Doctor of Education in Organizational Leadership, emphasis in Higher Education Leadership

Anticipated Graduation Date: May 2018

SOUTHERN UNIVERSITY and A & M COLLEGE, Baton Rouge, LA

Masters of Public Administration – 1992

Bachelor of Arts, Mass Communication - 1990

Professional Experience

SOUTHERN UNIVERSITY SYSTEM, Baton Rouge, LA

August 2015 to Present

Interim Assistant Vice President, Online Enrollment Services

Reporting to the Executive Vice-President/Provost, responsible for providing leadership, strategic direction, planning, implementation, and management of comprehensive and integrated operational delivery system ensuring the provision of high quality educational opportunities for adult learners.

- Provides leadership, develop policies and procedures with campus personnel and units across the System that are supported by research analysis related to servicing adult learners.
- Provided leadership in development of Business-to-Business Corporate Partnership with local, state, and national law enforcement and correctional agencies to offer accelerated bachelors and masters in criminal justice to employees and their families.

Michelle L. Hill

225-302-7046 • michelle_hill@sus.edu • Resume' Page 2

Interim Assistant Vice President, Online Enrollment Services, cont'd.

- Expanded 100% Online Degree offerings from 8 to 10.
- Ensures that the System colleges and universities employ student-centered and student-friendly enrollment processes – based on best practices- that provides an integrated, efficient, and effective delivery of services.

SOUTHERN UNIVERSITY SYSTEM, Baton Rouge, LA

July 2013 to August 2015

Executive Director, Online Learning

Reporting to the President, responsible for leading a cross-functional team toward organizational objectives. Plan and execute an online education unit charged with developing a seamless online enrollment process to create new market opportunities and increase enrollment. Serve on the President's Cabinet. Concurrently served as Director, Office of Recruitment and Admissions during the launching of the 100% Online Degree Programs.

- Implemented the first of eight 100% online degree programs across three campuses within the Southern University System – associates, bachelors and graduate level.
- Generated over \$3 million in tuition revenue.
- Provide the vision, strategy, technical and operational direction to enhance the System's online presence.
- Instituted industry best practices for the delivery of online course offerings that were later feed to the brick and mortar campuses.
- Serve as the Chief Enrollment Officer focusing on creating a positive student experience in the online degree programs.

SOUTHERN UNIVERSITY and A & M COLLEGE, Baton Rouge, LA

January 2012 to July 2013

Director, Office of Recruitment and Admissions

Reporting to the Chancellor, planned, developed, and managed short/long-term admissions and recruitment strategies and overall activities and goals. Responsible for the day-to-day operations as it relates to recruiting, and admitting first year and transfer students.

- Developed and executed a comprehensive recruitment and admissions plan of that increased the enrollment of first time freshmen by 48%.
- Marketed and show-cased the University's programs offerings through utilizing internet, radio, television and print media and on and off-campus events.
- Supervised recruitment and admission staff and activities that served University's enrollment goals through coordination of data collection and analysis of yields and other metric key performance indicators.
- Participated in recruitment activities including travel, presentations and fostering of relationships with high school guidance counselors, admissions staff, and alumni.

SOUTHERN UNIVERSITY and A & M COLLEGE, Baton Rouge, LA

August 2010 – January 2012

Assistant Vice Chancellor for Enrollment Management

Reporting to the Chancellor, served as the chief enrollment officer for the University, managed all recruitment and admissions activities, enrollment processes, and the strategic administration of financial aid. Provided student-focused conceptual leadership and administrative oversight for all student services areas. Developed and implement the enrollment management plan for the University.

- Provided leadership towards the implementation and training of the Banner Student Module.
- Developed the Student Identification system in compliance with FERPA.
- Averaged a 42.5% yield from applicant to acceptant.
- Averaged a 69% yield from acceptant to matriculation.
- Incorporated a student-centered philosophy and culture that encouraged successful student outcomes through student services, enhanced orientation, creation of an Ombudsman Office, and an Early Alert System.

Michelle L. Hill

225-302-7046 • michelle_hill@sus.edu • Resume' Page 3

SOUTHERN UNIVERSITY and A & M COLLEGE, Baton Rouge, LA

August 2008- August 2010

Executive Associate to Chancellor/

Reporting to the Chancellor, served as one of the Chancellor principal aides and advisors in addition to serving on the Chancellor's Leadership Team and the Chancellor's Executive Cabinet. Responsible for the central coordination of all activities and functions of the Chancellor's Office. Assisted the Chancellor with university-wide administrative duties involving a high volume of complex decisions that required a thorough understanding of the functions, programs and policies of the University.

- Provided management support to the Chancellor regarding institutional projects.
- Represented the Chancellor at internal and external functions with faculty, staff, students, and alumni.
- Served as the Chancellor's liaison with Vice Chancellors, Deans, Chairs, Staff and Students.
- Supervised support staff in the Chancellor's Office
- Served as advisor for student enrollment processes.
- Created the Student Book Voucher Program.
- Established the Campus Registration Committee resulting in vast improvements in the registration process.
- Created and administrated the Chancellor's Need Base Scholarship

BATON ROUGE COMMUNITY COLLEGE, Baton Rouge, LA

February 2007- August 2008

Director, Evening and Weekend College

Reporting to the Vice-Chancellor of Academic Affairs, responsible for the administration, admissions and day-to-day management of the Evening and Weekend College program. Developed the mission, preparation of the annual strategic initiatives and managed the budget.

- Conducted research regarding employment and labor trends to maintain and meet the workforce and community needs.
- Worked with academic deans to identify degree programs that adult learners could complete through an evening and weekend delivery format.
- Developed procedures and assessment instruments to measure the program's effectiveness.
- Represented College at public and community events.
- Collaborated with Marketing and Public Relations to create promotional marketing tools to publicize new developed programs.

BATON ROUGE COMMUNITY COLLEGE, Baton Rouge, LA

August 2003- February 2007

Dean/Executive Director, Office of Enrollment Services

Reporting to the Vice-Chancellor of Student Affairs, served as the Chief Enrollment Officer, Registrar, institutional public records officer, and residency officer. Managed the overall management of the Enrollment Services Department, Testing, Student Orientation, Recruitment, Veteran and International Affairs. Served on the Chancellor's Cabinet and Chancellor's Leadership Team.

- Lead and managed all operational activities regarding student registration, graduation, grades, attendance, and class schedule.
- Worked closely with academic deans to create the academic course offerings for both credit and non-credit course offerings.
- Processed, maintained, and handled all student academic records.
- Created Student Identification System.
- Created and initiated several programs with local school districts and business and industry.

Michelle L. Hill

225-302-7046 • michelle_hill@sus.edu • Resume' Page 4

BATON ROUGE COMMUNITY COLLEGE, Baton Rouge, LA

August 2002- August 2003

Dean, Evening and Weekend College

Reporting to the Vice-Chancellor of Academic Affairs, served as the campus administrator for all campus operations and served as senior resource to internal and external customers for evenings and weekends. Provided leadership in the areas of budget development, hiring, evaluating and supervising adjunct instructors. Served on the Chancellor's Cabinet and Chancellor's Leadership Team.

- Promoted student success by providing information and support to students regarding admission requirements, registration, and degree offerings.
- Developed and coordinated off-site credit courses.
- Developed and coordinated the High School Dual Enrollment Program with local school districts.
- Partnered with juvenile and adult facility to offer college courses on-site.
- Taught work readiness courses for high school students through after school program.

BATON ROUGE COMMUNITY COLLEGE, Baton Rouge, LA

August 2001- August 2002

Executive Director, Community Education and Outreach

Reporting to the Vice-Chancellor for Workforce, Cooperative and Continuing Education, served as the administrator to create and coordinate community outreach and business and industry opportunities that increased awareness and support for the college's programs and services.

- Created and maintained partnerships with school districts, community and faith-based organizations, to increase enrollment, especially with under-served populations.
- Collaborated with business and industry to identify and create course/programs to address their workforce needs both on and off-site courses
- Developed programs for youth and senior citizens including summer programs and weekend enrichment programs.
- Partnered with local school districts to prepare para-professionals to become compliant with No Child Left Behind (NCLB) legislation.
- Created partnership with East Baton Rouge Police Department to teach supervisory skills to entry-level supervisors.
- Partnered with Plaquemine Mayor's Office to teach computer skills.
- Secured grant to offer after school LEAP Tutorial.

LOUISIANA WORKERS COMPENSATION CORPORATION, Baton Rouge, LA

March 1993- August 2001

Production Underwriter

Reporting to the Underwriter Supervisor, was accountable for developing and growing a profitable portfolio of business in an assigned territory. Served as the primary contact for agents and brokers in servicing their renewal accounts and developing new business opportunities.

- Managed a premium volume over \$15 million.
- Maintained a 95% retention rate on yearly renewals.
- Evaluated policies for adequate premium, reviewed loss control, and monitored audits
- Served on the Quality Improvement Team which resulted in improved underwriting workflow, processes and procedures.
- Served as liaison for new hires in training.

SENATOR CLEO FIELDS, Baton Rouge, LA

January 1992- January 1993

Legislative Assistant

Reporting to the Senator, managed daily operations and administration of the Senator's District Office.

- Served as single contact for constituents, business and industry local/state government concerns.
- Represented Senator at public functions.

Affiliations

Memberships:

American Association of Collegiate Registrars (2003-2011)
Southern Association of Collegiate Registrars & Admissions Officers (2003-2011)
Louisiana Association of Collegiate Registrars and Admissions Officers (2003-2011)
National Association of International Educators (2003-2007)
National Association of College Admission Counseling (2003-2007)
National Association of Veterans' Program Administrators (2003-2007)
Finance Executive Committee, Girl Scouts (2002-2003)
Youth Council, Mayor's Office/Baton Rouge (2001-2004)
Alpha Kappa Alpha Sorority, Inc. /Tau Kapa Omega Chapter

Advisorship:

International Student Club (2003-2007)
Veteran Student Club (2003-2007)

Special Competencies

Committee Work:

Chair, Banner Student Implementation Team
Co-Chair, College-wide Retention Plan
Co-chair, Commencement Ceremony
Co-chair, Student Recognition
Co-chair, Enrollment Retention Quality Team
Member, Appeals and Exceptions Quality Team
Member, Scholarship Quality Team
Member, Southern University System Banner Steering Committee (System Committee)
Member, Common Course Numbering System (LA Board of Regents)
Member, Common Admission Application (LA Board of Regents)

University Service:

Created and implemented New Student Orientation
Created College Transfer Day
Created College Host Day
Created and implemented High School Counselor's Luncheon (statewide)
Developed and implemented College Open House
Developed Dual Enrollment Program with East Baton Rouge, Iberville, Zachary, and Baker School Districts
Developed Student Identification System (Baton Rouge Community College and Southern University)
Developed Book Voucher Program
Revised Faculty Handbook
Developed Alumni Partner Recruitment Program

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER									
-----------------	--	--	--	--	--	--	--	--	--

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

EMPLOYMENT CATEGORY: 9-MONTH 12-MONTH OTHER (Specify) _____

<input checked="" type="checkbox"/> Academic	<input type="checkbox"/> Non-Academic	<input type="checkbox"/> Civil Service
<input type="checkbox"/> Temporary	<input type="checkbox"/> Part-time (_____ % of Full Time)	<input type="checkbox"/> Restricted
<input checked="" type="checkbox"/> Tenured	<input type="checkbox"/> Undergraduate Student	<input type="checkbox"/> Job Appointment
<input type="checkbox"/> Tenured Track	<input type="checkbox"/> Graduate Assistant	<input type="checkbox"/> Probationary
<input type="checkbox"/> Other (Specify) _____	<input type="checkbox"/> Retiree Return To Work	<input type="checkbox"/> Permanent Status

Previous Employee _____ Reason Left _____
Date Left _____ Salary Paid _____

Profile of Person Recommended

Length of Employment 07/01/2016 To 06/30/2017
Effective Date 08/01/2016

Name Ver-Janis A. Peoples SS# S00015716 Sex F Race* B
(Last 4 digits only)

Position Title: Dean Department: College Humanities& Interdisciplinary Studies

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 39 Southern University Experience 23

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>Ph.D./Curriculum & Instruction</u>	<u>Kansas State Univ./Manhattan, KS</u>	<u>1991</u>
	<u>M.S./Elementary Education</u>	<u>Grambling State Univ./Grambling, LA</u>	<u>1978</u>
	<u>B.S./Elementary Education</u>	<u>Grambling State Univ./Grambling, LA</u>	<u>1976</u>

Current Employer SUBR

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) _____

Recommended Salary 120,000 Salary Budgeted 120,000

Source of Funds State

Identify Budget: 211001 22252 61002 24100 Location _____
Form Code: _____ Page _____ Item # _____

Change of: _____
From _____ To _____
Position Dean College of Educ. Arts & Humanities Director, School of Education
Status _____
Salary Adjustment 127,000 120,000

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

Source of Funds	Amount
211001 22012 61002 24100	165,000 <u>127,000</u>

*See Reverse Side

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

<u>[Signature]</u> Supervisor	<u>8/22/16</u> Date	<u>[Signature]</u> Dean/Unit Head	<u>8/22/16</u> Date
<u>[Signature]</u> Vice Chancellor	<u>8/23/16</u> Date	<u>[Signature]</u> Vice President/Finance	<u>8/23/16</u> Date
<u>[Signature]</u> Director/Personnel	<u>8/24/16</u> Date	<u>[Signature]</u> Business Affairs/Comptroller	
<u>[Signature]</u> President		<u>[Signature]</u> Chairman/S.U. Board of Supervisors	

This information is requested solely for the purpose of determining compliance with Federal Civil Rights Laws and does not affect employment consideration.

ETHNIC ORIGIN (Please check one):

_____ Hispanic or Latino _____ Non-Hispanic or Non-Latino

RACE (Please check all that apply):

_____ White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

_____ Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

_____ Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

_____ American Indian or Alaskan Native. A person having origins in any of the original peoples of North America, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS: Effective, August 1, 2016, Dr. VerJanis A. Peoples will be transferred from the position of Dean of College of Education, Arts and Humanities to Director, School of Education.

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 a. m. - 5:00p.m.
EMPLOYEE DIRECT SUPERVISOR: Dr. M. Christopher Brown II
SUPERVISOR/DEPARTMENT CONTACT NUMBER 225-771-5020
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

Do Not Write Below This Area
For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- _____ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- _____ Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- _____ Application for Employment Form Admin/Fac/Uncl Positions (Civil Service Application for classified employees)
- _____ Authority to Release (signed by employee) (submitted to Human Resources with Criminal/Background Check form)
- _____ Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

Job Description

Director, School of Education

The Director of the School of Education reports directly to the Dean of Humanities and Interdisciplinary Studies. The Director will function in a leadership role to support the strategic goals set forth by the dean and help to provide direction for all programs within the School of Education.

The Director will serve as a mentor to faculty colleagues and as a collaborator with other college administrative officers. The Director will interpret college policy and lead faculty in important processes that shape the curriculum and have an impact on the learning of students. The Director will assume the role of the School of Education's chief administrative officer and will be responsible for all matters related to accreditation.

Qualifications

The Director of the School of Education must have an earned doctorate, preferably in an education-related discipline and a record meriting appointment as a full professor in an academic department. The Director must have a strong commitment to academic excellence and an ability to work with diverse constituencies; should demonstrate knowledge of disciplinary/professional trends and higher education activities; should be conversant in technological innovation in the discipline, demonstrate excellent interpersonal, oral and written communication skills, and demonstrate a collaborative approach to governance. The Director oversees faculty and student participation in the determination of college and departmental policies and practices in course content, instructional procedures, budgets, and areas of obvious pertinence. The Director must be knowledgeable and have experience with accreditation standards and requirements.

Professional Profile

Dr. VerJanis A. Peoples

Dean

**College of Education,
Arts and Humanities**



"Working with Intellectual Vitality"

Vision

Leadership

Results

Profile – Dr. Peoples

Dr. VerJanis A. Peoples presently serves as Dean of the College of Education, Arts and Humanities. She served as Executive Vice Chancellor for Academic Affairs of Southern University from 2012-2016.

Peoples served as Dean of the College of Education for over 15 years prior to her appointment as Executive Vice Chancellor. Her many years of experience on the Southern University campus includes; assistant dean of the College of Education, chair of the Departments of Curriculum and Instruction and Special Education, director of the Student Teaching Program, director of Field Experiences, superintendent of the Southern University Laboratory School and served years as a full-time professor in the College of Education.

A strong advocate for academic excellence, Peoples headed Southern University's College of Education successful NCATE reaccreditation efforts and the successful SACS reaccreditation for the University. As a national leader she has assisted with setting the standards for academic programs by serving on the national scene as a committee member for HBCU initiatives and as a Board Examiner for the Council for the Accreditation of Educator Preparation (CAEP). She has also led efforts to create new programs, reaffirm academic programs and sustain status of academic programs through the Louisiana Board of Regents, Specialty Area Organizations, Louisiana State Department of Education and SACS. Dr. Peoples lead the initiative to create a Virtual School at Southern University Laboratory School, lead efforts to restructure academic programs and colleges, and provided leadership for the implementation of the Board of Regents GRAD Act targets.

Peoples is a native of Marion, Louisiana and a graduate of Marion High School. She received a Bachelor of Science and Master of Science degrees in education from Grambling State University and a doctoral degree from Kansas State University.

Peoples' scholarly accomplishments include publications in refereed journal articles and presentations at professional conferences. She was the recipient of one of Southern's, highest faculty awards; the Chancellor's Award for Excellence in Grantsmanship for newcomers and received the SUS Lifetime Achievement Award. She is a member of the Louisiana Academic Council for Teacher Education, and served on the editorial board for the National Association of Student Affairs Professionals.

She is a member of numerous professional, civic and academic organizations, currently serving on the Louisiana Board of Examiners, the National Council for the Accreditation of Educator Preparation, headed the Academic Council at Southern University, and were a member of the SUS Academic Council. She is a member of Delta Sigma Theta, the Greater Baton Rouge Women Council and a member of the Working Interfaith Network Partnership. Peoples is an active member of the Mt. Pilgrim Missionary Baptist Church in Baton Rouge, La.



VerJanis A. Peoples, Ph.D.

Email: vapeoples@aol.com

Phone: (225) 771-2360 or (225) 775-0096

Address: 13315 London Drive
Baker, LA 70714

Executive-level experience in higher education coupled with the unique qualities and management expertise to provide effective leadership.

Core competencies encompass administration of a culture of excellence that promotes flourishing, sustainable, and widely recognized academic programs, research, scholarly and creative activities for the success of undergraduate and graduate programs. Proven background in innovative program development, coordination, implementation and oversight of University programs. Proven track record of formulating a vision; conveying expectations; negotiating viable courses of action; bringing energy, enthusiasm and passion to empower others, and together, achieving significant results.

Education

B.S. – Elementary Education
Grambling State University

July 1976
Grambling, LA

M.S. – Elementary Education
Grambling State University

July 1978
Grambling, LA

Ph.D. – Curriculum and Instruction
Kansas State University

May 1991
Manhattan, KS

Professional Employment Experiences

Dean- College of Education, Arts and Humanities

Dec. 2016- Present

Executive Vice Chancellor for Academic Affairs
Southern University and A&M College

Dec. 2012-2016

The Office of Academic Affairs is responsible for all academic programs at the University, including; curriculum, faculty, academic publications, accreditation, planning, management, administering and budgeting activities for the academic management functions. Also, is responsible for the Office of the Registrar, the Quality Enhancement Plan (QEP), the Office of Assessment, the Office of Planning, Assessment and Institutional Research (PAIR), the Office of Student Support Services (Dual Enrollment, Upward Bound Programs and Educational Talent Search), International Education, Library Resources and Military Experiences. A few notable accomplishments include; (1) Implementation of the Reorganization of Colleges and Departments, (2) Updated Academic Catalog for Publication, (3) Updated Graduation Policies, (4) Lead Reaccreditation for SACS final approval, (5) Produced Annual Report on Faculty Accomplishments, (6) Provided Workshops for Faculty Development, (7) Serve as Liaison for University between Board of Regents, State and National Agencies, (8) Implemented Retention Strategies, and (9) Implemented GRAD Act

Measure and compiled quarterly reports and remediation plan

Professional Employment Experiences (cont.)

Dean **July 2006-2012**
College of Education
Southern University
Southern University Laboratory Superintendent of Schools

As Dean of the College of Education, my responsibilities included; advising the Chancellor on personnel, financial and student academic needs; recommended, planned and managed activities of the departments under the college; maintained accreditation and high academic and research standards; ensured that students had proper guidance and counseling from the faculty to provide maximum growth and development opportunities; prepared and executed budgets. In this role, opportunities were provided for faculty and students to participate in the determination of college and departmental policies and practice in course content, instructional procedures, budgets and areas of obvious pertinence. A few notable accomplishments are listed below:

- Redesigned curriculums
- Instituted the first Professional Development Schools contract
- Managed grants and contracts for the College and State Department of Education
- Updated courses and programs
- Maintained NCATE accreditation for the College and specialty area accreditation for specific programs

The position of dean afforded me the opportunity to serve as the Superintendent of the SU Laboratory School. As Superintendent of the Laboratory School, my responsibilities included providing oversight over all school endeavors. It was my honor to serve as a major leader in *initiating the first K-12 Southern University Laboratory Virtual School* which now houses over 580 students with a waiting list. This position provided me the opportunity to work with constituents in securing grants and funds to provide outreach programs through the Southern University Laboratory School MINI Labs.

Assistant Dean of Academic and Student Affairs/Interim Chairperson of Special Education/Professor of Education in the Department of Curriculum and Instruction **June 2004-2006**
Southern University

Assistant Dean of Academic and Student Affairs/Interim Chairperson of Curriculum and Instruction **May 2003**
Southern University

Dean of the College of Education/Professor **Sept. 2003-2004**
Mississippi Valley State University

Assistant Dean of Academic and Student Affairs/Coordinator of Professional Development Schools Project/Associate Professor **Sept. 2002-2003**

Professional Employment Experiences (cont.)

Superintendent of the Laboratory School <i>Southern University</i> <i>Monitored budgets, academic programs,</i> <i>physical facilities and student affairs</i>	May 1996 – 1998
Assistant Dean/Assistant Professor College of Education <i>Southern University</i>	August 1994 – 1996
Assistant Professor Department of Curriculum and Instruction College of Education <i>Southern University</i>	August 1992 – 1994
Assistant Professor/Clinical Supervisor <i>Grambling State University</i> <i>Taught courses in human growth and development,</i> <i>Introduction to Education and Methods in Reading</i> <i>and Language Arts – Supervised Student Teachers</i>	August 1990 – 1992
Assistant Director of Upward Bound <i>Kansas State University</i>	June 1989 – 1990
Supervising Classroom Teacher Grambling State University Lab Middle School <i>Grambling, LA</i> <i>Coordinator of the English/Language Arts Middle</i> <i>Grades – Supervised Student Teachers and Clinical</i> <i>Field Experiences Teacher Candidates</i>	August 1980 – 1989
Classroom Teacher Crawford Elementary School <i>Arcadia, LA</i>	August 1976 – 1980

Training

SACS: Training on Writing Standards
 On-line Learning: Creative Pathways for Modern Learners
 MOODLE Training
 BANNER Training
 BLACKBOARD Training
 Council for Accreditation of Education Professionals (CAEP) Assessor
 National Council for the Association of Teacher Education (NCATE) Assessor
 Supervisor for Classroom Teachers and other Professionals
 Live Text Assessment Training: Creating a Culture for Assessment
 Intrusive Advising: How to be Intrusive without Intruding Training
 Assessor of LA Teacher Assistant and Assessment Program
 Louisiana Grade Level Expectation Trainer
 CAEP Examiner
 Classroom Assessment Scoring System (CLASS)

Certifications

Certified Teacher
Certified Teaching and Learning Assessor
Certified Conflict Manager
Certified Trainer in Creative Pathways for Modern Learners
CAEP Examiner

Areas of Specialization

Curriculum Development	Program Development
Professional Development	Program Evaluation
Policies Development	Teacher Assessment
Multicultural Education	Reading/Language Arts
Elementary Science and Math	Elementary Social Studies

Publications and Documented Work

Peoples, VerJanis & Wiggins, Urban (2014-2015). SUBR-Compilation of Remediation Plan

Peoples, VerJanis & Wiggins, Urban (2014-2015). SUBR-Compilation of GRAD Act Report

Peoples, VerJanis A., Renee, Robert (2014) Southern University Recruitment Plan

Peoples, VerJanis A. (2005). The Art of Writing Poetry for Children: A Guide for College Students in Teacher Education. Library of Congress, Washington, DC.

Peoples, VerJanis A. (2005). Step-by-Step Approach for Participating in Field Experiences in Professional Development Schools.

Duhon-Sells, R.; V. Peoples; W.E. Moore & A. Page. (1996). "Teacher Preparation Programs at Historically Black Colleges and Universities, Handbook of Research on Teacher Education. Macmillan Library Reference, New York, NY.

Peoples, VerJanis A. (1995). "Restoring Human Dignity: A Model for Prevention & Intervention." Dealing with Youth Violence: What Schools and Communities Need to Know. National Educational Services, Bloomington, IN.

Peoples, VerJanis A. (1995). "Developing Curriculum and Training Strategies in Drug Prevention Education for School-Based Personnel, "Proceedings of Phi Delta Conference.

Peoples, VerJanis A. (1995). "Adding Spice to the Elementary Teacher Education Program by Embracing Diversity as an Asset to the Quality of Life, "Proceedings of the Phi Delta Kappa Conference.

Peoples, VerJanis A. (1991). "Recognizing Learning Styles of African Americans Children." Central Educational Telecommunications Consortium, Washington, DC.

Peoples, VerJanis A. (1994). "Relating Learning Styles of African American Children to Teaching Styles of Classroom Teachers." Central Educational Tele-communications Consortium, Washington, DC.

Professional Presentations

“Intrusive Advising 101: How to be Intrusive without Intruding” Faculty Presentation

“Developing a Culture of Assessment” Faculty Presentation

“Faculty Convocations” Annual Event for Faculty

“The Impact of Innovative Leadership in a Changing Urban Society”
20 Urban Education Conferences – Research Symposium

“Transforming Early Childhood Education for the 21st Century Educator,”
Urban Education Conference – Research Symposium.

“Defining Professional Development Schools”
J.K. Haynes Teacher Preparation Conference, Southern University System

“Southern University’s Journey toward Creating a High Quality Teacher Preparation Program”
Fourteenth Education Trust National Conference. Washington, DC – Burns, Peoples, Toldson &
Carpenter

“Organizing Field/Clinical Experiences in PDS Schools”
SU/COE Student Body – Peoples & Webb

“Aligning Curriculum with Assessment Tasks”
AACTE National Meeting – Peoples, Henderson, Jacobs, Trahan & Toldson

“Introduction to the GLOBE Project”
SU-CEMSTP

“Molding Young Minds in Middle Schools”
Capitol Middle School Teachers – EBR Instructional Resource Center

“Valuing Diversity in the Classroom”
EBRP School System Presentation

“Teaching Peace Education”
Jonesboro-Hodge Public School Teachers – Jonesboro, LA

“Winning in the Presence of Black/White Cultural Difference in the Classroom”
Committee to Improve Black Education, Southern University

“Multicultural Education”
Principals in East Baton Rouge Parish School System, Christi McCullough Center

“Teaching in Urban Schools: Cultural Diversity and Issues for Teacher Education Programs,”
LSU International Conference in Education

“Adding Spice to Teaching and Learning”
Phi Delta Kappa Leadership Skills Institute, New Orleans, LA

Grants/Research Projects

LIGO Project

Co-Director, (2015-2020) – **\$1,490,047 per year**

LEQSF Graduate Fellowship Award, Board of Regents (2011) – **\$140,000**

Principal Investigator,

America Reads Grant, State Department of Education (2010) – **\$20,000**

Principal Investigator,

Summer Institute for Assertive Youth Grant, Southern University Foundation (2011) – **\$12,000**

Creating a Center for Economic Education, Louisiana Council for Economic Education

Director, – **\$200,000**

PT.NET Grant – Preservice Teachers Networking Environments through Technology

Co-Director, – **\$800,000**

Teacher Education Accelerating Middle Schools (TEAMS) Project, Southern University Service Learning Center Award, – **\$50,000**

GLOBE Project, Co-Director, – **\$915,000**

Teacher Empowerment Project, Director, – **\$150,000**

Value-Added Teacher Preparation Assessment Model Research Grant – **\$52,500**

Co-Principal Investigator, 2007-2009

Summary of Teaching Experiences

Courses Taught in Last 5 Years:

Served on Dissertation Committees for Graduate Students

Served on Thesis Committees for Graduate Students

CRIN 328-Classroom Management

CRIN 449-Supervision of Student Teachers

CRIN 511-Reading in the Content Area

Service to the University and College

SACS Coordinator – Fifth Year Review/Reaffirmation Visit

GRAD Act Coordinator for the University

Head of Academic Council

Member of the Chancellor's Leadership Team

Member of Curriculum Committee

Co-Director of the LIGO Project

Service to the University and College (cont.)

SACS Support Services Committee (Member)
SACS Coordinator
Superintendent of the Southern University Lab School
SU Lab School Expansion Committee
University Assessment Committee
University Curriculum Committee (Member)
State Dept. of Education Teacher Education Council (Member)
University Catalog Committee (Member)
College of Education Curriculum Committee (Member)
Southern University Laboratory School Advisory Council
Math/Science Ph.D. Oversight Committee (Member)
College of Education Scholarship Committee (Member)
College of Education Leadership Team
College of Education Professional Development Schools Committee
J.K. Haynes Foundation Committee
Coordinator of Redesign of the Baccalaureate and Alternate Certification Programs
Curriculum and Instruction Recruitment Team Committee
University Redesign Team for Cross-Colleges (Member)
Dissertation Committee Member
Master's Thesis Committee Member
Co-Founder of Southern University Laboratory Virtual School
University Charter School Authorization Committee

Services to the State Department and School Systems

Member, Louisiana Board of Regents Articulation Committee
Member, Charter Schools Review Team- State Department of Education
Member, Former Crestworth Middle School Board Member
Member, Southern University Laboratory School Advisory Committee
Member, Academic Distinction Fund for Teachers Focusing on Teacher Quality
Member, NCATE Specialized Professional Association (SPA) Reviewers in Louisiana,
Program Reviewer for the Association for Childhood Education International (ACEI)
Member, Louisiana PK-16 Council
Member, Louisiana Board of Regents Redesign Team
Foundation for the MidSouth Middle Start Steering Committee Member for the State of Louisiana
Member, East Baton Rouge Parish Citizens Committee on Public Schools
Louisiana Representative for the National Board for Professional Teaching Standards (National Board Certified Teachers)

Professional Related Services

Member, National Association of Student Affairs Professionals Journal Editorial Board
Member, American Association for Colleges for Teachers (AACTE)
Member, HBCU's Strategic Initiatives Committee
Greater Baton Rouge Women's Council
National Youth Sports Program Advisory Board
Operation Out-Reach Board of Directors
Working Interfaith Network Partnership Committee Member

Professional Organizations

Louisiana Association of Teacher Educators
Past Chairperson of Publicity Committee

National Association of Teacher Educators
Member of Corporate and By-Laws Committee

National Association of Student Affairs Professionals
Member of Editorial Board

National Association for Supervision and Curriculum Development
Member of Elementary Education Committee

Louisiana Comprehensive System of Personnel Development
Past Member of Strategic Planning Committee

National Association of Multicultural Education

American Association of College Teacher Educators
University Representative

Honors and Awards

Southern University Joseph R. Glynn Professorship in Education (2015)

Southern University System Lifetime Achievement Award (2015)

Awarded the Distinguished Competitive Grant Award (2003)

Southern University Faculty/Staff Recognition Award Program

Nominated to Who's Who among College Teachers

Nominated to the International Who's Who of Professionals



College of Sciences and Engineering
DEPARTMENT OF MECHANICAL ENGINEERING
P.O. Box 9969

(225) 771-3580 PHONE
(225) 771-4877 FAX
www.subr.edu/ME WEB

Wednesday, August 24, 2016

Dr. Lester Pourciau, System Vice President
Human Resources
Southern University System
P.O. Box 10400
J.S. Clark Administration Annex Building, 1st Floor
Baton Rouge, LA 70813

Subject: Request to Add Assistant Professor (non-Tenure Track) PAF to August 26, 2016 Board of Supervisors Packet for Review and Approval

Through: Dr. Habib P. Mohamadian, Dean, College of Sciences and Engineering

Dear Dr. Pourciau,

This is a request that the Personnel Action Form (PAF) for Dr. Stephen Akwaboa be added to the Agenda of the August 26, 2016 Board of Supervisors Meeting. Because of the immediate needs of the Mechanical Engineering Program due to the loss of several faculty members and a past ABET Accreditation Review and Visit, we are attempting to continue the support of Dr. Akwaboa as an Assistant Professor (non-Tenure Track). This process was initiated before the start of the semester. However, submission of this package was setback due to the devastating flooding that started on August 11, 2016 and has continued in some places. Personally, my family and I had to be rescued from our home by boat on Saturday, August 13, 2016 and have been displaced since then. We were able to return to our home several days later, but only to begin the cleanup process and gut my home. I am so thankful that my family has remained safe and intact. I also have been doing my very best to deal with all of those issues and deal with intense demands of the semester startup, which included getting you Dr. Akwaboa's change of position request. With this letter I have included the Position Vacancy Authorization, a Position Vacancy Announcement Request Waiver, a paper Personal Action Form (PAF), and Dr. Akwaboa's Resume. Dr. Akwaboa is an excellent selection for this position, has been very loyal to this university, has a promising career, and we look forward to continue engaging him in our efforts.

Therefore, I ask that you consider adding him to the August 2016 Board Agenda. If you have any other questions or concerns, please let me know.

Sincerely,

H. Dwayne Jerro
Professor and Chair, Mechanical Engineering Department

Cc: Dr. Ray Belton, President/Chancellor
Dr. M. Christopher Brown, Executive Vice Chancellor
Dr. H. Dwayne Jerro, Chair, Mechanical Engineering

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Temporary Assistant Professor AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR Mechanical Engineering Department
 (Department or Unit)

<input checked="" type="checkbox"/> Replacement	<input type="checkbox"/> New Position	<input type="checkbox"/> Unclassified	Source of Funds
<input type="checkbox"/> Civil Service	<input checked="" type="checkbox"/> Temporary	<input checked="" type="checkbox"/> Faculty	<input checked="" 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).

A (non-tenure track) position in mechanical engineering in the area of materials science/thermal science is requested at the rank of Temporary Assistant Professor with a salary range of \$65,000 to \$70,000. The effort of this position will at 100%. The position will also start in the Fall 2016 semester and continue until the end of the Spring 2017 semester. The applicant should also have a very strong background in the thermal science areas. Applicant should have earned a Ph.D. and a B.S. in Mechanical Engineering or a related field, be willing to engage in inspirational teaching in both the undergraduate and graduate levels, and have plans to develop active, externally funded research activity. The applicant must be presently authorized to work in the U.S. on a full time basis. The mechanical engineering department has lost several faculty members (Drs. Burris, Wang, Razi, Li, Woldeesenbet, and Diwan) since 2010 without replacement. Also, Dr. Chun-Ling Huang who specializes in thermal science will on sick leave for 2016-2017 academic year. Furthermore, Dr. Karen Crosby is currently on assignment with the National Science Foundation as a Program Director until the middle of the Fall 2017 semester. Consequently, her position needs to be temporarily filled for the Fall 2016 and Spring 2017 semesters in order to properly teach undergraduate and graduate courses in the specialty areas of mechanical engineering. In addition, the ABET requirement of having faculty with expertise is barely satisfied in three of the four sub-disciplines of mechanical engineering.

Salary/Range: \$65,000 to \$70,000 Previous Incumbent (if replacement): Dr. Karen Crosby (Temporary Replacement)

Approved Disapproved H. Dwayne Jones 8/24/16
 Department Head Date

Approved Disapproved AB [Signature] 8/24/16
 Dean/Director/Supervisor of Budget Unit Date

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<input type="checkbox"/> Yes	<input type="checkbox"/> No
Signature	Date
Budget Number	

HUMAN RESOURCES OFFICE ONLY			
Existing/Approved Position			
<input type="checkbox"/> Yes		<input type="checkbox"/> No	
Employee Class:		Job Class:	
Verified By:		Date:	

Approved Disapproved M. O. [Signature] 8/24/16
 Vice Chancellor Date

Approved Disapproved _____
 Chancellor/Vice President Date

Approved Disapproved _____
 President Date



College of Engineering
DEPARTMENT OF MECHANICAL ENGINEERING
P.O. Box 9969

(225) 771-3580 PHONE
(225) 771-4877 FAX
www.subr.edu/ME WEB

MEMORANDUM

TO: Dr. Ray Belton, President/Chancellor
Cc: Dr. Christopher Brown, Executive Vice-President for Academic Affairs & Provost
Dr. Habib P. Mohamadian, Dean of the College of Sciences and Engineering Computer
FROM: H. Dwayne Jerro
DATE: Wednesday, August 24, 2016
RE: Request for Waiver on Position Advertisement for Temporary Assistant Professor Position in the Department of Mechanical Engineering

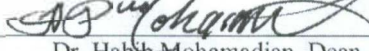
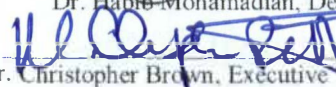
I am writing this memo *to request a waiver on the job/position advertisement for the Temporary Assistant Professor Position* for the Department of Mechanical Engineering. Presently, we are attempting to immediately fill a temporary faculty gap produced by our current situation. The Mechanical Engineering department has lost several faculty members (Drs. Burris, Wang, Razi, Ouyang, Diwan, Woldeesenbet, and Li) since 2010 without replacement. Dr. Ravinder Diwan's position is just now being filled this semester pending the approval of the Board of Supervisors. It was vacated due to the retirement of Dr. Diwan at the end of the spring 2014 semester. Furthermore, Dr. Karen Crosby is currently on assignment with the National Science Foundation (NSF) in Washington, D.C. as a Program Director and has extended her leave until the middle of the Fall 2017 semester. I recently learned that Dr. Chun-Ling Huang will be on medical leave for this fall 2016 semester, and there is a good chance that he will not have his services for the spring 2017 semester either.

We have one very highly qualified candidate, Dr. Stephen Akwaboa, who has been a part of our department for more than five years in Research Associate/Assistant Professor level positions. He is ready and able to fill the gap created by of Drs. Crosby and Huang. He has a background and expertise in the materials science and thermal sciences area and holds a doctoral (Ph.D.) degree in Engineering Science and B.S. and M.S. degrees in Mechanical Engineering. His track-record is solid and he will perfectly fill the associated vacancy description. The resume of Dr. Akwaboa accompanies this memo.

Secondly, we are completing our ABET Accreditation Review cycle period. Our site report and visit occurred at the end of last year, and we have continued to work to respond to the requests and demands of ABET. Having both of the position filled by Assistant Professor level persons is still important to our heavily "Professor" ranked faculty. Presently, the majority of our current teaching ME faculty hold a "Professor" rank. From an external review perspective, this fact does not reflect well for us in terms of program sustainability. Therefore, having another Assistant Professor level faculty, albeit temporary, will strengthen our case and show the University's commitment to the program and its growth. Finally, according to university records, ME Program enrollment has grown to 193 students as of the fall of 2015.

I apologize that this request has not come forward sooner. This process was initiated before the start of the semester, but we have been in dialogue with Human Resources regarding how to properly move forward with the process and concurrently satisfy their hiring requirements/rules. We were also delayed by the devastating flood event that took place before the start of the semester.

Because of these facts, advertising for the position to seek someone else would not enable us to meet our immediate program teaching needs. So, I ask that you kindly consider and approve this request. If you have any questions regarding this matter, please contact me by telephone at 771-3580 or by email at Dwayne_Jerro@subr.edu. Thank you in advance for your time and your positive consideration of this request.

Attachments Approved: 
Dr. Habib Mohamadian, Dean, College of Sciences and Engineering
Approved: 
Dr. Christopher Brown, Executive Vice-President for Academic Affairs & Provost
Approved: _____
Dr. Ray Belton, 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) _____

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 8/15/2016 To 05/14/2017
 Effective Date 8/15/2016

Name Stephen Akwaboa SS# xxx-xx-6175 Sex M Race* AA
(Last 4 digits only)

Position Title: Assistant Professor Department: Mechanical Engineering

Check One Existing Position *Visa Type (See Reverse Side): H I B

New Position Expiration Date: 06/15/2017
(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience	<u>21.5</u>	Southern University Experience	<u>6.5 Year</u>
Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>B.S. Mechanical Engineering</u>	<u>University Science and Tech.-Kumasi, Ghana</u>	<u>1992</u>
	<u>M.S. Mechanical Engineering</u>	<u>North Carolina A&T University, Greensboro, NC</u>	<u>2004</u>
	<u>Ph.D. Mechanical Engineering</u>	<u>North Carolina A&T University, Greensboro, NC</u>	<u>2008</u>

Current Employer Southern University

Personnel Action

Check One New Appointment _____ Continuation _____ Sabbatical _____ Leave of Absence _____
 Transfer Replacement _____ Other (Specify) _____

Recommended Salary \$70,000.00 Salary Budgeted \$70,000.00

Source of Funds 211001-22685-21000

Identify Budget: Mechanical Engineering Location Mechanical Engineering
 Form Code: 211001-22685-21000 Page _____ Item # _____

Change of: _____ From _____ To _____

Position _____
 Status _____
 Salary Adjustment _____

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

Source of Funds	Amount
<u>211001-22685-21000</u>	<u>\$70,000</u>

*See Reverse Side
 Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

<u>[Signature]</u> Supervisor Date <u>8/24/16</u>	<u>[Signature]</u> Dean/Unit Head Date <u>8/24/16</u>
<u>[Signature]</u> Vice Chancellor Date _____	Chancellor Date _____
<u>[Signature]</u> Director/Personnel Date _____	Vice President/Finance Business Affairs/Comptroller Date _____
<u>[Signature]</u> President Date <u>8-24-16</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: It is requested that Dr. Stephen Akwaboa be engaged at the Assistant Professor rank in the Mechanical Engineering Department in the area of materials science/thermal sciences is requested. This is a non-tenure track position which will start in the Fall 2016 semester and continue until the end of the Spring 2016 semester. The effort of this position will be at a level of 100%. Furthermore, Dr. Akwaboa has a very strong background in the thermal sciences area. The request is motivated by the fact that the Mechanical Engineering department has lost several faculty members (Drs. Burris, Wang, Razi, Woldesenbet, and Diwan) since 2010 without replacement. Furthermore, Dr. Karen Crosby is currently on assignment with the National Science Foundation (NSF) as a Program Director until the middle of the Fall 2017 semester. Also, it was recently learned that Dr. Chun-Ling Huang will be on medical leave for this fall 2016 semester, and there is a good chance that he will not have his services for the spring 2017 semester either. Consequently, support is required for the Fall 2016 and Spring 2017 semesters in order to properly teach undergraduate and graduate courses in the specialty areas of mechanical engineering. Additionally, the Accreditation Board for Engineering and Technology (ABET) has a program requirement of having faculty with expertise in the four sub-disciplines of mechanical engineering. Dr. Akwaboa's engagement will strengthen our case with them regarding adequate sub-discipline coverage.

EMPLOYEE REGULAR WORK SCHEDULE:

Monday to Friday from 8:00 AM to 5:00 PM

EMPLOYEE DIRECT SUPERVISOR:

Dr. H. Dwayne Jerro

SUPERVISOR/DEPARTMENT CONTACT NUMBER

(225) 771-3580 and Dwayne Jerro@subr.edu

NUMBER OF EMPLOYEES SUPERVISED, (if any)

None

HR USE ONLY:

STATUS (circle one):

EXEMPT

NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	<u>H1</u>	6/15/2017
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 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)

STEPHEN AKWABOA, Ph.D.

11555 Southfork Avenue, Baton Rouge, LA 70816; Phone: 336 253 4640 Email: sakwaboa@gmail.com-

SUMMARY

- A PhD Engineering professional with over ten years diverse technical, business and management experiences.
 - Research experience includes computational fluid dynamics (CFD), hypersonic vehicle design, heat transfer ,fluid-structure interaction, thermal barrier coating design and characterization.
 - Sound Technical expertise in heat transfer, applied thermodynamics, aerodynamics, mechanics of fluids, machines, hypersonic and propulsion, vibration, instrumentation and machine design.
 - Effectively able to communicate complicated concepts in an understandable manner, matching the message to the audience. Adept and experienced in problem solving and providing sound solutions to practical problems. Excellent qualifications in leadership and interpersonal communications. Strong background in mathematics.
 - Computer skills include FORTRAN 90, Visual Basic, Matlab, VISSIM, MS Office, Solid Works, ANSYS Fluent, Gambit, LINGO and TECPLOT.
 - Strong analytical prowess; ability to solve problems using limited resources. Ability to see beyond the obvious and provide alternative solutions for the enhancement of processes and procedures.
 - Strong work ethic, team and results oriented, effective leadership qualities, excellent communication skills, customer focused, ability to multi-task, detail and growth oriented, openness to new ideas, adaptable, lean mentality, fast learner, and globally focused leadership qualities.
 - Superb time management skills; approach customer-employer problem solving process with a win-win attitude.
-

RESEARCH INTERESTS

- Computational Fluid Dynamics and Heat Transfer Modeling of Mechanical Systems and Biological tissues; Efficient Numerical Algorithms development for Solving Conservation Equations in Structural systems (Elasticity Equations) and fluid flow systems (Navier-Stokes Equations); High Temperature Modeling of Thermal Barrier Coatings for Gas Turbine applications; Carbon Dioxide Capture using Zeolite Material; Biofuel Combustion Research; External Convection Heat Transfer over non-traditional surfaces such as airfoil sections; Hypersonic Vehicle Design; Design of Experiments (DOEs) for Thermal Property Measurement of Zircal Insulation Material at High Temperature and Pressure; Thermophysical property Characterization of Thermal Barrier Coatings.
-

SOFTWARE PROFICIENCY

ANSYS FLUENT, ANSYS MECHANICAL, FORTRAN 90 OOP, Visual Basic, MATLAB, VISSIM, MS Office (Very Proficient in Excel), MINITAB, LINGO, Solid Works, AUTO CAD.

PROFESSIONAL EXPERIENCE

SOUTHERN UNIVERSITY AND A&M COLLEGE

January 2009-Present
Baton Rouge, LA

- Perform laboratory work for the characterization of thermophysical properties of air plasma sprayed (APS) and electron beam physical vapor deposition (EBPVD) processed thermal barrier coatings (TBCs), which are used to offer thermal protection of hot gas path (HGP) components such as gas turbine blade, combustors and vanes.
- Perform low speed experimental work in open circuit wind tunnel of external forced convection over NACA section finite wings (both symmetric and cambered) to determine the Nusselt number correlations which could be used to predict heat transfer over such less traditional bodies.

- Teach Graduate Level Computational Fluid Dynamics, Heat Transfer (seniors) and Introduction to Nuclear Engineering in the Mechanical Department.
- Supervise graduate and undergraduate students working on various projects and other education programs. Currently supervise a group of Undergraduate Senior design group working of designing and constructing an equipment to measure the thermal properties of insulation materials (e.g. Zircal 18) at elevated pressure and temperature conditions (100bars and 500 °C) subject to ASTM c177 standard.
- Design and construction of carbon dioxide canister to be used in capturing carbon dioxide from a mixture of air and carbon dioxide at the International Space Station using zeolite 5A adsorbent material.

GRADUATE RESEACH ASSOCIATE
NORTH CAROLINA A&T STATE UNIVERSITY

January 2002 – May 2008
Greensboro, NC

- Developed computational tool to design structurally optimized aircraft wing subject to strength, twist and deflection constraints; and a computational tool to construct hypersonic vehicles such as Ramjet and Scramjet using axisymmetric and plane shock waves.
- Created a novel numerical algorithm, Mean Value Finite Volume Method, with the capability of solving the conservation equation in Fluid dynamics. The algorithm, programed in FORTRAN 90, is amendable to solving any set of partial differential equation cast in the strong conservation form.
- Used McCormack's technique to solve a number of 2D and 3D flow problems such as flow over a Rearward Facing Step, Hypersonic Shock Interaction on a flat plate, Shock train etc.
- Developed Graphical User Interface CFD solvers in Visual Basic for Air Force Research Laboratory, AFRL-VAAI-WP.

ENGINEER/PRODUCT SUPPORT SALES REP
TRACTOR AND EQUIPMENT GHANA LTD

November 1999 – December 2001
Kumasi, Ghana

- Provided engineering expertise to support sales efforts, develop business and ensure client satisfaction for group of 200 clients with Caterpillar earth moving equipment. Served mining, construction and timber industries.
- Made visits on site to resolve customer problems. Provided excellent after-sales support; assisted in marketing Caterpillar filters. Assisted sales manager with forecasting, sales analysis and monthly report writing on sales activities which were used to assess the performance of Parts Department.

MAINTENANCE PLANNING ENGINEER
ABOSSO GOLDFIELD LIMITED

November 1996 – December 1999
Damange, Ghana

- Planned the maintenance of all plants and equipment using Plant Maintenance Package (MAINPAC), an asset and plant maintenance software.
- Led the Planning/Scheduling meetings concerning work order status, effectiveness of schedule, internal customer needs, time management and material control and availability.
- Led and established annual shutdown schedule, developed detailed execution plan in accordance with MAINPAC procedures, and collaborated with Maintenance and Production personnel on all shutdown activities.
- Developed and published Key Performance Indicators (KPIs) and identified actions necessary to sustain and improve performance and efficiency.

SENIOR MECHANICAL ENGINEER

October 1994 – November 1996

GHANA RAILWAY CORPORATION

Takoradi, Ghana

- Tasked with plant, production and planning duties; directed 150 personnel, orchestrated maintenance of all plants and equipment in mechanical workshop.
 - Led a team of technicians to install overhead crane used in the repair of high horsepower (3600 HP) diesel-electric locomotive engines.
-

EDUCATION AND TRAINING

DOCTOR OF PHILOSOPHY – MECHANICAL ENGINEERING

Aug 2004-May 2008

NORTH CAROLINA AT&T STATE UNIVERSITY

Greensboro, NC

MASTER OF SCIENCE – MECHANICAL ENGINEERING

Jan 2002-May 2004

NORTH CAROLINA AT&T STATE UNIVERSITY

Greensboro, NC

BACHELOR OF SCIENCE – MECHANICAL ENGINEERING

Jan 1989-May 1992

UNIVERSITY OF SCIENCE AND TECHNOLOGY

Kumasi, Ghana

ACTIVE PROFESSIONAL AFFILIATIONS

- American Institute of Aeronautics and Astronautics (AIAA)
 - America Society of Mechanical Engineers (ASME)
 - National Society of Black Engineers (NSBE)
 - American Society of Engineering Education (ASEE)
-

PROJECTS

My Role	Funding Agency	Title of project	Period of performance	Funding Amount
Co-Investigator Responsible for system design and graduate student supervision	The Boeing Company	Collaboration of Southern University and The Boeing Company in Support of the International Space Station (ISS) Program	11/26/2013-03/31/2015	\$100,000
Co-Investigator Responsible for graduate student supervision	LASPACE/ Louisiana Board of Regents and LSU	Computation and Measurement of Insulation Properties in Extreme Environments	08/01/2012-07/31/2014	\$36,390
Post-doctoral research Associate Responsible for research of advance	Department of Energy	Cost-Effective Production and Utilization of Next Generation Fuels for Clean Power and Energy Efficiency (Clean Power and Energy	10/01/2010-12/30/2013	\$118,800

ceramic thermal barrier coating		Research Consortium Project)		
Post-doctoral research Associate Responsible for research of multi-feedstock biodiesel	National Science Foundation	ACE Implementation Grant: The New Energy Workforce: Sustainable Materials, Energy and Technology-HRD 1043316	09/01/2010-08/31/2015	\$3,000,000
Post-doctoral research Associate Responsible for research of advanced ceramic thermal barrier coating	National Science Foundation	HBCU-RISE: Research and Infrastructure for Science and Engineering Education in Energy Materials	09/01/2010-09/30/2014	\$999,999
Co-Investigator Responsible for system design and student supervision	National Science Foundation	Next generation composites CREST Center, NEXTGENC ³	08/15/2009-08/31/2015	\$5,100,000
Lead Investigator Responsible for system design and graduate student supervision	LASPACE/ Louisiana Board of Regents	Enhancement of Mechanical Engineering Curriculum with NASA Related Application: Aerodynamic Performance of Selected Airfoils Using Wind Tunnel	04/01/2010-12/31/2010	\$10,000

SELECTED PUBLICATIONS

- **Stephen Akwaboa** and Frederick Ferguson, "Navier Stokes solver for a Supersonic Flow over a Rearward Facing Step", *16th TFAWS Workshop* (Florida, 2005).
- Joshua Ampofo, **Stephen Akwaboa** and Frederick Ferguson, "Program for calculating the Flip Chip Stand-off height in the design of multi-chip modules for electronic packaging", *The Journal for Surface Mount and Electronic Assembly, Circuits Magazine, Nov 2005*.
- **Stephen Akwaboa** and Frederick Ferguson, "Supersonic flow over a Rearward Facing Step", *World Automation Congress* (Spain, 2004).
- **Stephen Akwaboa** and Frederick Ferguson, "A Modified MacCormick's Explicit Time Marching Scheme for Solving the Conservation equations", Nov 2005, Annual Meeting of Division of Fluid Dynamics.
- Haile Lindsay, **Stephen Akwaboa**, Frederick Ferguson, and Hydar Apdin, "The Construction of Integrated Hypersonic Vehicles from 2D Flowfields", 42nd AIAA/ASME/SAE/ASEE Joint Propulsion Conference and Exhibit (2006).
- Haile Lindsay, Frederick Ferguson, **Stephen Akwaboa** and Hydar Apdin, "Hypersonic Vehicle Construction and Analysis Using 2D Flowfields", 17th TFAWS Conference (2006).
- Frederick Ferguson, Terry L. Corbett, Jr., **Stephen Akwaboa**, and Haile Lindsay, "The Development of Waveriders from an Axisymmetric Flowfield", 45th American Institute of Aeronautics and Astronautics Aerospace Sciences Meeting and Exhibit (2007).
- **Stephen Akwaboa**, Gafar Elamin, Frederick Ferguson, "The Development of Graphical User Interfaces for CFD Solvers for Air Force Research Laboratory" AFRL-VAAI-WP-2005.
- **Stephen Akwaboa**, Frederick Ferguson, Patrick Mensah, "A Mathematical Formulation and Solution of the Optimized Wing Aero-Structural Problem", *Journal of WSEAS*, August 2009, Moscow, Russia.

- **Stephen Akwaboa**, Monica B. Silva, Patrick Mensah, Ravinder Diwan, Douglas E. Wolfe, Shegmin Guo, "Comparison of Cyclic Oxidation Performance of APS and EBPVD Processed TBCs on In738 with a Bond Coat of NiCoCrAlY Powder with 0.25% Hf", ASME International Engineering Congress, Lake Buena Vista, Florida, Nov 2009
- **Stephen Akwaboa**, Patrick Mensah, and Ravinder Diwan, "Effects of Thermal Radiation on Electron Beam Physical Vapor Deposition (EBPVD) Coated Gas Turbine Blade", ASME Turbo Expo, Glasgow, UK, June 2010
- **Stephen Akwaboa** and Patrick Mensah, "Comparison Study of Heat Transfer Through Electron Beam Vapor Deposition(EBPVD)and Air Plasma Sprayed (APS) Coated Gas Turbine Blades", ASME International Heat Transfer Conference (IHTC14), Washington DC, Aug 2010
- W. Soboyejo, P. Mensah, **Stephen Akwaboa** and R. Diwan, " High Temperature Oxidations Interfacial Growth Kinetics in YSZ Thermal Barrier Coatings with MCrAlY Bond Coat Doped with 0.25% HF, Journal of Material Science, April 2011.
- **S. Akwaboa**, S. Kodiyalam, P. Mensah, A. Jana, R. Diwan, " Computation and Visualization of Temperature and Heat Flux in a Thermal Barrier Coating of a Turbine Blade", 19th Annual International Conference on Composite or Nano-Engineering, ICCE-19, Shanghai, China, July 2011.
- **Stephen Akwaboa**, Patrick Mensah, Ebubakir Beyazoglu, "Thermal Modeling and Analysis of a Thermal Barrier Coating System using non-Fourier Heat Conduction", ASME Journal of Heat Transfer, August 2011.
- **Stephen Akwaboa**, Michael Benessan, Patrick Mensah, "Experimental Measurement of Nusselt number Correlations on Flat Plate and NACA 0010 section surfaces", ASME, Summer Heat Transfer Conference, Puerto Rico, July 2012.
- Omotola Coker, **Stephen Akwaboa**, Patrick Mensah, Ravinder Diwan, Samuel Ibekwe, "Comparison of Thermo-physical Properties for Performance Evaluation of $Gd_2Zr_2O_7$ (GZ) Powders in YSZ Thermal Barrier Coatings", 21st Annual International Conference on Composite or Nano-Engineering, ICCE-21, Tenerife, Canary Islands, Spain, July 2013.
- **Stephen Akwaboa**, Patrick Mensah, Yusuf Dag, "Study of Heat Transfer in a Thermal Barrier Coatings System using the Dual Phase Lag model based on Mean Value Finite Volume Method", ASME Mechanical Engineering Congress and Exposition, San Diego CA, Nov 2013.
- **Stephen Akwaboa**, Patrick Mensah, "Numerical Analysis of Dual Phase Lag heat Transfer in a Micro-Scale Thermal Barrier Coating with an Interfacial Resistance", ASME Micro/Nanoscale heat & Mass Transfer International Conference", Hong-Kong, China, Dec 2013.
- **Kosgei Belion**, **Stephen Akwaboa**, **Patrick Mensah**, **Michael Stubblefield**, "Comparison Study of Engine Performance and Emission Products of Pure Diesel with Multi-feedstock Blended Biodiesel", International Heat Transfer Conference, IHTC-15, August 2014, Kyoto, Japan.
- Kosgei Belion, **Stephen Akwaboa**, Patrick Mensah, Michael Stubblefield, Eyassu Woldesenbet, Albett Adjaottor, " Engine performance and emission products of pure diesel and multi-feedstock blended biodiesel", ASME International Mechanical Engineering Congress and Exposition IMEC 2014, Montreal, Quebec, Canada, Nov 2014.
- **Stephen Akwaboa**, Patrick Mensah, "Numerical Analysis of Dual Phase Lag heat Transfer in a Micro-Scale Thermal Barrier Coating with an Interfacial Resistance", ASME Micro/Nanoscale heat & Mass Transfer International Conference", Hong-Kong, China, Dec 2015.
- **Stephen Akwaboa**, Patrick Mensah, "THERMOPHYSICAL PROPERTY CHARACTERIZATION OF YTTRIA STABILIZED ZIRCONIA (YSZ) THERMAL BARRIER COATING STRUCTURE", ASME Micro/Nanoscale heat & Mass Transfer International Conference", Hong-Kong, China, Dec 2015.

- **Stephen Akwaboa, Patrick Mensah**, “Thermophysical Property Characterization of Yttria Stabilized Zirconia (YSZ) Thermal Barrier Coating Structure,” **Africa Material Research Society (AMRS)**, Accra, Ghana, Dec 2015.
- Stephen Akwaboa, Olaniran Asanbe, Patrick Mensah, “Experimental Convective Heat Transfer Over NACA 4412 surface,” Proceedings of First Pacific Rim Thermal Engineering Conference, PRTEC, Hawaii’s Big Island, USA, March 2016.
- Ashwin K. Koyalkar, Stephen Akwaboa, Patrick Mensah, “Enhancement of Thermal Mechanical Composition of Topcoat Thermal Barrier Coatings by doping YSZ with optimal Gd_2ZrO_7 ” American Society of Thermal and Fluid Engineers, June 2016.

Book Chapter

- **Stephen Akwaboa, Patrick Mensah**, “Micro-Scale Thermal Transport in Thermal Barrier Coating”, Accepted for publication in the 2016 edition of the book: “Multiscale Thermal Transport in Energy Systems”, NOVA SCIENCE PUBLISHERS, INC., NY, USA.



College of Sciences and Engineering
DEPARTMENT OF MECHANICAL ENGINEERING
P.O. Box 9969

(225) 771-3580 PHONE
(225) 771-4877 FAX
www.subr.edu/ME WEB

Tuesday, August 23, 2016

Dr. Lester Pourciau, System Vice President
Human Resources
Southern University System
P.O. Box 10400
J.S. Clark Administration Annex Building, 1st Floor
Baton Rouge, LA 70813

Subject: Request to Add Assistant Professor (Tenure-Track) PAF to August 26, 2016 Board of Supervisors Packet for Review and Approval

Through: Dr. Habib P. Mohamadian, Dean, College of Sciences and Engineering

Dear Dr. Pourciau,

This is a request that the Personnel Action Form (PAF) for Dr. Fared Dawan be added to the Agenda of the August 26, 2016 Board of Supervisors Meeting. Because of the immediate needs of the Mechanical Engineering Program due to the loss of several faculty members and a past ABET Accreditation Review and Visit, we are attempting to hire Dr. Dawan as an Assistant Professor (Tenure-Track). This process was initiated long before the start of the semester. However, submission of this package was setback due to the devastating flooding that started on August 11, 2016 and has continued in some places. Personally, my family and I had to be rescued from our home by boat on Saturday, August 13, 2016 and have been displaced since then. We were able to return to our home several days later, but only to begin the cleanup process and gut my home. I am so thankful that my family has remained safe and intact. I also have been doing my very best to deal with all of those issues and deal with intense demands of the semester startup, which included getting you Dr. Dawan's change of position request. With this letter I have included the Position Vacancy Authorization, a Position Vacancy Announcement Request, a paper Personal Action Form (PAF), and Dr. Dawan's Resume. Dr. Dawan is an excellent candidate for this position, has a promising career, and we look forward to engaging him in our efforts.

Therefore, I ask that you consider adding him to the August 2016 Board Agenda. If you have any other questions or concerns, please let me know.

Sincerely,

H. Dwayne Jerro
Professor and Chair, Mechanical Engineering Department

Cc: Dr. Ray Belton, President/Chancellor
Dr. M. Christopher Brown, Executive Vice Chancellor
Dr. H. Dwayne Jerro, Chair, Mechanical Engineering

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 Dr. Ravinder Diwan Reason Left Retired
 Date Left May 10, 2014 Salary Paid \$83,583.00

Profile of Person Recommended

Length of Employment August 15, 2016 To May 14, 2017
 Effective Date August 15, 2015

Name Farced Dawan SS# xxx-xx-2674 Sex M Race* Black
(Last 4 digits only)

Position Title: Assistant Professor Department: Mechanical Engineering

Check One Existing Position *Visa Type (See Reverse Side): U S

New Position Expiration Date: ___

(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience 16 years Southern University Experience 6 years

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
Ph.D.	Mechanical Engineering	Louisiana State University - Baton Rouge	2014
M.E.	Mechanical Engineering	Southern University - Baton Rouge	2006
B.S.	Electrical Engineering	Louisiana State University - Baton Rouge	2002

Current Employer Southern University-Baton Rouge

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) ___

Recommended Salary 70,000.00 Salary Budgeted 70,000.00

Source of Funds Southern University Mechanical Engineering Budget # 211001-22685-61003-21000

Identify Budget: 211001-22685-61003-21000 Location Mechanical Engineering
 Form Code: ___ Page ___ Item # 1

Change of: From To

Position Assistant Professor (non-Tenure Track) Assistant Professor (Tenure Track)

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
211001-22685-61003-21000	\$70,000.00

*See Reverse Side

Graduate School signature (if, applicable):

[Signature] 8/23/16 Supervisor Date
[Signature] 8/24/16 Vice Chancellor Date
[Signature] 8/23/16 Dean/Unit Head Date
 _____ Chancellor Date
[Signature] 8/24/16 Director/Personnel Date
 _____ Vice President/Finance Date
[Signature] 8/24/16 President Date
 _____ Chairman/S.U. Board Date
 _____ of Supervisors

This information is requested solely for the purpose of determining compliance with Federal Civil Rights Laws and does not affect employment consideration.

ETHNIC ORIGIN (Please check one):

Hispanic or Latino 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: It is requested that Dr. Stephen Akwaboa be engaged at the Assistant Professor rank in the Mechanical Engineering Department in the area of materials science/thermal sciences is requested. This is a non-tenure track position which will start in the Fall 2016 semester and continue until the end of the Spring 2016 semester. The effort of this position will be at a level of 100%. Furthermore, Dr. Akwaboa has a very strong background in the thermal sciences area. The request is motivated by the fact that the Mechanical Engineering department has lost several faculty members (Drs. Burris, Wang, Razi, Woldesenbet, and Diwan) since 2010 without replacement. Furthermore, Dr. Karen Crosby is currently on assignment with the National Science Foundation (NSF) as a Program Director until the middle of the Fall 2017 semester. Also, it was recently learned that Dr. Chun-Ling Huang will be on medical leave for this fall 2016 semester, and there is a good chance that he will not have his services for the spring 2017 semester either. Consequently, support is required for the Fall 2016 and Spring 2017 semesters in order to properly teach undergraduate and graduate courses in the specialty areas of mechanical engineering. Additionally, the Accreditation Board for Engineering and Technology (ABET) has a program requirement of having faculty with expertise in the four sub-disciplines of mechanical engineering. Dr. Akwaboa's engagement will strengthen our case with them regarding adequate sub-discipline coverage.

EMPLOYEE REGULAR WORK SCHEDULE: Monday to Friday from 8:00 AM to 5:00 PM
EMPLOYEE DIRECT SUPERVISOR: Dr. H. Dwayne Jerro
SUPERVISOR/DEPARTMENT CONTACT NUMBER (225) 771-3580 and Dwayne Jerro@subr.edu
NUMBER OF EMPLOYEES SUPERVISED, (if any) None
HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	<u>H1</u>	6/15/2017
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 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 Assistant Professor AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR Mechanical Engineering Department
 (Department or Unit)

- | | | | |
|---|---|--|--|
| <input checked="" type="checkbox"/> Replacement | <input type="checkbox"/> New Position | <input checked="" type="checkbox"/> Unclassified | <input checked="" type="checkbox"/> State |
| <input type="checkbox"/> Civil Service | <input type="checkbox"/> Temporary | <input type="checkbox"/> Faculty | <input type="checkbox"/> Grant -in-Aid |
| <input type="checkbox"/> Tenured | <input checked="" type="checkbox"/> Probationary (For Faculty this is same as tenure track) | | <input type="checkbox"/> System Revenue |
| | | | <input type="checkbox"/> Agency Fund State |

SEP 08 2015

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).

A tenure track position in mechanical engineering in the area of materials science is requested at the rank of Assistant Professor with a salary range of \$60,000 to \$70,000, starting in the Spring 2016 Semester. Applicant should have earned a Ph.D. and a B.S. in Mechanical Engineering or a related field, be willing to engage in inspirational teaching in both the undergraduate and graduate levels, and have plans to develop active, externally funded research activity. The applicant must be presently authorized to work in the U.S. on a full time basis.

The mechanical engineering department has lost several faculty members (Drs. Burris, Wang, Razi, Li, Woldesenbet, and Diwan) since 2010 without replacement. Dr. Ravinder Diwan retired after the Spring 2014 semester. This position needs to be filled for the Spring 2016 semester in order to properly teach undergraduate and graduate courses in the specialty areas of mechanical engineering. In addition, the ABET requirement of having faculty with expertise is barely satisfied in three of the four sub-disciplines of mechanical engineering. The salary range is based on 2013-2014 SREB engineering faculty salary averages for Assistant Professors in a four-year type 3 institution.

Salary/Range: \$60,000 to \$70,000 Previous Incumbent (if replacement): Dr. Ravinder Diwan

Approved Disapproved [Signature] 8/17/15
 Department Head Date

Approved Disapproved [Signature] 8/18/15
 Dean/Director/Supervisor of Budget Unit Date

RECEIVED

FINANCE/BUDGET OFFICE ONLY	
Funds Available	ACADEMIC AFFAIRS SOUTHERN UNIVERSITY
<input checked="" type="checkbox"/> Yes <u>2F9804</u>	<input type="checkbox"/> No
<u>[Signature]</u> <u>9/1/15</u>	Date
Budget Number: <u>24001-22085-6003-2000</u>	

HUMAN RESOURCES OFFICE ONLY	
Existing/Approved Position	SOUTHERN UNIVERSITY HUMAN RESOURCES
<input checked="" type="checkbox"/> Yes	2015 AUG 28 8:00 AM
Employee Class: <u>FM</u>	Job Class: <u>8000</u>
<u>[Signature]</u>	Date: <u>8/30/15</u>
Verified By:	Date: <u>8/17/15</u>

Approved Disapproved [Signature] 8/17/15
 Vice Chancellor Date

Approved Disapproved [Signature] 8/17/15
 Chancellor/Vice President Date

Approved Disapproved [Signature] 9/3/15
 President Date

An Equal Opportunity Employer

Vacancy Announcement System (VAS)

Position Vacancy Announcement Request

Posted
9/10/15
KRC

Date: August 3, 2015 Department: Mechanical Engineering

SUS SUBR SULC SUAREC SUNO SUSLA

Application Deadline: September 30, 2015 Date position to be filled: January 3, 2016

Position Title: Assistant Professor Civil Service Pay Level: _____

Salary (annual): _____ or Salary Range: \$60,000 to \$70,000

Please check all categories that apply to this position:

Status:	Faculty Position	Unclassified Position	Classified Position
<input type="checkbox"/> Part-time % of time	<input type="checkbox"/> Temporary	<input type="checkbox"/> Administrative	<input type="checkbox"/> Probationary
<input checked="" type="checkbox"/> Full-Time	<input checked="" type="checkbox"/> Tenure Track (Probationary)	<input type="checkbox"/> Temporary	<input type="checkbox"/> Job Appointment
	<input type="checkbox"/> Grant	<input type="checkbox"/> Permanent	<input type="checkbox"/> Provisional Appointment
	<input type="checkbox"/> Contract	<input type="checkbox"/> Grant	
		<input type="checkbox"/> Contract	

FOR HR USE ONLY:
CS Job Code: _____

Contact Person: Dr. Patrick Mensah Telephone No: 225-771-4193

Contact Email Address: patrick_mensah@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]:

Teach undergraduate and graduate courses and laboratories; assume student advising responsibilities; supervise graduate student; and develop and sustains an independent, extramurally sponsored, research program. The candidate will be expected to build strong relationships with local consulting firms and government agencies.

Position requires a Ph.D. and a B.S. in mechanical engineering or related discipline in the area of materials science and engineering. It is also desirable that the successful candidate be licensed or be on track for becoming a licensed professional engineer.

Minimal qualifications [Maximum 12 lines @ 250 characters (including spaces) per line]:

Remarks/How To Apply (letter of application, curriculum vita, resume, references, etc)/Mailing Address

[Maximum 12 lines @ 250 characters (including spaces) per line]:

Applicants who are not U.S. citizens must have valid permanent residence status. Applicants must submit a letter of application, curriculum vitae, and a vision statement of teaching interest, research plans, and management styles, and names of at least three references. Submit application to: Dr. Patrick Mensah, Department of Mechanical Engineering, P.B.S. Pinchback Building, P.O. Box 9969, Southern University, Baton Rouge, LA 70813, E-mail: patrick_mensah@subr.edu. Review of applications will begin on August 31, 2015 and will continue until the position is filled. Southern University is an affirmative action, equal opportunity employer.

Note: Approved Position Vacancy Authorization form(s) must be received in the Office of Human Resources before vacant positions will be announced.

Fareed B. Dawan, Ph.D.

Rm. 351 Pinchback Engineering Building
Department of Mechanical Engineering
Southern University and A&M College, Baton Rouge, Louisiana 70813
Phone: (225) 771-2207; Email: fareed_dawan@subr.edu

PROFILE

Assistant Professor of Mechanical Engineering with expertise in semiconductor wafer-level processing and experience as an assistant director, manager, and researcher. Excellent communication skills evident through peer-reviewed publications, presentations, and conference proceedings. Self-motivated team player with leadership experience.

EDUCATION

- Ph.D., Mechanical Engineering, Louisiana State University, Baton Rouge, La, 2014
Dissertation: Nanotube Film-Enhanced 3-D Photoanode for Application in Microsystems Technology
- M. Eng., Mechanical Engineering, Southern University, Baton Rouge, La, 2006
Thesis: Fabrication and Analysis of a Functional Polymer Nanocomposite for MEMS/HARMS Applications
- B.S., Electrical Engineering, Louisiana State University, Baton Rouge, La., 2002

PROFESSIONAL EXPERIENCE

Southern University and A&M College, Baton Rouge, Louisiana, 70813

- **Assistant Professor (August 2015 – Present)**
Department of Mechanical Engineering
 - MEEN 229 – Statics and Dynamics for Electrical Engineering Majors (4 credit hours, Spr 2016)
 - MEEN 235 – Materials Science and Engineering (3 credit hours, Fall 2015, Spr 2016)
 - ENGR 120 – Freshman Engineering (2 credit hours, Fall 2015, Spr 2016)
 - MEEN 336 – Composite Materials (3 credit hours, Fall 2015)
- **Adjunct Professor (Spring 2014 – Spring 2015)**
Department of Mechanical Engineering
 - MEEN 229 – Statics and Dynamics for Electrical Engineers (4 credit hours, Spr 2015)
Lecture: Introduction to elementary particle and Newtonian mechanics; vector algebra; determination of resultants; equations of equilibrium, friction, centroids, particles kinematics and kinetics, relative motion, work-energy equation, linear and angular momentum, and impact.
 - ENGR 540 – Fundamentals in Engineering Materials (3 credit hours, Fall 2014)
Lecture: Advance study of structure and composition of engineering materials in relation to the properties. This is a highly engaging graduate level course in which students are exposed to state-of-the-art fabrication tools and characterization techniques. Emphasis is placed on advanced materials and the “bottom-up” approach to design of atomic, micro-, and nano-scale materials.

•MEEN 468 – Special Topics in Mechanical Engineering: Micro- and Nanofabrication and Applications (3 credit hours, Spr 2014)

Lecture/Lab: The lectures were given at the Department of Mechanical Engineering at Southern University. The lab sessions took place at the Center for Advanced Microstructures and Devices (CAMD-LSU). Open to undergraduate and graduate students, students were given projects and received training to work in a class 100 clean room facility. The students presented their work at the CAMD Annual Users Meeting. Topics included the photolithography process, photomask production, vacuum systems, thin-film deposition, etc.

- **Assistant Director (January 2010 – December 2015)**

Next Generation Composites CREST Center (NextGenC³)

Administrative duties included assisting in the mission and growth of the Center in Research, Education, and Outreach in part by:

- Managed the budget and ensured all NSF federal grant requirements were met
- Assisted in the procurement of equipment and supplies
- Organized advisory board meetings, conferences, and compiled annual reports
- Supported undergraduate, graduate, and post-doctoral students in research and administrative processing issues. Supervised graduate and undergraduate students on their research.
- Assisted in developing, updating, and maintaining the website
- Managed the 2012 Regional Science and Engineering Conference held at Southern University

- **Research Associate (January 2010 – December 2015)**

Next Generation Composites CREST Center (NextGenC³)

Investigated the deposition and analysis of thin-metallic films on polymers for use as flexible solar cells. Prior research focused on the development of a 3-D thin-film photoanode for use in dye-sensitized solar cells and the integration into MEMS.

Center for Advanced Microstructures and Devices (CAMD), Louisiana State University, Baton Rouge, La

- **Research Associate 3 (October 2006 – January 2010)**

Served two roles, (1) as a clean room manager, and (2) as a process engineer. *As a manager:*

- Managed a class 100 clean room facility
- Provided micro-fabrication customer service and research projects to ensure that project timelines were met, deliverables were produced, and that projects stayed within the budgetary and other guidelines
- Was immediately responsible for over 20 microfabrication processing equipment and for the procurement and installment of new equipment
- Instructed and trained faculty, staff, and over 40 students/year on lithography processes and equipment
- Conducted studies to improve equipment operation and expand on equipment/process capabilities

As a process engineer:

- Investigated the microfabrication of polymer nanocomposites for multifunctional applications in MEMS.
 - Provided microfabrication services including LIGA, UV and X-ray lithography, mask fabrication, thin film depositions, surface coatings and modifications, and wet etching
 - Supported research in the area of nanolithography and enhanced etching procedures
 - Independently supervised two Research Experience for Undergraduate (REU) students with successful outcomes
 - Worked flexible hours to meet customer demands and deadlines
- **Research Assistant (May 2001 – October 2006)**
 - Assisted in the development of a CD-based biochemical micro-detection system.
 - Utilized a hydro-gel for the localization and immobilization of molecular compounds.
 - Electrically and optically monitored and analyzed biological and molecular activity.

PUBLICATIONS AND PRESENTATIONS

Peer-Reviewed Publications

1. **Dawan, F.**, Morampudi, N., Jin, Y., Woldesenbet, E., “Hierarchical Fabrication of TiO₂ Nanotubes on 3-D Microstructures for Enhanced Dye-Sensitized Solar Cell Photoanode for Seamless Microsystems Integration”, *Journal of Microelectronic Engineering*, DOI:10.1016/j.mee.2013.10.007 (2013)
2. **Dawan, F.**, Jin, Y., Goettert, J., Ibekwe, S., “High Functionality of a Polymer Nanocomposite Material for MEMS Applications”, *Journal of Microsystems Technologies*, Vol. 14, No. 9-11, Pages 1451-1459 (2008)
3. Rusin, O., Alpturk, O., He, M., Escobedo, J. O., Jiang, S., **Dawan, F.**, Lian, K., McCarroll, M. E., Warner, I. M., and Strongin, R. M., “Macrocyclic-Derived Functional Xanthenes and Progress Towards Concurrent Detection of Glucose and Fructose”, *Journal of Fluorescence*, Vol. 14, Pages 611-615 (2005)
4. Rusin, O., St. Luce, N., Agbaria, R. A., Escobedo, J. O., Jiang, S., Warner, I. M., **Dawan, F. B.**, Lian, K., and Strongin, R. M., “Visual Detection of Cysteine and Homocysteine”, *Journal of the American Chemical Society, Communications*, Vol. 126, Pages 438-439 (2004)

Recent Conference proceedings and presentations (8 of 20)

1. Zegeye, E., Wicker, S., **Dawan, F.**, Woldesenbet, E., “Impedance of Graphene Nanoplatelets Reinforced Epoxy Syntactic Foam”, Busan, Korea, The 10th Asian-Australasian Conference on Composite Materials (ACCM-10), October 16-19 (2016)
2. Lande, S., **Dawan, F.**, Mensah, P., Ibekwe, S., Li, G., “Thin-Metal Film Study for Escherichia Coli Sensitive 3-D Printed Biosensor, Louisiana EPSCor Consortium for Innovation in Manufacturing and Materials (CIMM), July 25 (2016)
3. **Dawan, F.** Woldesenbet, E., “Solar Energy Research: Equalizer for a Developing World”, Addis Ababa Institute of Technology, Addis Ababa, Ethiopia, Mar 22-Apr. 2 (2013)
4. **Dawan, F.**, Jin, Y., Woldesenbet, E., “Surface Deposition and Characterization of a 3D Photoanode for DSSC Applications”, The Twentieth International Conference on Composites/Nano Engineering (ICCE-20), Beijing, China, July 22-28 (2012)

5. Morampudi, N., **Dawan, F.**, Woldesenbet, E., “Characterization of Ti/SU8 for DSSC”, 2012 Regional Science and Engineering Conference, Baton Rouge, LA, April 4-5 (2012)
6. **Dawan, F.**, Brown, T. T., Woldesenbet, E., Jin, Y., Marcos, Y., “Photovoltaic Waveguide Polymer Composite”, SES Technical Conference, Ames, IA, October 3-6 (2010)
7. **Dawan, F.**, Jin, Y., Goettert, J., Woldesenbet, E., “X-ray Lithography of a Magnetic SU8 for Electromagnetic MEMS Sensors”, The Eight Annual Conference on High Aspect Ratio Micro Structures Technology (HARMST), Saskatoon Canada, June (2009)
8. **Dawan, F.**, Woldesenbet, E., “PNC-Based Micro-ECT Probe Array Realized by X-ray Lithography”, National Science Foundation Joint Annual Meeting (NSF JAM), June (2009)

PROFESSIONAL ACTIVITIES AND AWARDS

- Summer Research Undergraduate Experience (REU) student mentor, Summer 2016
- Faculty Senator, College of Engineering and Computer Science, Southern University and A&M College – 2016 - 2018
- Chair of the Baton Rouge Professionals Chapter National Society of Black Engineers (NSBE) – 2016 - 2017
- Chair-Elect of the Baton Rouge Professionals Chapter National Society of Black Engineers (NSBE) – 2015 - 2016
- Laboratory setup and consultation services for international sustainability research, Kumasi Nwame University for Science and Technology (KNUST), Kumasi, Ghana, June 5 – June 12, 2015
- Served as an NSF proposal reviewer, February 2015
- Director and advisor for Department of Mechanical Engineering Newsletter, Southern University, August 2014 – December 2015
- Guest Speaker at the 2014 Inventive Ones: S.T.E.M. Summer Camp, Missouri City, Tx, July 23, 2014
- Represented Southern University as a judge at the Scotlandville Magnet High School and Engineering Academy Trade Show, April 29, 2014
- Supervised development and design activities for NextGenC³ website
- Attended the South Africa PhD Project Conference, National Research Foundation (NRF), American Association for the Advancement of Science (AAAS), Capetown, South Africa, September 27, 2012
- Vice President of the Black Graduate Professional Student Association (BGPSA) LSU Chapter (2011, 2012)
- Volunteered at the 2009 Undergraduate Research Symposium at Louisiana State University
- CAMD/LSU Users Committee student representative member (2004-2006)

Awards

- National Science Foundation Next Generation Composites CREST Center Scholarship recipient, January 2010 – 2013
- National Science Foundation Bridge to Doctoral Program Fellowship recipient, January 2008-2010

- Honorable Mention recipient in recognition of outstanding presentation at the Center for BioModular Multi-scale Systems Colloquium, Lod Cook Alumni Center, Louisiana State University, July, 2006
- Best Student Poster Award recipient of the Louisiana Materials and Emerging Technologies Conference, Institute for Micromanufacturing, December 12 -13, 2005
- Best Student Poster Award recipient of the Louisiana Materials and Research Conference, University of Louisiana at Lafayette, November 2003
- National Science Foundation Research Experience for Undergraduates (REU) Program participant, Summer 2002
- National Science Foundation Research Experience for Undergraduates (REU) Program participant, Summer 2001

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 type="checkbox"/> Permanent Status

Previous Employee _____ Reason Left _____
Date Left _____ Salary Paid _____

Profile of Person Recommended

Length of Employment August 01, 2016 To November 10, 2016
Effective Date August 01, 2016

Name Shirley S. McLendon SS# xxx-xx- Sex F Race* B
(Last 4 digits only)

Position Title: Accountant—System Foundation Department: System Foundation

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 30 Southern University Experience 9
Degree(s): Type/Discipline(BA-Education): Institution/Location (SU-Baton Rouge): _____ Year: _____

Current Employer Southern University System Foundation

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) Medical Leave

Recommended Salary _____ Salary Budgeted _____

Source of Funds _____

Identify Budget: _____ Location _____
Form Code: _____ Page _____ Item # _____

Change of: _____
From _____ **To** _____

Position _____
Status _____
Salary Adjustment _____

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:



*See Reverse Side

Comments: (Use back of form)

Source of Funds	Amount

*See Reverse Side

Graduate School signature (if, applicable):

 _____ Supervisor	<u>7/27/16</u> _____ Date	 _____ Dean/Unit Head	<u>7/27/16</u> _____ Date
_____ _____ Vice Chancellor	_____ _____ Date	_____ _____ Chancellor	_____ _____ Date
_____ _____ Director/Personnel	_____ _____ Date	_____ _____ Vice President/Finance Business Affairs/Comptroller	_____ _____ Date
_____ _____ President	_____ _____ Date	_____ _____ Chairman/S.U. Board of Supervisors	_____ _____ Date

REQUEST FOR LEAVE OF ABSENCE FORM
SOUTHERN UNIVERSITY SYSTEM

CAMPUS: SUS x SUBR _____ SULAC _____ SUAREC _____ SUNO _____ SUSLA _____

Name of Employee: Shirley S. McLendon SSN: 433-84-4146

Address: 6348 Glen Echo Drive Baton Rouge, Louisiana Phone: 225-355-4876

Title: Accountant-- System Foundation Highest Degree: B.S. plus

Birth Date: 10-07-1949

NO. OF CONSECUTIVE FISCAL YEARS ACTIVE SERVICE AT THIS INSTITUTION: 10

EFFECTIVE DATE OF LEAVE: 08-01-2016 ANTICIPATED RETURN DATE: 11-10-2016
SM

Purpose of leave Requested (click one):

- a. Professional or Cultural Improvement (Must have prior approval from Chancellor) _____
- b. Rest and Recuperation (Statement from two (2) physicians* must be attached) x
- c. Independent Study or Research Statement _____
- d. Military _____
- e. Maternity (Statement from one (1) physician* must be attached) _____

*must be attending physician

TYPE OF LEAVE REQUESTED (check one):

- a. with pay XX
- b. without pay _____

LENGTH OF LEAVE REQUESTED: (No. of weeks, not to exceed 36 weeks) 6-8 3 Mos
SM

MANNER IN WHICH THIS LEAVE, IF GRANTED, WILL BE SPENT:

DO YOU WISH TO RETAIN FRINGE BENEFITS? (if yes, total contribution of premium must be paid to Human Resources/Comptroller's Office in Advance)

Teacher Retirement	<u>x</u>	Yes	_____	No	_____
State Retirement		Yes	_____	No	_____
Group Insurance	<u>x</u>	Yes	_____	No	_____
Elected Supplemental Benefits		Yes	_____	No	_____

I hereby agree to comply with the provisions of the Southern University Board of Supervisors' policy on leaves of absence.

7-22-2016
DATE

Shirley S. McLendon
SIGNATURE OF APPLICANT

PRIOR LEAVE RECORD FROM THIS INSTITUTION:

Date of Last Leave: 8/2007
Purpose of Last Leave: Surgery

TYPE OF LAST LEAVE:

With pay X Amount: _____
Without Pay _____
Length of last leave: 6 Week

Signature of Chairperson

Signature of College Dean

Signature of Chief Academic Officer

Signature of Campus Chancellor

Signature of System President

7/27/16
DATE

7/27/10
DATE

Signature of Appropriate Committee Chairperson

Signature of Chairman of the Board

Date

Date

JOB CLASS	
JOB CODE	
CAL ID	

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	201609991
-----------------	-----------

RECEIVED

RECEIVED
OFFICE OF THE
PRESIDENT CHANCELLOR

Office of the Executive Vice President
for Academic Affairs and Student

CAMPUS: SU 2016 JUL 29 PM 4:09 SUBR X SULAC _____ SUAREC _____ SUNO _____

EMPLOYMENT: 3-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 Joseph H. Stewart, Jr. Reason Left Never Left
Date Left N/A Salary Paid \$35,891/12 months

Profile of Person Recommended

Length of Employment 7/1/2016 To 12/31/2016
Effective Date 7/1/2016

Name Joseph H. Stewart, Jr. SS# S00020294 Sex Male Race* Black
(Last 4 digits only)

Position Title: Laboratory Technician Department: Physics

Check One Existing Position *Visa Type (See Reverse Side): U S
 New Position Expiration Date: _____

(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience 33 Southern University Experience 33
Degree(s): Type/Discipline (BA-Education): BS-Chemistry Institution/Location (SU-Baton Rouge): Southern University, Baton Rouge Year: 1974

Current Employer Southern University at Baton Rouge

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) Medical Leave

Recommended Salary ~~\$35,891~~ 17,946 Salary Budgeted ~~\$35,891~~ 17,946
PHW

Source of Funds State of Louisiana

Identify Budget: 211001-22479-21000 Location Department of Physics
Form Code: _____ Page 1 Item # 1

Change of: From _____ To _____
Position _____
Status _____
Salary Adjustment _____

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

*See Reverse Side
Comments: (Use back of form)

Source of Funds	Amount

*See Reverse Side Graduate School signature (if, applicable):

Supervisor <u>[Signature]</u> Date <u>7/15/16</u>	Dean/Unit Head <u>[Signature]</u> Date <u>7/15/16</u>
Vice Chancellor <u>[Signature]</u> Date <u>7/20/16</u>	Chancellor <u>[Signature]</u> Date <u>7/20/16</u>
Director/Personnel <u>[Signature]</u> Date <u>7/25/16</u>	Vice President/Finance <u>[Signature]</u> Date <u>7/25/16</u>
President <u>[Signature]</u> Date <u>8/1/16</u>	Business Affairs/Comptroller <u>[Signature]</u> Date <u>7/25/16</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:

Upon the strong advice of his doctors, Mr. Joseph Stewart has requested medical leave from 7/1/2016 to 12/31/2016.

EMPLOYEE REGULAR WORK SCHEDULE:

Not Applicable (on Medical Leave)

EMPLOYEE DIRECT SUPERVISOR:

Dr. Terrence Reese, Chair of Mathematics and Physics

SUPERVISOR/DEPARTMENT CONTACT NUMBER:

(225) 771-2730

NUMBER OF EMPLOYEES SUPERVISED, (if any):

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE	CODE	EXPIRES
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

Do Not Write Below This Area

For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- Application for Employment Form Admin/Fac/Uncl Positions (Civil Service Application for classified employees)
- Authority to Release (signed by employee) (submitted to Campus Police with Criminal/Background Check form)
- Supervisory Criminal/Background Check Form (completed by employee, verified and signed by supervisor)
- Exemptions Survey Form (signed by employee and budget head)
- Proposed Employee Appointment
- Proposed Employee Clearance
- Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

SOUTHERN UNIVERSITY SYSTEM
BUDGET OFFICE
 21101-2019-1000-2100C
 JUL 27 2016
[Signature]
FUNDS AVAILABLE

**REQUEST FOR LEAVE OF ABSENCE FORM
SOUTHERN UNIVERSITY SYSTEM**

RECEIVED

CAMPUS: SUS _____ SUBR XX SULAC _____ SUAREC _____ SUNO _____ SUSLA _____

Name of Employee: Joseph H. Stewart Jr. SSN: 433-82-1008

July 15 2016

Address: 3263 Brightside Drive, Baton Rouge, Louisiana 70820 Phone: 766-6187

ACADEMIC AFFAIRS
SOUTHERN UNIVERSITY

Title: Laboratory Technician Highest Degree: B.S.

Birth Date: Oct. 17, 1947

NO. OF CONSECUTIVE FISCAL YEARS ACTIVE SERVICE AT THIS INSTITUTION: 33 Years

EFFECTIVE DATE OF LEAVE: July 1, 2016 ANTICIPATED RETURN DATE: Jan. 1, 2017

Purpose of leave Requested (click one):

- a. Professional or Cultural Improvement (Must have prior approval from Chancellor)
- b. Rest and Recuperation (Statement from two (2) physicians* must be attached)
- c. Independent Study or Research Statement
- d. Military
- e. Maternity (Statement from one (1) physician* must be attached)

XX
10/15/16 2:12

*must be attending physician

TYPE OF LEAVE REQUESTED (check one):

- a. with pay XX
- b. without pay _____

LENGTH OF LEAVE REQUESTED: (No. of weeks, not to exceed 36 weeks) 27 Weeks

MANNER IN WHICH THIS LEAVE, IF GRANTED, WILL BE SPENT:

DO YOU WISH TO RETAIN FRINGE BENEFITS? (if yes, total contribution of premium must be paid to Human Resources/Comptroller's Office in Advance)

Teacher Retirement	Yes _____	No _____
State Retirement	Yes <u>XXXX</u>	No _____
Group Insurance	Yes <u>XXXX</u>	No _____
Elected Supplemental Benefits	Yes _____	No _____

I hereby agree to comply with the provisions of the Southern University Board of Supervisors' policy on leaves of absence.

June 27, 2016
DATE

Joseph H. Stewart Jr.
SIGNATURE OF APPLICANT

PRIOR LEAVE RECORD FROM THIS INSTITUTION:

Date of Last Leave: May or June 2001
Purpose of Last Leave: Remove of Prostate.

TYPE OF LAST LEAVE:

With pay XX Amount: _____
Without Pay _____
Length of last leave: 4 to 6 weeks

[Signature]
Signature of Chairperson

[Signature]
Signature of College Dean

[Signature]
Signature of Chief Academic Officer

[Signature]
Signature of Campus Chancellor

[Signature]
Signature of System President



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

August 10, 2016

Dr. Ray Belton
President-Chancellor
Southern University and A & M College System
J.S. Clark Administration Building, 4th Floor
Baton Rouge, Louisiana 70813

RE: SULC Personnel Action Items

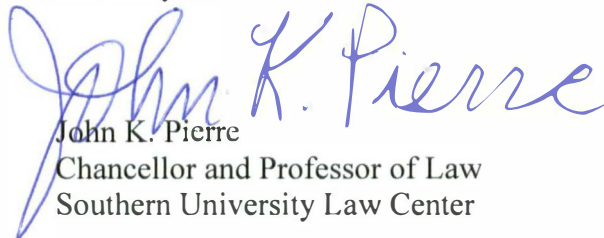
Dear Dr. Belton:

I am seeking Board Approval of the request from the Southern University Law Center to approve medical leave of absence for Professor Michelle Ghetti during the 2016 - 2017 academic year.

After you have reviewed the material provided, I ask that you join the law center in recommending this action to the Board and that it be submitted for consideration at the August 26, 2016 Board Meeting. If you have any questions, please feel free to contact me.

Thank you in advance for your consideration.

Sincerely,


John K. Pierre
Chancellor and Professor of Law
Southern University Law Center

JOB CLASS 3	8	1	0	0
JOB CODE	F			
CAL ID	M			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form
FM

POSITION NUMBER	3	F	9	9	9	2
-----------------	---	---	---	---	---	---

CAMPUS: SUS _____ SUBR _____ SULAC X SUAREC _____ SUNO _____ SUSLA _____

EMPLOYMENT CATEGORY: 9-MONTH _____ X 12-MONTH _____ OTHER _____ (Specify) _____

X 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 _____ Medical Leave _____
 Date Left N/A Salary Paid \$112,785.00

RECEIVED
 OFFICE OF THE
 PRESIDENT-CHANCELLOR
 2016 AUG 11 PM 2:45

Profile of Person Recommended

Length of Employment 08/15/2016 To 05/31/2017
 Effective Date 08/15/2016

Name Michelle Ghetti SS# 439-98-0919 Sex F Race* W
(Last 4 digits only)

Position Title: Professor Department: Law Center - Instruction

Check One x Existing Position *Visa Type (See Reverse Side):
 _____ New Position Expiration Date: _____

(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience 19 Southern University Experience 21
 Degree(s): Type/Discipline (BA-Education): J. D. Institution/Location (SU-Baton Rouge): Louisiana State University Year: 1983

Current Employer Southern University Law Center

Personnel Action

Check One _____ New Appointment _____ Continuation _____ Sabbatical _____ X Leave of Absence
 _____ Transfer _____ Replacement _____ Other (Specify) _____ Leave with pay. _____

Recommended Salary \$112,785.00 Salary Budgeted \$112,785.00

Source of Funds General Appropriation

Identify Budget: State _____ Location 311001-32020-61003-31000
 Form Code: BOR10 Page 1 Item # 1

Change of: _____ From _____ To _____

Position _____
 Status _____
 Salary Adjustment _____

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:
 *See Reverse Side

Source of Funds	Amount
311001-32020-61003-31000	\$112,785.00

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor [Signature] Date 8/10/16
 Vice Chancellor [Signature] Date 8/10/16
 Director/Personnel [Signature] Date 8/22/16
 President [Signature] Date _____

[Signature] Date 8/10/16
 Assoc. V/P Fin. Terry Hall
[Signature] Date 8/10/16
 Chancellor
[Signature] Date 8/23/16
 Vice President/Finance
 Business Affairs/Comptroller
 Chairman/S.U. Board of Supervisors _____ Date _____



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

August 18, 2016

Dr. Ray Belton-President & Chancellor
Southern University System and Baton Rouge Campus
4th Floor J.S. Clark Administration Building
Baton Rouge, Louisiana 70813

RE: Leave of Absence Request by Professor Russell Jones – Fall 2016

Dear Dr. Belton:

I have received the attached leave of absence request from Professor Russell Jones for the Fall 2016 semester. Based upon the request made by Professor Jones, I hereby request that the leave sought by him be granted by the Southern University Board of Supervisors for the Fall 2016 semester.

I respectfully request that you have the leave of absence request placed on the August 26, 2016 Board of Supervisors agenda. If you have any questions, please feel free to contact me.

Yours sincerely,

John K. Pierre
Chancellor

Attachment



SOUTHERN UNIVERSITY LAW CENTER

**Post Office Box 9294
Baton Rouge, Louisiana 70813-9294**

RUSSELL L. JONES
Jesse N. Stone, Jr. Professor of Law

PHONE: (225) 771-3776
E-MAIL: rjones@sulc.edu

August 17, 2016

Mr. John K. Pierre, Chancellor
Southern University Law Center
2 Roosevelt Steptoe Drive
Baton Rouge, LA 70813

RE: Leave of Absence – Fall 2016

Dear Chancellor Pierre:

The recent flood in Louisiana, August 12-14, 2016, has caused great devastation to my family and home. Although we are safe, the water damage to the house requires my immediate attention. On August 17, I began tearing out all floors in the house to help remove the fowl smell and decrease the chances of mold. The next few days will be spent completing that task. All furniture and household items will be removed next. Finally, all clothing and personal items must be sorted and removed. Besides these tasks and securing a reputable contractor, I am certain that several other duties related to restoring my house will be required.

Currently, I am staying with my son and his family in a very modest house with limited space. We are looking to secure an apartment to improve that situation. It is essential that I spend the next few months directing the restoration of my home and supporting my family. The immediate attention that this project requires will distract from my teaching and other duties at SULC. I have always given SULC my best and it would be unfair to the students and my faculty colleagues to give less than my best. However, the current situation will be more than distracting and therefore I am requesting a leave of absence for fall 2016.

I have accrued 820 hours of annual leave and the leave time will be taken from these hours. I look forward to assuming my full duties on the faculty in spring 2017.

Sincerely,

Russell L. Jones
Jesse N. Stone, Jr. Professor of law

JOB CLASS 3	8	1	0	0
JOB CODE	F			
CAL ID	M			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	3	F	9	9	9	0
-----------------	---	---	---	---	---	---

CAMPUS: SUS _____ SUBR _____ SULAC X SUAREC _____ SUNO _____ SUSLA _____

EMPLOYMENT CATEGORY: 9-MONTH X 12-MONTH _____ OTHER _____ (Specify) _____

<u>X</u> 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 Russell Jones Reason Left _____ Leave of Absence _____
 Date Left N/A Salary Paid \$120,000

Profile of Person Recommended

Length of Employment 08/01/2016 To 12/31/2016
 Effective Date 08/01/2016

Name Russell Jones XXX-XX-3172 Sex M Race* B
 (Last 4 digits only)

Position Title: Professor Department: Law Center - Instruction

Check One X Existing Position *Visa Type (See Reverse Side):

--	--	--

 _____ New Position Expiration Date: _____

(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience 34 Southern University Experience 32
 Degree(s): Type/Discipline (BA-Education): J.D. Institution/Location (SU-Baton Rouge): Southern University Law Center Year: 1982
LLM Georgetown Law School 1992

Current Employer Southern University Law Center

Personnel Action

Check One _____ New Appointment _____ Continuation _____ Sabbatical X Leave of Absence _____
 _____ Transfer _____ Replacement _____ Other (Specify) _____

Recommended Salary \$ 120,000 Salary Budgeted \$ 120,000

Source of Funds General Appropriation

Identify Budget: State Location 311001-32020-61003-31000
 Form Code: BOR10 Page 1 Item # 1

Change of: _____ From _____ To _____

Position _____
 Status _____
 Salary Adjustment _____

Financial Aid signature (if, applicable): _____

List total funds currently paid this employee by Southern University:

Source of Funds	Amount
311001-32020-61003-31000	\$120,000

*See Reverse Side

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable): _____

Supervisor <u>[Signature]</u> Date <u>8/23/16</u>	Dean/Unit Head <u>[Signature]</u> Date <u>8/23/16</u>
Vice Chancellor <u>[Signature]</u> Date <u>8/23/16</u>	Assoc. VC for Fin. Affairs <u>[Signature]</u> Date <u>8/23/16</u>
Director/Personnel _____ Date _____	Chancellor <u>[Signature]</u> Date _____
President _____ Date _____	Vice President/Finance _____ Date _____
	Business Affairs/Comptroller _____ Date _____
	Chairman/S.U. Board of Supervisors _____ Date _____

REQUEST FOR LEAVE OF ABSENCE FORM
SOUTHERN UNIVERSITY SYSTEM

CAMPUS: SUS ___ SUBR ___ SULAC X SUAREC ___ SUNO ___ SUSLA ___

Name of Employee: Russell L. Jones SSN: 435-76-3172

Address: 9524 Millwood Creek Court Phone: 225-347-3705

Title: Professor of Law Highest Degree: LL.M.

Birth Date: 06/18/1953

NO. OF CONSECUTIVE FISCAL YEARS ACTIVE SERVICE AT THIS INSTITUTION: 32

EFFECTIVE DATE OF LEAVE: August 15, 2016 ANTICIPATED RETURN DATE: January 3, 2017

Purpose of leave Requested (click one):

- a. Professional or Cultural Improvement (Must have prior approval from Chancellor)
- b. Rest and Recuperation (Statement from two (2) physicians* must be attached)
- c. Independent Study or Research Statement
- d. Military
- e. Maternity (Statement from one (1) physician* must be attached)

X please see below explanation.

*must be attending physician

TYPE OF LEAVE REQUESTED (check one):

- a. with pay X
- b. without pay _____

LENGTH OF LEAVE REQUESTED: (No. of weeks, not to exceed 36 weeks) 17

MANNER IN WHICH THIS LEAVE, IF GRANTED, WILL BE SPENT: Repairing home that was severely damaged by flood waters.

DO YOU WISH TO RETAIN FRINGE BENEFITS? (if yes, total contribution of premium must be paid to Human Resources/Comptroller's Office in Advance)

Teacher Retirement	Yes	<u>X</u>	No	_____
State Retirement	Yes	<u>X</u>	No	_____
Group Insurance	Yes	<u>X</u>	No	_____
Elected Supplemental Benefits	Yes	<u>X</u>	No	_____

I hereby agree to comply with the provisions of the Southern University Board of Supervisors' policy on leaves of absence.

8/18/2016
DATE

Russell L. Jones
SIGNATURE OF APPLICANT

PRIOR LEAVE RECORD FROM THIS INSTITUTION:

Date of Last Leave: August 1991 - May 1992
Purpose of Last Leave: Professional Development - LL.M.

TYPE OF LAST LEAVE:

With pay X Amount: 75%
Without Pay _____
Length of last leave: _____

Signature of Chairperson

John K. Pierre
Signature of Campus Chancellor
8/18/16
DATE

Signature of College Dean

Signature of Chief Academic Officer

[Signature]
Signature of System President
8/19/16
DATE

Signature of Appropriate Committee Chairperson

_____ Date

Signature of Chairman of the Board

_____ Date

**MEMORANDUM OF UNDERSTANDING
BETWEEN
SOUTHERN UNIVERSITY AND A&M COLLEGE
AND
THURGOOD MARSHALL COLLEGE FUND**

Southern University and A&M College, a Historically Black College and University (HBCU), 1890 land-grant institution located in Baton Rouge, Louisiana (herein referred to as SU) is the main campus of the only HBCU System in the nation. The mission of SU is to provide opportunities for a diverse student population through the nurturing, creation and the holistic development of its students by Creating Leaders that are entrepreneurs, negotiators, visionaries, collaborators, and lifelong learners ready to meet the needs and contribute to the success of the global workforce.

Thurgood Marshal College Fund supports and represents nearly 300,000 students attending its 47 member-schools that include *publicly-supported* Historically Black Colleges and Universities, medical schools, and law schools;

WHEREAS, Southern University and A&M College in Baton Rouge, Louisiana (hereinafter referred to as SU) and Thurgood Marshall College Fund located in Washington, DC (hereinafter referred to as TCMF) have explored and recognized areas of mutual interest in education, research, training, development and dissemination of knowledge;

WHEREAS, SU and TCMF wish to further their common interests and objectives in developing innovative solutions to increasing diversification in workforce, particularly in the areas of entrepreneurship and STEM;

WHEREAS, SU and TCMF have determined that it could be to their mutual benefit to complement the unique capabilities of the other thereby providing their constituents and stakeholders with the best combination of capabilities to achieve common objectives;

ARTICLE 1 - PURPOSE

NOW, THEREFORE, SU and TCMF agree to establish a collaboration for the purpose of engaging in a key partnership that promotes training, certification, and other learning opportunities for SU students, faculty and staff, as well as other public and

private stakeholders as appropriate. Elements to be explored include but are not limited to:

1. Branding

- a) Develop the TCMF LEAD (*Leadership, Entrepreneurship, & Academic Development*) Program at Southern University and A&M College.
- b) Develop a strategy for review and consideration that leverages TCMF partners, such as Responsive Education Solutions, to become virtual curriculum provider for elective and exploratory courses of the LEAD Program.

2. Programmatic Services

- a) Engaging Gallup, Inc. to incorporate strengths-based components in:
 - a. Strengths Development - Develop a team of Gallup Certified Strength Coaches equipped with the tools and insights to develop personalized education plans that match with each student's unique strengths.
 - b. Strengths Coaching - Develop a team of Success Coaches (SU Seniors, Research Interns, Graduate Assistants, etc.) who have completed training by Gallup-Certified Strengths Coaches. Success Coaches will assist students with completing STEM related activities, core subject remediation and college and career exploration.
 - c. Engagement - Incorporate data analysis to provide a comprehensive view of school-level data from employee and student surveys that will help drive decision-making and success.
- b) Implement and/or Enhance Dual Enrollment Program
 - a. Access to virtual courses that exceed state standards.
 - b. Receive face to face tutoring in order to assist with difficult subjects.
 - c. Advance core competencies in 21st century skills, entrepreneurialism, financial literacy and much more.
 - d. Earn professional certifications.
 - e. Develop leadership skills.
- c) Development and implementation of other strategies and efforts that allow for replication and scaling of partnership for community, statewide, and international impact.

3. Stakeholder and Funding Opportunities: TCMF and Southern will identify and pursue federal including US Department of Education funding, and other source funding with various government agencies, as well as other public and private organizations to further the goals and objectives of this MOU.

ARTICLE 2 - RELATIONSHIP

This Agreement is not intended by the parties to constitute or create a joint venture, pooling arrangement, partnership or formal business organization of any kind, other than a teaming arrangement to allow for the TCMF Lead Program at Southern University and A&M College to be operated on the campus of the SU, and the rights and obligations of the parties shall be only those expressly set forth herein. The parties voluntarily agree to the terms herein for the benefit of the Southern University and A&M College and their students and the Thurgood Marshall College Fund. Accordingly,

1. Southern University and A&M College shall provide to TCMF adequate on-campus space to be jointly operated as the TCMF LEAD Program @ Southern University and A&M College.
2. In further consideration for the joint use of on-campus space by TCMF and Southern University and A&M College, the parties will work together to develop additional programmatic activities in support of Southern's mission of *Creating Leaders*.
3. TCMF will be permitted to place a mutually acceptable "TCMF LEAD Program " sign on the designated space(s) during the term of this agreement.
4. Marketing and Communications
 - a. No materials or documents for the program shall be created or disseminated without the approval of both parties.
 - b. No communications (internally or externally) about the program shall be disseminated or communicated without the approval of both parties.
 - c. Both parties will work jointly on the overall marketing and communication strategy for the program.
5. Alterations or Improvements.
 - a. No alterations or improvements shall be made to the designated space by TCMF without the prior written consent of Southern University and A&M College.
 - b. All approved structural alterations and improvements to the designated space made by TCMF will become the property of Southern University upon the termination of this Agreement. All TCMF marks may be removed or covered at the expense of TCMF.

- c. Southern University shall properly secure any property or equipment placed in the designated space by TMCF and/or its representatives.
6. Insurance and Indemnification.
 - a. Throughout the Term of this Agreement, TMCF shall maintain insurance for bodily injury, death, or property damage occasioned by the reason of TMCF's use of Southern University space and access to the Southern University and A&M College campus for the activity which it is sponsoring with minimum limits of liability in the amount of \$1,000,000 per occurrence. Southern University shall be an additional insured on this policy. A certificate evidencing such insurance shall be furnished to Southern University upon request.
 - b. TMCF and/or its authorized representatives shall hold harmless, defend and indemnify Mentorship Academy, its agents, officers, employees, and board members from and against all liability for injuries to or death of persons or damage to property arising from TMCF's use of the Southern University and A&M College space.

The expectation and obligations of both parties will be further developed and approved jointly by both parties. Neither party shall have authority to bind the other except to the extent expressly authorized herein.

ARTICLE 3 - ASSIGNMENT

Neither party may assign or transfer its interest hereunder or delegate its duties in whole or in part, without the prior written consent of the other party, which consent shall not be unreasonably withheld.

ARTICLE 4 - TERM and NOTICE

The term of this Agreement shall be from September 1, 2016 through August 31, 2019 (the "Term"). This Agreement is cancellable at either party's sole discretion, for any reason, or for no reason, by giving sixty (60) days written notice. Any notices relative to this Agreement shall be sent to the following:

Southern University System
c/o Dr. Ray Belton, President-Chancellor
J.S. Clark Administration Bldg.-4th Floor
Baton Rouge, LA 70813

Thurgood Marshall College Fund
c/o Johnny C. Taylor, Jr., President & CEO
901 F Street NW, Suite 300
Washington, D.C.

ARTICLE 5 - MODIFICATIONS

This Agreement shall not be amended or modified, nor shall any waiver of any right hereunder be effective unless set forth in a document executed by duly authorized representatives of both SU and TMCF. Also, the parties further agree to the following miscellaneous provisions:

Governing Law: This Agreement shall be governed by Louisiana law and is fully performable in the Parish of East Baton Rouge, Louisiana.

ARTICLE 6 - ENTIRE AGREEMENT

This MOU represents the full and final understandings between the parties and supersedes all previous understandings, commitments, or agreements, oral or written pertaining to effort.

IN WITNESS WHEREOF, the undersigned as duly authorized officials, do execute this Memorandum of Understanding as of _____, 20____ on behalf of their respective institutions:

By: _____
JOHNNY C. TAYLOR, JR.
PRESIDENT & CEO
Thurgood Marshall College Fund

By: _____
RAY L. BELTON, PH.D.
PRESIDENT-CHANCELLOR
Southern University and A&M College

By: _____
LEON R. TARVER, II, PH.D.
CHAIRMAN
Southern University and A&M College
System - Board of Supervisors

Finalists

Chancellor

**College of Agricultural
Research and Extension Center
and
Dean, College of Agriculture**

Curriculum Vitae

Adell Brown, Jr., MBA, Ph.D.

Office:

P.O. Box 10010
Baton Rouge, La 70813
(225)771-2244
Email: adell_brown@suagcenter.com

Home:

5731 Valley Forge Ave.
Baton Rouge, LA 70803
(225)317-3222
Email: adell.brown@gmail.com

EDUCATIONAL BACKGROUND

- 1984 Ph.D.**, Louisiana State University, Agricultural Economics with concentrations in Production Economics, Statistics and Management, Baton Rouge, LA
- 1978 MBA**, University of Southwest Louisiana, with concentrations in management and finance, Lafayette, LA
- 1976 Six hours graduate studies**, 1978, Louisiana State University, Extension Education, Baton Rouge, LA
- 1975 Twenty-one hours of graduate studies**, Northeast Louisiana State University, Business Administration, Monroe, LA
- 1972 B.S.**, Northeast Louisiana University, Agricultural Business, Monroe, LA

SENIOR LEVEL ADMINISTRATIVE EXPERIENCE

Southern University Agricultural Research and Extension Center (Baton Rouge, LA)**July 1, 2015-Present*****Interim Chancellor***

The chancellor is responsible for approximately 120 full and part-time employees distributed across 33 parishes with an annual operating budget of approximately \$7.8 million with another \$10 Million in grants and contracts. Additional responsibilities include managing the physical plant, with its headquarters at the Ashford O. Williams Hall on the SU Baton Rouge Campus, the 360 acre experiment Station in Alsen, LA and the Southwest Center for Rural Initiatives (SCRI) – a satellite campus located in Opelousas, LA. The chancellor, in conjunction with the executive team and staff, set and implement the strategic directions of the center.

Accomplishments include:

- *Established the State Level -USDA/SU Ag Center taskforce to track and mirror the national USDA taskforce,*
- *Established the SU Ag Center's first customer service award for staff,*
- *Reestablished the SU Ag Center's Faculty and Staff Senate,*
- *Directed the Southern University System's involvement of the future production of medical marijuana for the state of Louisiana,*
- *SU Ag Center's 1st Scholarship Gala themed, "Sowing Seeds for Future 1890 Scholars: Growing the Next Generation,"*
- *Spearheaded executive council strategic planning session retreat,*
- *Reinstated the partnership and land donation discussion with Louisiana Department of Juvenile Justice,*
- *Facilitated the partnership between LSU School of Veterinary Medicine and the Southern University College of Agriculture Department of Animal Science, and*
- *Partnered with Louisiana State Senator Francis Thompson in an initiative to help eradicate rural poverty in Northeast Louisiana.*

Southern University Research and Extension Center (Baton Rouge, LA)

January 1, 2012- June 30, 2015

Vice Chancellor for Research and Executive Vice-Chancellor

The Vice Chancellor for Research is responsible for fostering the highest quality of Research performed by faculty and graduate students at the Southern University Research and Extension Center. The Vice-Chancellor encourages and supports research activities, maintains responsibility for continued development of the research infrastructure and for the development, core funding and administration of organized research programs. The Vice Chancellor for Research also provides, oversight of campus activities in contract and grant administration, Technology transfer, research subject administration (human/animal), corporate research Relations, research agreements, integrity in research, conflict of interest, and research resource development. The Vice Chancellor for Research represents the campus in matters related to research to the Chancellor, SU System President, other 1890 research universities, federal, state, and private agencies, the local community, and the media.

Accomplishments include:

- *Increased the funding from grants and contracts by 15 percent,*
- *Expanded the research portfolia by establishing and hiring a research faculty members in the areas regional economic development in rural regions of Louisiana. Additional programs implemented were youth research and a comprehensive nutrition and wellness research and education,*
- *Instituted a young faculty research apprintice program (***Navigating the Academic Hierarchy*** (<http://www.youtube.com/watch?v=sjWZuw52ae8>) and ***Discovering 21st Century Opportunities*** (http://www.youtube.com/watch?v=IZx_xk_NHz0),*
- *Upgraded the research infrastructure (five laboratories, wireless technology for the entire resarch complex to include the 358-acre experiment station),*

- *Lead a delegation of Southern University Researchers to the country of Turkey focusing on Agricultural Marketing and Policy Development in a global market place, (2014)*
- *Published article on "A Healthy Obsession," in the International Innovation (Issue 116, Page 75-80),*
- *Published article on "A New Agricultural Landscape," in the U.S. Agriculture Outlook (2004 Edition, Page 73-75, Jan. 30, 2014),*
- *Published article on "Farm Bill Trends and Food Insecurity: Impacts on Rural and Urban Communities," in the Professional Agricultural Workers Journal (Vol. 2: No. 1, Page 1-13, Sept. 4, 2014),*
- *Interview in Black New Star Newspaper, article entitled, "Black Farmers Discriminated against: Start getting checks," (October 1, 2013), and*
- *Interview in USA Today Newspaper, article entitled, "March Anniversary Special for Residents of South," (August 24, 2013).*

Southern University Research and Extension Center (Baton Rouge, LA)

January 01, 2001- December 31, 2012

Vice Chancellor for Finance and Administration

The Vice Chancellor for Finance and Administration serves as the chief financial officer for the Southern University Agricultural Research and Extension Center, the fifth campus under the Southern University System. The Vice Chancellor reports to the Chancellor and is responsible for all business and fiscal affairs and oversees the monitoring of incoming grants, as well as the appropriate utilization of and reporting of funds required by funders. He serves as a member of the Chancellor's Executive Council, the Strategic Planning Committee, and makes recommendations to the Chancellor in areas of planning, policy, finance and administration. Other responsibilities are budget development, finance management, insurance and risk management, and the planning and coordination of facilities and human resources matters. The Vice Chancellor also serves as the legislative liaison for the Center with the Southern University System, Board of Regents and Louisiana Legislature.

Accomplishments include:

- *Developed and led the start-up-strategic plan for the financial operation of the Southern University Agricultural Research and Extension Center,*
- *Achieved significant cost savings and efficiencies by reducing redundancy among units within the Center by developing and/or adopting best management practices in the area of financial and internal operations and maintenance,*
- *Aided the SU Ag Center to grow its programmatic and operational budgets more than 35 percent (secured two continuing legislative appropriated revenue stream totaling \$2 million) through serving as the government affairs officer for governmental and legislative matters at the state and federal levels,*
- *Appointed to the Governor of Louisiana's University HUB of Economic Development,*
- *Appointed as a Commissioner to the Louisiana Housing Finance Authority,*

- *Southern University System's representative on the Board of Directors for the Greater Baton Rouge Chamber of Commerce,*
- *Serves as a member of the Budget and Legislative committee for the National Association of State Universities and Land-Grant Colleges (NASULGC), nation's oldest higher education association,*
- *Lead author and developer of the SU Ag Center – Southwest Center for Rural Initiatives, a regional economic development research and educational program, and*
- *Peer Reviewer with the Southern Association of Colleges and Schools, served as the lead-writer for Chapter Three (Institutional Effectiveness) of the SAC's accreditation team for Warner College, Orlando, Florida and The Texas A&M Health Science Center, College Station, Texas.*

Mississippi Valley State University, (Itta Bena)

March 1999- December 2000

Vice President, Research, Planning, Community and Economic Development, and Tenured Associate Professor in the College of Business

The Vice President's responsibilities included providing leadership and over-site for the Offices of Sponsored Programs, Academic Computing, Institutional Research and Effectiveness, Development, and Center for Economic Development. The Vice President, under the direction of University President, served as the chief planning officer for the University. The Vice President managed an operating budget of a little less than two million dollars, annually and had fiduciary responsibilities for more than \$8 million dollars in grants and contracts.

Accomplishments include:

- ***Grants and Contracts*** - *The University revenues from grants and contracts increased more that six million dollars from private foundations, the federal government and state appropriations.*
- ***Technology Development*** - *Completed the fiber optic backbone which connected more than 40 campus buildings to the network; established a computer lab in each resident hall; upgraded the library computer labs; and supplied all faculty and key staff with personal computers.*
- ***Planning*** - *Instituted a systematic planning process inclusive of internal and external stakeholders, upgraded the office of institution Research and Effectiveness to a full time office with three full-time staff members. The office went from being considered the poorest in the Mississippi Higher Education System to being in the top three.*
- ***Community and Economic Development*** - *Established and secured \$300,000 from state appropriation for the Delta Research and Cultural Institute. Hosted conferences with national and state leaders to include a US Senator and Assistant Secretary of HUD. Established the Valley Community Development Corporation to include getting the President and CEO of Valley Bank of Greenwood, Mississippi and the Vice President of the Mississippi Division of Entergy to serve on the Board of Directors.*
 - *Appointed to the Governor's Entrepreneurship Commissioner for State of Mississippi*

- Registered Lobbyist in the State of Mississippi and served on the governmental relations committee for Mississippi Valley State University.
- Member of the Board of Directors for the Valley Facility Development Corporation
- Member of the Greenwood Chamber of Commerce and member of the economic development committee.
- Member of the Mid Delta Empowerment Zone Alliance.

Southern University Cooperative Extension Program (Baton Rouge, LA)

April 1995-March 1999

Assistant Administrator and Specialist – Agriculture

Administrative responsibilities included -serving as coordinator for program development (plans of work, strategic planning, Government Review Performance Act) to include providing leadership and direction for more than 50 Extension faculty (university and parish-based faculty members) and interacting with National USDA leadership in Washington, D.C. to ensure program compliance.

Accomplishments include:

- *Facility development Coordinator - managed more than six million dollars (\$6,000,000) in new capital improvements to include a building a new indoor multipurpose Livestock Exhibition Arena, valued at \$4.5 million to greatly enhance Extension's ability to serve the youth of the State. Provided over-site management, from the University side, for the construction of an administrative complex with office space, laboratories, and a state-of-the-art telecommunication center.*
- *Program Director for the Small Farm Sustainable Training Project (\$60,000, grant from Southern Sustainable Agriculture Research and Education (SARE) -USDA).*
- *Program Director of the Small Farm Environmental Incentive Project (\$30,000, annually, for four years from the Natural Resource Conservation Service, USDA).*
- *Assisted with the establishment of more than twenty small grassroots' nonprofit organizations.*
- *Assisted the University Community Development Corporation with securing a **\$1,000,000 intermediary loan (1% interest rate)** from the Rural Development Administration to provide finances for business startups and improvements. As chair and the lead writer, Southern University assisted with establishing a partnership with several nonprofit organizations, and a minority bank to support the endeavor.*

Cooperative Extension Program, Southern University, (Baton Rouge, LA)

April 1992- March 1992

Acting Administrator

Accomplishments include:

- *Grants totaling more than **\$750,000**, annually, were acquired to carry out these programs. Approximately, one-half million dollars were acquired to purchase a mobile health-clinic for intercity and rural communities. The project involved collaboration with the Southern University School of Nursing, USDA, and Cooperative Extension.*

- *Another \$100,000 worth of computer equipment was acquired to help rural communities access to the World Wide Web for economic and community development activities.*
- *Established the Southern University Center for Small and Rural Business Development.*

FACULTY, RESEARCH & EXTENSION EXPERIENCE

Southern University and A&M College, College of Business (Baton Rouge, LA)

2001-Present

Adjunct Professor

Currently teaching classes at the undergraduate level in macroeconomics and microeconomics.

Cooperative Extension Program, Southern University, (Baton Rouge, LA)

October 1988 – March 1992

Specialist/Extension Economist

Responsibilities included developing educational programs in community and economic development, small-scale agricultural policies, and production agriculture.

USDA, Cooperative State Research Service, (Washington, D.C.)

September 1997- September 1998

Program Manager, Office for Small-Scale Agriculture

This position entailed working in Washington, D.C., to provide the National Leadership with a broader view and greater appreciation for working with small farmers and socially disadvantaged communities in the South. Additionally, the program manager acquired a greater knowledge of USDA programs and its employees, as well as, other national partners in the small-scale farm arena. Responsibilities included membership on the USDA Agency-wide Small Farm Task-force; developing request for proposals for research projects and outreach educational materials, and assist with developing the Office's program of work.

USDA, Farmer Home Administration (Alexandria, LA)

1985-1987

Visiting Professor

Duties included conducting research and feasibility studies relative to market and supply demand of potential agricultural businesses and industries in South Louisiana.

**Cooperative Extension Program, Southern University, (Baton Rouge, LA)
1983-1993**

Associate Specialist/Extension Economist

Developed educational programs for county extension agents, other agricultural professionals, and farmers. The Economist conducted more than fifty lectures/workshops annually. Topics included: Risk Management, Farm Management Practices and Tools, and Organizational Development. Two teaching brochures were developed. The first was "Starting a Farm Business: Steps for Being Successful," and the second was "Successful Farm Managements Tools for Small-Scale Farmers."

**Department of Agricultural Economics, Louisiana State University, Baton Rouge, LA
1980-1983**

Research/Teaching Assistant

As a research assistant, a research project entitled, "Factors affecting the Success and Non-Success of Small Farmers in Louisiana" was conducted. Teaching responsibilities included serving as a teaching assistant with the third and fourth year farm management courses.

**College of Agriculture, Southern University, Baton Rouge, LA
1978-1980**

Small Farm Coordinator

The Coordinator was responsible for the day-to-day management of a small farm development grant from the Rockefeller Foundation. The grant was for three years with a \$100,000 budget, annually.

**Cooperative Extension Program, Southern University, (Baton Rouge, LA)
1976-1978**

Assistant County Agent

Responsibilities included the provision of individual farm consultations to small and limited resource farmers and ranchers in the areas of farm management, cash-flow analyses, and marketing strategies.

**USDA, Agricultural Stabilization and Conservation Service, (Alexandria, LA)
1972-1975**

County Manager Trainee

Responsibilities included training on United states Department of Agriculture policies and programs, and management concepts and practices, as well as, obtaining experiential learning relative to the implementation of the Food and Agricultural Farm Bill.

PROFESSIONAL DEVELOPMENT

- **Millennium Leadership Initiative (MLI)** with the American Association of State Colleges and Universities' (AASCU), June 2015-June 2016.
- **Virginia Tech University, Center for Organizational and Technological Advancement**, Engagement Academy for University Leaders, June 7-11, 2010.
- **Harvard University, John F. Kennedy School of Government Executive Education**, Leadership for the 21st Century, October 21-26, 2007.
- **National Association of Colleges and Universities Business Officers** 37th Annual meeting, Crossroads: New Beginning Built on Valued Traditions, July 28 -31, 2007.
- **College Management Business Institute, University of Kentucky Training**: This is an institute for middle and executive managers with responsibilities for business and financial affairs.
- **Intern, The Snowmass Institute on Strategic Management for College and University Executives**. This program was a two-week workshop design to teach senior level administrators in higher education about strategic planning, performance based budgeting, fundraising and human resource management, June 2000.
- **Intern, National Extension Leadership Development Institute**. A two-year program designed to prepare individuals for "next age leadership" based on the Kellogg Leadership model, consisted of three one-week domestic trips and a two-week international experience, 1997-1999.
- **Executive Institute for Fund Development**. A program sponsored by the National Extension Service and National 4-H Foundation. The two-year program gave participants an option to earn twelve university credits. Participants acquired knowledge on concepts, principles and practices of fund development, 1995-1997.

PROFESSIONAL LEADERSHIP

- **Member**, Board of Directors, ARD Foundation
- **Member**, Board of Directors, Southern University Rural Development Center.
- **Member**, Louisiana Environment Education Commission
- **Member**, the Association of 1890 Research Directors
- **Member**, Experiment Station Committee on Organization and Policy Social Sciences Subcommittee
- **Members**, the Commission on Innovation, Competitiveness, and Economic Prosperity (CICEP), Association of Public Colleges and Land-Grant Universities
- **Past-Chair**, the Extension Committee on Policy, Renewal Resource Extension Act's Taskforce
- **Member**, National Extension Committee on Policy Budget and Legislative committee
- **Partner**, Mississippi Policy Academy on Entrepreneurship, appointed July 2000
- **Member**, Board of Directors of the Mid-Delta Empowerment Zone Alliance, appointed June, 1999
- **Member**, System Planning Council, Board of Trustees, State Institutions of Higher Learning, Mississippi

SCHOLARLY PUBLICATIONS

Chapters, Sections, and Encyclopedia Entries:

"*Structural Changes in U.S. Agriculture: Implications for African American Farmers,*" Blacks in Rural America, edited by James Stewart and Joyce Allen, Transaction Publishers, New Brunswick New Jersey, 1995, pp. 45-66.

"*Survival Strategies of Successful Black Farmers,*" Blacks in Rural America, edited by James Stewart and Joyce Allen, Transaction Publishers, New Brunswick New Jersey, 1995, pp. 67-78.

Special Issues of Refereed Journals:

"*Selected Characteristics of Small Farmers in Louisiana,*" Louisiana Rural Economists, 1982.

"*Rural Communities Coping with a Changing Agriculture Structure,*" Increasing Understanding of Public Problems and Policies -1985, Farm Foundation, 1211 West 22nd Street, Oak Brook, Illinois.

"*A Survey of Small Farmers in Louisiana,*" Strategies for Survival of Small Farmers: International Implications, Ed. Thomas T. Williams, Ph.D., 1985, pp. 245-251.

"*1890 Institution's Extension Program and Rural Development,*" Southern Rural Sociologist, Vol. 1, 1990.

"*Community and Family Adjustments,*" Increasing Understanding of Public Problems and Policies -1988, Farm Foundation, 1211 West 22nd Street, Oak Brook, Illinois, pp 59-64.

"*Survival Strategies of Successful Black Farmers,*" The Black Political Economist, Vol. 22, No. 4, Spring 1994, pp. 74-83.

"*Structural Changes in U.S. Agriculture: Implications for African American Farmers,* Vol. 22, No. 4, Spring 1994, pp. 51-71.

Videos:

"**100 Black Men - "The Overview,"** <http://www.youtube.com/watch?v=hAdU-sy-1to>, February 12, 2010, 4:49 mins).

"**100 Black Men - Project Excel,**" <http://www.youtube.com/watch?v=ESnUAUVRSaA>, January 12, 2010, 5 minutes.

"**About Capitol High School Academy,**" <http://www.youtube.com/watch?v=n92qNPX0IQg>, November 2009, 2:00 mins.

Documentaries:

Brown, Adell and Newman, Dexter (Executive Producers), Abbott, J. (Director), Semien, Candace J. (Writer), & Rogers, Christopher J., Williams, Katrina and Udoh, Bridget (Researchers) (2008). *"Will It Be You"* [DVD]. USA: Southern University Agricultural Research and Extension Center.

Television Broadcasts:

Brown, Adell and Newman, Dexter (Executive Producers), Abbott, J. (Director), Semien, Candace J. (Writer), & Rogers, Christopher J., Williams, Katrina and Udoh, Bridget (Researchers) (2008). *"Will It Be You"* [DVD]. USA: Southern University Agricultural Research and Extension Center.

LECTURES, SYMPOSIA & PRESENTATIONS

"A Glimpse at Criteria for Being a Successful Agricultural Entrepreneur in the 21st Century." Presented at the Winter Conference of the Small Farmer Agricultural Leadership Training Institute, January 2008.

Regular Host/Reporter, Southern University Agricultural Research and Extension Center's TV Series entitled "Focus: SU Ag Center." 2005 - Present.

"Increased Accountability for Higher Educational Institutions from Greek-Lettered Organizations." Presented at the Annual National Pan Hellenic Council Strategic Planning Conference, Wiley College, Marshall, Texas, January 2008.

"Increased Accountability for Higher Educational Institutions from Greek-Lettered Organizations." Presented at the Annual National Pan Hellenic Council Strategic Planning Conference, Texas A&M University at Commerce, Commerce, Texas, April 2007.

"Maintaining Fiscal Accountability: Integrated and Multi-State Programs." Presented at the Joint Association of Extension Administrators and Association Research Directors' Biannual Conference, June 22, 2006, New Orleans, LA.

"Computer Training Needs for 1890 Community and Rural Development Staff." A Paper presented at the Annual 1890 CRD Program Leaders Association Workshop, Birmingham, Alabama, October 9-10, 1983.

"Factors Affecting the Success/Non-success of Small Farmers in Louisiana," Doctoral Dissertation, Louisiana State University, December 1983.

"Adoption of Selected Recommended Farm Management Practices by Louisiana Small Commercial Vegetable Producers." A working paper used to evaluate and develop educational programs' design to improve the plight of small farmers, April 1985.

"Marketing Problems of Small Farmers in West and East Feliciana Parish," A research project completed for FmHA, May 1985.

"Policy Issues and Their Consequences on Small Black Farmers." A paper given at the American Agricultural Economics Association, 1985.

"Economic Factors Affecting the Survival of Black Operated Farms," Problems and Policy Implications of Black Operated Farms, edited by Tesfa G. Ghebremedhin, Center for Small Farm Research, College of Agriculture & Home Economics, Southern University and A&M College, Baton Rouge, Louisiana, May 1986.

"Small Farms in Louisiana: Characteristics, Problems and Needs," Southern University Cooperative Extension Program and Center for Small Farm Research, August 1987.

"1890 Land-Grant Institutions Role in Small Agriculture," Office for Small Scale Agriculture, Cooperative State Research Service, USDA, August 1988.

"Keys to Rural Revitalization in the 1990's", Organizer, an invited paper session, American Agricultural Economics Association, Annual Meetings, July 1989.

"The Black Farmers' Plight in the Lower Mississippi Delta," The Role of Agriculture in the Social and Economic Development of the Lower Mississippi River Delta Region, Proceedings, February 26-28, 1990, Memphis, TN.

"Livestock Producers Successfully Using Cooperatives," The 1997 North American Farmers' Direct Marketing Conference, Albuquerque, New Mexico, February 2, 1997.

"Small-Scale Farmers' Access to Government Programs: The Role of Social Scientists," Organizer and Presenter, Pre-conference Workshop, Professional Agricultural Workers Conference, Tuskegee University, Tuskegee, Alabama, December 1997.

"Sustainable Agriculture in the South," The First Interdisciplinary Organized Symposium, Southern Association of Agricultural Scientists, Little Rock, Arkansas, February 1998.

"The 1890 Extension System: A Brief Look at the Enterprise," A presentation given at the Justin Morrill's Land of Learning Centennial Symposium, Strafford, Vermont, July 20 - 21, 1998.

SERVICE INVOLVEMENT & PROFESSIONAL AFFILIATIONS

- **Executive Member** of the Louisiana Southern Christian Leadership Conference

- **Member** of the Board of Director, Alpine Community Development Corporation
- **Member**, the Diversity and Inclusion Committee, Baton Rouge Area Chamber of Commerce
- **Immediate Past President/Member of the Board of Directors**, 100 Black Men of Metro Baton, Inc.
- **Board Member**, Louisiana Housing Finance Agency --appointed by Governor Blanco
- **President and Board Member** of the Sigma Beta Foundation, Baton Rouge, LA,
- **Vice President and Board Member** of the National Sigma Beta Foundation, Washington DC
- **Member**, Louisiana Maritime Association, appointed 1995 to 1999
- **Member**, Louisiana Task Force on African Trade, Finance and Development, appointed 1994 to 1999
- **Member**, Louisiana Rural Development Advisory Board
- **Founding Member**, Louisiana Public Health Institute
- **Member**, Louisiana Red Cross Board
- **Member and Treasurer**, Economic Development Alliance, Baton Rouge, LA
- **Member**, Capital Area Red Cross Board, Baton Rouge, LA
- **Member**, Capital Area Safety Council Board, Baton Rouge, LA
- **Member**, Baton Rouge Leadership Alumni Association Board
- **Member**, Capital Resource Conservation and Development Council
- **Member**, East Baton Rouge Parish Mayor's Town Meeting Committee, 1991- 1999
- **Vice President**, Community Association for the Welfare of Children.
- **District Director**, Operation First Class, Capital Area Boy Scouts of America.
- **President**, The Greater Baton Rouge Pan Hellenic Council, May 2004 - June 2006

HONORS & RECOGNITIONS

- The University Of Louisiana at Monroe Legacy Society, Spring 2016
- Phi Beta Sigma Fraternity, Inc. Induction into the Louisiana Distinguish Service Chapter, 2015.
- Louisiana Role Model for Youth, given by the Baton Rouge Chapter the Link, Inc., January 2015.
- Regional Director Southwest Regional National Pan Hellenic Council, 2006-2008.
- Frater of the Year - Southwest Regional (Texas, Arkansas, Oklahoma, and Louisiana) National Pan Hellenic Council, (2006).
- 100 Black Men President's award for Man of the Year, 2006
- Katrina Volunteer, Department of Health and Hospitals, 2005.
- Recipient of the Recognition of Black History Month Award, Mississippi Higher Education System, 2001.
- Association of Extension Administrators' 1998 Distinguished Service Ward, June 24, 1998.

Biographical Résumé

BIOGRAPHICAL RÉSUMÉ

of

BOBBY R. PHILLS

Executive Summary

Name: *Bobby R. Phills* **Date:** *January 6, 2015*
Rank/Position: *Professor* **Academic Unit/Dept.:** *CAFS/Viticulture & Small Fruit Research Center*
Year Promoted: *1983* **No. of Years in Rank:** *31*
Date Employed: *Florida A&M University, July 1, 1997* **No. of Years:** *17* **Months:** *6*
University Address, Email and Telephone Number: *Center for Viticulture & Small Fruit Research (CVSFR), College of Agriculture and Food Sciences (CAFS), 6505 Mahan Drive, Tallahassee, Florida 32317; bobby.phills@famu.edu, Office: 850-599-3996 or Direct: 850-599-8685 or Cell: 850-528-4616*

I. ACADEMIC TRAINING: Including academic training beyond the terminal degree.

Education:	<u>Degree</u>	<u>Institution</u>	<u>Area of Specialization</u>	<u>Date</u>
	BS	Southern University	Horticulture/Veg. Crops	1968
	MS	Louisiana State University	Horticulture/Veg. Crops	1972
	PhD	Louisiana State University	Horticulture/Plant Breeding	1975
	Post Doc.	Cornell University	Plant Breeding/Genetics	1976
	IPA Appt./Sabb.USDA/ARS/CSREES (NIFA) Interagency Collaboration Policy 2004			

II. OUTSTANDING CONTRIBUTIONS AT FLORIDA A&M UNIVERSITY:

My most recent contributions to higher education and community development were at Florida A&M University in the areas of teaching, research, extension, and scholarly activities, which have been numerous and on several fronts. In the area of administration, I served as Dean and Director of Land-grant Programs for 7 years (1997 - 2003). During my tenure, I administered and managed an annual budget of over \$3.2 million dollars, in state Educational and General (E&G) funds; and approximately \$3.8 million in research and extension Land-grant funding, including USDA/1890 facilities and McIntire-Stennis (Forestry) funds. In addition, I secured approximately \$9 million dollars in extramural Contracts and Grant funds from the federal government, private industry, and stakeholders in support of the College of Engineering Sciences, Technology and Agriculture (CESTA) and its various land-grant programs. Some of the specifics I achieved during this time period included the following:

- Restructured the administrative arm of CESTA, making it comparable to the 1862 land-grant colleges. The new structure opened up the following positions; Dean and Director of Land-grant Programs, Associate Deans for Academic Programs, Research and Technology, and Extension/Outreach, and Director of International Agricultural Programs. This was the first such administrative structure across the 1890 land-grant system.
- Raised CESTA’s minimum admission GPA requirements from 2.0 to 2.5 in order to enhance the admission requirements of our students, thereby, making them more competitive and having the academic ability to deal with the **STEM** disciplinary requirements for students matriculating within the College, which we refer to as Food and Agricultural Sciences Technology Engineering and Mathematics (FASTEM).
- Established a **CESTA Scholarship Endowment Fund** and secured over \$250,000 from external sources for high academic achievers, which still exists today. I also secured

funding for scholarships and assistantships from USDA agencies and private industries for training potential employees for several federal and state agencies, and private industries.

- Championed the cause which now allows FAMU Faculty and Staff to earmark their scholarship contributions to their respective colleges or academic programs, if they so desire. This policy change brings in approximately \$20,000 annually to the CAFS Scholarship Endowment Fund.
- Mandated that all proposals going forward included components to (1) recruit undergraduate and graduate students; and, (2) to write in increased levels of funding that would sustain and retain the graduate recruits at a reasonable cost of living during their matriculation.
- Contributed significantly through service on various national and regional boards, councils, commissions, and committees. This service had a direct and long-term impact on FAMU and other 1890 and 1862 land-grant universities in that it resulted in heightened program support and public recognition and appreciation for the land-grant services we provided. As it relates to FAMU, some of my greatest contributions were securing funding to establish: 1) the FAMU Science Center of Excellence; 2) the Center for Biological Control; 3) the Center for Water and Air Quality; 4) the renovation of a facility to house the Center for Viticulture and Small Fruit Research; 5) the first campus-based USDA/ARS Research Work Unit of its type on an HBCU Land-grant campus; 6) the restructuring of the FAMU/UF doctoral affiliate in Entomology to allow for the option of teaching all or any part of the curriculum on FAMU's campus, conducting all or some of the research on FAMU's campus by FAMU faculty, as well as, allowing both universities' Presidents and Registrars to sign-off on the diplomas. Thus, this made it a more meaningful and realistic cooperative degree program; and, 7) the FAMU Grape Harvest Festival, which has become an annual event with an attendance level that has ranged between 3000 and 5000 participants for the past five years. In addition to the general public, the festival is attended by state and federal legislators and congressional members, the Mayor, City and County Commissioners and their staffs, and the University's President, Vice Presidents, Deans and Directors, and most of all, our students. The festival is an excellent way to bring the general public into the campus to learn about the culture of our viticulture and other research and extension programs while having fun in the process. All Land-grant programs participate via educational and extension display booths and demonstration type workshops. Even the Tallahassee public organizations have informational displays and hands-on experiential learning demonstrations.

My greatest accomplishments over the span of my professional career, from a national perspective, were in the area of student and program development which proved to be beneficial to the entire 1890 Land-grant community in the recruitment of high academic achievers, training them at the university level and sending them on to graduate schools and private industries. This process has resulted in over 200 graduates at the BS, MS and PhD levels with over 50 students currently working for USDA in leadership positions.

- Played the leadership role in establishing the USDA/1890 Task Force, securing the USDA 1890 Capacity Building Grant program, the USDA 1890 Facilities Program, and opening up the McIntire-Stennis (Forestry) Program to selected 1890 Universities, to include FAMU and Southern University. Also played a major role in getting USDA/1890 Liaison Positions & USDA Research Facilities established on 1890 Campuses.
- Established the first BS degree program in the nation in Urban Forestry at Southern University. Since its inception over the past 20 years, this program has grown in both size

and complexity offering BS, MS and PhD degree programs to over 40 majors and having graduated over 200 students.

- Received the **Visionary Award** from Southern University in November, 2012, during the 20th Anniversary Celebration for the success of the Urban Forestry Program in student development and research experimentation.
- Received the SU Ag Center's **2015 Louisiana Living Legends Teaching Award** on March 20, 2015. The award was given in recognition of the more than 200 plus students whose lives have been positively impacted by Dr. Phills.
- Assisted in the development and release of three sweet potato varieties at Tuskegee Institute, one of which was used for space missions by NASA and can be seen at the Walt Disney World “**EPCOT Land**” pavilion in Orlando Florida. Growing in a soilless media.
- Wrote two articles for World Book Encyclopedia on yams and sweet potatoes as the first African American to publish in World Book, according to World Book.
- Broke the sterility code in the intergeneric hybridization between *Solanum lycopersicoides* X *Lycopersicon esculentum* leading to cold tolerance and virus resistance in the tomato.

These accomplishments have had a profound and lasting impact on Tuskegee University, Southern University and Florida A&M University, as well as the entire 1890 and 1862 land-grant communities. Since commencing my professional career at Cornell University, followed by Tuskegee University, Southern University and Florida A&M University, I have been very successful in acquiring competitive grants in teaching, research and extension/outreach for the entire Land-grant community, both 1890 and 1862 Universities. Over the past 3 years, I have received over one million dollars in funding from federal and state agencies. Under my leadership, visibility of our land-grant programs at all levels and clientele services were enhanced exponentially. The “A&M” in FAMU and SU A&M are widely known, understood and accepted as major cornerstones in their land-grant missions.

I was awarded an Inter-governmental Personnel Act (IPA) professional development appointment (Jan. 2004 – Jan. 2005) with the United States Department of Agriculture (USDA) within dual agencies (Cooperative State Research, Education, and Extension Service – CSREES, and the Agricultural Research Service – ARS). The appointment was to enhance my knowledge of the development of the federal budget process and to provide me with first-hand knowledge of how the two agencies dealt with research evaluation and accountability. In addition, my specific assignment was to develop a protocol that would result in meaningful and achievable recommendations to strengthen and enhance the collaborative relationship between ARS and CSREES. I successfully completed the project assignment, which produced a document of recommendations that were accepted for policy changes by the two agencies, as well as, posted on their websites for use by other federal agencies.

III. ADVISEMENT/COUNSELING:

Student Advisement/Mentoring:

I served as major professor for the following master’s level students:

Conrad Bonisi*	Major Professor	Finished	1978
Brenda M. Allen**	Major Professor	Finished	1978
Ervin G. Wilson	Major Professor	Finished	1979
Clifton Paul	Major Professor	Finished	1979
Joseph Ogbugwo	Major Professor	Finished	1979
L.E. Uwaifo	Major Professor	Finished	1980

Victor Khan	Major Professor	Finished	1982
Walter Barker***	Major Professor	Finished	1982
Charmaine Price	Major Professor	Finished	1982
Fern Springer	Major Professor	Finished	1982
Owusu Bandele****	Major Professor	Finished	1982
Sampson Hopkinson	Major Professor	Finished	1986

- * Completed Ph.D. program at Cornell University and Post Doctorate at Penn State University.
- ** Completed Ph.D. program at Auburn University (First person in US to receive a PhD in urban forestry).
- *** Completed Ph.D. program at University of Minnesota.
- **** Completed Ph.D. program at North Carolina State University.

I also served as minor professor for more than 50 graduate students; supervised and mentored over 100 undergraduate students. My mentorship numbers rise significantly (approximately 400) when the student participants from the BAYOU and RATLR Pre-college Summer Youth Development Programs, which I served as PI/PD, are factored in. Also, through the Viticulture Youth Development Outreach Programs, I frequently lead high school and college class tours throughout the Center; teaching and exposing the students to various aspects of small fruits and vegetables, and encouraging them to either come to college, or broaden their educational perspective by considering a degree in the food and agricultural sciences or a closely related FASTEM discipline.

Student Experiential Learning Programs: During my tenure at Tuskegee Institute, two of my undergraduate students were the first from an 1890 land-grant university to win competitive paper awards in the American Society of Horticultural Sciences (ASHS), one at the regional level and the other at the national. Both students received 2nd place awards in the student competitive paper competitions. These students were testaments to the diligent mentoring they received from my efforts. I also received the USDA Secretary of Agriculture Honor Award for the development of the Southern University **B**eginning **A**gricultural **Y**outh **O**pportunities **U**nlimited (BAYOU) student experiential learning program, which consisted of 7 Phases. These phases included pre-college middle and high school and college level students, which enabled them to take part in on-campus activities; governmental and private industry internships; university linkages; and summer, hire experiences.

As a result of my efforts and leadership, the USDA Agricultural Marketing Service (AMS) established the first USDA Agency Scholarship Program with Southern University’s College of Agriculture, Family and Consumer Sciences. Because of the success of this program, the USDA/1890 Taskforce used it as the model in establishing the USDA/1890 National Scholars Program.

Upon my arrival at FAMU, I utilized the model for the BAYOU Program to establish the **R**aising **A**griculturally and **T**echnologically **L**iterate **R**attlers (RATLR) Program at Florida A&M University in the College of Engineering Sciences, Technology and Agriculture. To support the RATLR Summer Program, I have been successful in writing 5 USDA Capacity Building Grants, averaging \$198,500 each to bring high school students to campus for the purpose of exposing them to the food and agricultural sciences, and related scientific disciplines. I served as research mentor to two CAFS students (Food Science and Entomology) who competed in December in the 2012 Professional Agricultural Workers Conference at Tuskegee University. They won 1st and 2nd Place with their Paper and Poster Presentations, respectively. I have had students to participate in

the Association of Research Directors (ARD) Symposia over the years as a part of their scientific professional development. It should be noted that my research group presented a total of 9 papers and posters in the 2013 ARD Biennial Research Symposium (4 students and 5 research associates, post docs and Co-PIs). This speaks to my devotion to promoting leadership development, youth development, and experiential learning in mentoring students and young scientists.

IV. UNIVERSITY/PUBLIC SERVICE: PARTICIPATION ON SELECTED LOCAL, REGIONAL, AND NATIONAL BOARDS COMMISSIONS, COUNCILS, AND COMMITTEES:

St Mary Primitive Baptist Church Fellowship Bowling League - **Chair**
St Mary Village of HOPE (helping our people excel) - **Chair**
National Women in Agriculture Association "NWIAA" Board of Directors - **Member**
Munree Cemetery Foundation Board of Directors - **Member**
Council of 1890 Presidents and Chancellors Legislative and Budget Committee – **Chair (10 yrs.);**
National Academy of Sciences Board on Agriculture and Natural Resources (BANR), **Member;**
Association for International Agriculture and Rural Development Board of Directors - **Member;**
USDA Forestry Research Advisory Council - **Member;**
USDA National Agricultural Statistics Service Advisory Council - **Member;**
Tallahassee Urban League Board of Directors - **Member;**
FAMU-ARS Science Center of Excellence Administrative Council - **Chair;**
Agricultural Research Institute (ARI) - **Member;**
Alpha Phi Alpha Fraternity, Inc., (Gamma Mu Lambda Chapter) - **Member;**
Sigma Xi Scientific Society of North America - **Member;**
Association of Research Directors (ARD) Legislative and Budget Committee - **Chair;**
1890 Corporate/Congressional Legislative Think-Tank - **Chair;**
1890 Emerging Leadership Development Program Committee - **Chair;**
Bobby Phills Educational Awareness Foundation, Inc. Board of Directors, **Pres & CEO;**
USDA Forestry Research Advisory Council, **Member;**
USDA National Agricultural Statistics Service Advisory Council, **Member;**
ASHS Southern Region Collegiate Branch, **Faculty Advisor;**
ASHS Southern Region Education Committee, **Chair;**
ASHS Southern Region L. M. Ware Outstanding Teacher Awards Committee, **Chair;**
ARD's Ninth Biennial Research Symposium Committee, **Chair;**
ARD's Small-Scale Agriculture Committee, **Chair;**
Baton Rouge Green Board of Directors - **Member;**
Louisiana Board of Regents Task Force on Agriculture - **Member;**
Louisiana-Nigerian Agriculture Commission - **Member;**
Lower Delta Nutrition Initiative Steering Committee - **Member;**
NASULGC, Division of Agriculture Legislative Committee - **Member;**
NASULGC, Commission on Food, Environmental and Renewable Resources, **Vice Chair;**
NASULGC, Board of Agriculture Budget Committee - **Member;**
NASULGC, Farm Bill Rewrite Committee - **Member 2000 & 2005;**
National 1890 Centennial Committee, **Chair;**
National Urban Forestry Task Force on Minority Recruitment - **Member;**
SCS/1890 Symposium Committee, **Co-Chair;**
Southern Agriculture Deans' Council, **Chair;**
The Florida Farm Foundation, Inc. Board of Directors - **Member;**
USAID Research Advisory Committee - **Member (6 yrs);**
USDA, Joint Council on Food and Agricultural Sciences - **Member;**
Southern University Research Council - **Member;**
Tuskegee Institute Carver Research Foundation Administrative Council - **Associate Director**

V. PROFESSIONAL SERVICE AND OTHER EXPERIENCES:

Teaching/Academic Experiences: I taught undergraduate and graduate courses in Vegetable Crops and Plant Breeding at Tuskegee University for 7 years, from 1976 through 1983. During that period, I received the College Teacher of the Year Award and was nominated for the University Teacher of the Year Award.

Academic Leadership: Served as chair, vice chair or a member of the following national boards, councils, commissions and committees:

- ❖ Southern Land-Grant Deans Association - **Secretary, Vice Chair, and Chair**
- ❖ NASULGC Academic Committee on Organization and Policy (ACOP) - **Vice Chair**
- ❖ 1890 Council of Academic Deans – **Chair**
- ❖ NASULGC Board on Agriculture – **Member**
- ❖ NASULGC Commission on Food, Environmental and Renewable Resources - **Vice Chair**

As noted previously, I collaborated with Dr. K. Jane Coulter, Deputy Administrator for USDA Higher Education Programs, to develop the criteria for the 1890 Capacity Building Grants Program; Co-chaired the USDA/1890 Facilities Committee with Dr. Ted Wilson, USDA/CSREES Deputy Administrator for Plant Science to develop the criteria for the USDA 1890 Facilities Program; and, Co-chaired the USDA/1890 Nashville Summit Planning Committee with Mr. Don Gomer, Deputy Conservationist, Louisiana, that resulted in the establishment of the USDA/1890 Taskforce.

Past Research Experiences: During graduate school, I conducted research on the sweet potato and tomato, respectively, and **was the first African American to receive a degree in Agriculture from Louisiana State University, where I received the MS and PhD degrees.** Following graduate school, I received a two-year post doctorate fellowship from the Rockefeller Foundation to attend Cornell University and study with three leading plant breeding and extension professors in the country, Drs. Richard D. Robinson, Henry Munger and Phil Mingus, respectively. My research focused on the intergeneric hybridization of *Lycopersicon esculentum* x *Solanum lycopersicoides*; and, the use of extension to transfer research findings to New York growers. The experience I gained was used to jumpstart my professional research career.

Post Doctorate Experience at Cornell University: As stated earlier, my post doctorate research and extension/outreach work involved the successful hybridization of *Solanum lycopersicoides* x *Lycopersicon esculentum*, and indexing this wild relative of the tomato for pest resistance and environmental stress tolerance. This was the first known successful hybridization of this intergeneric cross. This cross led to discoveries of tobacco and cucumber mosaic virus resistance and heat and cold tolerance in tomatoes.

Research at Tuskegee University: My research focused on the development of sweet potatoes and tomatoes. I also assisted Dr. Booker T. Whatley with breeding sweet potatoes, Muscadine grapes, and blueberries; released two sweet potato cultivars with Dr. Whatley; released a third sweet potato cultivar in 2005 for NASA space missions in collaboration with Dr. Conrad Bonsi), my former graduate student, and other Tuskegee scientists. This cultivar has the ability to set storage roots in soil-less media; collaborated with Dr. Bonsi to write two articles for the World Book Encyclopedia (Sweet Potato and Yam); and, according to World Book Encyclopedia, was the first African American to publish in World Book Encyclopedia, 1986, Vol. 86A.

Research and Academic Administration at Southern University: I served as Dean and Research Director to the initial College of Agriculture, which later was merged with the College of Home Economics to become the College of Agriculture and Home Economics. During my tenure, one of my major accomplishments was my establishment of the first USDA/NRCS National Plant Data Collection Center on an 1890 University Campus, and the establishment of the first BS Degree Urban Forestry Program in the nation in 1992. As noted above, I received the Southern University Visionary Award in 2012 for pioneering this program 20 years ago.

Research at Florida A&M University (FAMU): My primary research focus: Evaluation and improvement of small fruits, nuts and vegetables for small and limited resource growers in Florida and the Southern United States, with emphasis on berries, citrus, plums, figs, oriental persimmons, chestnuts, and assorted fresh vegetables using Integrated Pest Management (IPM) strategies. I served as PD/PI for a Small Fruit USDA/ARS Cooperative Agreement (\$576,000), which was the foundation for my current research program. I am collaborating with research colleagues as we seek to develop seedless Muscadine grape cultivars; developed raspberry genetic improvement program to address southern growers' needs; and, value-added product development. I am the Director of the IPM Extension Fruit and Vegetable Program, and Co-PI of our National Clean Plant Grape Germplasm Program. I am the PD/PI of CAFS RATLR Youth Development Program, "In Search of the Next George Washington Carver", and mentor numerous pre-college students in research exploration and experimentation as a major component of the RATLR High School Youth Development Summer Program.

As Chairman of the 1890 Presidents and Chancellors Legislative and Budget Committee, as well as a member of the 1862 and 1890 National Land-grant Budget Committee, during my tenure here at FAMU, my position allowed me to successfully petition Congress in 1999 to appropriate \$2.5 Million annually for a joint research and development collaboration between the USDA/ARS and FAMU. One Million dollars of these funds were used to establish the **FAMU Science Center of Excellence** to support joint projects between Agriculture and Food Sciences, Biology, Chemistry, and Physics, ranging from \$200,000 - \$300,000 per project for the scientists in these areas, and \$1 Million for ARS collaboration with FAMU. **An additional \$500,000 was used to establish the Small Fruit Research and Outreach Program** (with \$250K to FAMU and \$250K to ARS).

Extension and Public Service Experiences: During my tenure at Tuskegee University, I planned and organized Field Days for sweet potato and tomato growers; assisted in the program planning for the Annual Farmers Conference and the Professional Agricultural Workers Conference; helped to develop the framework for the USDA Socially Disadvantaged Initiative (SDI) for Small Farms Program (Sec. 2501); and, developed the first project under the SDI program at Tuskegee University (\$425,000).

While at Southern University, I developed a second SDI project (\$375,000); coordinated the research and outreach efforts of the Southern University Small Farms Research Center (a Consent Decree Program); served as Chairman of the 1890 Association of Research Directors from **1987-1989**; organized the community-wide, tree-planting project on Arbor Day in the Scotlandville Community which spanned Harding Boulevard from the community near the Interstate intersection, leading up to the Southern University Campus, as is evidenced even today.

At Florida A&M University, I've chaired the Annual Grape Growers Field Day; developed, chaired and co-chaired the FAMU Annual Grape Harvest Festival, which brings over 70 exhibitors and 5000 plus participants to the CAFS Center for Viticulture and Small Fruit Research over the past 12 years. Currently, I serve as PD/PI of the Small Fruit Research and Outreach Program and the

Extension IPM Small Fruit and Vegetable Program, which hosts numerous IPM field days and on-farm demonstrations. My public service over the years included working with the 4-H, FFA, and Boy Scouts of America organizations. I assisted with merit badge counseling and community cleanup campaigns; served as a past member of the Tallahassee Urban League Board of Directors; and worked with youth development and career planning. I serve as an advisor to the St. Mary Primitive Baptist Church (SMPBC) Youth Ministry; co-chair SMPBC Bowling Committee; chair the SMPBC 'Village of HOPE' (Helping Our People Excel) Ministry; and, I organized a voter registration and "Get the Vote Out" workshop and drive for congregants and their families and friends, with specific attention on youth and young adults in the community; and organized through the Village of HOPE Florida Comprehensive Achievement Test (FCAT) workshops to prepare elementary and high school students to take annual Florida state mandatory tests. As a community servant, I have made several presentations on leadership development, brotherhood, youth development, voting, and community activism at the church and within the juvenile justice system.

Due to some health challenges that I face, I have been requested annually to speak to the Florida State University Medical students on renal health care and how renal patients can remain resolute. I also speak to young people in the Tallahassee Juvenile Justice System, on how they can become credible citizens based on the choices they make as they move forward.

International Experiences: The following is an abridged list of selected international experiences:

- Ghana, West Africa - University Linkage Exploration - **Team Leader**
- Guyana, South America - Baseline Study on Agricultural Research, Teaching and Extension Programs - **Team Leader**
- Kenya, East Africa - Review of Agricultural and Teaching Program at University of Nairobi - **Team Leader**
- Jamaican/Caribbean University Linkage Exploration - **Team Leader**
- Nigeria, Africa - Nigerian/Louisiana Agricultural Development Evaluation Team - **Member**
- Rwanda, East Africa - Africare Refugee Agriculture Project Review - **Team Leader**
- Jamaica/Sandals/Beaches Resorts Employee and Student Training Programs - **Team Leader**
- Somalia, East Africa - Refugee Agric. Self Reliance Project Design Study - **Team Leader**
- ARD Agriculture Expeditions to Jamaica, Virgin Islands, Puerto Rico, Guam and Mexico to study agricultural operations and potential collaboration in these countries - **Member**
- South Vietnam, Southeast Asia - Assisted in curtailing the spread of communism - **US Army Helicopter Crew Chief and Flight Operations Coordinator**
- FAMU Center for International Agricultural Trade Development Research and Training - **Board Member**

VI. PUBLICATIONS, PRESENTATIONS, BOOKS, AND OTHER SCHOLARLY ACTIVITIES:

Selected Refereed Publications:

Whatley, B.T. and B.R. Phills. 1977. 'Rojo Blanco' Sweet Potato. *HortScience* 12(3):266.

Whatley, B.T. and B.R. Phills. 1977. 'Carver' Sweet Potato. *HortScience* 12(3):266.

Alvarez, M.N., B.T. Whatley, J.H.M. Henderson and B.R. Phills. 1978. Effect of Polaris on yield, dry matter, and soluble solids of sweet potato roots. *J. Amer. Soc. Hort. Sci.* 103(2):206-207.

Phills, B.R., N.H. Peck, G.E. MacDonald and R.W. Robinson. 1979. Differential response of *Lycopersicon* and *Solanum* species to salinity. *J. Amer. Soc. Hort. Sci.* 104(3):349-352.

Bonsi, C.K. and B.R. Phills. 1979. Reaction of twelve sweet potato cultivars and breeding lines of two root-knot species with three experimental methods. *HortScience* 14(4):539-541.

- Quamina, J.E., W.A. Hill and B.R. Phills. 1981. Comparative development of vine cuttings and rotted tuber sprouts from Yam (*Dioscorea alata* L.). HortScience 16(6):777-778.
- Quamina, J.E., B.R. Phills and W.A. Hill. 1981. Vine Production from tuber pieces of various sizes and sections of Yam (*Dioscorea alata* L.). HortScience 17(1):73.
- Pace, R.D., G.G. Dull and B.R. Phills. 1985. Proximate composition of sweet potato greens in relation to cultivar, harvest date, crop year and processing. J. Food Science. Vol. 50:537-538.
- Pace, R.D., G.G. Dull, T.E. Sibiya and B.R. Phills. 1985. Ca, Fe, and Zn content of 'Jewel' sweet potato greens affected by harvesting practices. J. Food Science.
- Pace, R.D., G.G. Dull and B.R. Phills. 1985. Vitamin and mineral content of sweet potato greens in relation to cultivar, harvest date, crop year and processing. J. Food Science.
- Phills, B.R. and Conrad Bonsi. 1986. Sweet Potato. World Book Encyclopedia.
- Phills, B.R. and Conrad Bonsi. 1986. Yam. World Book Encyclopedia.
- Phills, B.R. 1992 - Southern University's Urban Forestry Program: History, Structure, Accomplishments and Visions. Proceeding of the Society of American Foresters.
- Colova, V, P. Bordallo, B. Phills, M. Bausher, 2007: Synchronized Somatic Embryo Development in Embryogenic Suspensions of Grapevine (*Muscadinia rotundifolia* Small and *Vitis vinifera*, L.), VITIS, (46) 1: 15-18.

Selected Non-refereed Papers, Presentations and Abstracts:

- Phills, B.R., R. Providenti and R.W. Robinson. 1977. Reaction of *Solanum lycopersicoides* to virus diseases of the tomato. Tomato Genetics Cooperative No. 28.
- Phills, B.R., R.W. Robinson and J.W. Shail. 1977. The evaluation of *Solanum lycopersicoides* for resistance to fungal diseases and nematodes. Tomato Genetics Cooperative No. 28.
- Robinson, R.W. and B.R. Phills. 1977. *Solanum lycopersicoides*: A source of tolerance to low temperatures. Tomato Genetics Cooperative No. 28.
- Phills, B.R. and R.W. Robinson. 1978. Flowering of *Solanum lycopersicoides* and its hybrid with the tomato. Tomato Genetics Cooperative No. 29.
- Phills, B.R. and T.P. Hernandez. 1975. Combining ability in F1 hybrids, *Lycopersicon esculentum*. HortScience 10(2):149.
- Phills, Bobby R. and Brenda M. Allen. 1979. Evaluation of selected sweet potato cultivars for seed-piece propagation. HortScience 14(2):124.
- Phills, B.R. and V.A. Khan. 1981. Percent dry matter of sweet potato as a function of stage of growth. HortScience 16(3):288.
- Kundai Nyemu Chibanguza, Bobby R. Phills. 2012. Nutritional evaluation of 'Better Boy' tomatoes (*Lycopersicon esculentum*) for a dialysis patient whose condition resulted from advanced hypertension and diabetes. Presented at 70th PAWC, Tuskegee University. Dec. 2-4, 2012 (**1st Place Award - Student undergraduate competition**).
- Haseeb, M., R. Said, B. Phills, A. Bolques and G. Umar. Some priority pest problems in small scale fruit and vegetable production in North Florida. Extension poster presented at the 7th International IPM Symposium, held in Memphis, TN, USA (26-29 March 2012).
- Phills BR, Phills G, Umar G, Onokpise O, Mobley R and Bourne Smothers J. CESTA Summer Youth Development Institute: USDA-NIFA PD Conf. September 16-19, 2012 Huntsville AL.
- Phills B.R., Leong S, and Umar G. 2011. Growing a Grape Harvest Festival: Our Experience – Our Growing Pains. FGGA Annual Conference January 21-22, 2011 - Lakeland, FL.
- Phills B.R. and Umar G. 2010. Growing a grape festival: Our experience. Presented at Florida Grape Growers Association (FGGA) Annual Conference held January 8-9, 2010, Daytona Beach, FL.
- Umar G, Vasanthaiah Hemanth KN, Devaiah K, Basha SM, Phills, BR, and Hunter W 2010. Assessment of Genetic Diversity among Selected Raspberry Cultivars. The Florida State Horticulture Society annual meeting held at Crystal River, FL, from June 6– 8, 2010.

- Phills, B.R., Leong S, Tsolova V, Mobley R, Reitz S, Kairo M, Umar G, Vasanthaiah HKN, Kambiranda D, Basha SM, Sutton S, Harper A and Farm crew.* 2011. Use of Grape Festival to Highlight and Promote Center Research and Extension Programs. 16th Biennial ARD Research Symposium, Atlanta, GA, April 9-13.
- Vasanthaiah HKN, Kambiranda D, Basha SM, Umar G and Phills B.R.* 2011. Development of Molecular Markers Linked to Low Chill/ Heat Tolerance in Raspberry. 16th Biennial ARD Research Symposium, Atlanta, GA, April 9-13.
- Umar G, Phills B.R, Vasanthaiah HKN, Devaiah K and Basha SM.* 2011. Determining Selected Physio-Chemical Characteristics Among Blackberry Genotypes (*Rubus spp.*) in North Florida. 16th Biennial ARD Research Symposium, Atlanta, GA, April 9-13.
- Umar G, Phills B.R., Vasanthaiah HKN, Devaiah K and Basha S.M. and Hunter W.* 2010. Assessment of Genetic Diversity among Selected Raspberry Cultivars. Joint Annual Meeting of The Florida State Horticulture Society and Soil and Crop Science Society of Florida. Crystal River FL. June 6 – 8
- Phills B.R., Basha SM, Vasanthaiah HKN, Umar G and Kambiranda D.* 2010. The Development of Raspberry Genetic Improvement Program. Project Directors Conference/Workshop, Washington DC, Nov 29 – Dec 3.
- Vasanthaiah HKN, Kambiranda D, Umar G, Basha SM and Phills B.R.* 2010. Identification of molecular markers associated with low chill/heat tolerance in raspberry (W376). *Section: Use of Molecular Markers for Plant Breeders Workshop*, Plant and Animal Genome XVIII conference, San Diego, CA, January 9 – 13.

Books and Book Chapters:

- Henderson, J.H.M., B.R. Phills and B.T. Whatley.* 1984. The growth and culture of *Ipomoea batatas L*: The Sweet Potato In Tissue Culture-Possible se in Crop Improvement. Vol. 2, First Ed. Academic Press
- Ananga, A., V. Georgiev, J. Ochieng, B. Phills, and V. Tsolova.* 2012. Production of Anthocyanins in Grape Cell Cultures: A potential Source of Raw Material for Pharmaceutical, Food, and Cosmetic Industries. In: "The Mediterranean Genetic Code - Grapevine and Olive" (Barbara Sladonja Ed.), InTech, Croatia, ISBN 980-953-307-597-1, published.
- Phills, BR.* 2013. Editor, "Grandma's Down Home Family Recipes" cookbook". An HWP Family Reunion compilation of family recipes. ©Morris Press Cookbooks, published.

VII. RESEARCH GRANTS AND CONTRACTS: List of selected research projects, grants and contracts received during Dr. Phills professional career.

- USDA/FmHA-Alabama-Tuskegee-Small-Scale Farm Family Enhancement Program- 1983-1986 (\$425K)
- USDA/FmHA-Louisiana Small-Scale Farm Family Enhancement Program-1990-1992 (\$398K)
- USDA/FS-Establishment of an Urban Forestry Program at Southern University-1991-1993 (\$600K)
- USDA/ARS-Biological Control Partnership Cooperative Agreement at FAMU 1998-2007 (\$850K)
- USDA/CSREES-CBG-Raising Agriculturally and Technologically Literate Ratters (RATLR)- 1999, 2000, 2010-(\$198K each)
- USDA/APHIS -Biological Control Partnership Cooperative Agreement at FAMU-2000-2003 (\$800K)
- USDA/ ARS/ FAMU Science Center of Excellence-1999-2005 (\$3,450,000)
- USDA/CSREES-CBG-Genetically Tailored Muscadine Grapes for Fresh Market/CoPI-2005- (\$296,456)

- The Development of A Raspberry Genetic Improvement Program 2009 -2011 CBG CSREES USDA (\$ 299,782)
- Developing Low Chill and Heat Tolerant Raspberry Suitable for Florida, 2010-2012, FDACS, 2010 Specialty Crop Block Grant, (\$103,157)
- Florida A&M Extension Integrated Pest Management Coordination Program. 2010-2013 USDA/NIFA Extension IPM Coordination Support Program. (\$221,778)
- Southeastern Vine Improvement and Distribution Program: Disease Free G1/G2 Planting Stock for Viticulture Industry in Florida and Southeastern Region PI Violeta Colova, Bobby Phills and Stephen Leong: USDA/ APHIS/ NCPN 2010) - (\$115,000)
- Southeastern Vine Improvement and Distribution Program: Clean Plant Diagnostic Capacity for American Native Grapes , PI Violeta Colova, Anthony Ananga, Bobby Phills and Stephen Leong: USDA/ NCPN 2011 -(\$182,000)
- Southeastern Vine Improvement and Distribution Program: Disease Free G1 /G2 Planting Stock for Viticulture Industry in Florida and Southeastern Region PI Violeta Colova, Bobby Phills and Stephen Leong: USDA/ NCPN 2011- (\$127,000)
- CESTA Summer Youth Development Institute 2010 -2013 - CBG NIFA USDA (\$199,425)
- CESTA Youth Development Summer Institute Phase II: Enhancement of Research and Extension Learning Laboratories (RELL). 2012-2015 CBG NIFA-USA. (\$ 199,991)
- Enhancing the capacity of urban agriculture in north Florida using best management of farming practices. 2012-2015 CBG NIFA-USA. (\$348,371)

VIII. AWARDS AND HONORS:

- American Men and Women of Science (14th Edition)
- Tuskegee Institute Outstanding Faculty of the Year Award (Dept. & School-Selectee.) 1979 & 1980
- Association of Research Director's Outstanding Leadership Award
- USDA/1890 Task Force Executive Team Appreciation Award
- USAID Research Committee Appreciation Award
- Council of 1890 Deans and Directors Outstanding Leadership Award
- NASULGC Outstanding Leadership Award
- Louisiana FFA Association Honorary State FFA Degree
- Louisiana Arborists Association Recognition Award
- Southern University Academic Leadership Award
- USDA/CSREES Outstanding Service Award
- Louisiana Food & Agriculture Council Outstanding Leadership Award
- Southern University Board of Supervisors Excellence Award
- FAMU/MANRRS Chapter Outstanding Service Award
- FAMU/CESTA Distinguished Service Award
- Association of Research Directors Leadership Recognition Award
- Florida Grape Growers Association Appreciation Award
- NASULGC/ACOP Outstanding Service Recognition Award
- USDA/1890 National Scholars Program Appreciation Award
- The National Academics' National Research Council Board on Agriculture and Natural Resources Membership Service Award
- St. Mary Primitive Baptist Church Leadership Award (2007)
- The Southern University Urban Forestry Visionary Award (2012)
- Enshrinement into the FAMU/CAFS Land-Grant Administrators Gallery of Distinction (2014)
- Southern University Agriculture Center Louisiana Living Legends Award for Teaching (2015)

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EDUCATION:

- Ph.D. Agricultural Education, Community and Rural Development
 March, 1990 Ohio State University
- M.S. Extension Education and Education Leadership
 December, 1984 Mississippi State University
- B.S. Agricultural Economics
 May, 1980 Alcorn State University

PROGRAM AND ADMINISTRATIVE LEADERSHIP ACCOMPLISHMENTS:

- ❖ Secured the National Center for Socially Disadvantage Farmers and Ranchers, Alcorn State University: total budget \$2,000,000.
- ❖ Worked with chancellors of the other University of Arkansas campuses to enhance and strengthen the relationship between the campus and the Cooperative Extension Service.
- ❖ Increased revenue from grants and contracts in 2004 from \$6,000,000 to \$9,000,000 in 2009.
- ❖ Lead the effort to overhaul the Cooperative Extension Service Awards and Recognition program in 2002.
- ❖ Initiated planning for a statewide capital campaign for Arkansas 4-H centennial ending in 2008 with 800,000 raised to support the 4-H centennial conservation.

CAREER SUMMARY:

- ❖ Extensive background in Research outreach education, adult education, youth development and leadership development programs.
- ❖ Experience in working collaboratively with community and government agencies, foundations, advisory boards and committees.
- ❖ Experience at all levels in land grant universities including: county, regional, state and national (through working on national committees and teams).
- ❖ Administrative experience in planned and implemented education programs in large urban areas, such as Nashville, TN and Columbus OH as well as sparsely populated rural areas such as Philadelphia and MS.
- ❖ Vast experience in working with a range of socioeconomic and culturally diverse clientele.
- ❖ Experience in private fund development, as well as securing funds from county and state governments.
- ❖ Developed and managed budget for county, regional and state level Division of Agriculture programs and university wide outreach efforts for FY09: total budget \$59 million.
- ❖ Led, developed, implemented and evaluated university wide education programs at the county, regional and state levels.
- ❖ Developed and implemented administrative and personnel policies and procedures affecting faculty and staff at the county, regional and state levels.

EDUCATION AND TRAINING BEYOND LAST DEGREE:

- ❖ Center for Creative Leadership, attended the Looking Glass Experience in Greensboro, North Carolina November, 1999. The program focused on individual leadership skills and talents during simulation experiences.
- ❖ Peter F. Drucker Foundation for Non-Profit Management, Wisdom to Action: Ideas and Practices that Transform Organization, Los Angeles, CA 1998. The focus was on leadership in a holistic approach.
- ❖ Phase II Southern Extension Leadership Development Program (SLED), Birmingham, AL, 1995.
- ❖ Southern Extension Leadership Development Program (SLED), Somerset, KY, 1994.

PROFESSIONAL EXPERIENCE:

November 1, 2014 – Present Alcorn State University – Lorman, MS

Dean and Director of Land-Grant Programs

Provide leadership, management, financial oversight to the Research, Extension and Academic programs within the School of Agriculture and Applied sciences and the Land-Grant programs of Research and Extension.

May 21, 2009 – Present Lyles Consulting, Inc - Little Rock, AR

President and Owner

Specialize in leadership and team work strategies, for new administration, and new profits. Assist in developing management techniques that work.

October 1, 2000 – May 2009 University of Arkansas - Little Rock, AR

Associate Vice President for Agriculture, Director of Cooperative Extension Service

For nine (9) years, provided leadership, management, and administration of Cooperative Extension Service in Arkansas for the University of Arkansas System. Over 900 employee and annual operating budget excess of 100 million dollars.

January 1, 1997 – September 30, 2000 University of Tennessee - Crossville, TN

District Supervisor Agriculture Extension Service

Supervised one of four (4) district operation of the University of Tennessee Extension in Middle Tennessee.

July 1995 – December 1996 Tennessee State University - Nashville, TN

Administrator, Cooperative Extension Program

Provided visionary and innovative leadership, and direction for the Cooperative Extension program at a Historic black University.

September 1990 – June 1995 University of Tennessee - Chattanooga, TN

Associate District Supervisor, Agricultural Program and Agricultural Extension Service

Developed and supervised district agriculture, national resource, and community resource development programs for the district III of University of Tennessee Extension adult and youth programs.

July 1989 – September 1990 Ohio State University - Columbus, Ohio

County Chairman, Cooperative Extension Service

Served as County Chairman for Franklin County, Ohio through Ohio State University.

**January 1981 – June 1989 Mississippi State University – Philadelphia, Mississippi
County Extension Leader, Cooperative Extension Service**

Served as County Chairman for Neshoba County, Mississippi through Mississippi State University.

**June 1980 – December 1980 Mississippi State University – Pontotoc, Mississippi
County Extension Agent, Cooperative Extension Service**

Agriculture Agent for Mississippi State Station at Pontotoc, MS.

**September 1987 – March 1989 Ohio State University – Columbus, Ohio
Graduate Administrative Associate (While attending Graduate School)**

1977 – 1980 Summer Employment – Louisville, Mississippi

USDA, National Resource Conservation Service

VOLUNTEER EXPERIENCE:

May 2012 – Present Vice President Alcorn State University National Alumni Association
Serve as executive board members responsible for setting policy and fund development.

July 2013 – Present International Director of Social Action for Phi Beta Sigma Fraternity, Inc. Responsible for developing, implementing, and evaluation program for both members and youth in the area of Social Action for Phi Beta Sigma Fraternity, Inc.

January 2011 – Present Liaison to the USDA for the National Baptist Convention, USA Inc. Maintain ongoing relationships with the USA faith based person to keep the National Baptist and USDA connected.

January 2003 – Present Board of Directors of Hope Enterprise Corporation for Delta.

January 2002 – Present member of 100 Black Men of the Greater Little Rock, AR Chapter.

INSTRUCTION – PAST COURSES:

- ❖ EXED 5133 – Extension organization and Administration.

ADMINISTRATIVE PUBLICATIONS:

- ❖ Voices Newsletter for the School of Agriculture and Applied Sciences.

- ❖ From 2000 - 2009, provided leadership in the development of several Extension annual publications, including annual reports, strategic plans and progress reports.
- ❖ Wrote monthly “from the Director” article for the Blue Letter – U of A Extension’s monthly internal newsletter.
- ❖ From 1980 to 1990, wrote weekly news article for the local paper in Philadelphia, Mississippi.
- ❖ Lyles, Ivory; Warmbrod, Robert; “Training needs of the County Extension coordinator” The Journal of the American Association of Teachers and Educators in Agriculture, Spring 1995.
- ❖ Lyles, Ivory; “Training Extension Coordinators” The Journal of Extension, Fall 1987.
- ❖ Stewart, A.F.; Lyles, Ivory; “Effects of Government Programs on Living Standards in 13 Southwest Mississippi Counties”. Paper presented at the Southern Association of agricultural Economists, 1980.
- ❖ Ph.D. Dissertation; The Administrative Role of the Mississippi County Extension coordinator: Importance, Expectation, behavior and Training Needs.

SPECIAL ASSIGNMENTS AND COMMITTEES:

- ❖ Member National 4-H Congress Board of Directors 2000-2004
- ❖ Member National 4-H Council Board of Trustees 2001-2007
- ❖ Chair – National Task Force for Greater Racial & Ethnic Participation in 4-H Youth Development 1999 – 2000.
- ❖ National Nonprofit Education for Municipal Officials (NEMO) Advisory Panel 1997 – 2000.
- ❖ Program resource Ad Hoc group, ECOP 1995-1996
- ❖ Member National Strategic Planning – Cooperative Extension System 1995
- ❖ Member, Association of Southern Region Extension Directors 2000 - 2009
- ❖ Member, Southern Aquaculture Center Board 2001 - 2008
- ❖ Southern Regional Middle Management Program Leadership Committee 1999
- ❖ Association of Extension Administrators 1995 – 1996
- ❖ Member of Arkansas Food Bank Board of Directors 2001 – Present
- ❖ Member, Search Committee University of Tennessee, President 1999
- ❖ Member, Search Committee University of Tennessee, Vice President, Institute of Agriculture 1998

- ❖ Member, Search Committee, Supervisor Central District 1996
- ❖ Member, Search Committee University of Tennessee Agricultural Extension Service 4-H Section Leader 1997.
- ❖ Member, Search Committee University of Tennessee District I Program Leader, FCS 1996
- ❖ Member, Tennessee agricultural Extension Service – Home Rule Committee 1995
- ❖ Member, Tennessee agricultural Extension Service – 4-H Review 1995
- ❖ Member, University of Tennessee Diversity Committee 1994
- ❖ Member, University of Tennessee Committee on Report and Evaluation 1994
- ❖ Member, University of Tennessee Agriculture Review 1994

MEMBERSHIP AND AFFILIATIONS:

- ❖ Member National Association of County Agriculture Agents 1980 – 2009
- ❖ Member National Association of Extension 4-H Agents 1980 - 2009
- ❖ Member Epsilon Sigma Phi 1985 - 2009
- ❖ Member National 4- H Council Board of Trustees 2001 – 2007
- ❖ Member National 4- H Council Board Vice President 2004 – 2007
- ❖ Member National 4- H Congress Board of Trustees 2000 – 2004
- ❖ Arkansas Association of County Agriculture Agents 2001-2009
- ❖ Arkansas Association of Extension 4-H Agents 2001-2009
- ❖ Epsilon Sigma Phi – Alpha Iota Arkansas Chapter 2001-2009

INSTITUTIONAL/ORGANIZATIONAL SERVICE AND LEADERSHIP:

- ❖ Member, Extension Committee on Organization and Policy (ECOP); 2005 – present, ECOP is the national board that works with federal partner – Cooperative State Research, Education and Extension (CSREES) – to determine national programming strategies for the national extension system.
- ❖ Chair, Program Subcommittee of ECOP, appointed in Spring 2007
- ❖ Co-Chair, Food Stamp Nutrient Task Force of ECOP, appointed in Fall 2007
- ❖ Co-Chair, 4-H Youth Development Task Force of ECOP, Budget and Legislative Committee, appointed in fall 2002
- ❖ Administrative Advisor to Southern Region 4-H Youth Development Program Leaders 2005 – 2009
- ❖ Member, Executive Regional Extension Directors 2006
- ❖ Member, Committee to Evaluate Executive Director, Association of Southern Region Extension Directors 2004 – 2007.
- ❖ Participant, Southern Region Extension Directors' Meeting 2000-2009
- ❖ Board of Directors, Southern Regional Agriculture Center 2001-2006
- ❖ Chair, Association Southern Regional Extension Director 2005
- ❖ Executive Member, Association Southern Region Extensive Director 2004-2006

- ❖ Member, Association Southern Region Extension Directors 2000-2009
- ❖ Member of ECOP 2006-2009
- ❖ Chair, Program Committee of ECOP 2008-2009
- ❖ Member of ECOP Budget and Legislative Committee 2009

PROFESSIONAL AWARDS AND RECOGNITION

- ❖ Inducted into Alcorn State University Hall of Honors, 2011
- ❖ Inducted into Tennessee State University Agriculture & Home Economics Hall of Fame 2007
- ❖ Elected Vice President Alcorn National Alumni Association 2012
- ❖ Elected International Director of Social Action for Phi Beta Sigma Fraternity, Inc. 2013
- ❖ Life Member 1750 Phi Beta Sigma Fraternity 1999
- ❖ Served as Mu Beta Sigma Chapter President 2007-2011
- ❖ Scholarship Award recipient, National Association of County Agriculture Agents 1993
- ❖ State Winner, Communications Newsletter, National Association of County Agriculture Agents: 1981, 1983, 1984, 1986 and 1987.
- ❖ President, Scott Central High School Student Government Association 1975
- ❖ Outstanding Student in Agriculture Economics 1978
- ❖ Outstanding Young Extension Agent 1983
- ❖ NACAA State Communication Award Winner
- ❖ Outstanding Young Alcornite of the Year 1984
- ❖ FFA Honorary chapter Farmer 1985
- ❖ Farm Foundation Fellow 1988
- ❖ Served as Director of Sigma/Zeta Relations 2011-2013
- ❖ “Outstanding Extension Agent in Forestry” Tennessee Forestry Association 1996
- ❖ Inducted into Phi Beta Kappa Honor Society 2007
- ❖ Inducted into Zeta Alpha Chapter of Phi Beta Sigma Legends 2013

PERSONAL:

- ❖ Born in Scott County, Mississippi
- ❖ Reared on a small acreage diversified farm
- ❖ Married to Pauletta Moore Lyles – Teacher with the Little Rock School District
- ❖ Father of four children: Maurice, Lamond, Eddie and Irish
- ❖ Member of First Baptist Church of North Little Rock, AR. Serve as a Deacon and Men Sunday school Teacher.

REFERENCES AVAIBLE UPON REQUEST

REFERENCES:

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SUBR Chancellor's Report to the Southern University Board of Supervisors

Significant Achievements / Accomplishments

SUBR Wins Four Prestigious HBCU Awards



Southern University recently added four new HBCU Awards to its mantle. The SU Marching Band, physics professor Stephen McGuire, the SU Laser Interferometer Gravitational-Wave Observatory (LIGO) Scientific Collaboration (LSC), and student-athlete Devon Gales, each received a 2016 HBCU

Award held on July 15, 2016,

during an awards dinner at the University of the District of Columbia. The University was nominated in nine categories.

The annual awards program, sponsored by *HBCU Digest*, acknowledges and celebrates achievements at historically black colleges and universities throughout the United States. "The purpose of the awards ceremony is to give our HBCUs an opportunity for national exposure in key areas of campus performance," said Jarrett L. Carter Sr., founding editor of *HBCU Digest*.

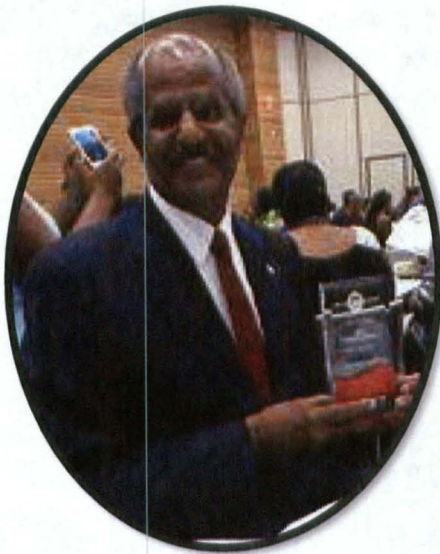
The SU "Human Jukebox" was named 2016's "Best Marching Band." This is the third HBCU Award for the famed Jaguar Marching Band. The band previously won honors in 2012 and 2014. "As director of bands at Southern University, I am both honored and humbled to be acknowledged among our peers as the best band. This is a testament of the history and legacy of the Human Jukebox and the band staff and I are simply continuing this great legacy," said Nathan Haymer.

When gravitational waves were detected last year for the first time by both of the twin LIGO detectors located in Livingston, Louisiana, and Hanford, Washington, SU scientists part of LIGO LSC, joined others from all over the world in celebrating the groundbreaking discovery. News of the historical

SUBR Chancellor's Report to the SU Board of Supervisors August 2016

astrophysics event is still making headlines. Scientists observed gravitational waves-ripples in the fabric of spacetime-for the second time, December 26, 2015.

Southern University, an active member in LIGO in the area of optical materials research since 1999, was honored for its academic excellence with a 2016 HBCU Award for "Best Research Center." The University's work focuses on minimizing noise in LIGO test mass mirrors in order to help maximize the sensitivity of the LIGO interferometers. These investigations have involved detailed experimental and computational studies of atomic composition and chemical structure of the mirror coatings by SU faculty members and students from the physics, chemistry, mathematics and computer science departments.



Dr. Stephen C. McGuire, the James and Ruth Smith Endowed Professor of Physics in the College of Sciences and Agriculture, SUBR, and principal investigator LSC, was in attendance at the awards ceremony, and accepted the award. Dr. McGuire also was presented with the 2016 "Male Faculty Member of the Year" HBCU Award for his individual achievements.

"I am extremely proud to receive these recognitions and accept them on behalf of the many students, faculty, and administrators from Southern University, LIGO, and the National Science Foundation, whose contributions and funding over the years have helped to make this outcome a reality," Dr. McGuire stated.

Also receiving
a 2016 HBCU
Award for
individual

achievement was SUBR student-athlete Devon Gales, a member of the Jaguar football team who was critically injured during last season. Mr. Gales, a sophomore wide receiver who suffered a paralyzing neck and spinal cord injury in a football game between SU and the University of Georgia (UGA), was picked as "Male Athlete of the Year" for an HBCU Award in athletic excellence.



A determined Mr. Gales has made great progress and through his phenomenal spirit, won the hearts of the Jaguar Nation, UGA fans and alums, and supporters from around the world, who have rallied to his aid. After spending several weeks in Atlanta in the hospital recovering from surgery and months in a rehabilitation center there, the Baton Rouge native

made a triumphant return home to much love and fanfare on March 5, 2016.

"Devon's amazing strength and unwavering faith in the power of prayer, hard work, and healing is a powerful example of true sportsmanship and courage," said SUBR interim athletic director, Roman Banks. On his road to recovery, Mr. Gales has regained strength in his muscles and relearned his basic motor skills. A major breakthrough in his recovery was recently reported on the Gales family's Facebook page with a video showing the inspiring SU student moving his legs.

Police Chief Joycelyn Johnson Attends Task Force Meeting at the White House

Interim police chief, Joycelyn Johnson, was invited to a White House 21st Century Policing Briefing held on July 22, 2016. President Barack Obama organized this task force in December 2015 and five months later, the task force issued its final report. A series of briefings have been held at the White House specifically for law enforcement leaders.

This special event provided an overview of the recommendations from the President's Task Force and allowed participants to discuss the impact of the recommendations on their daily work. Additionally, the group brainstormed with Senior Administration Officials about ways to enhance public trust and confidence in the justice system while maintaining public safety.

The recommendations were organized around six main topic areas: 1) Building Trust and Legitimacy, 2) Policy and Oversight, 3) Technology and Social Media, 4) Community Policing and Crime Reduction, 5) Officer Training and Education, and 6) Officer Safety and Wellness.

Chief Johnson was able to tour the White House during her visit. She stated, "It is such an honor to travel to the White House to represent the Southern University Police Department and Southern University as a whole. An opportunity to participate in a forum to enhance our efforts to maintain public safety is very positive and timely."



Biology Department Prepares to Provide Learning Technologies to the SUBR Campus



SUBR recently signed a MOU to participate in a pilot for CogBooks Company Advance Adaptive Technology Coursework, which is partially funded through the Bill and Melinda Gates Foundation. SUBR and Arizona State University were the only two institutions of higher education selected to partner with CogBooks.

The Advance Adaptive Technology platform uses 21st century learning technologies to deliver quality

online instruction coursework that will be used in biology and history classes to assess the effectiveness of the learning environments to improve student-learning outcomes. CogBooks will provide research on the benefits of adaptive courseware to build on the positive results seen at other partner institutions around the country.

With the sponsorship provided by CogBooks, SUBR faculty will be afforded the opportunity to conduct research to present at academic conferences. Ms. Loretta Spruel, for example, is a doctoral student who received a sponsorship to conduct effectiveness research in science/math education (SMED). The research collaboration will help provide funding that can build research infrastructure and knowledge about the use of adaptive learning courseware to enhance student-learning outcome and improve retention and graduation rate in STEM according to ReShonda Corley, research assistant for the doctoral program in SMED. In addition, SUBR students will have complimentary access to the engaging, adaptive CogBooks courseware throughout the academic year

The CogBooks team conducted a training workshop for SUBR biology faculty members on July 27, 2016. Each faculty member in attendance received a certificate of completion for the training. According to the CogBooks team, "This is a unique opportunity for Southern to be among the leading institutions in the United States to deploy these 21st century learning environments for general education and to conduct educational research to understand how minority students learn within these systems."

SUBR Poised to Expand Entrepreneurship

SUBR has been selected as one of six HBCUs in the Delta Region to advance entrepreneurship among its students and grow the region's entrepreneurial ecosystem through the inaugural HBCU Entrepreneurial Ecosystem Initiative.

Donald Andrews, Dean of the College of Business will have the opportunity to submit a grant proposal to compete among the other five HBCUs for the HBCU Entrepreneurial Ecosystem Initiative, which could provide the University up to \$24,000 "in support services to host a two-day technical assistance and rapid acceleration workshop to teach aspiring and advanced student entrepreneurs about skills and resources needed to launch and scale their businesses," according to a release by Delta Regional Authority.

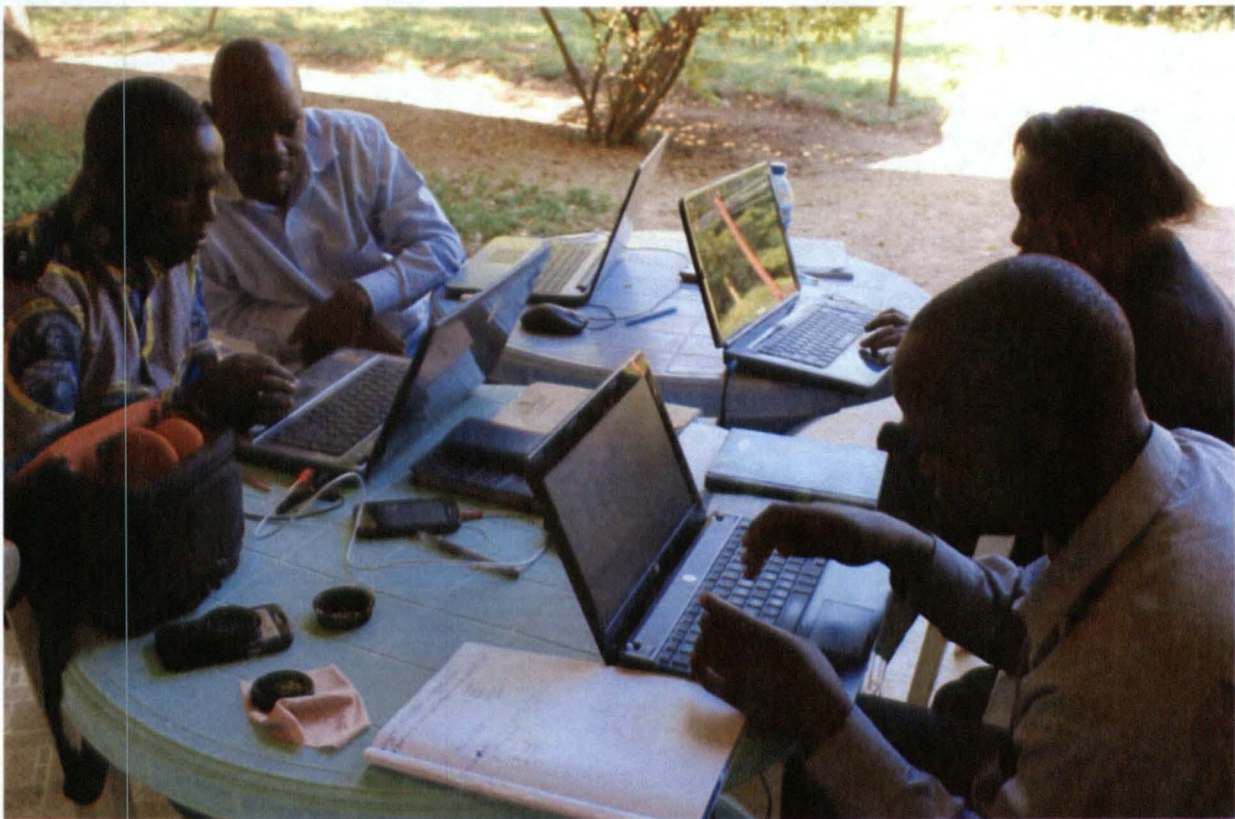


Dean Andrews stated that this will give the University the opportunity to develop the goals and processes needed to enhance programs in entrepreneurship and innovation. "After completing the two-day workshop, our students will have the opportunity to pitch their ideas at the Founders Weekend on the campus of the Allen Entrepreneurial Institute (AEI) in Lithonia, Georgia," said Dean Andrews.

"Our project in building the entrepreneurial ecosystem is System-wide in that we are collaborating with all segments of the Southern University System (SUBR, SUNO, SUSLA, SULC, SUAREC) in providing expanded opportunities for our students to become better educated in understanding how to compete and succeed in an entrepreneurial and innovative society. We are well positioned to take advantage of this opportunity in that we have a University Center for Economic and Entrepreneurial Development and a Small Business Development Center in the College of Business at Southern University Baton Rouge and our other campuses in the system have small business programs for developing entrepreneurial talent. This program is important in increasing the role of the university to enhance the innovation culture in Louisiana by advancing the teaching of creativity and entrepreneurship," Dean Andrews stated.

The other HBCUs selected for this opportunity include: Grambling State University, Mississippi Valley State University, Philander Smith College, Rust College, and University of Arkansas at Pine Bluff.

College of Business Professor Receives Support from Carnegie African Diaspora Fellowship Program



Aloyce R Kaliba, SU Baton Rouge College of Business professor of economics and statistics and Ben D. Johnson Endowed Professor in Business, was recently awarded a fellowship by the Carnegie African Diaspora Fellowship Program to travel to Tanzania to work with Anne G. Gongwe, dean of Faculty of Social Sciences and Communication at St. Augustine University of Tanzania, on collaborate research, graduate teaching, and young faculty mentoring.

Mr. Kaliba participated in providing intensive training in application of R Software in applied data analysis and visualization for graduate students and young faculty at the assistant lecturer and lecturer levels. The St. Augustine students and faculty were from the Faculty of Social Sciences and Communication. In addition to training and mentoring activities, Mr. Kaliba worked with different

faculty at the University to explore opportunities for further collaboration, including writing joint research proposal and scientific journal articles and devising mechanisms for faculty-student exchange between the two Universities.

"I feel extremely honored and appreciative for receiving this significant fellowship," Professor Kaliba said. "This award is an important impetus for me to continue international collaborative research during my career at Southern University and beyond. I am enthusiastic about my affiliation with St. Augustine University of Tanzania where both faculty and graduate students are eager to learn under difficult learning environment. The University is bringing together top professionals to train future entrepreneurs and leaders with limited resources and I will be proud to be part of it. In particular, the fellowship has strengthened my ambition of developing a collaborative research program with African Scholars based in Africa. Thereby alleviating contribution of Southern University in developing Mother Africa."

Professor Kaliba was one of 59 African Diaspora scholars who were awarded fellowships to travel to Africa to conduct a wide range of projects across disciplines, from agroforestry to e-learning modules for nursing, and from ethnomusicology to military mental health. The program has now selected and approved a total of 169 Fellows since its inception in 2013.

Another SUBR faculty member Fulbert L. Namwamba, professor, urban forestry, was also selected as a Carnegie African Diaspora Fellow. Professor Namwamba traveled to the University of Kabianga (UOK), in Kenya working on a collaborative project to identify emerging spatial technologies, the prospective to increase technology opportunities to empower community as well as initiate master of science curricula development in urban forestry and in hydrology and watershed management. He was paired with UOK professor Zablon Okollah Owiti, School of Natural Resource and Environmental Management.

The Southern University projects were two of 57 projects that paired African Diaspora scholars with higher education institutions in Africa to collaborate on curriculum co-development, research, graduate teaching, training and mentoring activities.

ExxonMobil Provides Generous Educational Matching Gift

ExxonMobil presented a check for \$58,950 to the Southern University Foundation as part of the ExxonMobil Foundation's 2015 Educational Matching Gift Program. The gift, announced during an on-campus reception on June 9, 2016 represents the ExxonMobil Foundation 3:1 match of 26 employees', retirees' and surviving spouses' donations of \$19,650 to the university.

"ExxonMobil has always been there for this University, and we continue challenging ourselves on other ways we can collaborate and enjoy a great relationship. I just want to say thank you to the alums and the corporation itself as it understands the value of HBCUs, Southern University in

SUBR Chancellor's Report to the SU Board of Supervisors August 2016

particular, and the degree to which we have all been shaped by this University," said Southern University President and Chancellor Ray Belton.



The ExxonMobil Foundation Educational Matching Gift Program has provided more than \$600 million to higher education since 1962. Under the program, the ExxonMobil Foundation provides 3:1 unrestricted, matching funds for donations to U.S. colleges and universities with which employees or retirees are affiliated.

"ExxonMobil employees and retirees have a long history of generous support for higher education," said Ben Soraci, president, ExxonMobil Foundation. "We are pleased to be able to build on their commitment and invest in the development of the next generation of leaders and innovators from Southern University."



August 2016
Southern University Law Center
Board of Supervisors Report



MINORITY LAW AND RESEARCH INSTITUTE



Chancellor Pierre with Dr. Haden

SULC welcomed 50 high school students from Louisiana, Alabama, Georgia, Virginia, and Maryland for the 16th Annual Minority Law and Research Institute, June 19-July 1, 2016.

Chancellor John Pierre introduced the group and its Executive Director, Joseph Haden, Sr., at the June 24 Southern University System Board of Supervisors meeting.

“The students are outstanding young people that we were proud to host,” Chancellor Pierre said. “Hosting them is part of our effort to increase the pipeline of young minority students who will want to enter college, law school, and the legal profession in the near future.”

The institute, which began its association with SULC in 2000, owes its existence to Aunt Berta’s Kids-In-Need Education Foundation, founded by Haden. The foundation seeks to provide under-represented students exposure to careers in the legal profession and research.

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SPECIAL POINTS OF INTEREST

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FACULTY NEWS



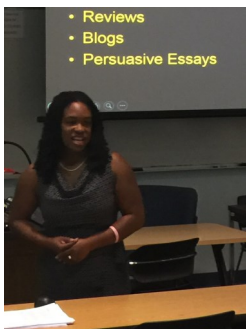
Prof. Angela Allen-Bell presented her paper titled “Helping a Pro-Life State Understand What it Means to Make All Lives Matter” during the 2016 conference of the Southeastern Association of Law Schools in Amelia Island, Florida.

Allen-Bell’s paper was part of a workshop on criminal law, criminal procedure, and immigration law that took place on August 4, 2016.



Prof. Kelly Carmena recently participated on a panel at United Christian Faith Ministries in Baton Rouge to discuss policing in minority communities and what can be done to help heal Baton Rouge in the wake of the shooting death of Alton Sterling.

The event, titled *Journey to Justice*, took place on July 13, 2016, and was attended by faith and community leaders from across East Baton Rouge Parish.



Prof. Regina Ramsey James conducted training for a group of attorneys from Southeast Louisiana Legal Services (SLLS), a regional legal aid organization in Louisiana., on July 29, 2016.

Prof. James’s presentation consisted of an interactive workshop on persuasive writing. During the hour-long session, she discussed strategies for “writing your best brief.”

FACULTY PUBLICATIONS

Chancellor John Pierre and the Rev. Jonathan C. “Jay” Augustine, an adjunct professor at the Southern University Law Center, recently published an article titled “The Substance of Things Hoped For: Faith, Social Action and Passage of the Voting Rights Act of 1965” in the *Cumberland Law Review*. The article explores how faith and faith-based leaders worked through life-threatening and often life-ending struggles to ensure the Fifteenth Amendment guarantee would no longer be usurped by the institution of racism, and that Blacks would have the ability to elect candidates of their own choosing.

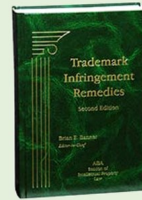


Odinet

Prof. Chris Odinet recently published an editorial in the magazine *Counter Punch* titled “It Wasn’t Just the Baton Rouge Police Who Killed Alton Sterling.” In his editorial, Prof. Odinet discusses the economics of black communities (such as the one in which Alton Sterling lived), including how poor policy choices and historical discrimination play a role in neighborhood decline.

“I wrote the piece because I felt that it was important to inject an economic component into the larger discussion of black communities and policing,” said Odinet. “Access to affordable housing, credit, and business opportunities animate communities, and a lack of any one of these has significant effects—ones that we see everyday in North Baton Rouge.”

TradeMark Infringements and Remedies



Thurmon

Prof. Mark Thurmon recently completed a chapter for a Bloomberg BNA book titled “Trademark Infringement Remedies” in connection with the American Bar Association’s Section of Intellectual Property Law.

Thurmon’s chapter covers general principles regarding injunctive relief in trademark cases. He has frequently written and spoken on trademark remedies. The book is updated this year, but next year a new edition of the book will be released for which Thurmon is working on a complete chapter rewrite. He noted that he is also turning some of the concepts discussed in the chapter into a separate law review article.

ALUMNI NEWS

Prof. Deleso Alford, '90, moderated a panel and delivered a CLE-lecture at the National Bar Association (NBA) Annual International Affiliates Meeting in Havana, Cuba, May 22-27.

Prof. Alford, associate professor at Florida A&M University College of Law in Orlando, Florida, was a member of a 120-person delegation of the NBA, who traveled to Cuba for the meeting. The International Affiliates Meeting is a major part of the NBA's international goal to create an environment to help foster social, political, and economic development around the world.



The Claville Report: Law, Policy and Politics,” the radio segment brainchild of **Eric W. Claville, '06**, #LawyerLeader, was honored as the winner of the best Commentary: Market 16 and Below, on August 6, 2016, at the National Association of Black Journalist (NABJ) Salute to Excellence Awards Gala in Washington, D.C., during the NABJ/NAHJ Convention and Career Fair.

“I am extremely humbled by the NABJ Salute to Excellence Award,” said the assistant professor and pre-law adviser in the Department of Political Science and History, School of Liberal Arts, Hampton University, Virginia. “This award shows that if you chase your passion and dreams, and operate in your purpose and calling then anything is possible.”

“I would like to thank the collective SULC family for the continued support as we pursue ‘seriousness of purpose’ in and out of the classroom within our great profession,” Claville said.

Marcus B. Griggs, '02, a senior associate in the Miami office of Roig Lawyers, has been appointed to serve on the 11th Judicial Circuit Grievance Committee C for the Florida Bar. Griggs will serve a term that runs from August 2016 to July 2019. Much the same way as a grand jury works, the grievance committee looks at cases to decide if there is probably cause that a lawyer violated professional conduct rules of the Bar and whether discipline is warranted.



Deidre Deculus Robert, '00, has been promoted to deputy director of the Litigation Division of the Louisiana Department of Justice.

Assistant Attorney General Robert, who was formerly special counsel of the Litigation Division, has 15 years of legal experience.

The division defends the state in all tort claims and represents the state in all claims covered under the Self-Insurance Fund as administered by the Office of Risk Management.

STUDENT NEWS



Righteous (center)

SULC students Michelle Gros and Yolunda Righteous joined other Taylor Porter summer associates and staff as volunteers for a two-hour shift on July 22 at the Greater Baton Rouge Food Bank. The volunteers sorted food donations and assembled sorted items into food boxes, totaling 8,400 pounds of food, for approximately 500 families in need.

Gros said, “As a Taylor Porter summer associate, not only did I gain quality legal experience but I was able to serve at the Baton Rouge Food.”

“Working at the food bank was an awesome opportunity to give back to the community, while enjoying yet another fun activity with the law clerks and the Taylor Porter staff,” Righteous said. “It was a rewarding experience knowing that we were working to help members of our community.”



Gros (right)

The **SULC Chapter of the National Lawyers Guild** (NLG) hosted “Legal Observer Training” presented by the Louisiana NLG on Saturday, July 9, 2016.

The free training was provided by Louisiana NLG State officers Alison McCrary, May Nguyen, and S. Mandisa Moore-O’Neal, all of New Orleans. “We believe that this type of training will equip the Baton Rouge community with the necessary tools to ensure the protection of all civil liberties and other forms of police misconduct during protests, rallies, and gatherings in support of the Alton Sterling family,” said SULC NLG Chapter president Gil Bayonne.



Adell Brown, Jr.
Interim Chancellor

Gina E. Eubanks
Vice Chancellor for Extension

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Website: www.suagcenter.com

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Southern University
Agricultural Research and Extension Center
Chancellor's report

Adell Brown, Jr.

Presented to:
BOARD OF SUPERVISORS
Southern University and A&M System



Linking Citizens of Louisiana with Opportunities for Success

Researcher Collaborates with USDA UV-B Monitoring and Research Program

Dr. Yadong Qi, Professor of Urban Forestry and Natural Resources at the Southern University Ag Center, visited the USDA's UV-B (Ultraviolet-B) Monitoring and Research Program (USDA-UVBMRP) on July 17-22, 2016. Qi traveled to the program, which is based in Colorado State University at Fort Collins, Colo., to conduct a collaborative research project with UVBMRP scientists toward developing 3-D urban forest canopy UV-B radiation transfer models and quantifying urban forest effects on ground level UV-B distribution.

The research is a part of an on-going joint project entitled, "Urban Tree Interception of UV (A/B) Radiation and Its Genetic Consequences," which is funded by the USDA-National Institute of Food and Agriculture (NIFA) to the SU Ag Center. Qi serves as the project's director. The USDA-UVBMRP has been a long-term partner to the SU Ag Center; supporting the Center's UV-B research in urban forestry by providing open space ambient UV data, student internships and training, technical support, and assisting with the construction of a mobile UV-B monitoring station for the Center.

The station is listed as one of the USDA-UVBMRP long-term research [sites](#).

During the visit, Qi focused on the SU Ag Center and USDA-UVBMRP joint research collaborations, learned how to conduct situ processing and calibration of the data obtained from the SU Ag Center's mobile UV-B monitoring station and interacted with students and other scientists on research activities pertaining to modeling impacts of

UV radiation on agricultural and forest ecosystems.

Qi was also invited to host a seminar on an, "Introduction of Urban Forestry in the USA and Overview of Urban Forestry Education and Research at Southern University," for the USDA-UVBMRP faculty, staff and students.

Information on Qi's visit is also listed under the 'Latest News' section on the [USDA-UVBMRP website](#).

For additional information about the Southern

University Ag Center's UV research in urban forestry or the Center's collaborative research project with the USDA UV-B Monitoring and Research Program, contact Dr. Yadong Qi at 225.771.2242.



Dr. Yadong Qi, third from right on the front row, with USDA UV-B Monitoring and Research Program scientists



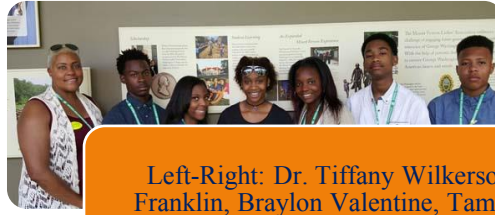
SU Ag Center's UV-B monitoring station built with help from the USDA-UVBMRP

SU Ag Center leads delegation of youth to national 4-H Citizenship Washington Focus

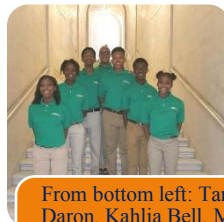
Dr. Tiffany Franklin, the 4-H Citizenship Washington Focus (CWF) Coordinator at the Southern University Ag Center, accompanied a delegation of six youth to the 2016 CWF in Washington D.C., July 17-23. Three of the youth were from Park Ridge Academic Magnet School and three from the Southern University Laboratory School.

The CWF is a week-long 4-H citizenship program for youth ages 14-19. The premier national summer conference provides an opportunity for young people to: strengthen communication, leadership and other citizenship skills on a national level; understand the importance of civic and social responsibilities as they relate to the development of better citizens and leaders; exchange ideas; practice respect and form friendships with other youth from diverse backgrounds.

Youth attending the conference, usually selected by their schools' administration and the SU Ag Center Project Coordinator, are also given the opportunity to explore, develop, and refine the civic engagement skills they need to be outstanding leaders in their community, country and world. Through sightseeing tours in Washington, D.C. and hands-on educational workshops, youth learn about the history of



Left-Right: Dr. Tiffany Wilkerson-Franklin, Braylon Valentine, Tamicia Daron, Kennedy Williams, Kahlia Bell, Micah Thomas and Sherman Ruth, II visiting George Washington's Mt. Vernon



From bottom left: Tamicia Daron, Kahlia Bell, Micah Thomas, Dr. Tiffany Wilkerson-Franklin, Sherman Ruth, II, Braylon Valentine and Kennedy Williams tour the Supreme Court of the USA.

our nation and how they can apply their leadership and citizenship skills when they return home. Read more at <http://bit.ly/2assBuI>

Dr. Franklin was assisted by Ms. Tara Hollins, a chaperone who is a valued, long-time volunteer for the SU Ag Center's programs.

Full details on the CWF are available online at www.4HCWF.org or by contacting Dr. Tiffany Wilkerson-Franklin at 225-771-2242.

SU Ag Center begins youth summer garden program at the Exxon Mobil YMCA

The Southern University Ag Center has begun its youth Summer Garden Program at the Exxon Mobil YMCA in Scotlandville, La.

The program involves growing and maintaining raised beds on the YMCA campus, harvesting and eating the produce. The program allows youth participants to experience the complete process of growing food, from planting to

harvesting. Through this unique opportunity, the United States Department of Agriculture/National Institute of Food and Agriculture (USDA/NIFA)



Stephanie Elwood, far right, poses with Summer Garden Program participants at the YMCA

funded, “Eradicating Food Deserts Through the Development of School Gardens” program.

Youth are more active during summer months and the “[Plant it, Grow it, Try it, Like it](#),” concept is reinforced and encourages youth to try new, fresh fruits and vegetables.

Weekly activities include basic garden maintenance, herb workshops, and preparing food from the garden such as refrigerator pickles.

Read more on our blog at

<http://bit.ly/29YopU8>

Hundreds Attend Annual Black Farmers’ Field Day in Collinston

The recent North Louisiana farm tour provided updates on crop research. Despite sweltering temperatures, nearly 200 participants attended the annual Black Farmers Field Day in Collinston on July 22.

The field day has been held for the past 14 years as a way of letting young people see what’s involved in the production of food, fiber and shelter. Another goal of the event is to show off some of the latest research findings from the LSU AgCenter and Southern University Ag Center.

Southern University extension agent [Odis Hill](#), coordinator of the field day, sees the event as a way to develop an interest in agriculture.

“It’s important to let the public know that we still have a few African-Americans involved in row crop agriculture, and we’re trying to encourage the youth to become involved in the industry,” Hill said.

August 2016

“The Morehouse Black Farmers and Landowners Association started about 20 years ago to help us to pool our resources and to gain information for the public,” Hill said.

Each year, the field day kicks off at the farm of Mr. Harper Armstrong, who farms more than 2,000 acres of corn and soybeans.

“We do this field day because we want to look toward the future,” Armstrong said.

“We want to show the young people that technology has made farming a lot easier than it was for my daddy and

granddaddy.”

LSU AgCenter weed scientist [Daniel Stephenson](#) discussed the problems growers are having with the control of ryegrass and pigweed.

AgCenter cotton and corn specialist [Dan Fromme](#) has a positive outlook for this year’s crop, even



Morehouse Parish farmer Harper Armstrong welcomes attendees to the annual Black Farmers Field Day held on his farm. (Photo by Johnny Morgan)

though there are some mixed expectations in various parts of the state.

LSU AgCenter soybean specialist [Ronnie Levy](#) said for this time of the year, he's seeing some really good crops.

Click [here](#) to read more on the [LSU AgCenter](#) website.

Odis Hill can be reached at 318-281-5742 or odis_hill@suagcenter.com

[CHEF Camp Benefits Youth in Calcasieu Parish](#)

Carol Sensley, Calcasieu Parish extension agent, along with SU intern Sharnet Nixon, and LSU Ag Center Shatonia McCarty hosted a C.H.E.F. Cooking camp, July 25 - July 28, and graduated 14 participants at the Vinton Recreation summer camp. Youth gained skills in preparing healthy foods, MyPlate nutrition education, and physical activity.



Carol Sensley, center, teaching students healthy cooking



Shatonia McCarty, right, leading participants in physical activity

[SU Ag Center partners with KLUB K.I.D. to introduce inner city youth to rural America](#)

The Southern University Ag Center partnered with Bill Summers' KLUB Knowledge, Independence, Determination (K.I.D.) to assist with its 2016 Summer Camp. The camp was held in Darrow, La. from July 8-10.

The focus of the camp was to provide an opportunity for New Orleans inner city youth to experience rural America. Activities included music and dance classes, horseback riding, a nature hike, planting a raised bed garden, camp fire drum circles, hip-hop recording sessions, vocal lessons and basketball tournaments.

SU Ag Center Extension Associate Stephanie Elwood and Senior Research Associate Mila Berhane provided technology assistance with the raised bed gardens.



Klub K.I.D. founder Bill Summers (second from left), SU Ag Center's Mila Berhane (in green shirt) and Stephanie Elwood (in SU Ag Center shirt) pose with camp participants

KLUB K.I.D. was established by Summers to teach high school students how to start their own entertainment companies and learn how to protect their intellectual property. The students are required to go through every step of starting a record company from filing articles of incorporation with the city and state to establishing an LLC, signing a recording contract, arranging and recording their music, creating labels and artwork to shrink-wrapping the CDs.

For additional information about Klub K.I.D., contact Bill Summers at 504-319-1894 or via e-mail at Bilsum10@yahoo.com.

For information about the Southern University Ag Center's horticultural programs and events, contact the Ag Center at 225-771-2242 or visit our website at www.suagcenter.com. This article is also available on our blog site at <http://bit.ly/2au7173>

Students learn about herbs, food during St. James Parish CHEF Camp

Students attending the July 8th St. James Parish 'Creating Health Enjoyable Foods' (C.H.E.F.) youth cooking camp not only learned how to prepare a healthy meal, but also learned how to plant fresh herbs.

Southern University Ag Center Extension Associate Stephanie Elwood encouraged the camp's participants to smell and taste the leaves of the small herbs that included several varieties of mint, basil and rosemary plants.

Elwood showed the students how to transfer the herbs from their small containers into larger pots that they were able to take home.



Lisa Weber, left, and Stephanie Elwood, right, pose with CHEF camp participants

Each student was also told how their herb can be cooked and consumed, as well as, the proper way to water and care for the plants.

Lisa Weber, SU Ag Center Nutrition Educator for St. James and Ascension Parishes, provided the youth with instructions on preparing a pasta dinner.

CHEF camps are designed to teach youth how to prepare healthy, low cost meals. The youth are encouraged to share the knowledge they gain during the camp with their family and friends to enhance healthy eating habits.

Visit our blog at <http://bit.ly/29VkSSE>

For additional information about CHEF camps or to find a camp near you, call the SU Ag Center at 225-771-2242.

SU & LSU Ag Centers' nutrition educators attend CATCH Training at Pennington

The SU Ag Center, in conjunction with the LSU AgCenter, convened at the Pennington Biomedical Research Center from July 12-14, 2016 for the Coordinated Approach To Child Health (CATCH) curriculum training.

The CATCH curriculum is an evidence based, coordinated approach to children's health. Over 90 faculty and staff representing signature nutrition programs gathered to learn and adapt the new curriculum. The programs present included: the Families First Nutrition Education and Wellness Systems (FF-NEWS), Expanded Food and Nutrition Education Program (EFNEP), Supplemental Nutrition Assistance Program Education (SNAP-ED) and the Centers for Disease Control and Prevention's Healthy Communities Program (HCP). During the training, agents and nutrition educators from across the state were recognized for outstanding achievement in their respective programs. SU Ag Center nutrition educators Marquetta L. Anderson, Camellia Brown and

Kiyana E. Kelly received awards for Outstanding Nutrition Educators. Award recipients were selected based on clientele diversity, creativity and the number of participant groups. SU Ag Center's Salette Tennie also received special recognition for her tireless work with the EFNEP program. While at the training, staff from both universities had the opportunity to collaborate and exchange techniques of best practices.

Towards the beginning

of the training, SU Ag Center Vice Chancellor of Extension/ LSU AgCenter Associate Vice Chancellor, Dr. Gina E. Eubanks remarked, "I'm excited about the ongoing coordinated efforts from SU and LSU's general nutrition leadership. By working together, we are able to make the strongest impact on Louisiana's health status."

For more information about the SU Ag Center's nutrition program, call 225-771-2242 or email ellen_mcknight@suagcenter.com.

Read more on our blog at <http://bit.ly/29NurDD>



L-R: De'Shoin York, Salette Tennie, Marquetta Anderson, Kiyana Kelly and Camellia Brown with Vice Chancellor for Extension Dr. Gina E. Eubanks

SU Ag Center, LPB and ExxonMobil have produced a Plant Propagation Video

Southern University Ag Center Extension Associate Stephanie Elwood and area youth recently filmed an educational video on growing figs.

The video, which was filmed at the LSU Burden Research Center in Baton Rouge, La., was produced in partnership with the SU Ag Center, Louisiana Public Broadcasting Network (LPB) and the ExxonMobil YMCA as part of the Center's, "Eradicating Food Deserts Through the Development of School Gardens," program.

This program was developed by the Center in response to the United States Department of Agriculture (USDA) designating North Baton Rouge as a food desert. These areas are described as communities with limited access to fresh produce.

The program is funded by a USDA/National

Institute of Food and Agriculture (NIFA) Capacity Building Grant.

The completed video and a promotional video are available on the SU Ag Center's YouTube channel at



Stephanie Elwood, left, and Briana Brumfield at the recording of an LPB educational video.

<https://youtu.be/rOdpOOOaAkc> and
at <https://youtu.be/X20bRpGWJXU>.

For information about the SU Ag Center's Community and School Garden Program, contact Dr. Tiffany Franklin, Project Director or Stephanie Elwood, Extension Associate-Community Gardens at 225-771-2242. More at <http://bit.ly/2ab5WVR>

The Center for Rural and Small Business Development participates in Addis Conference

Southern University Ag Center's Center for Rural and Small Business Development (CRSBD) co-hosted the *Women in Business Conference* in Addis, Louisiana, in collaboration with River Ministry International Church, Capital One Bank, and Small Business Administration (SBA) on June 21. The theme was "Building a Successful Business: Balancing Family & Finance for the Future. Some topics of discussion included Identifying Resources

Available to You; Building your Business with Federal Contracting Programs; Financing the Decision: Factors that Impact the Approval; Protecting your Dream; Providing for the Future; Get your Swirl on Lady/ Get your Game on Man; and How Do You Do It? Achieving a Reasonable Balance. More than 25 participants took part in the discussions and presentations.

Center for Rural and Small Business Development updates computer Labs in Jackson

On June 30, the Center for Rural and Small Business Development (CRSBD) replaced six refurbished computers in Mount Gideon Baptist Church in Jackson, LA. Pastor Calvin Willis's first Lady, Sally Willis gratefully received the replacement computers. These computers are used for training and workshop presentations. One of the main goals of the training is strengthening and enhancing the program's ability to train church members to train others and help them become more familiar with basic computer skills.



Hall teaches computer skills to members of Mt. Gideon Baptist Church in Jackson, Louisiana

Also, to assist with training individuals to use computers in a way to enhance educational skills, increase knowledge, and understand software. The Center's staff have updated the computer labs in Louisiana parishes in the past, and the goal continues to be to reduce computer illiteracy, improve educational and job skills, and knowledge required to enhance basic computer education. The Center will continue to update computer labs until a large number of the computers are replaced with new or refurbished machines.

CRSBD participates in Workforce Development training

On July 14, Eual Hall, Business Development Specialist and Brandi Suel, Ag Economics student/intern, participated in a Workforce Development Training. Topics included Business Organizational Structure; financial statements to include cash flow, balance sheets and Profit & Loss statements (P&L); Starting and Business Planning Training; and locating financial resources. These initiatives result from efforts between the SU Ag Center and the College of Business. The participants included existing business owners and others interested in preparing to start a business venture. Several participants have already completed "Marketing your Business" which includes focusing on marketing and the sales



Mr. Hall interacts with participants during training

approaches, identifying potential customers, understanding the marketing concept and buyer behavior. This process helps them analyze the competition and develop a marketing strategy including product, place, promotion, and price decisions, while avoiding common pitfalls in business. Participants were also exposed to low cost marketing tools, some image development and branding, and e-marking (social media concepts).

This workshop is highly recommended for all individuals who would like to understand the full scope of what it takes to start and run a small business.

[SU Ag Center partners with Intramural Sports Complex to host lunch & learn nutrition education](#)

This summer, the SU Ag Center has partnered with the Southern University Intramural Sports Complex's Jaguar FitNation Wellness initiative. The purpose of the initiative is to provide SU students, faculty, staff and alumni with activities and resources that promote healthy lifestyle changes.

Nena V. Gipson, Intramural Sports Complex Fitness & Wellness Director and Ellen C. McKnight, SU Ag Center Extension Associate, launched the initiative on July 6, 2016 with a nutrition education lunch and learn series. The series covers an array of nutrition topics and is entitled *Live, Learn to Eat!* **Classes are held at the Intramural Sports Complex on the first Wednesday of the month from 12 p.m. - 1 p.m.**



If you would like to attend one of the remaining classes, please register in advance by emailing Mrs. Gipson at nenaverretgipson@subr.edu. Space is limited. **Upcoming class schedule:**
Class Date - August 10, 2016; register by August 8.
Class Date - September 7; register by September 5.
Class Date - October 5; register by October 3.

For more information about the SU Ag Center's nutrition program, call 225-771-2242 or e-mail ellen_mcknight@suagcenter.com.

For more information about fitness and wellness programs at the SU Intramural Sports Complex, call 225-771-3212 or e-mail nenaverretgipson@subr.edu.
See more on our blog at <http://bit.ly/2afeXtx>

[Madison Parish CHEF Camp holds Graduation Ceremony](#)

The week-long Madison Parish Creating Healthy Enjoyable Foods (CHEF) Cooking Camp ended on July 1 with a graduation ceremony for the youth participants.

A large crowd of parents and family members attended the ceremony along with Madison Parish School District (MPSD) Superintendent Benita Young, several MPSD Board Members and Madison High School faculty and staff members.

Mrs. Young commended the youth for their success and shared words of encouragement to both the students and their parents.

The City of Tallulah Mayor Paxton Branch also congratulated the youth via phone because he was unable to attend the ceremony.
August 2016



Mrs. Sarah Sims, Madison Parish Extension Agent, coordinated the event. An article on the camp also appeared in the *Madison Journal* Newspaper on June 30.

The camps, which are hosted by the Southern University Ag Center in collaboration with the LSU AgCenter, are designed to teach basic cooking principles and nutrition education to youth.

For additional information about the SU Ag Center's CHEF camps, call 225-771-2242.

Click [here](#) to view highlights from the Madison Parish CHEF Camp. Read more on our blog at <http://bit.ly/29Xvxfa>

Can You Smell What's Cookin' in St. Helena?

Dressed in white aprons, and spatulas in their hands is how 15 young chefs started their journey to “Good Cooking.”

C.H.E.F. Camp which stands for Cooking Healthy Enjoyable Foods engaged campers in a week-long cooking camp co-sponsored by the Southern University Ag Center. Young culinary enthusiasts were able to learn about germ prevention, kitchen safety, MyPlate, and how to whip up some of their favorite fast food dishes.



L-r: Deon Edwards and Ally Brown cook blueberry pancakes

“I really liked the healthy chicken tenders, they were really crispy and I really couldn't tell the difference,” said Zacharias Carey. That was the sentiment that many of the young chefs had after baking their chicken tenders in the oven. They were really surprised that you could achieve the same crispy results without using

vegetable oil. “That's our goal, we want our young chefs to understand that healthy does not mean unsavory, all of the meals that they prepared on last week were simply delicious,” said Extension Associate, Kelli Hollins from the SU Ag Center.

The camp concluded with, “Lettuce-Do-Lunch.” This awards ceremony served as an opportunity to recognize all of their hard work, and a perfect lunch break where parents could taste what they've been cooking. Young chefs were also incentivized by taking a field-trip to the Crescent City Cooks in New Orleans, La. They watched as Chef Shava conducted a cooking demonstration all while telling them about Louisiana's rich food culture.

For more information on upcoming holiday C.H.E.F. Camps in St. Helena Parish, please contact Nicolette Gordon on Tuesday & Thursday at 225.222.4136.

Click here to view highlights from the St. Helena Parish CHEF Camp.
More available at <http://bit.ly/29PUtX6>

Caddo Extension Office holds CHEF Camp, Educates Youth

Patricia Lee, Assistant Area Agent in DeSoto and Caddo Parishes conducted a Creating Healthy Enjoyable Foods (C.H.E.F.) Cooking Camp in the Caddo Extension Office July 11-15, which attracted 10 participants. Lee stated that the campers were very energetic and excited to create healthy foods.

“All campers tried all dishes prepared and eagerly collected recipes to take home to prepare the dishes for their families,” Lee said.

Ms. Lee can be reached at (318) 872-0533 or (318) 226-6805.



Youth preparing healthy food as camp activity

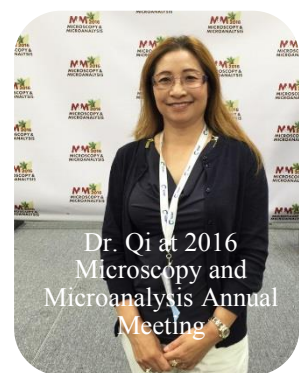


Campers proudly show off their finished product

Faculty Professional Service:

Book Reviewer: Dr. Yadong Qi, Urban Forestry and Natural Resources Professor was recently invited by Oxford University Press and served as a book review panel member for the update of an environmental science text book entitled “*Essential Environmental Science*” by Edward A. Keller and Daniel B. Botkin.

Conference Presentation and Publication



Dr. Qi attended the 2016 Microscopy and Microanalysis (M&M) annual meeting from July 24-28 in Columbus Ohio, and presented two research papers, which are published in the journal of ***Microscopy & Microanalysis***. Both

articles are available online at <http://bit.ly/2ag7dXS> and <http://bit.ly/2ajBnaL>.

The complete citations are as follows:

1. Yadong Qi, Vanessa A. Ferchaud, Kit L. Chin and Ying Xiao. 2016. Leaf Anatomical Changes Induced by Paclobutrazol Tree Growth Regulator in Cherrybark Oak. ***Microscopy & Microanalysis 22(Suppl 3): 1202-1203***. © Microscopy Society of America 2016
2. Vanessa A. Ferchaud, Yadong Qi and Kit L. Chin. 2016. Localization of UV Absorbing Compounds in Nuttall Oak (*Quercus nuttallii*) Leaves Using Naturstoffreagenz-A (NA) and the Leica DMI6000 B Inverted Robotic Microscope. ***Microscopy & Microanalysis 22 (Suppl. 3): 1204-1205***. © Microscopy Society of America 2016



Read more on our Blog at: <http://bit.ly/2bjpLXg>



Malekian receives IFT Fellows Award



Malekian receives IFT Chair Award



Goita, left, and Malekian set up informational booth at farmers market

Fatemeh Malekian,

Professor of Food Science, a Lifetime Member of Phi Tau Sigma, the Honor Society of Food Science and Technology, is one of the new Institute of Food Technologists (IFT) Fellows. This is a unique professional distinction given to individuals with outstanding and extraordinary qualifications and experience for their contributions to the food science and technology field. The 2016 Class of Fellows was recognized at the IFT16 Fellows Recognition Forum during the Awards Celebration in Chicago, July 16. Dr. Malekian received awards as Fellow and Chair of education, Extension and Outreach Division.

Full details including other honorees are available at <http://bit.ly/2b1E57N>

Dr. Fatemeh Malekian, and Mfamara Goita, research associate, conducted nutrition education class and food demonstration workshop at the Red Stick Mobile Market in front of ExxonMobil YMCA on June 30 2016. They also conducted nutrition education class entitled “Putting your Health into Your Plate” at the United Health care heart Smart Sisters (brothers) Lunch and Learn event at the ExxonMobil YMCA on July 8 2016.

Dr. Malekian and a team from LSU AgCenter conducted Good Agricultural Practices (GAP) training in New Orleans July 25-26.

Additionally, she and a team from Food and Drug Administration and LSU AgCenter conducted Better Food Processing Training July 27-28.

Malekian and Kasundra Cyrus, Ph.D., Extension Specialist/Family and Human Development, conducted a workshop titled “Putting your Thought Into Your Plate: Teaching Children to Make Healthy Food Choices” at the Louisiana Head start Association’s 44th annual Training Conference on July 24 and 28.

UPCOMING EVENTS:

Lunch & Learn nutrition education series for SU students, faculty, staff and alumni.

Schedule:

August 8: Registration Deadline

August 10: Class Date

September 5: Registration Deadline

September 7: Class Date

October 3: Registration Deadline

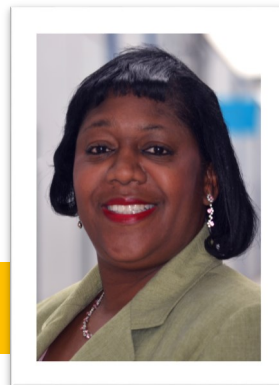
October 5: Class Date

For more information on the SU Ag Center’s nutrition program, call 225-771-2242 or e-mail ellen_mcknight@suagcenter.com

For more information about fitness and wellness programs at the SU Intramural Sports Complex, call 225-771-3212 or e-mail nenaverretgipson@subr.edu.



August 2016



Interim Chancellor's Report

SUNO Faculty Earn Tenure, Promotions

The SUS Board of Supervisors recently approved the following faculty members for tenure or promotion:

► Full Professor

- Dr. Tchavdar Marinov and Dr. Cynthia Singleton, Mathematics
- Dr. Illya Tietzel, Biology
- Dr. Evelyn Harrell, Addictive Behaviors Counseling & Prevention

► Associate Professor

- Dr. Joseph Coleman and Dr. Christopher Linn, Psychology
- Dr. Adrine Harrell-Carter, Business Administration
- Dr. Sherry Bachus, Child Development & Family Studies

► Associate Professor with Tenure

- Dr. Robert Azzarello, English
- Dr. Bashir Atteia, Biology
- Dr. Richard Belmasrou, Mathematics
- Dr. Muhammed Miah, Computer Information Systems
- Dr. Jill Murray, Social Work

► Tenure

- Dr. Rebecca Chaisson, Associate Professor, Social Work
- Mr. Claude Montegut, Assistant Professor of Social Work
- Mr. Travis Johnson, Assistant Professor of Addictive Behaviors Counseling & Prevention



Dr. Niel Crews, director of the Institute of Micromanufacturing at Louisiana Tech University, traveled to SUNO this summer to train Dr. Illya Tietzel and his four undergraduate mentees (Ms. Altoneisha Rose, Ms. April Harding, Ms. Diamanika Moss and Ms. Akira Lumpkin) in microfluidics and nanoport assembly.

SUNO Hosts Summer Camps, Enrichment Programs

Southern University at New Orleans has a busy summer serving as a site for several summer camps, enrichment programs, visiting scientists and retreats.

From June 6 to July 8, the Enhancement, Enrichment, and Excellence in Mathematics and Science (E³MaS) program offered the annual Summer Enrichment Program (SEP) for 10th- and 11th-grade students from local high schools.

The program was coordinated by Ms. Phyllis Okwan. A multi-year E³MaS program has been managed by Dr. Joe Omojola, program director, and Drs. Murty Kambhampati and Carl P. Johnson, program co-managers.

The program offered ACT Prep, Biology, Chemistry, Mathematics, and Physics. In addition, each student was assigned to a research mentor to conduct research in the mentor's discipline

See SUMMER, Page 2

Summer continued

to enhance the student's interest in STEM. The program also invited professors from the Department of Natural Sciences to serve as visiting scientists, giving students an opportunity to interact with these scientists and perform hands-on experiments in various laboratories in the department.

On June 14, SEP students visited the Laser Interferometer Gravitational-Wave Observatory (LIGO) in Livingston, LA. At LIGO, the students had the opportunity to meet and interact with scientists around the world who worked at the facility, as well as Mr. William Parker, a former mentee of Dr. Omojola, who was in the control room when LIGO made the gravitational waves discovery. One student said: "Because of LIGO, I may choose to pursue a career in the field of physics."

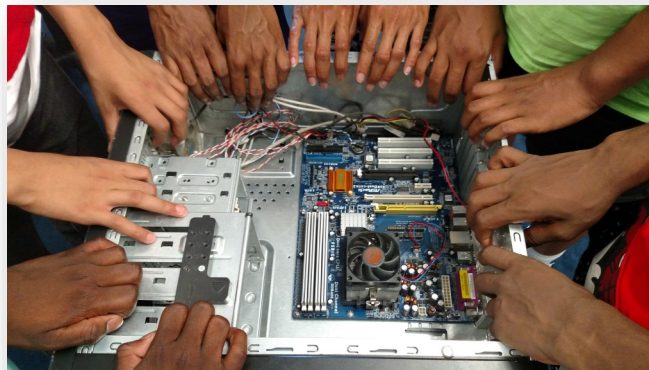
The program did not stop there. On June 28, the students visited the New Orleans Audubon Zoo to learn about nature and the origin of animals. "This was really interesting to see that these simple animals can be from all over the world and exist in a type of synthetic harmony together," a student said.

The students presented their research findings on July 7 and 8, and received certificates for their work.

On Aug. 3, Dr. Niel Crews, director of the Institute of Micromanufacturing at Louisiana Tech University, came to SUNO to train Dr. Illya Tietzel and his four undergraduate mentees (Ms. Altoneisha Rose, Ms. April Harding, Ms. Diamanika Moss, and Ms. Akira Lumpkin) in microfluidics and nanoport assembly.

The 2016 Summer Microsoft-CompTIA Boot Camp, funded through a Louisiana Board of Regents grant, was hosted in the College of Business & Public Administration June 14-July 15. Fifty high school students registered for the Boot Camp, which exposed them to information technology concepts and procedures as well as hands-on practices on computer hardware.

The Boot Camp was facilitated by Mr. Randy Wild, a certified instructor, and hosted by the SUNO Upward Bound Program and the College of Business & Public Administration. Dr. Igwe E. Udeh was the principal investigator of the grant that made this camp possible.



In addition, the U.S. Small Business Administration (SBA) had its 2016 8(A) Businesses Annual Retreat and Business Development Conference on campus July 20-21. The welcome reception was in the College of Business Atrium and the retreat was in the Conference Center. The Louisiana Small Business Development Center (LSBDC), GoodWork Network and Southern University at New Orleans collaborated to host the retreat/conference, which had more than 150 participants representing several 8(A) certified businesses.

Other summer events on campus include Research on the Science and Engineering of Signatures (ROSES), a two-week robotics and science camp for elementary students; a weeklong electronics summer camp for high school students; and the Healthy Minds Healthy Bodies Learning Institute for 6-to-12-year-olds.

College of Arts & Sciences

Dr. Evelyn Harrell, Interim Dean

NATURAL SCIENCES

► Dr. Christian Clement

Dr. Clement and his peers have submitted the Competitive Faculty Grants Thurgood Marshall College Fund/Apple titled “Clean Surfaces (Sanitary Surface 3-D Imprints) as Antimicrobial Strategy for Common-Use Surfaces Exposed to Human Contact and Microbial Transfer” to the Grant Awarding Institution. This grant proposal is a collaboration between six faculty: Drs. Christian Clement, PI; Illya Tietzel, Co-PI; Rachid Belmasrou, Co-PI; Pamela Marshall, Co-PI; Heon Kim, Co-PI; and Yi Zhen, Co-PI.

This grant would provide additional funding for research currently being conducted on campus with students Paula Datri, Naija Thomas, Jeniece Alberts, Ruth Hoth and Sherron Bates. They are undertaking research on clean (sanitary) surfaces using 3-D printing and nano-particles technology. They are 3-D printing micro-topological surface casts, which are being tested in bacteria/other microbes transfer experiments to eventually serve as novel designs for “clean surfaces.” This type of surface is essential in touchscreens, computer keyboards, doorknobs, buttons, as well as in the interior design of aircraft and spacecraft.

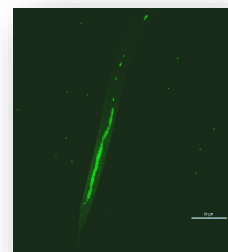


Under Dr. Clement’s leadership, Natural Sciences faculty successfully participated in the Gulf Coast Summer Institute 2016 on Undergraduate STEM Education July 18-22 in Baton Rouge. Drs. Illya Tietzel, Rachid Belmasrou, Pamela Marshall, Joseph Olubadewo and Nebiat Sisay undertook a five-day intensive program on Active Learning to improve their skill set and provide them with additional tools to enhance science majors learning of difficult topics and general science education.

In addition, Dr. Clement is a visiting professor at Louisiana State University Health Sciences Center (LSUHSC) under funding from the Louisiana Biomedical Research Network (LBRN) Faculty Summer Grant 2016.

► Dr. Illya Tietzel

Dr. Tietzel used the demonstration of the Nikon confocal laser microscope, arranged by the Forensic Science Director Dr. Pam Marshall, to document the ingestion of fluorescent nanoparticles by the nematode worm *C. elegans*.



HEALTH INFORMATION MANAGEMENT SYSTEMS PROGRAM

► Ms. Pharissa Robinson

Ms. Pharissa Robinson attended the 2016 Assembly on Education Symposium/Faculty Development Institute (AOE/FDI) July 23-27 in Denver, CO.

MUSEUM STUDIES

► Dr. Haitham Eid

Dr. Eid visited several museums and cultural organizations for his research, including the Grand Egyptian Museum, the Conservation Center, Khufu Solar Boat Museum and Museum of Modern Art (all in Cairo, Egypt); the New Walk Museum and Art Gallery (Leicester, UK); and the British Museum (London, UK).

On July 14, Dr. Eid attended his Ph.D. graduation ceremony at University of Leicester, UK. A recorded video of the commencement is posted on YouTube. Dr. Eid appears in the 30:00 minute mark. He successfully defended his dissertation in December 2015.

Museum Studies Continued



Dr. Haitham Eid and Mr. Anwar Rashed, director of the Metal Lab, Conservation Center, the Grand Egyptian Museum in Cairo, Egypt

Supported by a grant from the Joan Mitchell Foundation, the Museum Studies Program launched New Orleans Art Institute for Social Innovation (www.nolasocialinnovation.com). The institute is an initiative by the M.A. Museum Studies Program to expand social innovation thinking and strategies in the art community.

The M.A. Museum Studies Program is hosting the Cultural Heritage and Social Change Summit November 5-6 (www.chscsummit.net). The Summit will provide a platform for cultural heritage leaders to create policies and strategies that support equity and inclusion. The two-day conference expects to attract more than 100 delegates from national and international institutions, such as the Smithsonian, Stanford University, UCL, Amistad Research Center and Peabody Essex Museum. Dr. Eid serves as the Summit's co-chair.

Dr. Eid attended the July meeting for the MCN2016 Planning Committee. The conference will take place this year in New Orleans (Nov. 1 - 4).

► Dr. Sara Hollis

Dr. Hollis attended the Women's Caucus for Art's Luncheon and tour of the New Orleans Museum of Art Library; three scholarly lectures and films at the New Orleans Museum of Art about the LEGO phenomenon, the Eames Design Studio, and the current exhibition about modern design; and the United Nations lecture and celebration at the Unitarian Church in Lakeview, presented by Ms. Joann Dufour and SUNO professor Cynthia Ramirez.

Dr. Hollis also visited the Amistad Research Center at Tulane University, where Mr. Floyd Williams, a Museum Studies student, is interning this summer. She continued to help with research on the Black Arts Movement exhibition, and reviewed the exhibition after it was installed.

With the help of two recent graduates of the Museum Studies Program, Ms. Tanya Black and Ms. Shasta Darenborough, Dr. Hollis prepared theses and exhibition catalogs by MUSE graduates of 2015 and 2016 for binding.

College of Business & Public Administration

Dr. Igwe Udeh, Dean

► University Economic Development Conference

Dr. Igwe E. Udeh, dean; Dr. Frank Martin, Business Administration Department chair; and Mrs. Cynthia Beaulieu, Small Business Development & Management Institute director, attended the 2016 EDA University Economic Development Conference at Southern University and A&M College in Baton Rouge June 16-18. The theme was "The Role of Universities as Anchors in Advancing Sustainable Innovation in Economic Development." The program provided insight on the role of leadership and entrepreneurship economic development; what businesses could do to enhance innovation culture in Louisiana; what educators can do to enhance the teaching of creativity and innovation; distinguishing strategic planning from strategic doing in economic development; and how to succeed in doing business with major Louisiana and global firms. Speakers were from industry, the public sector, academics and non-government organizations.

SMALL BUSINESS DEVELOPMENT & MANAGEMENT INSTITUTE

► Ms. Cynthia Beaulieu and Ms. Diana Thomas attended the Community Outreach for Peoples Community

Business Continued

July 2 in the Marrero Westwood Subdivision.

The Nxlevel New Business Start-Ups seminar was July 11, 18 & 26 in the Small Business Incubator Center. Participants wrote their business plans. Ms. Angel Von Der Pool, Ms. Diana Thomas and Summer Intern Ms. Pam Carrie-Bates attended.

Ms. Beaulieu attended a breakfast meeting at the Blake Hotel July 13 to discuss forming a partnership with Peer-To Peer Program participants and First NBC. Mr. Blake Jones, president of First NBC/Owner Blake Hotel, attended the meeting, and Ms. Irma Dixon facilitated.



Ms. Thomas and Ms. Beaulieu attended the LED-SBDMI Quarterly Meeting July 14 in Baton Rouge. Small and Emerging Business Development Program (SEBD) directors from around the state met to discuss best practices and report on program activities.

Ms. Beaulieu attend the HBCU-CDAC Board Meeting July 20-22 in Miami, FL.

STUDENT SERVICES

► Mrs. Timotea Bailey, director , attended the Ruffalo Noel-Levitz Retention Conference, conducted a suspension workshop for students suspended for Fall 2016, conducted suspension appeal hearings for suspended CBA students, and communicated action taken by CBA Academic Action Committee to affected students.

College of Education & Human Development

Dr. Willie Jones, Interim Dean

► Dr. Willie Jones

Dr. Jones is continuing his efforts to develop new undergraduate programs for the College of Education & Human Development. Bachelor of Science in Birth-K and Bachelor of Science in Educational Studies are two programs being developed.

Dr. Jones attended the National Student Retention, Recruitment and Marketing in Universities Conference, sponsored by Noel Levitz, in Dallas, TX, July 26-28.

► Dr. Diane Bordenave

Dr. Bordenave peer-reviewed two articles to be published in the American Research Journal. She also attended the LiveText Conference in Chicago, IL, July 11-13.

Dr. Bordenave continued her preparations to implement the Tulane/SUNO three-year grant from the Institute for Mental Hygiene to prepare Child Development and Family Studies students to act as "parent whisperers" in the *Talk, Touch and Listen While Combing Hair* 8-week parent groups.

► Dr. Tanisca M. Wilson

Dr. Wilson was selected by the American Association of College of Teacher Education to review 15 proposals for its 2016 annual conference.

Education continued

The Department of Teacher Education offered the following summer Praxis workshops: Praxis I Core reading, writing and math; Principles of Learning and Teaching for all levels; and Elementary Education. Dr. Wilson coordinated the workshops. Drs. Louise Kaltenbaugh, Vincent Johnson and Katherine Robinson were workshop presenters.

The College of Education is proud of William Briscoe and Desjinee Washington for passing their Praxis I Core assessments this summer.

School of Graduate Studies

Admission Status Report for Fall 2016

Prepared by Deidrea Hazure

July 29, 2016

Program	Total Applications	New Admits	Re-Admits							Under Review	Not Accepted	Incomplete Files
Social Work	129	118	0							0	11	0
Criminal Justice	24	23	0							1	0	1
Computer Information Systems	25	24	0							1	0	0
Museum Studies	9	8	0							1	0	0

Total Applications: 187

Total New Admits & Re-admits Enrolled: 173

Total Incomplete: 1

Total Under review: 3 Total Not-Accepted: 11

Chancellor's Report

AUGUST 2016

VOL. 1 • NUMBER 5

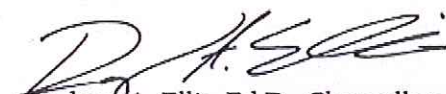
Welcome Back Faculty, Staff and Students!

I hope everyone had a great summer, and is ready to start a new academic year with fresh ideas, a renewed spirit, and a commitment to excellence. I look forward to my first fall semester with you! I look forward to traveling with you along this journey! I am so excited and want to do whatever it takes to ensure your success.



The past four months has been a time of assessment and reflection. The input I've received from you along with my past experiences with help shape the SUSLA of the future. One of the things I'm most excited about is our 50th anniversary coming up next year. This fall we will officially kick off this year-long celebration with a "Tailgate with a Purpose." This is a fundraiser to establish the Ray Belton Student Scholarship Endowment Fund. We have already secured private funding to serve as seed money for this event, but need the support of all of you and those in the community to take this fund balance to exponential heights. As you know, Dr. Belton was committed to helping those students who needed that extra financial support to complete an educational pathway that would allow them to live out their dreams. This scholarship fund will help continue that legacy long into the future.

The 50th celebration will be packed with a number of events for faculty, staff, students, alumni, community stakeholders, and many others who will help us celebrate our golden jubilee. I look forward to this fall semester and hope that this will be the best year ever...until next year!


 Rodney A. Ellis, Ed.D., Chancellor
 Southern University at Shreveport

COME BE
Southern!

EXECUTIVE TEAM MEMBERS

Wayne Bryant
 Brandy Jacobsen
 Dr. Rosetta Jones
 Dr. Regina Robinson
 Janice Sneed
 Frank Williams, Jr.
 Dr. Melva K. Williams

CHANCELLOR'S CABINET MEMBERS

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 Major Brock
 Darrin Dixon
 Fatina Elliott
 Dr. Barry Hester
 Sonya Hester
 Rosalyn Holt
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 LaDarius Morgan (SCB)
 Marshall Nelson
 Jeremy Smothers (SGA)
 Tiffany Varner
 Dr. Terence Vinson
 Dr. Wanda Waller
 Dr. Regina Webb
 Frank Williams, Jr.
 Linzola Winzer, Recording Secretary

INSIDE THIS EDITION ...

- Adult Education Graduation
- Aviation Summer Program
- TRIO: The Gateway to Success
- 2016 Staff Senate Committee
- What's New in Financial Aid
- SUSLA Tailgate Fundraiser

Reaffirmation of RADIOLOGIC TECHNOLOGY PROGRAM



The Radiologic Technology Program is pleased to announce its reaffirmation after its 2015 on-site visit. The program is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT). This program was started in 1987. The program has always been committed to providing quality education to its students and preparing graduates to meet the needs of the health care community.

Lonnie Dedicated to excellence in Radiography Education, the program promotes an environment which fosters the development of critical thinking, creativity, problem solving and cooperative learning through a wide range of instructional methods. The Program's offerings include learning experiences from a variety of disciplines to provide a diverse foundation for science and radiography. Using the classroom and clinical setting as the main thrust for enhancing the learning process, students are prepared to function as qualified radiographers in hospitals, clinics, and physicians' offices. The program is led by Ms. Sheila Swift-Director, Daphne Thibeaux-Clinical Coordinator, Yvonne Williams and Benita Lawrence - Clinical Didactic Instructors and Cory Wells, part-time Clinical Instructor.

SUSLA AWARDED BOARD OF REGENTS GRANT FOR MULTI-MEDIA LAB



Dr. Lonnie McCray

Dr. Lonnie McCray, principal investigator, along with Fred Moss IV and Joyce Cottonham, co-investigators, were awarded a Board of Regents grant to develop a Multimedia Lab for English and Communications. The development of this lab has been a rewarding experience for all those involved because of our student population, it is imperative that we provide new technological learning experiences. The proposed project of developing a Multi-media Lab has enhanced our current situation of lab instruction, where we have only one computer lab dedicated to the Division of Humanities. We are very proud of the work

completed by the students in Mass Communications. These students worked with Fred Moss in creating professional videos that are available now on YouTube. They also worked alongside Mr. Moss in producing the weekly television program, *"The Hot Seat,"* hosted by SUSLA's Dr. Melva Williams. In addition, a new CTS program was developed and recently approved by the Southern University Board of Supervisors. Beginning fall 2016, students have the option to enroll in Multimedia Production with two areas of specialization: Digital Video Production and Music and Audio Production. With the approval of our new CTS program and one more program being developed, Communication Leadership, we plan to forge ahead with introducing our students to new technologies and media that will prepare them to compete in our global and local markets. The new Multimedia Lab is located in the administration building room A77.



Joyce Cottonham



Fred Moss IV

SUSLA 2016 SPRING ADULT EDUCATION GRADUATES SHOWCASED



Twenty eight (28) proud graduates of the Southern University at Shreveport (SUSLA), Adult Education Program were showcased to their family and friends on June 21, 2016. These graduates demonstrated that they have what it takes to master the HiSET (High School Equivalency Test), formally known as GED, to reach their educational goal. The graduates proved that it is never too late to get a high school education, as ages of the graduates ranged from late teens to upper 40s.

The keynote speaker for the graduation was Kenneth R. Epperson, Sr. – Caddo Parish Commissioner of District 12. He spoke earnestly to the students, giving them a capsule of his career in the military and stressed the fact that going in with his high school diploma enabled him to move through the ranks faster than if he did not have a diploma. Over the years, he built upon his education, and reached master's level in his early 50s – stressing that it's never too late to achieve your educational goals. He encouraged the students and others attending the graduation to continue building upon their education and to give back to their communities. Others on the program included Janice Sneed, Vice Chancellor for Community and Workforce Development; Rev. Clyde Jones, Pastor of Apostolic Worship Center and YouthBuild Shreveport Site Supervisor; Linzola Winzer, Administrative Assistant to the Chancellor; Keuntae Williams, Class Salutatorian; Quentaris Scott, Honor Graduate; Jeremy Smothers, SGA President; Sandra Williams, YNI Case Manager; Larry Ferdinand, Executive Director of Business and Corporate Development; and Deborah Jacques, Lead Adult Education Instructor.

Aside from acknowledgement of the students for their hard

work and goal achievements, the SUSLA teachers were also acknowledged for providing the level of instruction that helped the students to pass the HiSET. The instructors: Deborah Jacques, Sherry Taylor, Michael Snider, and William Jones Jr., are indeed proud of their students. The next Adult Education Graduation will be held in December. Some of the students enrolled into the newly formed SUSLA/Peaceful Rest Baptist Church AE Program will begin testing in July; hopefully a high percentage of these students, as well as students in our established programs will be eligible for graduation in December.

SUSLA's Adult Education Program continues to have its doors open to the underserved in need of an education. What is unique about the SUSLA AE Program is that aside from providing basic skills instruction, it teams with the Department of Intake and Supportive Services to assist students in acquiring meaningful career pathways after graduation. As students are enrolled in the AE Program, they also attend life skills daily. The purpose of life skills is to help students learn to cope in everyday society and to overcome barriers to their success such as transportation to class, domestic violence, family dysfunction, employment, housing, childcare, etc.

The success of the ceremony can be contributed to committee members who worked tirelessly to ensure that graduates and their guests enjoyed it. Committee members: Beverly Parker – Chairperson, Denesia Anderson, Larry Ferdinand, Brenda Henderson, Dennis Holmes, Rufus Jackson, Deborah Jacques, Clyde Jones, Dawn Lair, Steve Lucy, Shanace Robinson, David Smith, Sherry Taylor, and Sandra Williams.

Congratulations 2016 Adult Education Graduates!

Aviation Maintenance Summer Program

SUSLA Hosts Airframe Power Plant Technology Summer Camp

During the week of June 6-16, 2016, Southern University at Shreveport, (SUSLA), held its first Airframe Power Plant Technology Summer Camp. This camp provided 20 students, (9-12 grade), the opportunity to be introduced to the field of aviation and possibly consider a career as an Aviation Maintenance Technician. Under the instruction and supervision of Mr. Lee Washington, Summer Camp Facilitator, the students toured various sites such as ExpressJet Airlines, Barksdale Air Force Base, and SUSLA's Aerospace Technology Center. They were shown demonstrations in local maintenance shops, participated in hands-on activities and had several instructional sessions with shop technicians at various sites.

After the invigorating two-week camp concluded, a closing ceremony was held for the students. Mr. Cedric Washington, a graduate of the Aerospace Technology Center, served as guest speaker. Mr. Washington reinforced to the students that this camp was a great asset to those who are planning to get into the aviation industry as a Maintenance Technician.

As students journeyed through this great opportunity, one particular student stood out from the rest: Felton Henderson, a 10th grader at Pathways Education, showed much appreciation for all that he learned and was grateful for the information he received throughout the camp. Upon graduation from high school, Felton would like to enroll into the Aerospace Technology program here at SUSLA. Way to go Felton!!!

The camp received a high number of applications, which exceeded the maximum class size and a second camp was offered, on July 11, to accommodate interested students.

SUSLA thanks Janice Sneed, Vice Chancellor for CWD and the camp coordinators, Denesia Anderson and Dawn Lair for overseeing all aspects of the camp. SUSLA also gives special appreciation and thanks to sponsors of the camp: Carl Perkins, Louisiana Economic Development-FastStart, City of Shreveport, Parish of Caddo, ExpressJet Airlines, Barksdale Air Force Base, SUSLA Aerospace Technology Center, and Griggs Enterprise/McDonald's.



TRiO

A Collaboration of School
College & Community

Education- The Gateway to Success

TRiO Upward Bound Natchitoches completed its fourth successful academic and summer component year September 26, 2015- May 7, 2016 and May 31, 2016-July 9, 2016. After six weeks of intense academic classroom activities, job shadowing, and community service in the summer component, TRiO Upward Bound Natchitoches staff and students traveled to St. Louis, MO for college and cultural enrichment tours.

College tours consisted of Harris – Stowe State University and Washington University of St. Louis. Cultural enrichment tours consisted of Sweetie Pies famous soul food restaurant, Busch Stadium home of the St. Louis Cardinals Baseball team, the Arch of St. Louis, MO, and Six Flags over St. Louis.

TRiO Upward Bound Natchitoches is housed at Southern University at Shreveport. The goal of Upward Bound is to increase the rate at which participants complete secondary education and enroll and graduate from college. The program provides fundamental support to sixty (60) students. (40 Natchitoches Central High School, and (20) Lakeview High School). Upward Bound Natchitoches Staff and Teachers are: *Betty Fagbeyiro, Director, Ernest C. Flowers, Coordinator/Educational Advocate, Bessie Whitehurst, Recruiter/Support Advocate; Teachers: Mrs. Buzzbee, Social Studies; Mrs. Green, Math; Ms. Machen, Science ACT/Prep; Mrs. Richardson, English; Ms. Garland, Support Advocate.*



TRiO Upward Bound Natchitoches at Washington University of St. Louis

2016 STAFF SENATE

MISSION & PURPOSE:

Staff Senate Mission and Purpose is to provide the SUSLA staff with a forum for expressing views on matters relating to their well-being. We are committed to promoting and protecting the welfare of the SUSLA staff; to the extent that the Staff Senate policies are consistent with State Civil Service regulations, University Board of Supervisors bylaws and regulations, University policy statements, and System permanent memorandum (PM). Also, to the extent that they do not infringe upon the civil rights of staff or impinge on the overall well-being of the university and complements and supports the academic mission of the University. As well as promote and facilitate staff participation in the University Community and encourage a sense of community among all University employees.



PRESIDENT – SAUNDRA BIGHAM
Employed at SUSLA for twenty years, Saundra is currently the Coordinator of Dual Enrollment. She has also served as Director – Workforce Development/Governmental Affairs Liaison, and the Director of Hospitality Programs.



VICE PRESIDENT – TILISHA BRYANT
Employed at SUSLA for three years, Tilisha is currently an Admissions Counselor and Title IX Coordinator. She has also served as University Recruiter.



SECRETARY- JAMES WOODARD
James started at Southern as a temp. With persistence, professionalism, and a positive attitude, James was able to be acclimated to Executive Secretary to the Vice Chancellor for Academic & Student Affairs. He has maintained a year of employment.



TREASURER- MARLO MILLER
With three years of service at SUSLA, Marlo is the Banner Coordinator, and Satisfactory Academic Progress Committee Coordinator (SAP). Previously, Marlo served as the Veteran's Affairs Representative.



**PARLIAMENTARIAN
MARQUIS HALL**
Marquis has worked for SUSLA for eight years. He currently is the Coordinator of Testing. Also, Mr. Hall has served as the Cheer Coach for eight years and the Dance Coach for four years.



**SENATOR – ADMINISTRATIVE
ASSISTANTS - LINDA ANDERSON**
Linda Anderson is the Administrative Assistant for SUSLA's School of Nursing. Linda has worked for the University since 2003, providing administrative support to the Allied Health and Nursing programs.



**SENATOR –
MAINTENANCE
BOBBY BROWN**
Bobby has served the SUSLA community for 24 years in the Maintenance Department.



**SENATOR – BUSINESS
JASHEIKA DENNIS**
With four years at SUSLA, Jasheika currently serves as the Loan Coordinator and Work Study Coordinator. She has also served as a Financial Aid Advisor.

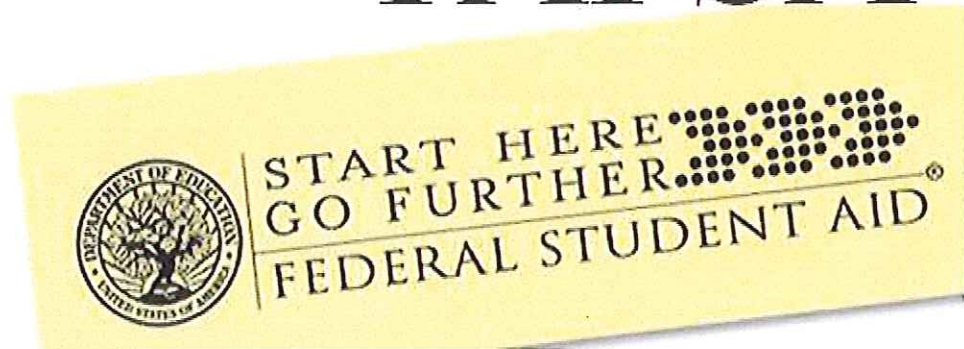


**SENATOR
UNIVERSITY SUPPORT
JERUSHKA ELLIS -JOHNSON**
Employed at SUSLA for two years, Jerushka currently serves as one of two University Counselors and Section 504 Coordinator. Jerushka currently holds an Ancillary Certification in Counseling & Guidance granted by the Louisiana State Department of Education Board.



**SENATOR – DIRECTORS
JEREMY ROBINSON**
Jeremy has served the Southern University at Shreveport community for over six years. His current position is Director of Recruitment. He has also served as Financial Aid Advisor, Admissions Counselor and Interim Director of Admissions & Recruitment.

IT ALL STARTS WITH... FAFSA



What's New in Financial Aid at SUSLA?

Thank you team members and Director of Financial Aid, Katraya Williams; here are a few items to share with new and incoming students:

- MAXIMUM PELL GRANT 2016-17

- The 2016-2017 maximum Pell Grant award amount is \$5,815. This is an increase of \$40 from the \$5,775 maximum Pell Grant award for the 2015-2016 Award Year.
- The 2016-2017 TOPS award amounts for SUSLA is \$2618 (\$1309.00 for the fall and spring semesters). Students who are eligible to receive the TOPS award must be enrolled full-time in an eligible program.
- All students and parents must present a valid photo ID prior to receiving award information from the Financial Aid Office staff.

Students who are SUSLA employees are asked to identify themselves on the 2016-2017 Institutional Data Form. Spouses, dependents and relatives of SUSLA employees are asked to list the name of the SUSLA employee(s) on the 2016-2017 Institutional Data Form.

**At the June meeting of the Southern University Board of Supervisors, the Board approved a policy that will take effect fall 2016 for a tuition waiver for full-time employees, spouses and dependents of full-time employees of the Southern University System and System Campuses*

-2017-2018 FINANCIAL AID PROCESSING ANNOUNCEMENTS

- Students may complete their 2017-2018 FAFSA beginning **October 1, 2016** instead of January 1, 2017.
- 2017-2018 FAFSA filing will begin **October 1, 2016** to allow more time to review, submit & update FAFSA data
- 2017-2018 FAFSA will collect tax year 2015 income information

Chancellor Ellis is pleased to announce
Voronda Fields as August 2016 "Jag of the Month"



JAGUAR OF THE MONTH

The "Jaguar of the Month" award goes to SUSLA Team Member, Voronda Fields, Technical Help-Desk Specialist-Information Technology Center. Ms. Fields has a good attendance record and demonstrates 'team player' behavior and views individual success as imperative to group success. She is direct, straightforward, honest and polite. Students and team members feel comfortable coming to Ms. Fields with questions and comments. She answers all questions promptly and accurately, as well as, coming to department head with any question that she does not know off hand.

Congratulations Voronda Fields!

SUSLA Tailgate Scholarship Fundraiser

and official farewell to former SUSLA Chancellor

Dr. Ray L. Belton

President-Chancellor
Southern University System



Dr. Ray L. Belton

Friday, September 2, 2016
The Remington Suite Hotel Rooftop
6:00pm - 10:00pm

Tickets: **\$75** (Tax deductible)
To purchase tickets, log on to:
susla.brownpapertickets.com
susla.bpt.me

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Hosted by Southern University at Shreveport

Proceeds benefit Southern University Shreveport Scholarship Fund.



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Tony M. Clayton - Port Allen

Jordan B Franklin (student representative) - Baton Rouge

Raymond M. Fondel, Jr. - Lake Charles

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Richard T. Hilliard - Shreveport

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Mike A. Small - Slidell

Darren G. Mire - New Orleans

Ann A. Smith - Kentwood

Samuel C. Tolbert, Jr. - Lake Charles

Rani G. Whitfield - Baton Rouge

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Barbara Austin, Coordinator/Editor

A unit of the Office of Finance & Administration, Brandy Jacobsen, Interim Vice Chancellor

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FACEBOOK



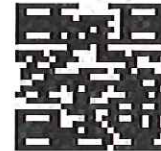
YOU TUBE



TWITTER



INSTAGRAM



Title IX Coordinator: Tilisha Bryant, Fine Arts Building, Room C01, (318) 670-9210

Section 504 Coordinator: Jerushka Ellis, Fine Arts Building, Room C5, Suite B, (318) 670-9473

"Southern University at Shreveport does not discriminate on the basis of race, color, national origin, gender or disability".

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