



SOUTHERN UNIVERSITY SYSTEM BOARD OF SUPERVISORS

MEETING

9 a.m.

Friday, June 22, 2018

Auditorium

Millie M. Charles School of Social Work Building

Southern University and A&M College

New Orleans, Louisiana

Academic Affairs Committee

ACADEMIC AFFAIRS COMMITTEE

Friday, June 22, 2018

9:00 AM

Southern University at New Orleans
Millie M. Charles School of Social Work Auditorium
6400 Press Drive
New Orleans, Louisiana 70126

AGENDA

1. Call to Order
2. Invocation
3. Swearing in and Induction of New Student Board Member – Ms. Xavieria “Zay” Jeffers
4. Roll Call
5. Adoption of the Agenda
6. Public Comments
7. Action Item(s)
 - A. Request Approval of Cooperative Endeavor Agreement between the Southern University Law Center (SULC) and the Patent Quality, Education and Training Foundation (PQF)
 - B. Request for Tenured Professor Status - Dr. Bijoy Sahoo, SUBR
8. Other Business
9. Adjournment

MEMBERS

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



SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL

POST OFFICE BOX 9294

BATON ROUGE, LOUISIANA 70813-9294

OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

RECEIVED
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2018 JUN -7 AM 9:41
SOUTHERN UNIVERSITY
SYSTEM

June 4, 2018

Dr. Ray Belton – President/Chancellor
Southern University System and Baton Rouge Campus
4th Floor-J.S. Clark Administration Building
Baton Rouge, Louisiana 70813

Re: Cooperative Endeavor Agreement between the Southern University Law Center (SULC) and the Patent Quality, Education and Training Foundation (PQF)

Dear Dr. Belton,

The SULC has been approached by the Patent Quality, Education and Training Foundation (PQF), a 501(c) (3) non-profit entity to establish an intellectual property (IP) project that could be beneficial to SULC students with STEM undergraduate degrees interested in IP law. SULC has an IP clinic that was approved to operate by the United States Patent and Trademark Office (USPTO). Over that last decade, SLC has been able to enhance its offerings in IP law and has produced several IP lawyers who have gone on to develop IP careers at entities such as Coco Cola, NIKE, Hershey's, Hunt Tool and Die and NASA.

After reviewing this opportunity with Professor Mark Thurmon, who directs the IP clinic at SULC, I have determined that this IP project could be beneficial to SULC students and to SULC from an institutional perspective. A cooperative endeavor agreement has been drafted that I believe is worthy to be presented to the Southern University System Board of Supervisors for the Board to review and hopefully approve. I therefore respectfully request that this cooperative endeavor be placed on the June 22, 2018 board agenda for review and approval. If you have any questions, please feel free to contact me.

Yours Sincerely,


John K. Pierre, Chancellor-SULC

Cooperative Endeavor Agreement (CEA)

I.

The Southern University Law Center (SULC), an ABA accredited law school and a higher education institution accredited by SACSCOC, hereby enters into a cooperative endeavor agreement with the Patent Quality, Education and Training Foundation (PQF), a 501 (c) (3) non-profit organization. SULC and PQF agree to work together to establish and operate an Inter Parties Review (IPR) Project (Project) to serve the public interest. The Project will bring together SULC law faculty and practitioners to help SULC law students with technical backgrounds develop skills and knowledge regarding intellectual property (IP) law. As its core focus, the Project will give students hands-on training before the Patent Trial and Appeals Board (PTAB), which has become one of the most active patent courts in the United States. This PTAB training will provide the SULC law students with a major competitive advantage in the legal marketplace by allowing them to directly participate in the Inter Parties Reviews (IPRs) process. IPRs are proceedings before the PTAB where the validity of any patent may be challenged by any person based upon prior art.

II.

Working with experienced practitioners and under the supervision of SULC faculty, students will monitor and track the patents held by non-practicing entities (NPEs) and how they are asserted. NPEs have created distortions in the patent market by using the cost of litigation a primary driver of the value of patents. Students, under the supervision of SULC faculty will utilize empirical methods and perform technical research on the patents to determine the quality of the patents being asserted by the NPEs and will help evaluate the potential for filing IPRs on patents where good invalidating prior art is identified. The students' research will include exploring documents filed in past patent litigation by an NPE to identify whether invalidating prior art is available. The students will then assist with the drafting of petitions under the supervision of SULC faculty and legal practitioners from law firms who may collaborate with the Project, attend conference calls with PTAB judges (if permitted), assist with expert witnesses and even attend PTAB trials during their time at the Project. SULC students will be eligible to participate in the Project during both their second and third years of law school. Following graduation, SULC students may apply to become Project fellows to obtain more extensive IPR experience (provided adequate funding is identified).

III.

The Project will partner with several law firms that have significant experience filing IPRs. Each law firm has agreed to assist SULC and the Project pro bono in an IPR. The Project will be supported by donations from corporations and other foundations. The donated funds will be used to defray the expenses for each IPR and operations of the Project.

IV.

SULC Responsibilities:

- Make appropriate IPR filings through the SLC Technology and Entrepreneurship Clinic
- Create an IPR practicum course
- Recruit at least two students per year having Patent Bar eligibility
- Assign students to each IPR project through its Technology and Entrepreneurship Clinic
- Create a Fellowship program for SULC graduates
- Assist in raising funds for the Project

PQF Responsibilities:

- Provide or participate in raising the funding for start-up of the Project
- Provide expertise to support the Project
- Engage in development and fundraising activities to pay for IPR expenses
- Recruit law firms to support the Project that will provide and expend resources to support the project, assign responsible attorneys from those firms who will work collaboratively with SLC faculty in IPR Litigation and appeals who will perform such duties on a pro bono basis, waiving all fees for IPR litigation
- Establish a board of advisors for the Project to assist SULC in raising funds to support its Technology and Entrepreneurship clinic, IP scholarships and fellowships

V.

Mission, Background, Purpose & Organization of the Patent Quality Education & Training Foundation

Mission: The Patent Quality Education & Training Foundation (the “Foundation”) is a 501(c)(3) organization created to focus on training a diverse population of law students for careers in the patent field through experiential learning.

Background: In recent years, litigation by non-practicing entities (NPEs, popularly referred to as “patent trolls”) has dominated the patent litigation system in the United States, costing operating companies billions of dollars annually and stifling innovation. The 2011 America Invents Act sought to improve patent quality by permitting new post-grant challenges in the U.S. Patent and Trademark Office. The Foundation helps law students participate in Inter Partes Review (“IPR”) proceedings targeting low quality patents held by NPEs.

Purpose: The Foundation aims to (a) provide financial, advisory, and other support and assistance to accredited law schools – with a special but non-exclusive focus on law schools associated with an historically black college or university (an “HBCU”) – for programs to (i) improve the quality and integrity of protection of intellectual property rights under applicable patent laws and (ii) teach and equip law students with practical skills that enhance their prospects

for successful careers in the area of patent or other intellectual property law; (b) allocate donor resources contributed to the Foundation to the law schools in the most effective manner to advance the foregoing; and (c) provide visibility therefor to donors, other supporters, and constituencies of the Foundation.

Organization: The Foundation is governed and supervised by a Board of Directors of at least three (3) members. Timothy Wilson serves as the Chairman of the Foundation Board. Timothy Wilson also serves as President and manages the daily affairs of the Foundation.

VI.

This agreement may be terminated immediately for cause for either party's material breach of any obligation of this agreement. Prior to such termination for cause, a breaching party must be provided written notice explaining the detailed reasons for the breach and a 30 day period within which to cure said breach.

This agreement may be terminated without cause in the sole discretion of either party upon 60 days written notice. Upon a termination for convenience each party's obligations will cease as of the sixtieth day following transmittal of the notice. The parties agree to use the 60 day notice to cooperate in closing out the relationship formed under this agreement in an orderly fashion. The parties agree that any dispute under this agreement shall be subject to the laws of the State of Louisiana. The parties further agree that venue and jurisdiction for any legal claim arising under this agreement shall be in the 19th Judicial District Court for the Parish of East Baton Rouge, State of Louisiana.

VII.

SULC and PQF hereby agree to use their best efforts to ensure the success of this CEA. The CEA will become final once it is approved by the Southern University System Board of Supervisors, and executed by authorized representatives of PQF and SULC.

Signed this the _____ day of _____ 2018.

John K. Pierre, Chancellor
Southern University Law Center

Tim Wilson, Board Chairman and President
Patent Quality, Education and
Training Foundation



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

Office of the Executive Vice President/Executive Vice Chancellor

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

June 5, 2018

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

Re: Request for Tenured Professor Status for Dr. Bijoy Sahoo

Dear Dr. Belton:

This letter comes to request your approval and the approval of the Southern University Board of Supervisors to grant Dr. Bijoy Sahoo the status of tenured full professor in the College of Business.

Dr. Sahoo was recently hired for the position of Senior Associate Vice Chancellor for Academic Affairs at Southern University and A&M College. I am also requesting that, should Dr. Sahoo retreat to the faculty of the College of Business after his service as Senior Associate Vice Chancellor for Academic Affairs, that his salary will be equal to the highest paid Professor in the College.

Dr. Sahoo has a MBA in Business and a Ph.D. in Finance from the University of South Carolina. He has served in a number of key positions in higher education, such as professor of finance, dean of the School of Business and Interim Vice Chancellor for Finance at North Carolina Central University. Dr. Sahoo is currently a tenured professor in finance at North Carolina Central University, and I respectfully request this status be transferred to Southern University.

Attached are letters of recommendation from the College of Business on behalf of Dr. Sahoo's tenure status, for which I fully support.

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

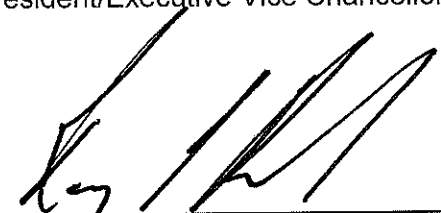
Sincerely,

A handwritten signature in black ink that reads "James H. Ammons".

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

JHA/swm

Approved: _____



Dr. Ray L. Belton, President-Chancellor



Office of the Dean
College of Business
P. O. Box 9723
Baton Rouge, Louisiana 70813

Voice: (225) 771-5640
FAX: (225) 771-5262
www.subr.edu

May 24, 2018

Dr. James Ammons, Executive Vice President/Executive Vice Chancellor
Third Floor Clark Administration Building
Southern University
Baton Rouge, LA 70813

Dear Dr. Ammons:

This letter is in reference to the tenure transfer of Dr. Bijoy K. Sahoo, PhD, Professor of Finance from North Carolina Central University to Southern University and A & M College, Baton Rouge. In the tenure process, the first essential decision is made at the level of the primary unit since a faculty member needs a designated home department/school for administrative purposes.

As the receiving primary unit, the College of Business has evaluated Dr. Sahoo following the same process it does in considering a faculty member to be hired with tenure. Thus, the resume of Dr. Sahoo was jointly reviewed by the Chair of the Department of Accounting, Finance and Economics, the Associate Dean and the Dean to make initial decision with respect to whether to grant or deny tenure to the candidate.

Based on Dr. Sahoo's teaching experience, research publications and creative works, professional training - earned terminal degree in teaching discipline, professional activities including university and community service and advisement, the College of Business recommends tenure for Dr. Bijoy K. Sahoo as Professor of Finance in his home department - the Department of Accounting, Finance and Economics

Sincerely,

A handwritten signature in black ink, appearing to read 'Donald R. Andrews', written over a horizontal line.

Donald R. Andrews, Dean



INCORPORATED 1880 RELOCATED 1974
SOUTHERN
UNIVERSITY
And
Agricultural & Mechanical College

Department of Accounting, Finance
and Economics
College of Business
P. O. Box 9723
Baton Rouge, Louisiana 70813

Voice: (225) 771-5943
Fax: (225) 771-5262

To: Dr. Donald R. Andrews, Dean
College of Business,
Southern University and A&M College
Baton Rouge, LA 70813

From: Dr. Ghirmay S. Ghebreyesus, ^{CG/DEA}Chair
Department of Accounting, Finance and Economics
College of Business

Date: May 24, 2018

Re: Dr. Bijoy K. Sahoo Curriculum Vitae (CV)

Thank you for forwarding Dr. Bijoy K. Sahoo's Curriculum Vitae (CV). I reviewed Dr. Sahoo's CV and based on his credentials (educational background and over twenty years of academic service) he qualifies for tenure position in the Department of Accounting, Finance and Economics.

Thank you.

Athletics Committee

ATHLETICS COMMITTEE
(following the Academic Affairs Committee)
Friday, June 22, 2018

Southern University at New Orleans
Millie M. Charles School of Social Work Auditorium
6400 Press Drive
New Orleans, Louisiana 70126

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Special Presentation
 - A. Recognition of SUNO Women's Track Team
6. Action Item
 - A. Request Approval of Employment Contract for Carlos Funchees, Head Coach, Women's Basketball, SUBR
7. Other Business
8. Adjournment

MEMBERS

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



Department of Athletics
Southern University and A&M College
P.O. Box 9942
Baton Rouge, LA 70813


(225) 771-5455 Voice
(225) 771-4400 Fax
<http://www.gojagsports.com>

June 19, 2018

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

Dear Dr. Belton-

We are asking that the position announcement be waived at this time for the Head Women's Basketball Coaching position. This position is comes at critical juncture as we are preparing to complete this recruiting cycle, begin off-season workouts, and summer practice. Therefore, there is heightened urgency to fill this position as soon as possible. Thank you for your consideration.

Approved: 
Roman Banks, Director of Athletics

Date June 19, 2018

Approved: 
Dr. Ray Belton, President/Chancellor

Date 6/19/18

Approved: 
Human Resources Designee

Date 6/19/18



**SOUTHERN
UNIVERSITY**
AND AGRICULTURAL & MECHANICAL COLLEGE

DEPARTMENT OF ATHLETICS

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

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PRESIDENT
2018 JUN 18 PM 4:31
SOUTHERN UNIVERSITY
ADMINISTRATIVE SYSTEM

June 14, 2018

Dr. Belton,

I would like to recommend Mr. Carlos Funchees to serve as the next Head Women's Basketball Coach here at Southern University. Coach Funchees has been here for 13 years as the Associate Head Coach and Recruiting Coordinator. He would step in and take over for Coach Pugh when she was unable to coach and did a great job.

At this time to keep the program moving forward and keeping continuity as he recruited most of the girls and played a key role into the success of the SU Women's Basketball Team. He has great knowledge of Basketball as well as NCAA rules which will help keep us striving to receive good APR scores.

I, Roman Banks your Athletic Director recommend Coach Carlos Funchees as he deserves a shot to lead this program for he has shown many years of loyalty and dedication to SU. He will start effectively July 2, 2018. His contract will be 3 years with an option year. Base salary of \$105,000 and all incentives of the previous coach's contract will remain the same.

Sincerely,

Roman P. Banks

Roman Banks
Director of Athletics
Southern University and A&M College

SOUTHERN UNIVERSITY AND A&M COLLEGE **BLUE**

**EMPLOYMENT CONTRACT OF HEAD WOMEN'S BASKETBALL COACH
CARLOS CAMILL FUNCHESS**

This agreement is made and entered into on the 2st day of July, 2018 between Southern University at Baton Rouge ("SUBR"), through its management board, the Southern University Board of Supervisors ("Board") and Carlos Camill Funchess (Head Women's Basketball Coach). This agreement constitutes the employment contract and appointment of the Head Women's Basketball Coach at Southern University in Baton Rouge, Louisiana. This agreement shall be effective on July 2, 2018 and shall remain in effect through July 1, 2021.

EMPLOYMENT OF HEAD WOMEN'S BASKETBALL COACH

I. Employment

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

II. Term

- a. The term of this agreement is for three (3) years commencing on July 2, 2018, and terminating on July 1, 2021. The Board shall have the option to extend this agreement for one (1) additional year by providing written notice to the Head Women's Basketball Coach by March 31, 2021 of their intention to do so. This option to extend must be approved by the Board and the Head Women's Basketball Coach has the option to accept such extension.
- b. All options to extend and/or renewals of this agreement must be approved by the Board and Head Women's Basketball Coach. Such extension and renewals shall be in writing and signed by both parties.

III. Compensation and Employment Benefits

- a. For services and satisfactory performance of all terms of this agreement, SUBR shall pay Head Women's Basketball Coach an annual base salary of one-hundred five thousand dollars (\$105,000.00). The salary shall be paid in equal amounts monthly or such other regular pay periods used for administrative employees.

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

IV. Outside Income - Subject to Compliance with Board Rules

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

V. Performance Incentives

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

i. SWAC Regular Season Championship

Head Coach One-Month Salary
Full Time Assistant Coach \$1,000
Part Time Assistant Coach \$500

ii. SWAC Tournament Championship

Head Coach One-Month Salary
Full Time Assistant Coach \$1,000
Part Time Assistant Coach \$500

iii. SWAC, LABC or LSWA Coach of the Year

Head Coach One-Month Salary
Full Time Assistant Coach \$1,000
Part Time Assistant Coach \$500

iv. Twenty (20) game wins in (1) season

Head Coach One-Month Salary
Full Time Assistant Coach \$1,000
Part Time Assistant Coach \$500

v. Fundraising Incentives

A. Basketball Game Guarantee Incentive Funding

1. If one hundred and thirty-five thousand dollars (\$135,000.00) or more in game guarantees are collected during the contract year, the Head Women's Basketball Coach shall receive a distribution of up to twenty thousand dollars (\$20,000.00) towards his salary and five thousand dollars (\$5,000.00) towards vehicle stipend. The Women's Basketball Program may be allocated up to twenty-five thousand dollars

(\$25,000.00) that may be used at Head Women's Basketball Coach's discretion, with approval from the Athletic Director and President-Chancellor, on any basketball related programs and activities, including recruiting, travel, equipment, salary supplements for assistant coaches, tutors, or other such personnel to assist the basketball program. Eighty-five thousand dollars (\$85,000.00) will be retained by the athletic department budget. The basketball program must first satisfy the state budget requirements before allowing any other expenditures.

2. Game guarantee collections over one hundred and thirty-five thousand dollars (\$135,000.00) will be split 50/50 between the Women's Basketball Program and the athletic department.
3. If the Head Women's Basketball Coach assists with helping the Athletic Director fund raise fifty thousand dollars (\$50,000.00) in unrestricted donations the women's basketball program will be allocated 10% which may be used for salaries.

B. Condition and Payment of Incentives

1. In order for Head Women's Basketball Coach to receive the above-mentioned performance incentives, Women's Basketball Team shall meet all NCAA APR standards and Women's Basketball Team shall be eligible for post-season play.
2. Within forty-five (45) days of the last contest Head Women's Basketball Coach shall be provided an annual report of all performance 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 no later than the 60th day following the last contest of the season, including post-season play.

VI. Compliance with NCAA, Conference and University Rules

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

VII. Coaching Staff

- a. Head Women's Basketball Coach shall have the authority to recommend an offer of employment to two (2) Assistant Coaches subject to approval by the Athletic Director and President-Chancellor. The employment for the Assistant Coaches will terminate annually and will be renewed only on the recommendation of the Head Women's Basketball Coach and the approval of the Athletic Director and President-Chancellor.

VIII. Termination for Cause

- a. The Board shall have the right to terminate this agreement for cause prior to its expiration, and such right shall exist notwithstanding any rights available under Section VI hereof, and in addition to the examples listed in SUBR Personnel Handbook, the termination for cause shall include but not be limited to any one or more of the following:
 - i. Negligent or inattention by Head Women's Basketball Coach of the standards duties or responsibilities expected by Southern University System employees, after written notice thereof has been given to Head Women's Basketball Coach by Athletic Director and Head Women's Basketball Coach has continued such neglect or inattention during a subsequent period for not less than thirty (30) days;
 - ii. Material, intentional, or reckless breach or violation by Head Women's Basketball Coach of the agreement, including without limitation governing athletic rules and Southern University System rules; or conviction of Head Women's Basketball Coach of any criminal violation (does not include minor traffic offenses or non-criminal offenses);
 - iv. Fraud or dishonesty of Head Women's Basketball Coach in the performance of his duties or responsibilities hereunder;
 - v. Actively engaging in any conduct or committing any act that brings SUBR, Southern University System and Head Women's Basketball Coach into public disrepute, contempt, embarrassment, scandal or ridicule and that negatively impacts the reputation or the high moral or ethical standards of the Southern University System;
 - vi. Conduct of Head Women's Basketball Coach constituting a major violation or a pattern of conduct that may constitute or lead to a major violation, of any NCAA or other governing athletic association rule or Southern University System interpretation thereof, that may, in the reasonable and good faith judgment of the Southern University System negatively and significantly impact and reflect adversely upon the Southern University System or its athletic programs;
 - vii. Any NCAA or SWAC rules violation by the women's basketball program that results or could result in the University being placed on probation by the NCAA or the SWAC;
 - viii. Conduct by members of Head Women's Basketball Coach's coaching or basketball staff or others under his supervision or subject to his control or authority that may constitute a major violation or a pattern of conduct that may constitute or lead to a major violation of any NCAA or other governing athletic rule or Southern University System interpretation thereof of which Head Women's Basketball Coach had knowledge and failed to act reasonably to prevent, limit or mitigate, which may, in the reasonable and good faith judgment of the Southern University System negatively and significantly impact and reflect adversely upon SUBR or its athletic program;
 - ix. Conduct that the Athletic Director, President-Chancellor and/or Board agree is not the best interest of SUBR and Southern University System and such conduct would be detrimental to the SUBR and Southern University System.
 - x. Failure of the women's basketball program to meet the academic benchmarks established by the NCAA (including Academic Progress Rate (APR) benchmarks) which results in penalties or sanctions being imposed by the NCAA or other athletic governing authority.

In the event this Agreement is terminated for cause in accordance with the provisions of Section VIII hereof, then effective as of the termination date, Head Women's Basketball Coach shall not be entitled to receive any further payments of base salary, and any other compensation or benefits otherwise payable under Section III hereof, except Head Women's Basketball Coach will be entitled to continue such life or health insurance benefits at Head Women's Basketball Coach's expense as required

by law; and subject to any deductions permitted by Section III b. Head Women's Basketball Coach will be paid any earned outstanding payments owed by SUBR as of the effective termination date pursuant to the terms of the Agreement. Head Women's Basketball Coach will be given notice of the cause and an opportunity for a hearing before the Board's Athletic Committee. The Athletic Committee will make a recommendation to Board on whether to terminate the Head Women's Basketball Coach for cause for their final approval.

- b. **Termination Without Cause.** In the event this agreement is terminated without cause, Head Women's Basketball Coach and SUBR will be required to provide thirty (30) days written notice to the other party. However, Head Women's Basketball Coach may not terminate this agreement thirty (30) days prior to the first scheduled basketball game of the basketball season through the date of the last game of the basketball season. In the event the agreement is terminated without cause, Head Women's Basketball Coach will be paid any earned outstanding payments owed by SUBR as of the effective termination date pursuant to the terms of the agreement. The parties agree that if this agreement is terminated without cause, Head Women's Basketball Coach may be given a hearing at the sole discretion of the Board's Athletic Committee. If SUBR terminates the agreement without cause, as permitted by Section VIII hereof, SUBR shall pay, and Head Women's Basketball Coach agrees to accept as liquidated damages, an amount equal to the sum of the annual base salary for the remaining term of the agreement. If Head Women's Basketball Coach terminates this agreement, the Head Women's Basketball Coach will not be entitled to liquidated damages.
- c. **Buy-Out Provision.** In the event Head Women's Basketball Coach terminates the agreement without cause to become a Head or Assistant Basketball Coach, the Head Women's Basketball Coach would be liable to SUBR for liquidated damages of forty thousand dollars (\$40,000.00). The liquidated damages shall be due and payable over three (3) months in three (3) equal payments from the date of the termination. If the Head Women's Basketball Coach terminates this agreement for any other reason other than becoming employed as a Head or Assistant Basketball Coach including without limitation, retirement, health or personal reasons, disability, employment in another profession, then the Head Basketball Coach shall have no responsibility obligation, or liability to SUBR.

IX. Miscellaneous

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

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

Page 6

If to Head Women's Basketball Coach

Carlos Camill Fundress
Head Women's Basketball Coach
37445 Southpark Ave.
Prairieville, LA 70769

If to SU-Baton Rouge

Roman Banks
Athletic Director
Southern University – Baton Rouge
F. G. Clark Activity Center
Harding Boulevard
Baton Rouge, LA 70813

With copies to

Deidre Deculus Robert
General Counsel
Office of President
J. S. Clark Administration Bldg.
4th Floor
Baton Rouge, LA 70813

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

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

Head Women's Basketball Coach,
Carlos Camill Funchess

Date

Athletic Director, Roman Banks

Date

System President-Chancellor,
Dr. Ray Belton

Date

System Board Chairwoman,
Ann A. Smith

Date

Facilities and Property Committee

FACILITIES AND PROPERTY COMMITTEE

(following the Academic Affairs Committee)

Friday, June 22, 2018

Southern University at New Orleans

Millie M. Charles School of Social Work Auditorium

6400 Press Drive

New Orleans, Louisiana 70126

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Informational Item(s)
 - A. Priority Projects Updates, by Campuses
6. Action Item
 - A. Right-of-Way Instrument Entergy New Orleans, Inc. (SUNO)
7. Other Business
8. Adjournment

MEMBERS

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

Southern University System

Office of Facilities Planning

FACILITIES PROJECT UPDATES

June 22, 2018

SU Baton Rouge

Capital Outlay New Projects part 1:

- SU System Campus Major Repairs and Deferred Maintenance Projects - Projects are in progress by campus Facility Director
 - **Benjamin Kraft Physical Plant Mechanical Rooftop Equipment upgrades:** \$25,000 budget w/ pending bids
 - **Rodney G. Higgins Hall Mechanical Rooftop Equipment upgrades:** \$90,000 budget w/ pending bids
 - **J. S. Clark Adm. Building Roof Replacement** – AFC \$143,205 Mougeot Architecture; were contracted to prepare construction bid documents by FP&C. in planning phase to bid

Mechanical System Upgrades Capital Outlay part 2 projects:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

ADA Compliance projects:

- **A. W. Mumford Stadium ADA Compliance and Upgrades**
\$7,900,000 for planning and construction. March 2017 planning phase, bidding 12 March 2018, construction completion set for April 2019
Low bidder: J. W. Grand, Inc. \$5,364,000. pending executed contract by FP&C to have the G. C. to proceed w/ work.
- **F. G. Clark Activity Center ADA Compliance and Upgrades** – \$7,450,000
planning & construction. April 2017 planning phase, bidding April 2018, construction completion set for March 2019. The Bid opening is Wednesday, May 30, 2018 at 2:00 P.M.
- **T. T. Allain Hall ADA Compliance and Upgrades** – \$1,010,000 planning and construction. March 2017 planning phase: Design Development 21 July 17, bidding December 2017, Kelly Construction Group, LLC low bidder \$744,100 - Notice to proceed March 8, 2018 and construction completion set for September 22, 2018.

SUBR Infrastructure project for *Mechanical and Electrical system upgrades*

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

SUBR Title 9 Projects

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

- Soccer, Volley Ball, Softball, and Track/Field events (Locker Rooms)

Hurricane Gustav repairs for various buildings

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

SUBR Title III funded projects:

ADA E. C. Harrison Street Upgrades

The Luster Group, LLC bid \$388,808 construction duration time is set for July 24, 2017 to December 31, 2017. - 99% Completed
-pending completion of punch list items

Frank Hayden Hall ADA Restrooms at main Lobby

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

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

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

J. B. Moore Hall Smart Classroom Renovation

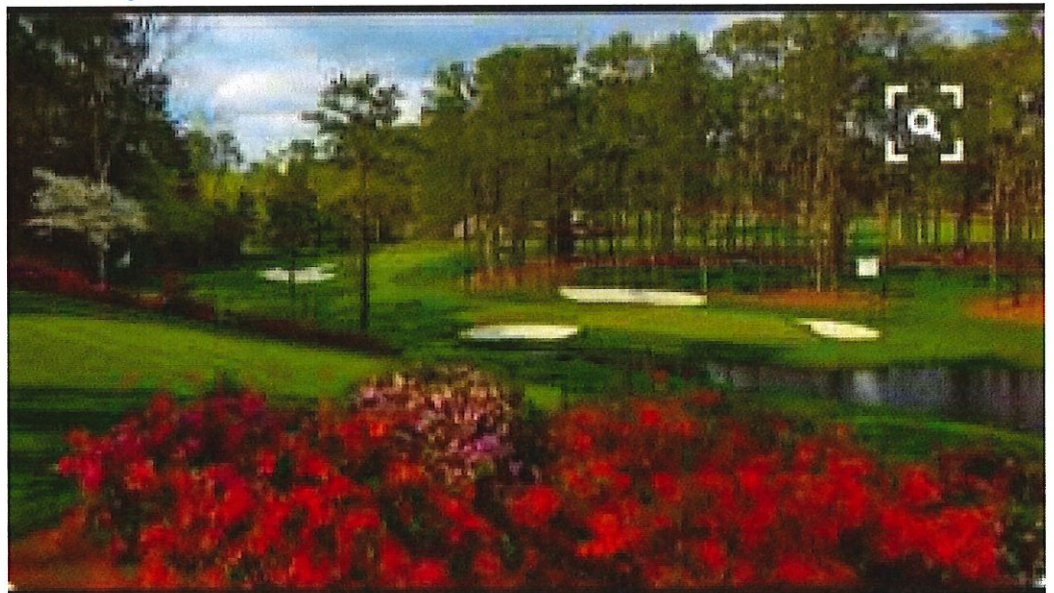
General Contractor; Honore Companies LLC (\$250,000 AFC budget) low bidder at \$209,000. construction duration time is set for June 26, 2018.

Southern University New Police Station

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

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

- Pending assessment review report by GOHSEP, ORM & FEMA to fund the project.
- Ravine/Bluff - State Capital Outlay Request for funding (\$8,000,000) FY 17-18. pending approval for FY 2018-19.
- **Bridge / Ravine** - State Capital Outlay Request for funding (\$7,800,000) FY 17-18, funding was approved in conjunction with DOTD office for \$10,000,000.
 - Topographic Survey: December 2017
 - Preliminary Plans: February 2018
 - New AFC at \$6,000,000 for design and Construction (DOTD)
 - Final Bid Plans: July 2018 (construction bid documents) and FEMA has to approve CD's December 2018.
 - DOTD to send Federal Application for funding and project approval to proceed
 - Bid Advertise in February 2019 and bid opening March 2019
 - Construction timeline 6 to 9 months pending update from Mr. Corey Landry (225-379-1889) of DOTD, fully executed contract April 2019 to May 2019. On site construction June 2019 to December 2019 / March 2020.
 - *Review designing a Water Lake (3 ft. deep) apart of the ravine system just West of the New Bridge Site that will be for student gathering to appreciate the beautiful natural terrain and landscaping, as recommended by **the Honorable SU board member Mr. Tony Clayton**. A wooden platform walking trail would be incorporated into this design.*



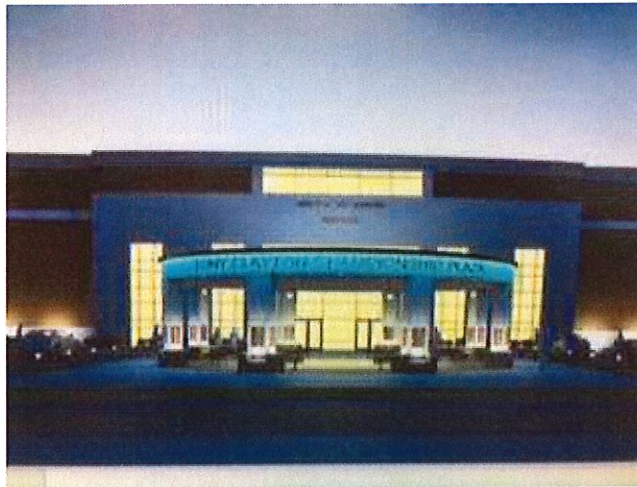
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Inclement Weather issues

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

SU Foundation projects on SUBR campus

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



Construction in progress

- **SUBR Master Plan “Imagine 20,000 students” - pending advertisement for RFP (Request for Proposals)**

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

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

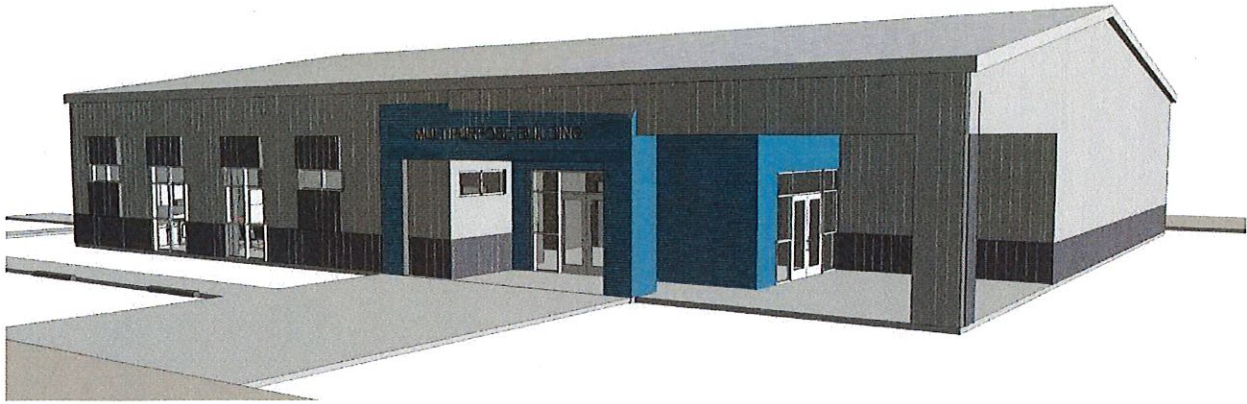
- Budget: \$242,522
- Architect: Williams and Williams Architecture - designer fees \$25,400
- AFC: \$217,122
- Construction Bid Documents and Spec's completed April 28, 2017
- Bid Advertisement: Set for December 2017.
- Pre-Bid meeting 2Feb2018- ANR Construction Low bidder at \$207,900

2. A.O. Williams Hall Renovation

- FP&C project manager: Tony Palotta 225.342.0827
- Budget amount is \$2,764,630
- Project was awarded to Engineer – Quebedeaux Engineers / Architect – Crump Wilson and Associates
- Estimated cost is approximately \$2,300,000.00
- Design phase started 4/27/2016
- Design team is working with FP&C to finalize a design solution within the budget amount - pending completion February/April/May/June 2017.
- Duration time of bidding and construction-August 2017 bidding / Nov. 2017 to November 2018 construction. Bid open 19Dec2017
- Sienna Construction LLC – low bidder \$1,647,000



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



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

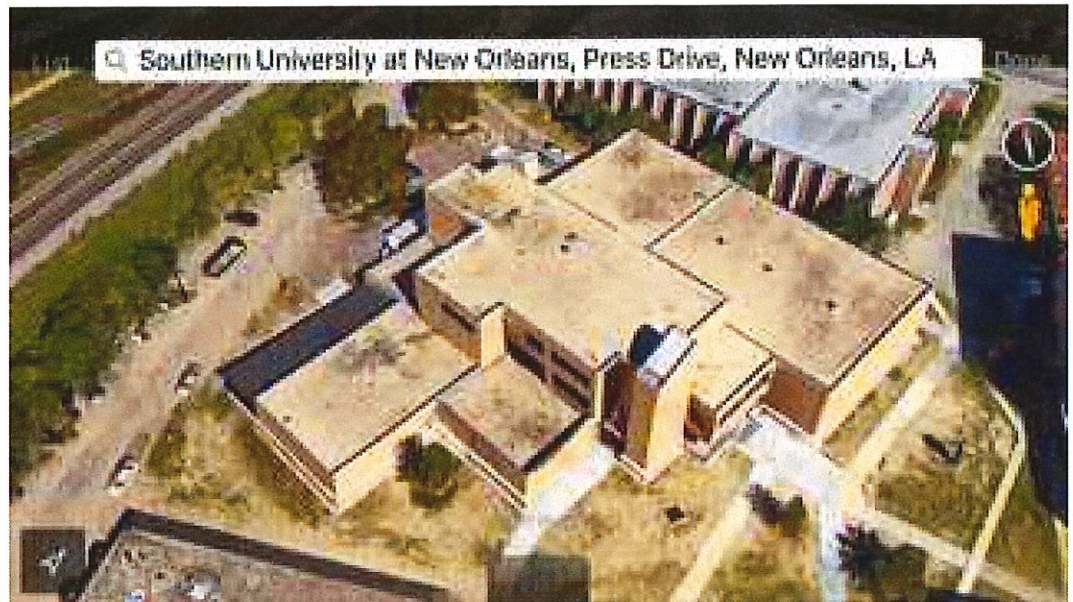
Concrete Foundation in progress:



SU New Orleans

Capital Outlay New Projects:

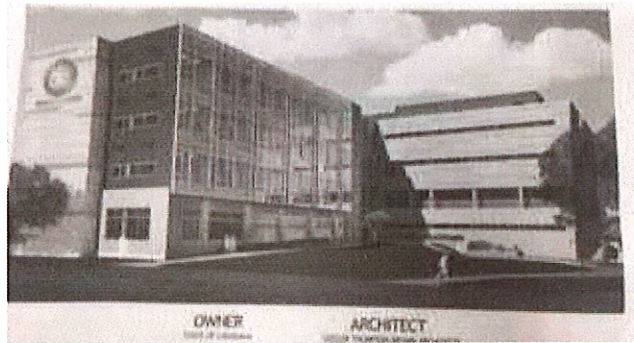
- SU System Campus Major Repairs and Deferred Maintenance Projects, in progress by campus Facility Director
 - **SUNO University Center** Roof Replacement (\$437,979) – Bid opening November 28, 2017 – bid at \$418,275.00 w/ pending Low bidder: **Rycars Construction.** The pre-construction Feb. 6, 2018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



- **University Center** HVAC 3 air handling unit upgrades (\$236,264) Bid opening November 15, 2017. bid at \$224,900 and low bidder was Gallo Mechanical – **work in progress** and duration for completion is July/Aug, 2018.
- **Electrical System repairs** (\$40,000 budget) bids are under review to proceed with repairs. **Upgrades in progress**
- **Mechanical system and underground piping repairs** (\$50,000 budget) bids are under review to proceed with repairs.
- **University Center Parking lot repairs** (\$60,000 budget) bids are under review to proceed with construction. A-1 Asphalt low bidder and work to proceed on 26March2018. Parking lot is completed. **Pending sidewalks & lighting upgrades.**

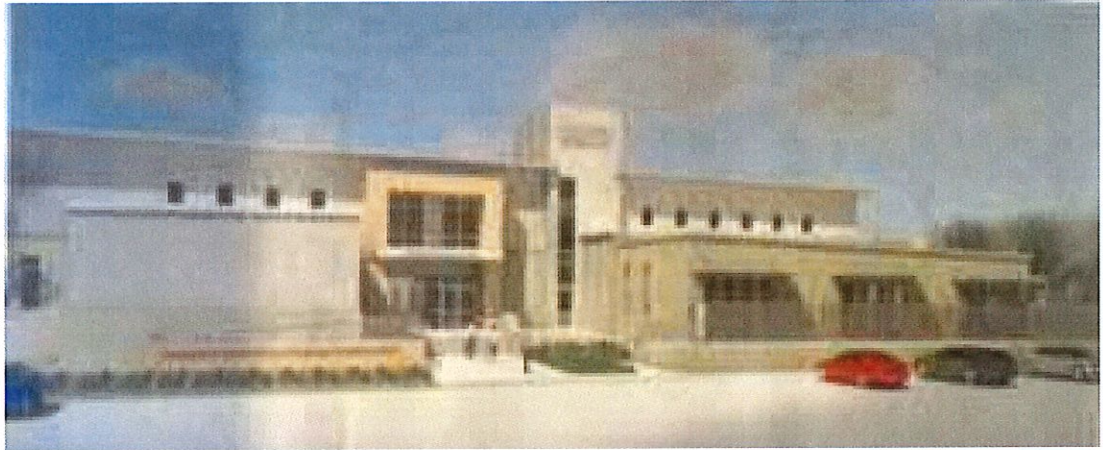
SUNO New Natural Science Building – completion set for Oct. 2018

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

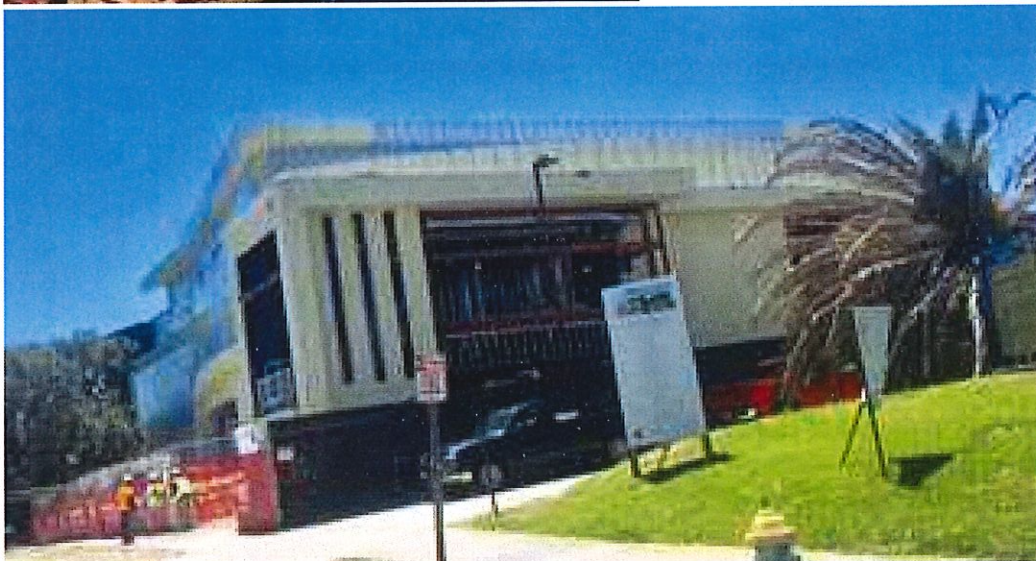


SUNO New Education and Human Development Building (lake campus)

- FP&C project manager: Ms. Jean Kelly 504-568-8547
- Verges Rome Architects – Awarded Education and Human Development Building,
This building will be two stories in height and have a total of 49,114 square feet.
Project will be located on the Lake Campus. Construction Documents 100% complete. Cost of the project is budgeted at \$11, 608,000.
- Bid Advertisement: bids open December 13, 2017
- General Contractor: Frank A. Anzalone General Contractors, Inc.
- Bid amount: \$10,480,000
- Notice to Proceed: January 2018. Construction in progress.
- Construction duration time: 18 months January 17, 2019
-



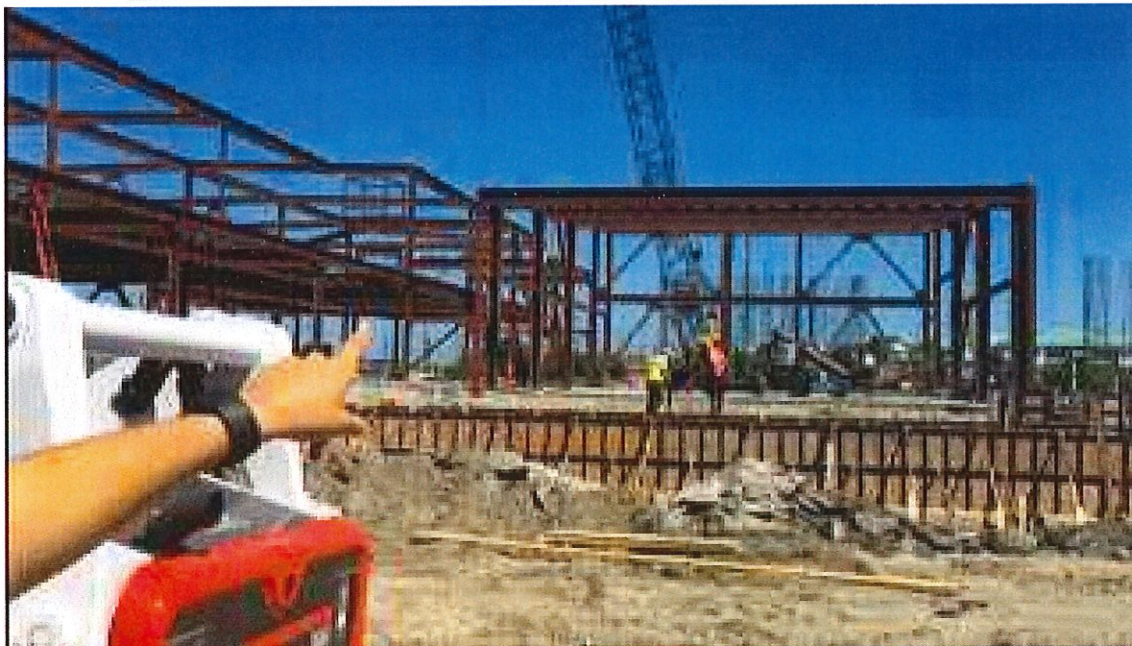
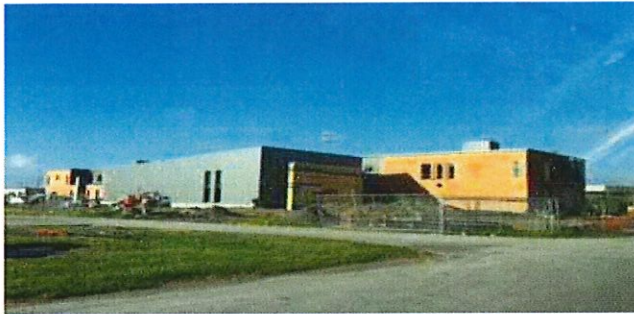
SUNO New Arts, Humanities and Social Sciences Building - completion set for October 2018



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

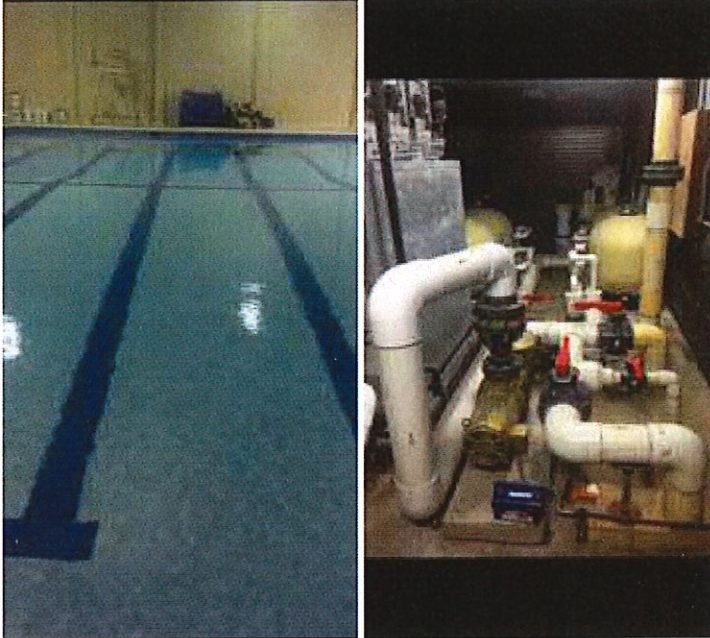
SUNO New School of Social Work- completion set for January 2018

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



SUNO University Center Swimming Pool repairs

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



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

SUNO Campus lighting site inspection notes:

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



SU Shreveport

Capital Outlay New Projects:

- SU System Campus Major Repairs and Deferred Maintenance Projects –in progress by campus Facility Director
 - **Campus HVAC** system repairs, \$98,786 – 80% complete
 - **Campus sidewalk** Safety Compliance, \$95,000 – Walker Landscape Low bidder for \$37,410.
 - **Gymnasium** roofing repairs, AFC \$155,000 – Pintail Roofing low bidder for \$82,649.
 - **Gymnasium** Roofing Gutter system (AFC see above) Rain Pro low bidder for \$38,122.
 - **ADA** Compliance for doors and walkways, (AFC \$125,000) – Pro-Door low bidder at \$51,738 work in-progress.
 - **Lighting** upgrades, (AFC \$25,000) – 100 % completed

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

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



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

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

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



SUSLA Building Lease Space
for The Youth Build Program

Prepared By:

Eli G. Guillory III

Director

Southern University System

Office of Facilities Planning

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

SU System

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

SU Baton Rouge

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

SU Law Center

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

SU Agricultural Center

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

SU New Orleans

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

SU Shreveport

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

Southern Strategy Group

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

RIGHT-OF-WAY INSTRUMENT
ENTERGY NEW ORLEANS, INC.

KNOW ALL MEN BY THESE PRESENTS THAT: THE BOARD OF SUPERVISORS OF SOUTHERN UNIVERSITY AND AGRICULTURAL & MECHANICAL COLLEGE, whose permanent address is Office of the President J. F. Clark Bldg. 4th Floor, Baton Rouge, LA 70813, herein appearing by and through ANN A. SMITH, its duly authorized Chair, Southern University Board of Supervisors Grantor(s), acting for, and on behalf of, his/her heirs, successors, assigns and any other person claiming the ownership to the property hereinafter described, collectively "Grantor" for and in consideration of One Dollar, in hand paid, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, does hereby grant, assign, convey unto and warrant and defend Entergy New Orleans, Inc., and its successors and assigns, collectively "Grantee", a right-of-way, servitude and easement for the location, construction, reconstruction, improvements, repairs, operation, inspection, patrol, replacement and maintenance of electric power and communication facilities, or the removal thereof, including, but not necessarily limited to poles, cross arms, insulators, wires, cables, conduits, hardware, transformers, switches, guy wires, anchors and other equipment, structures, material and appurtenances, now or hereafter used, useful or desired in connection therewith by Grantee over, across, under or on that land of Grantor in the Parish of Orleans, State of Louisiana described as follows, to-wit:

TWO CERTAIN TRACTS OR PARCELS OF LAND particularly identified at **TRACT X-1** and **TRACT Y** located in the Third Municipal District of the City of New Orleans, State of Louisiana and shown on that plat prepared by Gandolfo, Kuhn & Associates, Civil Engineers & Land Surveyors, New Orleans, Louisiana, dated December 21, 1993, a copy of which plat is attached to a certain Act of Sale dated December 29, 1993 recorded under Notarial Archive Number 93-55710 of the official records of Orleans Parish, Louisiana.

Being the same property acquired by The Board of Supervisors of Southern University and Agricultural & Mechanical College from Landmark Land Company of Louisiana, Inc. dated December 29, 1993 and recorded under Notarial Archive Number 93-55710 of the official records of Orleans Parish, Louisiana

The location of the ten (10') foot right-of-way and servitude and fourteen foot by fourteen foot (14'x14') transformer pad herein granted on the above described property is more fully shown in red on that Entergy Louisiana drawing identified as **EXHIBIT "A"**, dated **May 7, 2018**, a copy of which is attached hereto and made a part hereof,

together with the right of ingress and egress to and from the said right-of-way across the adjoining land of the Grantor and the right to attach wire and cables of any other party to Grantee's facilities.

Grantee shall have the full and continuing right to clear and keep clear trees, limbs, and/or other vegetation which the Grantee considers a hazard to any of its electric power or communications facilities or a hazard to the rendering of adequate and dependable service to Grantor or any of Grantee's customers, by use to a variety of methods used in the vegetation management industry.

Grantor shall not construct or permit the construction of any structure, obstruction or other hazard within the said right-of-way, including but not limited to, house, barn, garage, shed, pond, pool or well, excepting only Grantor's fence(s) and Grantee's facilities. Grantor shall not construct or permit the construction of any buildings or other structures on land adjoining said right-of-way in violation of the minimum clearance from the lines and facilities of Grantee, as provided in the National Electric Safety code.

IN WITNESS WHEREOF, Grantor has executed this Right-of-Way Instrument on the ____ day of _____, 2018.

WITNESSES:

GRANTOR: BOARD OF SUPERVISORS OF SOUTHERN UNIVERSITY AND AGRICULTURAL AND MECHANICAL COLLEGE

Print Name: _____

By: _____
ANN A. SMITH

Print Name: _____

Its: Chair, Southern University Board of Supervisors

(acknowledgement on separate page)

ACKNOWLEDGEMENT

STATE OF LOUISIANA
PARISH OF _____

BEFORE ME, the undersigned notary, personally came and appeared _____, who being first sworn, did depose and say that he/she signed the foregoing instrument as a witness in the presence of Grantor, and another subscribing witness, each signing in the presence of all the others, and that all of said signatures thereto are genuine and correct.

Appearer

Sworn to and subscribed before me this ____ day of _____, 2018

Notary Public

Print Name: _____

BarRoll # or Notary ID: _____

Grantee's Permanent Mailing Address:
3734 Tulane Ave., New Orleans, LA 70119



SOUTHERN UNIVERSITY at NEW ORLEANS

FACILITIES MANAGEMENT

6400 Press Drive, New Orleans, Louisiana 70126

Phone (504) 286-5292 Fax (504) 286-5294

Letter of Transmittal

TO: Board of Supervisors
of Southern University System
4th Fl. J. S. Clark Administration
Southern University and A&M Co
Baton Rouge, LA. 70813

FROM: Tracey B. Webster
DATE: 6/7/2018
ATTENTION: Ms. Ann A. Smith, Chair
RE: Right of Way

WE TRANSMIT HERE IN WIDTH

- Letter, Drawings, Samples, Requisition(s), Specifications, Other, Time sheets, Change Order, Hand Delivered

Table with 3 columns: Date, Copies, Description. Row 1: 6/6/2018, 3 originals, Right of Way Instrument Entergy New Orleans Inc.

The following Action Required:

- For Your Approval, Approval As Submitted, For Your Signature, For Your Use, Approval As Noted, For Review and Comment, As Required, Return for Correction, None

REMARKS

Please find attached the Right of Way documents for the NEW College of Education & Human Development building, Southern University at New Orleans Please fully execute the three original documents and return them to the Facilities Management Dept., Southern University at New Orleans. Thank you

COPIES TO: Yolanda Mims, Interim Dir.

SIGNED: Tracey B. Webster 6/6/2018

Received By: Signature Date

Print Name:

URGENT, IMMEDIATE ACTION REQUIRED

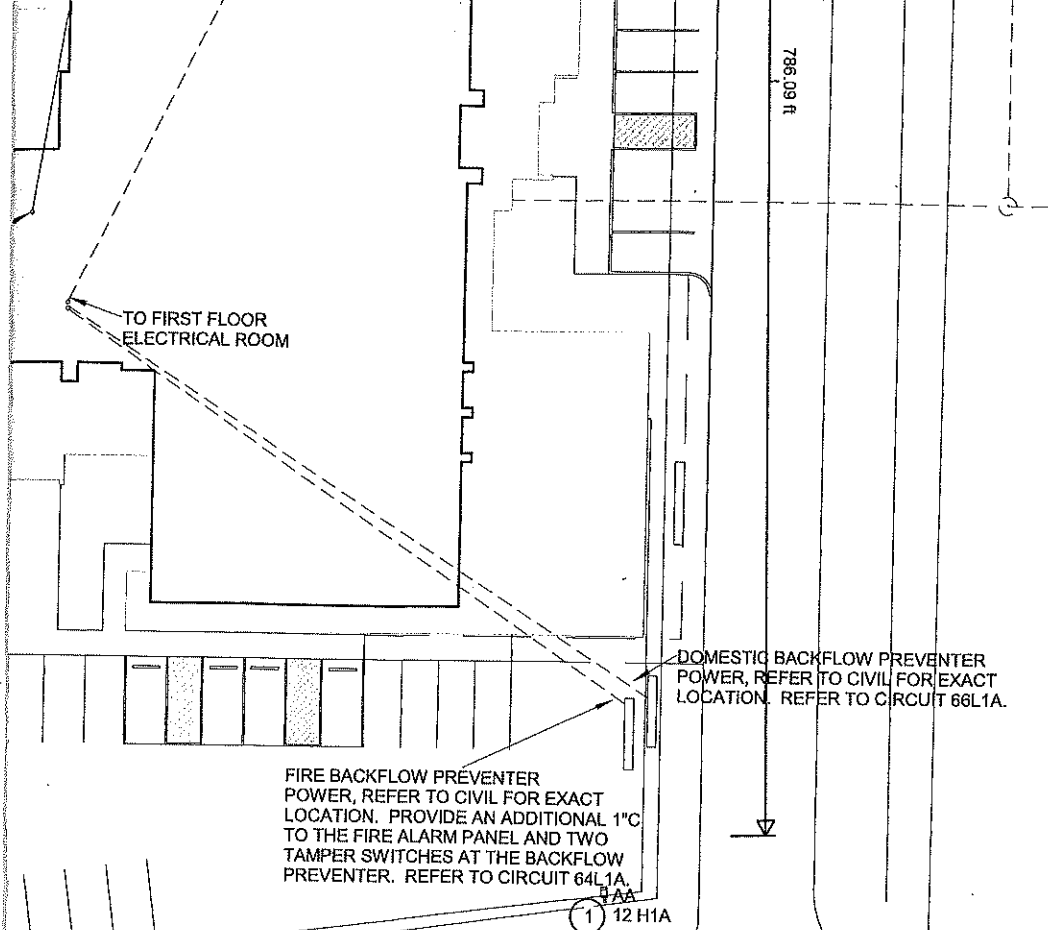


EXHIBIT "A"

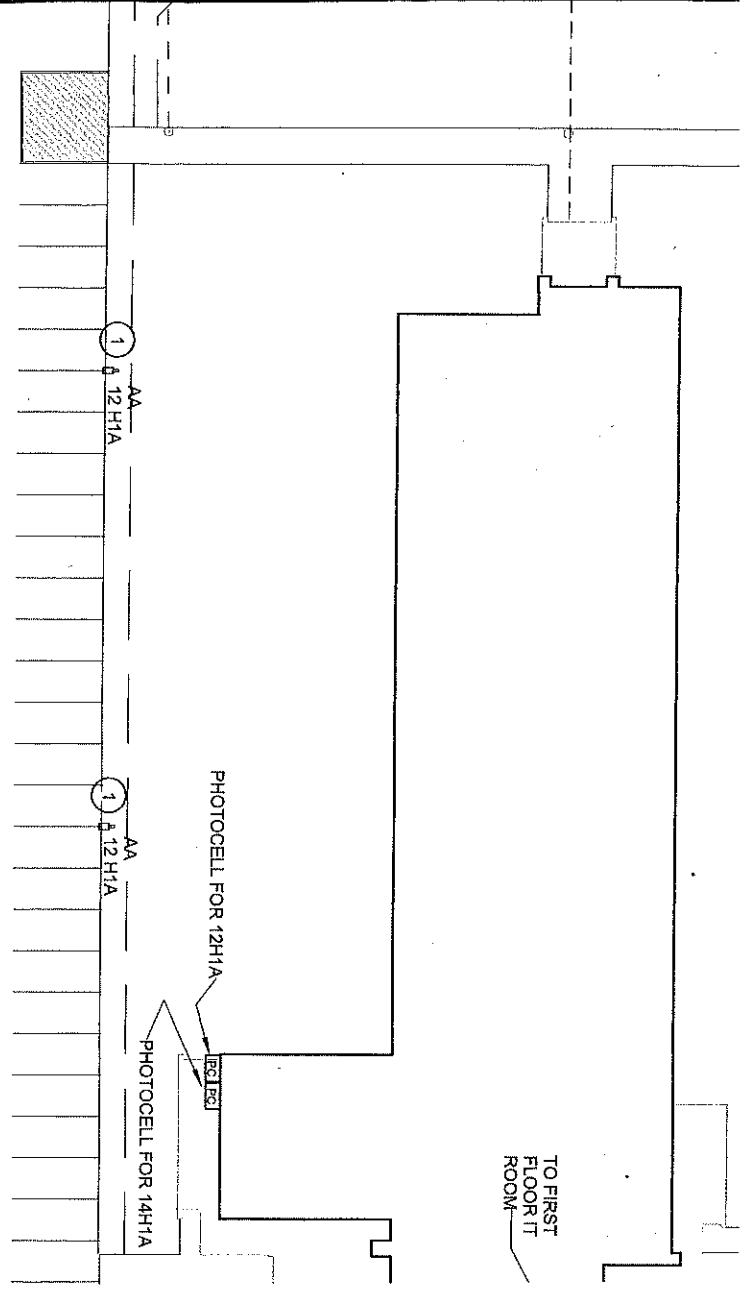
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University of Southern New Orleans 6805 Leon C Simon	

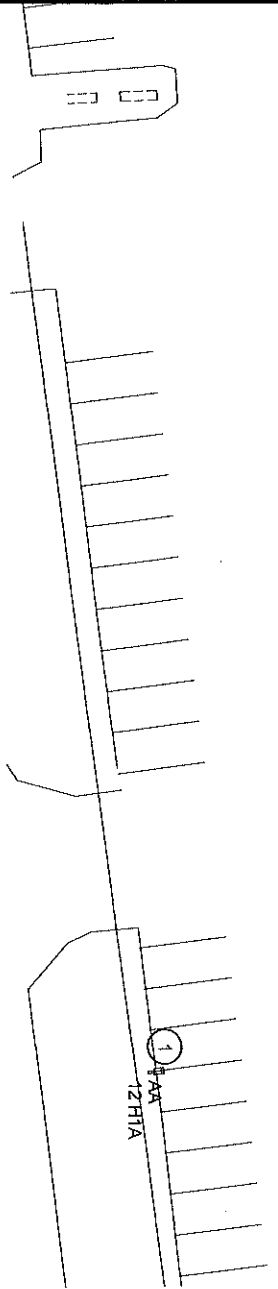
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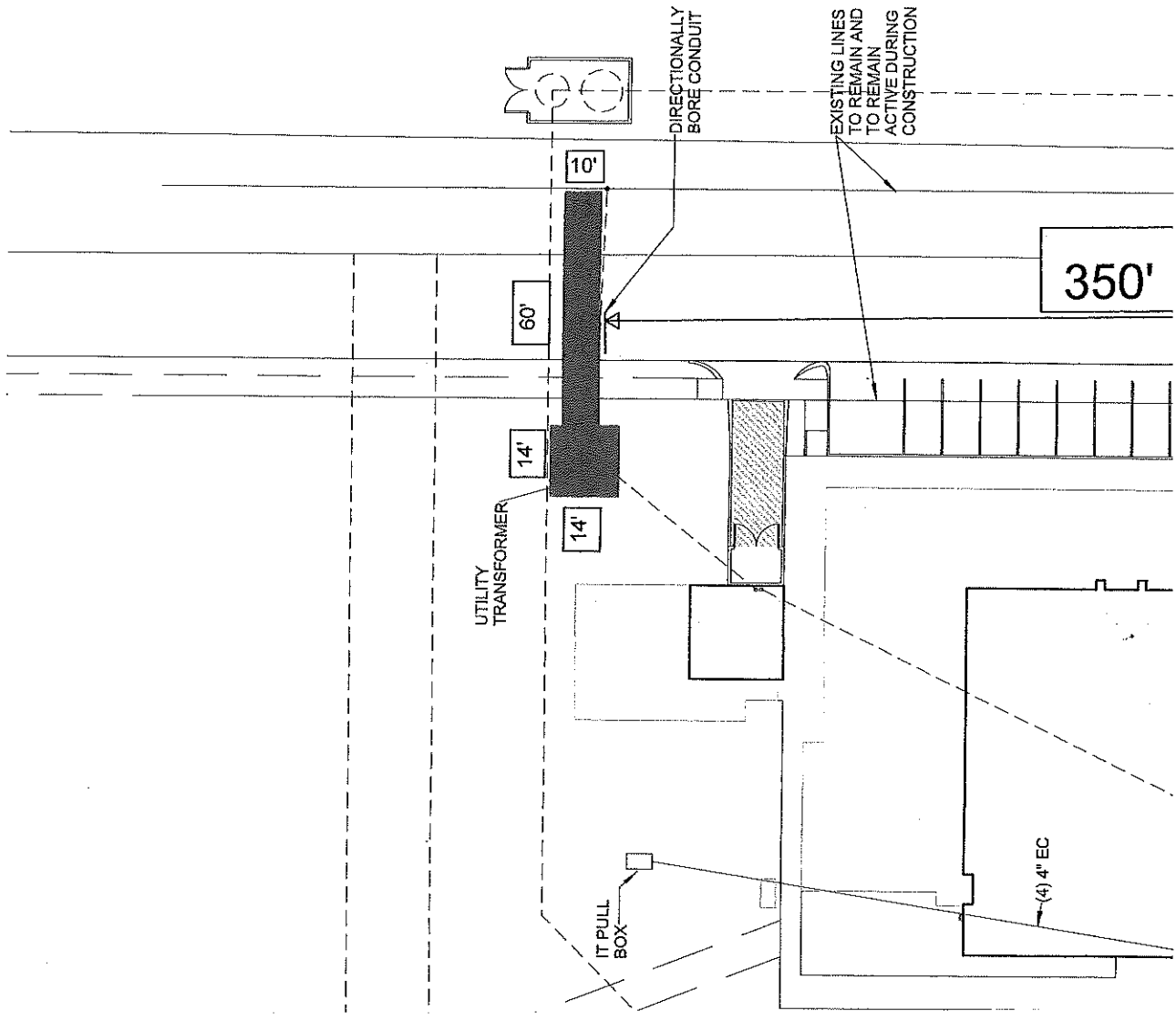
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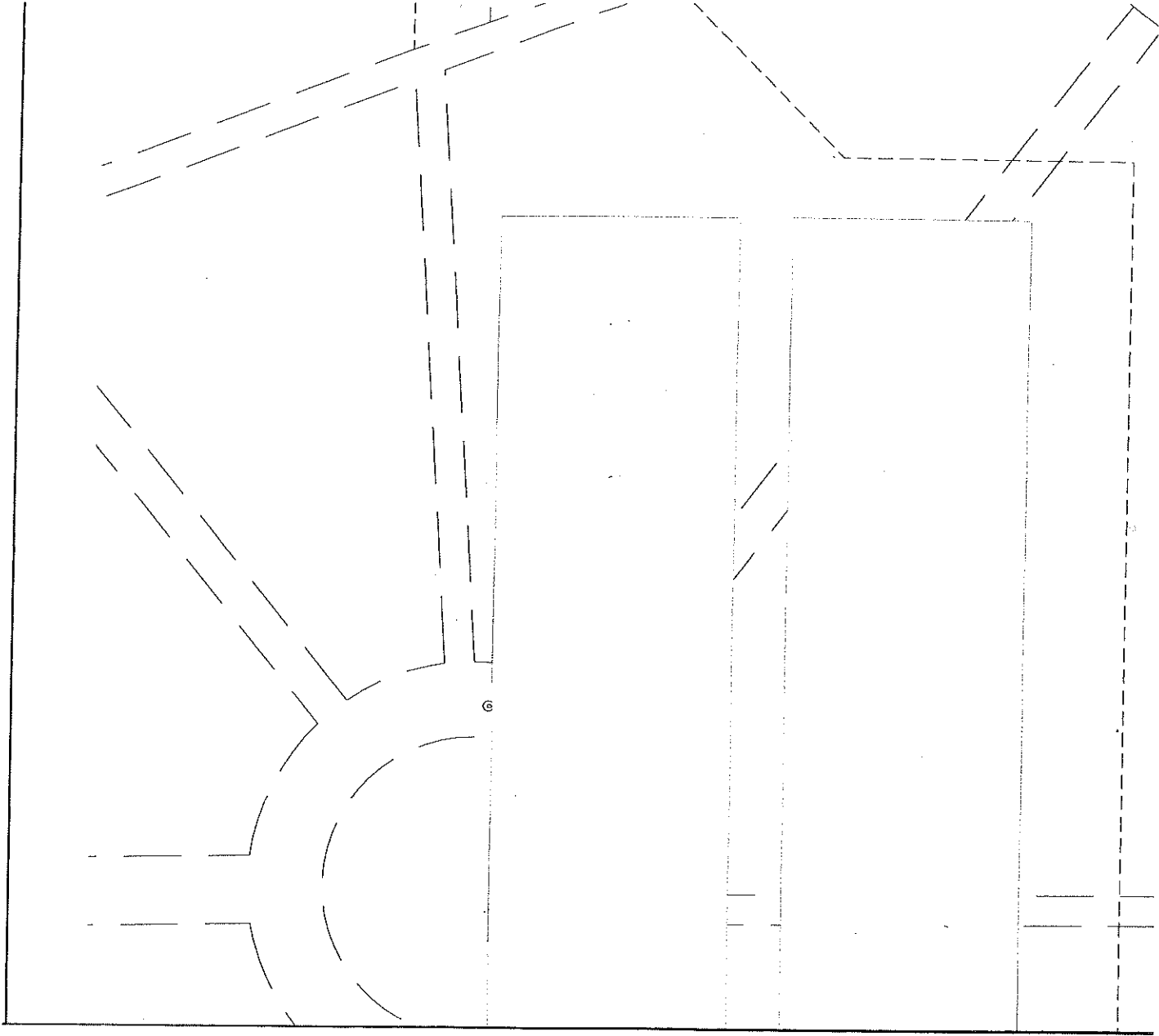
TO FIRST
FLOOR IT
ROOM



Leon C Simon DR







Finance Committee

FINANCE COMMITTEE
(Following the Facilities and Property Committee)
Friday, June 22, 2018
Southern University at New Orleans
Millie M. Charles School of Social Work Auditorium
6400 Press Drive
New Orleans, Louisiana 70126

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Item(s)
 - A. Request Approval to Increase/Establish Fees (SUNO)
 1. Laboratory Fee Increase (*From \$10 to \$50 per student*)
 2. Administrative Fee Increases
 - Transcript Fee (*From \$2 to \$10*)
 - Add/Drop Fee (*From \$10 to \$15*)
 - B. Request Approval of Tuition Fee Assessment Structure (SULC)
Flat tuition fee for part-time day program equal to the part-time evening program
 - C. Request for Usage of Prior Year Funds for QEP (SULC)
 - D. Request Approval of Contract Renewal Agreement between Southern University and Follett Higher Education Group (SUS)
6. Informational Item(s)
 - A. Interim Financial Report
7. Other Business
8. Adjournment

MEMBERS

Atty. Domoine Rutledge–Chair, Mr. Richard Hilliard–Vice Chair
Atty. Tony Clayton, Rev. Joe R. Gant, Jr., Rev. Donald R. Henry, Dr. Leon R. Tarver II,
Mrs. Ann A. Smith- Ex Officio



SOUTHERN UNIVERSITY AT NEW ORLEANS

6400 Press Drive
New Orleans, LA 70126-0002
(504) 286-5311
FAX (504) 284-5500
www. suno.edu

OFFICE OF THE CHANCELLOR

June 6, 2018

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

Fees Increase Request

Dear Dr. Belton:

Southern University at New Orleans hereby seeks your kind approval of the fee increases:

- | | |
|--------------------|-------------------------|
| 1. Transcript Fees | From \$2.00 to \$10.00 |
| 2. Add/Drop Fees | From \$10.00 to \$15.00 |
| 3. Laboratory Fees | From \$10.00 to \$50.00 |

If you concur, we are also requesting that this document be submitted for approval to the Southern University Board of Supervisors at the June 2018 meeting.

If approved, the requested fee increases will become effective fall 2018.

Sincerely,

Lisa Mims-Devezin, Ph.D.
Chancellor

APPROVAL: _____

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



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 5, 2018

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

RECEIVED
OFFICE OF THE
PRESIDENT OF THE
SOUTHERN UNIVERSITY SYSTEM
2018 JUN - 7 AM 10:02

RE: Part-Time Day Tuition Fee Assessment

Dear Dr. Belton:

The Southern University Law Center is submitting its request to uniformly compute and assess the Tuition Fee for its Part-time Day and Part-time Evening Legal Education Programs. The Law Center seeks to assess a uniform level or flat tuition fee for its Part-time Day program which would then be equal to the tuition fee assessed for the Part-time Evening program. Presently, the Part-time Day tuition fee is prorated based on enrolled hours as compared to the Part-time Evening program's tuition fee, which is a level or flat fee for all enrolled hours. The different fee structures have created a disparity in the fees charged for legal education, for the same enrolled hours, between the Day and Evening programs, by approximately \$74,400 for the academic year.

I respectfully request your support for this change in fee assessment structure and that you present such fee assessment change to the Board of Supervisors for their approval at its June 22, 2018 Board meeting. If you have any questions, please feel to contact me.

Respectfully submitted,


John K. Pierre, Chancellor

APPROVED: _____

Dr. Ray L. Belton, President/Chancellor



SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL

POST OFFICE BOX 9294

BATON ROUGE, LOUISIANA 70813-9294

OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

May 31, 2018

VIA HAND DELIVERY

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

RE: Request for Use of Prior Year Funds

Dear Dr. Belton:

The Law Center is schedule for reaffirmation of its Accreditation by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). As part of the accreditation process, the Law Center is required to design and incorporate a Quality Enhancement Plan (QEP) into its academic programs to improve student learning outcomes. In that regard, the Law Center has formed a QEP Committee and a QEP Budget for the program. The QEP Committee, which is comprised of Law Center Faculty and Staff, will be required to perform additional duties above and beyond their normal work obligations. The QEP Budget, which is estimated to be \$72,000, provides for additional overload compensation for the committee members, as well as other program costs (see attached budget).

The QEP program will be funded from SULC-Designated prior year funds which are more than sufficient for this request.

I respectfully request that this Request be presented for approval by the Southern University Board of Supervisors at its June 22, 2018 Board Meeting.

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

TO: John K. Pierre, Chancellor
FROM: Shawn D. Vance, Assoc. Vice Chancellor
DATE: May 8, 2018
RE: Quality Enhancement Plan (SACSCOC) Budget


As you are aware, the Law Center is in the midst of its 2020 Reaffirmation review by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). With this in mind, the Law Center has appointed a Quality Enhancement Plan (QEP) Committee. The Committee has proposed the attached budget and we hereby submit the budget to you for your review and approval. SACSCOC requires an institution to provide a detailed articulation of each step taken by the institution to identify an intervention designed to improve student-learning outcomes and each step required to implement and evaluate the effectiveness of the intervention.

The QEP process will require committee members to perform additional duties beyond their normal work obligations. In accordance with SACSCOC guidance, the Law Center will provide overload compensation to such persons in accordance with QEP process and budget. It is my understanding that compensation for such overload work will be provided from prior year funds. The effective date for the overload will commence on July 1, 2018 and end on June 30, 2019 for any 12-month employees. If you have questions or desire additional information, please contact me at your earliest convenience.

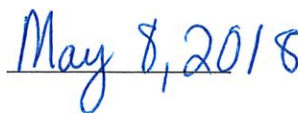
Approved

Disapproved

Signature: _____


John K. Pierre, Chancellor

Date: _____



Southern University Law Center
SACSCOC Quality Enhancement Plan (QEP) Budget
For the Fiscal Year July 1, 2018 through June 30, 2019

QEP Committee Assignments

1.	Intervention Design and Planning	Regina Ramsey	\$ 3,000
2.	Intervention Instruction	Shenequa Grey	6,000
3.	Chief Drafter of Report (80 pages, with enclosures)	Walter Tillman, Jr.	6,000
4.	Report Editors		
	a. Editor	Marla Dickerson	2,000
	b. Editor	Rahim Smith	<u>2,000</u>
	Total Report Editors		<u>4,000</u>
5.	Historian/Transcriber (keeper of record/minutes)	Wendy Shea	4,000
6.	Writer(s) of Sub-Reports (unit specific; 2 pages)		
	a. Academic Counseling	Courtney Richardson	2,000
	b. Academic Counseling	Kimberly LaMotte	2,000
	c. Admissions/Recruiting	Andrea Love	2,000
	d. Adjunct Faculty	Timothy Hardy	2,000
	e. Alumni Affairs	Cynthia Reed	2,000
	f. Career Services	Koshaneke Gilbert	2,000
	g. Clinical education	Virginia Listach	2,000
	h. External Affairs	Sherrie Rhodes	2,000
	i. Faculty	Prentice White	2,000
	j. Faculty	Angela Bell	2,000
	k. Finance	Demetria George	2,000
	l. Financial Aid	Calaundra Clarke	2,000
	m. IT Staff	Gregory Speyrer	2,000
	n. Library	Phebe Poydras	2,000
	o. Office of Development	Tanya Freeman	2,000
	p. Office of Development	Robbin Thomas	2,000
	q. Registrar	Latonya Wright	<u>2,000</u>
	Total Sub-Report Writers		<u>34,000</u>
	Total QEP Committee Assignments		57,000
	Marketing		10,000
	Professional Services, Other materials, and Supplies		5,000
	Total QEP Budget		<u><u>\$ 72,000</u></u>

CONTRACT RENEWAL AGREEMENT

Between

Southern University and A.M. College, and Follett Higher Education Group, Inc. For Lease of Space for Bookstore Operation Services

1. This agreement effective on the 1st day of July in the year Two Thousand-Eighteen, by and between the Southern University Board of Supervisors on behalf of the Southern University System, herein appearing through Dr. Ray L. Belton, Southern University System President party of the first part (herein termed the "University" or "State") and Follett Higher Education Group, Inc., 1818 Swift Drive, Oak Brook, Illinois 60523, (herein termed the "Contractor" or "Lessee"), do hereby enter into a contractual agreement under the following terms and conditions.

Witnessed, that the University and the Contractor, for the consideration hereinafter specified, agree as follows that:

- a) Request For Proposal No. 10112
- b) Proposal Submitted by: Mr. Gerald Sullivan,
Vice President of Marketing-Southern Region
Follett Higher Education Group, Inc.
1818 Swift Drive
Oak Brook, Illinois 60523
Ph: (800) 323-4506 Fax: 630-279-9235
Dated: May 15, 2013
- And accepted by: Southern University and A & M College System
- c) The RFP Specifications, Special Conditions, Contract Agreement, etc.
- d) Performance Bond (based on minimum guarantee)
- e) Certificate of Insurance

Are all hereby made a part of this Contractual Agreement to the same extent as if incorporated herein full, except as noted below. In the event of any inconsistent or incompatible provisions, this signed agreement (excluding the RFP and Contractor's proposal) shall take precedence, followed by the provisions of the RFP, and then by the terms of the Contractor's proposal.

2. Contractor shall operate each University campus bookstore for the purpose of selling books (texts and trade), school supplies, office supplies, stationary, personal items, and gift items which are applicable to the university trade and other such items as agreed upon by the University.

3. Contractor shall lease the following facilities on each University campus for the purpose of providing a campus bookstore operation that will provide needed services for students, faculty, staff, administration, alumni and guests; that is a revenue generating auxiliary; that contributes to the social environment of the University; and that plays a role in recruitment, retention, and overall satisfaction of the University's students and other constituents.

- a) Southern University Baton Rouge (SUBR) – Campus Bookstore operations in a one-story stand alone building near the center of campus.
- b) Southern University Law Center (SULC) – NEW Bookstore Operations in a satellite store (of SUBR) in the designated area of a Law Building.
- c) Southern University New Orleans (SUNO) – NEW Campus Bookstore Operations in designated area of University Center.
- d) Southern University Shreveport (SUSLA) – Bookstore Operations in Johnny L. Vance Student Center, and future satellite store (of SUSLA) located in the Metro Center upon mutual agreement.

Contractor shall have the exclusive right to operate, as an independent operator, the leased facilities above and other such premises and facilities as mutually agreed upon.

4. The Contractor shall lease the campus bookstore facilities in accordance with the authority set forth in Louisiana R.S. 17:3361, which require, in particular part, renovation and/or construction by Follett Higher Education Group, Inc. or improvements upon property owned by the University.

LENGTH OF LEASE

1. The contract shall renew and be effective from July 1, 2018 to June 30, 2023.
2. The Contractor shall for a period of ninety (90) days prior to the expiration date of the contract allow access to the campus bookstore facilities at all reasonable times by persons preparing to bid on a successor campus bookstore operation services contract.

LEASE TERMINATION

1. Termination of the Contract for Cause

a.) The State may terminate the contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the contract, or failure to fulfill its performance obligations pursuant to the contract, provided that the State shall give the Contractor written notice specifying the Contractor's failure. If within thirty (30) days after receipt of such notice, the Contractor shall not have corrected such failure or, in the case of failure which cannot be corrected in thirty (30) days, begun in good faith to correct such failure and thereafter proceeded diligently to complete such correction, then the State may, at its option, place the Contractor in default and the contract shall terminate on the date specified in such notice.

b.) The Contractor may exercise any rights available to it under Louisiana law to terminate for cause upon the failure of the State to comply with the terms and conditions of the contract, provided that the Contractor shall give the State written notice specifying the State's failure and a reasonable opportunity for the State to cure the defect.

2. Termination of the Contract for Convenience

a.) Either party may terminate the contract at any time by giving one hundred twenty (120) days written notice to the other party of such termination or negotiating with each other for an effective date.

b.) The Contractor shall be entitled to payment for deliverables in progress, to the extent work has been performed satisfactorily.

3. Termination for Non-Appropriation of Funds

The continuance of the contract is contingent upon the appropriation of funds to fulfill the requirements of the contract by the Louisiana legislature. If the legislature fails to appropriate sufficient monies to provide for the continuation of the contract, or if such appropriation is reduced by the veto of the Governor or by any means provided in the appropriations act or Title 39 of the Louisiana Revised Statutes of 1950 to prevent the total appropriation for the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of the contract, the contract shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated.

4. Termination - Other

- a.) If, because of reasons beyond the control of the University (i.e. fire, act of God, war attack, etc.), business operations at Southern University or in any facility is interrupted or stopped, the University shall have the right to suspend or terminate the contract by registered or certified written notice without any penalty thereof.
- b.) If the contract is terminated by the Contractor prior to the expiration date of the contract, the University will seek liquidated damages. Further, in case of default of the contract, the University may procure the articles or services from other sources and hold the contractor responsible for any excess cost or loss of revenue occasioned thereby, including reasonable attorneys' fees and actual costs.
- c.) In the event the University terminates this contract, the University shall have the right to grant a contract to another person to implement and/or maintain an operable system, and seek damages if any, from terminated Contractor.
- d.) Neither the University's nor Contractor's delay or omission to exercise any right, power or remedy occurring to such party upon non-performance or default under this contract shall impair any such right, power or remedy of or shall be construed as a waiver of any subsequent non-performance or default. All waivers must be in writing.
- e.) Termination, expiration or non-renewal of this agreement shall not affect any rights of either party accrued prior to such termination, expiration, or non-renewal.

CONTRACT TERMS AND CONDITIONS

1. Contract Changes

- a.) No additional changes, enhancements, or modifications may be made to this contract without the prior approval of the University through the Southern University Purchasing Department.
- b.) Changes to the contract include any change in: compensation; beginning/ending date of the contract; scope of work; and/or Contractor change through the Assignment of Contract process. Any such changes, once approved, will result in the issuance of an amendment to the contract.

2. Independent Contract Status

- a.) The relationship of the parties is that of independent contractors, and no tenancy, partnership, joint venture, agency, fiduciary or other relationship is created. Neither party may order any goods nor services, incur any indebtedness, or enter into any obligation or commitment on the other party's behalf.
- b.) The parties agree that the contractor, its officers, agents, and employees, in the performance of this agreement shall act in the capacity of an independent contractor and not as an officer, agent, or employee of the state. The contractor agrees to take such steps as may be necessary to ensure that each subcontractor of the contractor will be deemed to be an independent contractor and will not be considered or permitted to be an agent, servant, joint venturer, or partner of the state.

3. EEOC Compliance

The Contractor agrees to abide by the requirements of the following as applicable: Title VI and Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive

Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990. Contractor agrees not to discriminate in its employment practices, and will render services under the contract and any contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities. Any act of discrimination committed by Contractor, or failure to comply with these statutory obligations when applicable shall be grounds for termination of the contract.

4. Indemnification

a.) Contractor shall indemnify and hold harmless the State of Louisiana, University, its officials, agents and employees from liability of any nature or kind for action by Contractor related to violation of copy right laws whereby the contractor is not the patentee, assignee, or licensee.

b.) Contractor shall indemnify and hold harmless the State of Louisiana, University, its officials, agents and employees from any and all claims, demands, actions or causes of actions arising from the fault of Contractor, its parent, and its subsidiaries, and the directors, officers, employees agents, representatives, sub-contractors, and suppliers of all of them.

c.) Contractor shall not hold the University responsible or liable for the pilferage, damage or theft of any equipment and inventory before, during, or after the contractual terms. The University shall not be held liable for loss of inventory, equipment, etc. due to fire damage or loss due to heating or cooling malfunctions, weather, or other actions of which the University has no control.

d.) Contractor agrees to protect, defend, indemnify, save, and hold harmless the State of Louisiana, all State Departments, Agencies, Boards and Commissions, its officers, agents, servants and employees, including volunteers, from and against any and all claims, demands, expense and liability arising out of injury or death to any person or the damage, loss or destruction of any property which may occur or in any way grow out of any act or omission of Contractor, its agents, servants, and employees, or any and all costs, expense and/or attorney fees incurred by Contractor as a result of any claim, demands, and/or causes of action except those claims, demands, and/or causes of action arising out of the negligence of the State of Louisiana, all State Departments, Agencies, Boards, Commissions, its agents, representatives, and/or employees.

e.) Contractor agrees to investigate, handle, respond to, provide defense for and defend any such claims, demand, or suit at its sole expense and agrees to bear all other costs and expenses related thereto, even if it (claims, etc.) is groundless, false or fraudulent.

f.) Contractor shall assume direct responsibility and liability for any damage, negligence, or theft by any of its employees.

5. Permits, Licenses, Taxes, and Certificate of Authority

a.) The Contractor shall secure and furnish to the University all necessary licenses and permits that are required to conduct business in the State of Louisiana and East Baton Rouge Parish. It is the responsibility of the Contractor to keep current verification of all licenses and/or permits at all times during the terms of the contract.

b.) The Contractor shall be responsible for payment of all labor, equipment, materials, services supervision, bonds, insurance, taxes and any other costs necessary to execute, in full conformity, with an agreed upon contract. The Contractor shall be responsible for any applicable Federal, State, County, Parish, Municipal, or other taxes. The Contractor hereby agrees that the responsibility for payment of

taxes from the sales of goods and services under this agreement shall be said Contractor's obligation and identified under their federal tax identification number.

c.) The Contractor is responsible for withholding state and federal income taxes, and shall provide workmen's compensation insurance for its employees. The Contractor shall also comply with all other laws relating to employees such as wage and labor laws, safety and health requirements, and other applicable regulations.

SERVICE/WORK REQUIRED

1. Service Expected

a.) The emphasis at each campus Bookstore shall be on course material, books and merchandise. The contractor shall assure proper stock of all textbooks used in scheduled classes, trade books, reference books, school, office, art and engineering supplies, insignia merchandise, and such other sundry items necessary to complement the educational programs of students and meet the needs of student residents on campus. The contractor shall make maximum possible use of used books in order to decrease book costs to students. The contractor shall also make available proper merchandise to the campus community and community-at-large.

b.) The contractor shall provide appropriate retail and related service programs that are responsive and sensitive to the needs of students, faculty, research personnel and staff, and compatible with the educational and cultural objectives and atmosphere at the University.

c.) The contractor shall stock, in sufficient quantity, display and sell all required, recommended, and suggested course books, whether new or used, in the editions specified by faculty or authorized department designees and other educational supplies, tools, and materials used by the students in pursuing their courses of instruction.

d.) The contractor shall also stock, in sufficient quantities, recommended and requested merchandise as umbrellas, stadium seats, pom-poms, imprinted soft goods and sporting goods, gifts, desk and room accessories and other items normally sold in college bookstores.

e.) The contractor shall only purchase materials, goods, promotional items and/or advertisements bearing the name, seal, logos and other indicia of the University from appropriate trademark licensees. The contractor shall pay to University a trademark license fee as determined by University for all such items manufactured/produced and sold by the contractor, i.e., silk screen, etc., if not purchased from a trademark licensee.

f.) The contractor shall not permit any business arrangement or payment problem with any Contractor or publisher to delay any delivery of merchandise, textbooks or other required academic materials. If any action or non-action by the contractor has or will cause a delay, the contractor shall make appropriate arrangement by whatever means necessary to have the merchandise, textbooks or other academic materials timely delivered.

g.) The contractor shall be responsible for the disposition of any surplus books or other distress merchandise that it has acquired regardless of the cause.

h.) The contractor shall provide special order book service for students, faculty and staff, and make every effort to obtain the earliest possible delivery.

- i.) The contractor shall provide charge sales for materials sold for official use by University departments and offices when purchased in accordance with the University standard purchasing procedures.
- j.) The contractor shall provide for charge sales of books and supplies to students, faculty, and staff through American Express, MasterCard and/or Visa or other methods determined by the contractor.
- k.) The contractor shall honor the University's One-Card program which is a debit card system for University students, faculty and staff, alumni, guest, and visitors. The contractor shall pay University's designated administrative fee for participating in the program which shall be based upon a percentage of the gross sales (sales less sales tax). A separate agreement shall be executed with specified details.
- l.) The contractor shall accept in reasonable amounts checks for purchases made by faculty and staff.
- m.) In support of the University's educational, cultural and other programs, the contractor shall, if requested and within its ability to do so, provide sales counters or services in other locations on campus or other University controlled property or facilities in connection with special University events (i.e., athletic events, symposia, lectures and concerts). Any additional commission/compensation to be paid by the contractor in connection therewith shall be mutually determined.
- n.) The contractor shall agree to promptly withdraw from display and sale any item which the designated University contact requests not be sold in the Bookstore. Such University requests shall not be made arbitrarily or capriciously and shall be based on reasonable safety, health or security concerns; competent legal counsel; campus environment; or, with respect to items affecting the education program, the considered decision of the appropriate faculty bodies. The contractor shall be provided the opportunity to discuss with appropriate University officials or counsel, and request reconsideration of requests for withdrawal of items.
- o.) The contractor shall post, conspicuously and without equivocation, Bookstore policies concerning refunds, buy-backs, exchanges, check cashing and special orders.
- p.) The contractor shall honor University financial aid vouchers for Bookstore purchases. University will reimburse contractor upon contractor submitting vouchers with an accounting of actual charges.
- q.) The contractor shall support University programs and activities with donation of Bookstore items for appropriate activities within the contractor's normal practices.

2. Equipment provided by University

Under this agreement, the University shall provide at its own expense, and the Contractor will be permitted, the space and equipment of the building(s) (if applicable). Ownership of the buildings and its installed equipment shall be vested with the University. By mutual agreement between the University and the Contractor, the Contractor may provide any of its own equipment required for enhancement of the bookstore operations.

3. University's Responsibilities

a.) The University will maintain and repair the building structure, including the maintenance of water, sewer, and electrical lines, existing ventilation facilities, electrical light fixtures, heating and air conditioning; provided that the Contractor shall bear the expense of repair necessary because of his own or his employee's fault.

- b.) The University will not be liable to the Contractor for any loss, damage, cost, or expense which might result from the interruption of such service so long as the University undertakes to restore such services as promptly as possible following an interruption.
- c.) The University will have the final decision as to the location of all bookstore operations.
- d.) University will provide adequate ingress and egress, including a reasonable use of passageways and driveways. It will also provide heating, lighting, ventilation, and the utilities required for the provision of such services.
- e.) The University will provide that all entrances to the bookstore will be re-keyed so that the contractor has the only keys. Two keys will remain with the University in sealed envelopes with the Director of Auxiliary Services and Police Chief in case of an emergency.
- f.) The University will provide trash receptacles adequate for the volume of trash produced and will provide regular trash pickup.
- g.) The University will prohibit the commercial sale of textbooks and course related materials, purchase or buyback of used textbooks by any individual or organization other than the Contractor anywhere on property controlled by the University, unless such is approved by both the University and the Contractor.
- h.) The University will not change the name of the bookstore.
- i.) The University will provide a named representative (Director of Auxiliary Services) authorized to advise Contractor of University's approvals, consents and instructions under this agreement.
- j.) University reserves the right, after consultation with Contractor, to establish or change the service hours, plans or other methods or operation of the Bookstore.
- k.) University may prohibit sale of items it finds offensive or inappropriate.
- l.) University's faculty and staff will cooperate with Contractor to provide textbook adoption information in a timely manner.
- m.) The University will provide access to University bulletin boards, advisory monitors, and campus mail for appropriate notices relating to the Bookstore in accordance with University policy.
- n.) The University will appoint an advisory committee composed of faculty, staff and students whose charge shall be, as often as necessary, to review the Bookstore operations, policies and report their findings to the Director of Auxiliary Services of the University. It is anticipated that the Committee and the contractor shall share information and views regularly throughout the year.

4. Equipment provided by Contractor

- a.) The Contractor shall provide at the Contractor's own expense, any and all required equipment not provided by the University for bookstore operations at each site. All capital equipment furnished or purchased by Contractor and not attached as a fixture to real estate will remain the property of Contractor.
- b.) Contractor shall assume responsibility for the maintenance of all university equipment while in service to the contractor. At such time as equipment is deemed obsolete or not financially feasible to repair, contractor shall replace equipment at his expense. Ownership of equipment purchased by contractor shall remain with the contractor unless otherwise agreed upon by both parties.

c.) Contractor may utilize any or all computers currently located within the facility; however the University does not commit to any upgrades which may be necessary from time to time to maintain university network connections or continued compatibility with the University's network. Contractor shall pay annual maintenance agreement on those units utilized.

d.) Contractor shall be responsible for any equipment, furniture and/or fixtures in use by Contractor. Any items lost, stolen, or damaged through negligence or abuse shall be replaced at the Contractor's expense.

5. Contractor's Responsibilities

a.) Contractor will comply with all federal, state and local laws, ordinances, rules, regulations, and orders.

b.) Contractor shall maintain and operate the facility and provide services included in this contract in a courteous, efficient, and orderly manner, and in conformance with all applicable laws and regulations.

c.) Contractor shall obtain all required licenses and permits, pay all required fees, taxes (except property taxes) and other charges, and shall conduct the bookstore operation without undue interference with the general and normal operations of a University.

d.) Contractor agrees to use reasonable care in the use of the space assigned under the contract, and upon termination of the contract, shall have such space in as good condition as when received except for ordinary wear and tear, and damage or destruction beyond Contractor's control and not due to Contractor's fault or negligence. Contractor shall be responsible for any loss or damage to property owned by University that is in Contractor's possession or control, or is cause by Contractor or its employees or agents in the course and scope of their employment.

e.) Contractor is responsible for janitorial services, on a daily basis, to assure a clean, well groomed appearance of the bookstore premises. Contractor shall provide and pay for cleaning and waxing floors, for janitor, and other services and supplies as necessary to insure prompt, convenient, sanitary and efficient service and operation. The University reserves the right to send a representative into the Bookstore premises at any time for inspection or valid purpose. After such inspections, the Contractor will be advised in writing of unsatisfactory conditions, if any, for which the Contractor is responsible. Deficiencies shall be corrected promptly by the Contractor.

f.) Contractor shall provide its own telephone service, including installation, repair, instruments, and long-distance calls and monthly services.

g.) Contractor shall ensure that all Contractor's personnel and agents observe all regulations in effect at the University to include, but not limited to personal conduct, appearance, and traffic and parking.

h.) Contractor shall provide adequate vehicles, such as a van, in order to transport bookstore related items necessary in the normal operation of the contract.

i.) Contractor agrees to keep energy consumption at a minimum and shall comply with energy conservation practices and policies and shall endeavor to conserve the use of energy thereof. The University shall not be liable for any loss that may result from the interruption of failure of any such utility.

j.) Contractor agrees not to own, operate or have an interest in another bookstore that would be in competition with any Southern University Bookstore site.

k.) Contractor shall submit, in writing to the Director of Auxiliary Services, the names and phone numbers of supervisory personnel that may be contacted in the event of an emergency or problem; and the names, addresses, and phone numbers of all employees to be utilized in entering any facility on campus. The Contractor is responsible for keeping this information current and up-to-date at all times.

l.) Contractor shall have the exclusive right (whether on campus, by catalog or through electronic commerce) to select Contractors of, to sell, and to distribute merchandise and services traditionally offered in college and university bookstores, which include textbooks, class rings, graduation regalia (sale and rental) and announcements, course-adopted software, and paper and electronic custom anthologies, and textbook buybacks. Contractor shall have first right of refusal to fulfill any distance learning instructional and ancillary materials required by University during this agreement. This section does not prohibit occasional sales by student groups or student government organizations that do not materially impact Store sales. This section does not prohibit sales otherwise approved by University's Director of Auxiliary Services under the first right of refusal and/or inability of Contractor to offer or provide a service or sale. Contractor has non-exclusive rights regarding sales of on-campus clothing and logo apparel.

m.) The contract awarded hereunder shall not preclude University students, or student organizations from operating textbook exchange services on the University campus.

n.) Contractor has right (with approval by University) to use the logos, seals, associated trademarks, and service marks on stationery, softgoods, notebooks, pens, pencils, decals, and other goods traditionally sold in university bookstores.

6. Purchasing, Delivery, Storage

a.) The Contractor shall make all purchases in its own name and not in any way attempt to bind the University in its contractual agreements. Any contract documents issued by the Contractor must be very clear that it is the Contractor that is being bound by the document, not the University.

b.) Delivery of merchandise to and from the campus bookstore will be at the contractor's risk and expense. The contractor shall promptly unload and store any shipments delivered to University premises.

c.) Storage of merchandise will be in the areas allocated for bookstore services, or such other premises as the Contractor chooses to use within the assigned space, and will be at the Contractor's sole expense and risk.

7. Hours of Operation

a.) Contractor shall maintain days and hours of operations that are established by each University site. Default time for bookstore operation is 8:00 a.m. to 6:00 p. m. Monday through Friday. For specific events (registration, home football games, etc.) the store shall have additional hours to better serve the students, faculty, and staff. Any changes in established times of operation (in writing) shall be by mutual agreement of the Contractor and the University.

b.) The bookstore shall operate for a period of 12 months per year, and close when the University is officially closed.

c.) Contractor shall provide additional bookstore service for campus functions in order to maximize service and revenue potential when requested by the University. Tournaments, large conferences, athletic events, and department-approved activities are examples of such functions.

8. Security

a.) The Contractor shall collaborate with appropriate University officials concerning questions of discipline, enforcing regulations, and internal security and theft control. The contractor shall not, except in physically dangerous or other emergency situations, summon public emergency services except through the public safety dispatcher. If a student of the University is suspected of theft and is to be arrested by public authorities or prosecuted, the contractor will advise Campus Police, the Vice Chancellor of Student Affairs, and inform the Director of Auxiliary Services.

b.) The Contractor shall provide to the University a list of contractor personnel having keys to the premises, including addresses and telephone numbers. University shall contact the contractor to gain access to the secured areas at all times except when an emergency situation clearly precludes this. It is understood that any such entry to the secured areas in the Bookstore without prior knowledge of the contractor's representative shall be in emergency situations and that each occasion shall be immediately reported to the contractor's representative.

c.) The University will provide effective and prompt support to the contractor in its efforts to assure the security of its premises and stock. If the contractor feels the measures taken by the University for the resolution of any security problem are insufficient, the contractor shall have the right to present its views and recommendations to the Vice President of Finance and Administration who shall not unreasonably deny its requests.

d.) Contractor shall cooperate with University in providing store security, theft prevention, and emergency procedures in case of fire or casualty. Contractor shall create and maintain a store security plan acceptable by University for textbook buyback, rush and other special events.

e.) In the event of malicious damage to the Contractor's equipment located on the University premises under the terms hereof, or in the event of theft of money or merchandise from said equipment or storage areas as a result of unauthorized breaking and entering, the total financial loss shall be sustained by the Contractor. The University agrees that normal security checks of the building containing the Contractor's equipment while the buildings are open to the public shall include checks of said equipment, that said buildings shall be locked when not in use, and that all reasonable security precautions against theft and malicious mischief shall be taken; provided, however, that the University shall not be deemed to thereby assume any responsibility for damage to or theft from or of the Contractor's equipment or supplies

FINANCIAL ARRANGEMENTS AND SPECIFICATIONS

1. The following financial terms and conditions shall be in effect during terms of the contract:

a.) The Contractor shall pay to the University an annual commission of:

SUBR, SUSLA & SUNO

- 13.0% of Gross Revenue up to \$5,000,000 PLUS
- 15.0% of Gross Revenue over \$5,000,000 up to \$7,500,000 PLUS
- 16.0% of Gross Revenue over \$7,500,000

SULC

- 6.5% of gross revenue of all Law School Sales

OR the minimum guaranteed annual payment listed below, whichever is greater.

Year 1: \$575,000 (In the event calculated commissions payments to University are less than \$575,000, Contractor will pay an additional amount necessary to bring total up to the Annual Guaranteed Amount).

Years 2-5: 90% of the calculated commission of the immediately preceding year.

Years 6-10: 90% of the calculated commission of the immediately preceding year.

b.) Annual Guarantee: The Contractor shall pay the University the annual guarantee amount in twelve (12) equal monthly payments within twenty (20) days after the end of each calendar month. The monthly payments shall be accompanied by a detailed report indicating total sales by sales category and of commission amount based on gross dollar sales.

c.) The term gross revenue as used herein is defined as the total receipts from any source, including receipts from the sales of services, supplies, goods, rentals, commissions, etc., via store, web site, catalog, or mail order, but excluding sales returns, sales and use tax or other taxes, voids, refunds, and sales to departments, faculty, and staff. Sales to students through the University's Bookstore Voucher System are sales to students, not sales to the University.

d.) Contractor shall maintain such accounting records and books in connection with all operations under this lease, as may be satisfactory to the University. The Contractor shall take all necessary precautions to assure that all income is immediately recorded through cash registers of a type to be approved by the University. The Contractor shall establish adequate internal controls and determine at such frequent intervals as may be necessary that the controls are being maintained. The University shall have full access at all times to the Bookstore's accounting records with or without notice. Contractor shall provide an annual report by a CPA within 60 days after the closure of Contractor's fiscal year. Additionally, The Contractor will provide an internal annual report covering the on-campus operations within 60 days after the closure of the fiscal year.

e.) Daily Sales reports, cash register receipts, and deposit information shall be kept at store level on University's premises for the term of this agreement, and are available for inspection by University officials. The University reserves the right to have its representatives (including the State of Louisiana Office of the Legislative Auditor) audit the Contractor's books, records, and operations, and obtain other desired information to determine contractor's compliance with the contract.

f.) The Contractor shall make every effort to comply with requests for information. When requested by the University, the Contractor shall also furnish information as to costs of operation, which may affect the maintaining of sale prices at a satisfactory level.

g.) Contractor will provide a Statement Summary of Daily Cash and Sales Reports with the monthly payment. The Contractor will maintain on-site the daily cash and sales reports and such report will be available to the University upon request.

h.) The records arising from the operation of this lease shall be retained by the Contractor for a period of five (5) years following its termination or expiration date, unless permission to the contrary is given by the University in writing.

i.) Contractor agrees that the retail prices in the bookstore will be comparable to those in the retail college bookstore and must be agreed upon by the University.

j.) Contractor shall provide special book order services for students, faculty, and staff, and make every effort to obtain the earliest possible delivery of such books.

k.) New textbooks shall be priced not more than the publisher's list price or according to current industry standards, inclusive of restocking fees, return penalties or other charges.

l.) Used books shall be priced at not more than 75% of the new textbook price or a lower amount. Trade and general books will be priced at the standard trade discount and competitive to the local area. Margins in this department vary. New York Times bestsellers may be sold at 20% to 25% off the list price.

m.) General merchandise shall be sold at prices competitive to the local area not to exceed the manufacturer's suggested retail prices. Such margins vary. School supplies will be priced at or below manufacturers' suggested retail prices.

n.) Faculty and Staff of the University, with proper identification, will receive a minimum 10% discount from normal retail prices on all merchandise, school supplies, and office supplies over \$1.00, except textbooks and academically discounted software. Contractor will offer 20% discount on all departmental supplies costing over \$1.00. These discounted sales are not included in the gross revenue calculation for commission purposes.

o.) The Contractor will sell school, office, and departmental supplies, except textbooks, to the University on a discounted basis. Regularly requested supplies will be carried in stock, and a full-line catalogue will be provided for selecting other merchandise. The reduced prices for the University shall be a minimum discount of 20% off regular retail prices. University purchases will be made through properly issued and authorized purchase orders and will be paid within 30 days of invoicing.

p.) Contractor agrees to establish a scholarship program to be administered by the University. The scholarship will be awarded to Southern University students at the discretion of the University. The award shall be \$20,000 in textbook scholarships for each year of the contract (\$10,000-SUBR; \$5,000-SUSLA; \$3,000-SUNO; \$2,000-SULC). Contractor will provide the University, on an annual basis, a list of recipients who redeemed their award with the bookstore, and the amount actually awarded to them.

q.) Contractor shall provide one-time payment of **\$100,000.00** with the execution of the five year renewal term in 2018.

r.) Contractor shall be the exclusive agent for the rental and/or sale of graduation caps and gowns and commencement invitations. Contractor shall have a non-exclusive right to sell convenience store items such as food, health and beauty items, and other sundries.

2. Pricing Structure

a.) The Contractor shall provide first quality textbooks, goods and commodities all of which shall be subject to the approval of the Vice Chancellors of Academic Affairs. It is understood and agreed that prices charged for new books will not exceed the list price established by the publisher, or any price as agreed upon between the University and the Contractor. Used textbooks will be sold at discount from the list price. All other items offered for sale will not be priced in excess of the manufacturer's recommended retail price.

b.) The Contractor shall provide a copy of their textbook pricing policy and procedures. Contractor shall provide textbook buy-back for students and require identification for all persons desiring to sell back books. The Contractor agrees to purchase used textbooks, for market value if no longer needed by the students, throughout the school year. The price paid to the student shall be the highest market value consistent with adoption information, inventory status, and condition of the book. The University reserves the right to approve all prices for merchandise, but such approval shall not be unreasonably withheld so long as prices are competitive and comparable with prices charged by other vendors in the community. No revisions shall be made without written approval of the Director of Auxiliary Services.

3. Capital Investments and New Facilities

a.) The Contractor may remodel and re-merchandise the University Bookstore during the period of the contract to provide bookstore “upgrades” at Southern University. All upgrades shall meet or exceed the requirements of the Americans With Disabilities Act (ADA) and other applicable codes, laws and regulations. All renovation plans must meet the State and University regulations for such and must be approved by the University. If such approval is given, the contractor must then submit detailed plans and cost estimates for proposed changes with the names of any construction companies and principal suppliers to be involved. If further written approval is given by the appropriate campus and state officials the project may proceed.

b.) Contractor initially made a minimum capital investment of \$420,000.00 which may be applied in part for renovation of the University’s bookstores. During the first term, SUNO spent \$100,000.00 on creating store in 2013 and moving store in 2014 and SULC spent \$68,000.00 on creating store in 2015. SUBR has \$220,000.00 in holding for a remodel and SUSLA has \$32,000.00 in holding for a remodel.

Contractor will provide copies of actual receipts 10 days after completion of capital improvement projects. The capital investment for the renovation of the Southern University Bookstore shall be amortized on a straight-line basis over a five-year period of the contract. Should the contract terminate for any reason before the end of the five-year amortization period, the University or a subsequent contractor shall reimburse Contractor for the unamortized portion of the investment with the exception of a breach of contract or contract default by the Contractor.

4. Adopted Textbooks

a.) The Contractor agrees that it will adopt textbooks that are adopted by the University upon notification in writing as to the adopted textbooks for course instruction based on the following schedule:

Fall Schedule	Proceeding April 15
Spring Semester	October 15 of proceeding calendar year
Summer Semester	Proceeding April

b.) The contractor shall provide books and required supply items from semester to semester in accordance with textbook and supply requests by the faculty. Contractor will work directly with the departments and faculty to secure textbook requirements. In this regard, the contractor shall prepare, in a form acceptable to the University, and distribute to department designees and faculty members, requisitions for required and recommended textbooks and other educational materials. The Office of Auxiliary Services will assist as needed. The University shall exert its best efforts to see that the store manager is given timely notice of textbook requests in accordance with the established schedule.

c.) The contractor shall provide information to departments and faculty of the status of the orders of materials for their respective courses, including items discovered to be unavailable, delayed in delivery, available in new editions, etc.

d.) The contractor shall not be held responsible for books or other items not being ready for sale to students when it is the result of failure of departments and faculty to submit requests in accordance with the University schedule. However, the contractor shall make every reasonable effort to supply materials requested even when requests are tardy.

e.) The contractor agrees to accommodate any modifications in the schedule resulting from authorized changes in the University calendar and in the schedule of classes.

5. Website & Digital Library

a.) Contractor commits to implement an e-commerce bookstore website within two weeks following contract implementation. (University is willing to negotiate on time-frame for site implementation up to a maximum of six (6) months.) Contractor's site will be a direct link to Southern University merchandise. Contractor agrees to a link between University's website to its website, as well as a direct link (not through University's website) to its website. Contractor's site will provide a means of access to the same books, materials, and merchandise available on University Campuses, to off-campus and distance-learning students.

b.) The contractor shall disclose any Internet online book-selling operation it currently offers or any planned to go online during the term proposed herein. Further, the contractor shall monitor sales from that service and pay an agreed upon commission to the University.

c.) The contractor shall provide a plan for digital libraries sales and pay a mutually agreed upon commission to the University.

6. Convenience or Satellite Store

The contractor shall operate a campus convenience store (c-store) and/or a satellite bookstore for the purpose of providing students, faculty, staff and campus visitors a convenient location to quickly purchase from a wide array or a targeted market of consumable or useable products and services. This may include temporary pickup sites for "Rush", and/or additional campus bookstore store service(s) in a nearby vicinity, and/or a mobile souvenir/gift shop during athletic and other events on campus in addition to the campus bookstore. SULC shall have a satellite operation to service its Law Students specifically.

MANAGEMENT, STAFF, AND PERSONNEL

a.) The University desires the campus bookstore to be staffed with efficient and necessary personnel at all times. The contractor shall staff the Bookstore with experienced and qualified managerial and clerical personnel. The Contractor shall employ a full-time manager at each store; such manager will be subject to approval by the Director of Auxiliary Services. The University reserves the right to review the credentials and qualifications of all personnel hired by the contractor for management positions. University reserves the right to have the contractor change the Bookstore's management staff at the University's sole discretion.

b.) Bookstore manager will meet regularly with the Director of Auxiliary Services, and meet with other designated University management and committees as needed. Bookstore manager will work cooperatively with campus officials in the development and improvement of Bookstore programs, services, and policies. These meetings shall be used to air grievances and determine corrective courses of action. Contractor shall make available, other company representatives of executive status to be available for consultations with University officials to discuss problems and/or improvements needed in the Contractor's management of the bookstore.

c.) Contractor shall be considered in all respects an independent operator and none of the Contractor's employees shall be regarded as employees of Southern University. Contractor shall be responsible for the wages and benefits of all of its employees at the Bookstore. The contractor shall list part-time job opportunities suitable for students with the University's student employment office and shall exert its best efforts to employ students whenever reasonably possible. Bookstore employees may be issued University identification cards as needed and approved by University.

d.) During peak "rush" periods, Contractor shall utilize sufficient additional employees at the Bookstore to avoid unnecessary lines and to expedite making educational materials available to students.

e.) The employees of the contractor shall strictly adhere to University regulation while on the University premises, including but not limited to, regulation governing access to buildings, personal conduct, possession of prescribed substances or articles, parking and traffic. Further, the University reserves the right to require the removal of contractor's employees from assignment on its campus for good cause.

f.) The contractor is encouraged, but not required, to employ all current Bookstore employees who desire to remain in the Bookstore.

ENTIRE AGREEMENT CLAUSE

This contract, renewal, together with the RFP and addenda issued thereto by Southern University, the proposal submitted by the Contractor in response to the University's RFP, and any exhibits specifically incorporated herein by reference, constitute the entire agreement between the parties with respect to the subject matter.

THUS DONE AND SIGNED AT Baton Rouge, Louisiana on the day, month and year first written below.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this day of _____.

WITNESSES SIGNATURES:

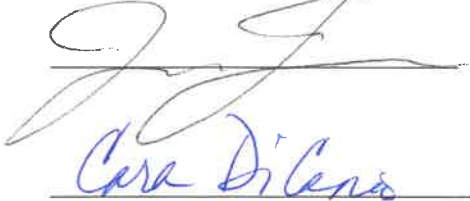
SOUTHERN UNIVERSITY A&M COLLEGE SYSTEM

By: _____

RAY L. BELTON

Title: PRESIDENT-CHANCELLOR

WITNESSES SIGNATURES:



CONTRACTOR SIGNATURE:

By:  _____

Print Name: Clay Wahl

Title: President

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

	Actual as of 5/31/2018	Projected	Total FY 2017-18	Budget FY 2017-18	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$41,490,381	\$-	\$41,490,381	\$41,490,381	100.0%	\$0
Statutory Dedicated	3,604,896	1,100,387	4,705,283	4,705,283	76.6%	0
Funds Due From BOR						
Federal	2,943,704	710,505	3,654,209	3,654,209	80.6%	0
Self Generated						
Tuition - Fall 2017	32,382,759	227,914	32,610,673	33,369,457	97.0%	(758,784)
Tuition - Spring 2018	29,739,002	179,987	29,918,989	30,663,669	97.0%	(744,680)
Tuition - Summer	3,230,343	1,512,928	4,743,271	4,083,158	79.1%	660,113
Out-of-State Fees	8,543,014	189,188	8,732,202	9,120,307	93.7%	(388,105)
Other	7,818,423	4,576,445	12,394,868	11,960,604	65.4%	434,264
InterAgency Transfer	2,850,277	159,582	3,009,859	3,411,115	83.6%	(401,256)
Total Revenues	\$132,602,799	\$8,656,936	\$141,259,735	\$142,458,183	93.1%	(\$1,198,448)
Expenditures by Object						
Salaries	\$67,185,482	\$4,522,757	\$71,708,239	\$71,218,318	94.3%	\$489,921
Other Compensation	281,226	22,500	303,726	329,477	85.4%	(25,751)
Related Benefits	28,729,766	1,269,115	29,998,881	31,388,576	91.5%	(1,389,695)
Total Personal Services	\$96,196,474	\$5,814,373	\$102,010,847	\$102,936,371	93.5%	(\$925,524)
Travel	\$579,786	\$206,367	\$786,153	\$771,247	75.2%	\$14,906
Operating Services	\$11,222,748	\$2,547,416	\$13,770,165	\$13,725,340	81.8%	44,825
Supplies	1,318,167	206,181	1,524,348	1,597,960	82.5%	(73,612)
Total Operating Expenses	\$12,540,915	\$2,753,597	\$15,294,512	\$15,323,300	81.8%	(\$28,788)
Professional Services	\$1,632,669	\$605,028	\$2,237,697	\$2,203,188	74.1%	34,509
Other Charges	4,579,755	2,161,544	6,741,299	6,778,349	67.6%	(37,050)
Debt Services	0	0	0	0	0.0%	0
Interagency Transfers	5,742,543	229,764	5,972,307	6,336,182	90.6%	(363,875)
Total Other Charges	\$11,954,967	\$2,996,336	14,951,303	\$15,317,719	78.0%	(\$366,416)
General Acquisitions	\$58,565	\$101,366	\$159,931	\$162,422	36.1%	(2,491)
Library Acquisitions	296,590	75,433	372,023	487,649	60.8%	(115,626)
Major Repairs	0	25,000	25,000	90,000	0.0%	(65,000)
Total Acquist. & Major Repairs	\$355,155	\$201,799	\$556,954	\$740,071	48.0%	(\$183,117)
Scholarships	\$7,756,669	\$(96,703)	\$7,659,966	\$7,369,475	105.3%	\$290,491
Total Expenditures	\$129,383,966	\$11,875,768	\$141,259,735	\$142,458,183	90.8%	\$(1,198,448)

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

	Actual as of 5/31/2018	Projected	Total FY 2017-18	Budget FY 2017-18	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$2,959,185	\$0	\$2,959,185	\$2,959,185	100.0%	\$0
Statutory Dedicated						
Funds Due To/ From Mgmt						
Federal						
Self Generated						
Tuition - Fall 2017						
Tuition - Spring 2018						
Tuition - Summer						
Out-of-State Fees						
Other						
InterAgency Transfer						
Total Revenues	\$2,959,185	\$0	\$2,959,185	\$2,959,185	100.0%	\$0
Expenditures by Object						
Salaries	\$1,232,994	\$106,655	\$1,339,649	\$1,339,649	92.0%	\$0
Other Compensation	62,667	1,833	64,500	64,500	97.2%	0
Related Benefits	392,191	259,781	651,972	651,972	60.2%	0
Total Personal Services	\$1,687,852	\$368,269	\$2,056,121	\$2,056,121	82.1%	\$0
Travel	\$61,539	\$76,055	\$137,594	\$137,594	44.7%	\$0
Operating Services	\$66,166	\$47,834	\$114,000	\$114,000	58.0%	\$0
Supplies	26,498	42,313	68,811	68,811	38.5%	0
Total Operating Expenses	\$92,664	\$90,147	\$182,811	\$182,811	50.7%	\$0
Professional Services	\$99,750	\$78,250	\$178,000	\$178,000	56.0%	\$0
Other Charges	0	236,753	236,753	236,753	0.0%	0
Debt Services	0	0	0	0	0.0%	0
Interagency Transfers	0	0	0	0	0.0%	0
Total Other Charges	\$99,750	\$315,003	\$414,753	\$414,753	24.1%	\$0
General Acquisitions	\$3,154	\$89,346	\$92,500	\$92,500	0.0%	\$0
Library Acquisitions	0	0	0	0	0.0%	0
Major Repairs	0	25,000	25,000	25,000	0.0%	0
Total Acquist. & Major Repairs	\$3,154	\$114,346	\$117,500	\$117,500	0.0%	\$0
Scholarships	42,278	\$8,128	\$50,406	50,406	83.9%	\$0
Total Expenditures	\$1,987,237	\$971,948	\$2,959,185	\$2,959,185	67.2%	\$0

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

	Actual as of 5/31/2018	Projected	Total FY 2017-18	Budget FY 2017-18	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$19,378,311	\$0	\$19,378,311	\$19,378,311	100.0%	\$0
Statutory Dedicated	1,309,899	592,363	1,902,262	1,902,262	68.9%	0
Funds Due From Mgmt or BOR						
Federal						
Self Generated						
Tuition - Fall 2017	19,533,728	227,914	19,761,642	20,230,630	96.6%	(\$468,988)
Tuition - Spring 2018	17,825,415	179,987	18,005,402	18,104,445	98.5%	(99,043)
Tuition - Summer	1,234,762	1,317,928	2,552,690	2,552,690	48.4%	0
Out-of-State Fees	5,847,711	159,188	6,006,899	6,032,232	96.9%	(25,333)
Other	4,214,488	4,312,596	8,527,084	8,069,202	52.2%	457,882
InterAgency Transfer	2,850,277	159,582	3,009,859	3,411,115	83.6%	(401,256)
Total Revenues	\$72,194,591	\$6,949,558	\$79,144,149	\$79,680,887	90.6%	(\$536,738)
Expenditures by Object						
Salaries	\$37,373,575	\$1,843,248	\$39,216,823	\$39,101,992	95.6%	114,831
Other Compensation	172,726	15,000	187,726	213,477	80.9%	(25,751)
Related Benefits	17,668,371	(347,391)	17,320,980	17,194,693	102.8%	126,287
Total Personal Services	\$55,214,672	\$1,510,857	\$56,725,529	\$56,510,162	97.7%	\$215,367
Travel	\$180,409	\$55,805	236,214	\$230,000	78.4%	\$6,214
Operating Services	6,495,954	756,435	7,252,389	7,252,389	89.6%	0
Supplies	776,160	101,725	877,885	909,661	85.3%	(31,776)
Total Operating Expenses	\$7,272,114	\$858,160	\$8,130,274	\$8,162,050	174.9%	(\$31,776)
Professional Services	1,112,324	59,325	\$1,171,650	1,288,127	86.4%	(116,477)
Other Charges	3,022,176.25	452,995	3,475,171	3,475,171	87.0%	0
Debt Services	0	0	0	0	0.0%	0
Interagency Transfers	2,904,927	15,000	2,919,927	3,293,907	88.2%	(373,980)
Total Other Charges	\$7,039,428	\$527,320	\$7,566,748	\$8,057,205	87.4%	(\$490,457)
General Acquisitions	43,920	0	\$43,920	43,532	100.9%	\$388
Library Acquisitions	106,882	433	107,315	137,649	77.6%	(30,334)
Major Repairs	0	0	0	0	0.0%	0
Total Acquist. & Major Repairs	\$150,802	\$433	\$151,234	\$181,181	83.2%	(\$29,947)
Scholarships	\$6,448,980	\$(114,831)	\$6,334,149	\$6,540,289	98.6%	(\$206,140)
Total Expenditures	\$76,306,405	\$2,837,744	\$79,144,149	\$79,680,887	95.8%	(\$536,738)

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

	Actual as of 5/31/2018	Projected	Total FY 2017-18	Budget FY 2017-18	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$4,016,328	\$0	\$4,016,328	\$4,016,328	100.0%	0
Statutory Dedicated	142,528	65,144	207,672	207,672	68.6%	0
Funds Due From Mgmt or BOR						
Federal						
Self Generated						
Tuition - Fall 2017	3,174,727	0	3,174,727	3,174,727	100.0%	0
Tuition - Spring 2018	2,895,380	0	2,895,380	2,899,870	99.8%	(4,490)
Tuition - Summer	749,796	0	749,796	700,000	107.1%	49,796
Out-of-State Fees	1,725,226	0	1,725,226	1,588,075	108.6%	137,151
Other	1,775,529	2,874	1,778,403	1,778,403	99.8%	0
InterAgency Transfer						
Total Revenues	\$14,479,514	\$68,018	\$14,547,532	\$14,365,075	100.8%	\$182,457
Expenditures by Object						
Salaries	\$7,122,140	\$842,938	\$7,965,078	\$7,635,238	93.3%	\$329,840
Other Compensation			0	0	0.0%	0
Related Benefits	2,279,981	320,317	2,600,297	\$2,919,193	78.1%	(318,896)
Total Personal Services	\$9,402,121	\$1,163,255	\$10,565,376	\$10,554,431	89.1%	\$10,945
Travel	\$148,027	\$40,000	\$188,027	\$175,000	84.6%	\$13,027
Operating Services	\$1,671,283	\$261,200	\$1,932,483	\$1,661,193	100.6%	\$271,290
Supplies	129,315	19,315	148,630	110,000	117.6%	38,630
Total Operating Expenses	\$1,800,598	\$280,515	\$2,081,113	\$1,771,193	101.7%	\$309,920
Professional Services	\$208,031	\$442,758	\$650,789	\$639,241	32.5%	\$11,548
Other Charges	207,098	81,859	288,957	288,957	71.7%	0
Debt Services	0	0	0	0	0.0%	0
Interagency Transfers	262,648	8,605	271,253	271,253	96.8%	0
Total Other Charges	\$677,777	\$533,222	\$1,210,999	\$1,199,451	56.5%	\$11,548
General Acquisitions	0	0	0	0	0.0%	0
Library Acquisitions	189,708	75,000	264,708	350,000	54.2%	(85,292)
Major Repairs	0	0	0	65,000	0.0%	(65,000)
Total Acquist. & Major Repairs	\$189,708	\$75,000	\$264,708	\$415,000	45.7%	(\$150,292)
Scholarships	\$237,309	\$0	\$237,309	\$250,000	94.9%	(\$12,691)
Total Expenditures	\$12,455,540	\$2,091,992	\$14,547,532	\$14,365,075	86.7%	\$182,457

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

	Actual as of 5/31/2018	Projected	Total FY 2017-18	Budget FY 2017-18	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$6,169,908		\$6,169,908	\$6,169,908	100.0%	\$0
Statutory Dedicated	400,441	193,298	593,739	593,739	67.4%	0
Funds Due From Mgmt or BOR			0	0	0.0%	0
Federal			0	0	0.0%	0
Self Generated						
Tuition - Fall 2017	6,097,673		6,097,673	6,086,247	100.2%	11,426
Tuition - Spring 2018	5,761,388		5,761,388	5,967,599	96.5%	(206,211)
Tuition - Summer	555,586	45,000	600,586	300,000	185.2%	300,586
Out-of-State Fees	492,817	25,000	517,817	600,000	82.1%	(\$82,183)
Other	1,523,619	7,000	1,530,619	1,554,237	98.0%	(23,618)
InterAgency Transfer						
Total Revenues	\$21,001,432	\$270,298	\$21,271,730	\$21,271,730	98.7%	\$0
Expenditures by Object						
Salaries	\$10,936,799	\$543,599	\$11,480,398	\$11,127,757	98.3%	\$352,641
Other Compensation	0		0	0	0.0%	0
Related Benefits	3,938,749	250,055	4,188,804	5,167,226	76.2%	(978,422)
Total Personal Services	14,875,548	793,654	15,669,202	16,294,983	91.3%	(\$625,781)
Travel	\$29,493	\$30,507	\$60,000	\$60,000	49.2%	\$0
Operating Services	1,625,923	629,874	\$2,255,797	\$2,188,045	74.3%	\$67,752
Supplies	211,300	26,205	237,505	168,500	125.4%	69,005
Total Operating Expenses	\$1,837,223	\$656,079	\$2,493,302	\$2,356,545	78.0%	\$136,757
Professional Services	31,957	5,658	\$37,615	\$53,820	59.4%	(\$16,205)
Other Charges	1,151,992	638,232	1,790,224	1,827,274	63.0%	(37,050)
Debt Services	0	0	0	0	0.0%	0
Interagency Transfers	412,533		412,533	402,428	102.5%	10,105
Total Other Charges	\$1,596,482	\$643,890	\$2,240,372	\$2,283,522	69.9%	(\$43,150)
General Acquisitions	0	0	\$0	\$0	0.0%	\$0
Library Acquisitions	0	0	0	0	0.0%	0
Major Repairs	0	0	0	0	0.0%	0
Total Acquist. & Major Repairs	\$0	\$0	\$0	\$0	0.0%	\$0
Scholarships	\$808,854	\$0	\$808,854	\$276,680	292.3%	\$532,174
Total Expenditures	\$19,147,600	\$2,124,130	\$21,271,730	\$21,271,730	90.0%	\$0

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

	Actual as of 5/31/2018	Projected	Total FY 2017-18	Budget FY 2017-18	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$5,518,427	\$0	\$5,518,427	\$5,518,427	100.0%	\$0
Statutory Dedicated	142,528	52,079	194,607	194,607	73.2%	0
Funds Due From Mgmt or BOR						
Federal						
Self Generated						
Tuition - Fall 2017	3,576,631	0	3,576,631	3,877,853	92.2%	(301,222)
Tuition - Spring 2018	3,256,819	0	3,256,819	3,691,755	88.2%	(434,936)
Tuition - Summer	690,199	150,000	840,199	530,468	130.1%	309,731
Out-of-State Fees	477,260	5,000	482,260	900,000	53.0%	(417,740)
Other	304,787	253,975	558,762	558,762	54.5%	0
InterAgency Transfer						
Total Revenues	\$13,966,651	\$461,054	\$14,427,705	\$15,271,872	91.5%	(\$844,167)
Expenditures by Object						
Salaries	\$6,895,116	\$546,609	\$7,441,725	\$7,749,116	89.0%	(\$307,391)
Other Compensation			0	0	0.0%	0
Related Benefits	2,976,809	251,920	3,228,729	3,447,393	86.3%	(218,664)
Total Personal Services	\$9,871,925	\$798,529	\$10,670,454	\$11,196,509	88.2%	(\$526,055)
Travel	\$35,865	\$4,000	\$39,865	\$44,200	81.1%	(\$4,335)
Operating Services	\$1,046,590	\$791,406	\$1,837,996	\$2,132,213	49.1%	\$(294,217)
Supplies	71,628	3,000	74,628	224,100	32.0%	(149,472)
Total Operating Expenses	\$1,118,218	\$794,406	\$1,912,624	\$2,356,313	47.5%	(\$443,689)
Professional Services	\$164,143	\$2,500	\$166,643	\$11,000	1492.2%	\$155,643
Other Charges	198,336	438,006	636,342	636,342	31.2%	0
Debt Services	0		0	0	0.0%	0
Interagency Transfers	567,349	206,159	773,508	773,508	73%	0
Total Other Charges	\$929,828	\$646,665	\$1,576,493	\$1,420,850	65.4%	\$155,643
General Acquisitions	\$1,121	\$0	\$1,121	\$4,000	28.0%	(\$2,879)
Library Acquisitions			0	0	0.0%	0
Major Repairs			0	0	0.0%	0
Total Acquist. & Major Repairs	\$1,121	\$0	\$1,121	\$4,000	28.0%	(\$2,879)
Scholarships	\$217,148	\$10,000	\$227,148	\$250,000	0.0%	(\$22,852)
Total Expenditures	\$12,174,105	\$2,253,600	\$14,427,705	\$15,271,872	79.7%	(\$844,167)

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

	Actual as of 5/31/2018	Projected	Total FY 2017-18	Budget FY 2017-18	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$3,448,222		\$3,448,222	\$3,448,222	100.0%	\$0
Statutory Dedicated	1,609,500	197,503	\$1,807,003	1,807,003	89.1%	0
Funds Due From Mgmt or BOR						0
Federal	2,943,704	710,505	\$3,654,209	3,654,209	80.6%	0
Self Generated						
Tuition - Fall 2017						
Tuition - Spring 2018						
Tuition - Summer						
Out-of-State Fees						
Other						
InterAgency Transfer						
Total Revenues	\$8,001,426	\$908,008	\$8,909,434	\$8,909,434	89.8%	\$0
Expenditures by Object						
Salaries	\$3,624,858	\$639,708	\$4,264,566	\$4,264,566	85.0%	\$0
Other Compensation	45,833	5,667	\$51,500	51,500	89.0%	0
Related Benefits	1,473,665	534,434	\$2,008,099	2,008,099	73.4%	0
Total Personal Services	\$5,144,356	\$1,179,809	\$6,324,165	6,324,165	81.3%	\$0
Travel	\$124,453	\$-00	\$124,453	\$124,453	100.0%	\$0
Operating Services	\$316,833	\$60,667	\$377,500	\$377,500	83.9%	\$0
Supplies	103,265	13,623	116,888	116,888	88.3%	0
Total Operating Expenses	\$420,098	\$74,290	\$494,388	\$494,388	85.0%	\$0
Professional Services	\$16,463	\$16,537	\$33,000	\$33,000	49.9%	0
Other Charges	153	313,699	\$313,852	313,852	0.0%	0
Debt Services	0	0	0	0	0.0%	0
Interagency Transfers	1,595,086	0	\$1,595,086	1,595,086	100.0%	0
Total Other Charges	\$1,611,702	\$330,236	\$1,941,938	\$1,941,938	83.0%	\$0
General Acquisitions	\$10,370	\$12,020	\$22,390	\$22,390	46.3%	0
Library Acquisitions	0	0	0	0	0.0%	0
Major Repairs	0	0	0	0	0.0%	0
Total Acquist. & Major Repairs	\$10,370	\$12,020	\$22,390	\$22,390	46.3%	\$0
Scholarships	\$2,100	\$0	\$2,100	\$2,100	100.0%	\$0
Total Expenditures	\$7,313,079	\$1,596,355	\$8,909,434	\$8,909,434	82.1%	\$0

Governance Committee

GOVERNANCE COMMITTEE

(Following the Finance Committee)

Friday, June 22, 2018

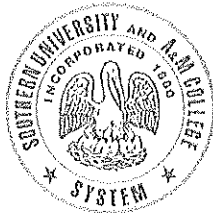
Southern University at New Orleans
Millie M. Charles School of Social Work Auditorium
6400 Press Drive
New Orleans, Louisiana 70126

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Items
 - A. Request Approval of System Policy on Policies and Template
 - B. Request Approval of Mission Review Policy (per SACSCOC)
7. Other Business
8. Adjournment

MEMBERS

Dr. Leroy Davis-Chair, Rev. Joe R. Gant, Jr.-Vice Chair
Mr. John L. Barthelemy, Ms. Xaviera Jeffers, Mr. Mike Small, Rev. Samuel C. Tolbert,
Mrs. Ann A. Smith- Ex Officio



POLICY TITLE
Policy on Policies

POLICY NUMBER
6-001

Responsible Unit: <i>Office of Strategic Planning, Policy, and Institutional Effectiveness</i>	Effective Date: <i>06/22/2018</i>
Responsible Official: <i>Vice President for Strategic Planning, Policy, and Institutional Effectiveness</i>	Last Reviewed Date: <i>06/22/2018</i>
Policy Classification: <i>Governance</i>	Origination Date: <i>06/22/2018</i>

I. POLICY STATEMENT AND RATIONALE

Accessible and well-developed policies promote efficiency, accountability, and minimize institutional risks. This System policy promotes an expeditious policy development, review, approval, and management process, while allowing for robust debate and discussion of draft policies. This System policy provides for a consistent policy format and an accessible electronic policy manual. The President-Chancellor of the Southern University and A&M College System serves as the signature authority for System policy approvals.

II. POLICY SCOPE AND AUDIENCE

The scope of this policy is system-wide. This policy applies to all system-wide administrators, faculty and staff who develop, review, approve, publish, manage, or otherwise engage in the creation, promulgation, and dissemination of institutional policies.

III. POLICY COMPLIANCE

New and revised institutional policies effective June 22, 2018 and thereafter, shall comply with this System policy.

IV. POLICY DEFINITIONS

Approval Official: President-Chancellor of the Southern University and A&M College System serves as the signature authority for System policy approvals.

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

Exception(s): The President-Chancellor for the Southern University and A&M College System may grant an exception under unique circumstances, provided such an exception shall not be in conflict with applicable federal or state, laws, policies, regulations or Board policies. An interim policy is an example of an exception, where the Responsible Unit, with the permission of the President-Chancellor may establish an interim policy in a special or emergency situation. Such a situation may include a change in federal or state law, a significant and immediate financial opportunity, or a major institutional risk. An interim policy shall remain in force for up to one year from the effective date of issuance.

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

- Academic Affairs (1-000)
- Enrollment Management (2-000)
- External Affairs & Public Relations (3-000)
- Facilities (4-000)
- Finance, Audit, & Budget (5-000)
- **Governance** (6-000)
- Human Resources (7-000)
- Information Technology (8-000)
- Institutional Advancement (9-000)
- Legislative Affairs & Legal (10-000)
- Research & Extension (11-000)
- Safety & Security (12-000)
- Student Affairs (13-000)
- Workforce & Economic Development (14-000)

Within the Policy Manual, the *Policy on Policies* is listed under the *Governance Policy Classification*.

Policy Review Cycle: This policy is subject to a five-year policy review cycle.

Policy Template: The newly developed **Official Policy on Policies Template** shall serve as the official template for posting policies.

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

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

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

V. POLICY IMPLEMENTATION PROCEDURES

Policy Development, Review and Approval Process: All policies will have a defined set of implementation procedures. With respect to the implementation of this System policy, the Responsible Official, a member of the President-Chancellor's Executive Cabinet, shall initiate the development of a new System policy or the review of an existing System policy under their jurisdiction. Consistent with the tenants of shared governance, the Responsible Official shall include the faculty via the Faculty Senate in the development and review of academic policies. Also, the development and review of non-academic policies shall include a cross-section of staff in the respective areas under the purview of the Responsible Official. Finally, the Responsible Official shall include a student representative via the Student Government Association in the development of new or review of existing System policies.

The Responsible Official shall use the ***Official Policy on Policies Template*** to submit a new or revised System policy to the *Policy Committee* under the purview of the *Council on Institutional Effectiveness* for review and approval. Next, the proposed policy is forwarded to the *President-Chancellor's Executive Cabinet* for review and approval. Following approval by the *President-Chancellor's Executive Cabinet*, a proposed new or revised System policy is forwarded to the *Board's Governance Committee* through the *System's Office of Strategic Planning, Policy, and Institutional Effectiveness* and ultimately to the full *Board of Supervisors of the Southern University and A&M College System* for review and approval.

Policy Post-Approval Posting Procedures: The Responsible Official shall forward the approved and signed System policy to the *System's Office of Strategic Planning, Policy, and Institutional Effectiveness* for inclusion in the *Policy Manual* and posting on the *System website*.

VI. POLICY RELATED INFORMATION

Not applicable.

VII. POLICY HISTORY AND REVIEW CYCLE

This is a new policy. The effective date of this policy is determined by the approval date and signature of the President-Chancellor for the Southern University and A&M College System. This policy requires that all new and existing System policies be subject to a review within the five-year policy review cycle.

VIII. POLICY URL

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

IX. POLICY APPROVAL

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

Effective Date of Policy



OFFICIAL POLICY ON POLICIES TEMPLATE

Italicized instructions provided in this template are for guidance only and should be deleted as specific policy content is inserted.

POLICY TITLE

Policy on Policies

POLICY NUMBER

6-002

Responsible Unit: <i>Office of Strategic Planning, Policy, and Institutional Effectiveness</i>	Effective Date: <i>06/22/2018</i>
Responsible Official: <i>Vice President for Strategic Planning, Policy, and Institutional Effectiveness</i>	Last Reviewed Date: <i>06/22/2018</i>
Policy Classification: <i>Governance</i>	Origination Date: <i>06/22/2018</i>

I. POLICY STATEMENT AND RATIONALE

The policy statement is a concise statement of the overall purpose of the policy. This section identifies the goal and rationale for this policy.

II. POLICY SCOPE AND AUDIENCE

This section identifies the scope and audience for this policy and communicates who shall be aware of and comply with this policy.

III. POLICY COMPLIANCE

This section identifies the specific impact and consequences of not following this policy.

IV. POLICY DEFINITIONS

This section defines any terms used in the policy that are important to its compliance and/or might be misunderstood by the audience. This may include specialized terms used in this policy.

V. POLICY IMPLEMENTATION PROCEDURES

This section describes the means by which this policy is implemented and serves as a summary of the policy implementation process. Detailed steps for policy implementation may be developed in a separate procedures document. Link(s) to a detailed implementation procedures document shall be provided.

VI. POLICY RELATED INFORMATION

This section lists and provides links to any applicable federal, state, and local laws, policies, regulations or SUS Board Bylaws that impact this policy.

VII. POLICY HISTORY AND REVIEW CYCLE

This section identifies whether this is a new or existing policy. The effective date of this policy is determined by the approval date of the President-Chancellor of the Southern University and A&M College System. Additionally, the policy last review and origination dates are identified. This policy is subject to a five-year policy review cycle.

VIII. POLICY URL

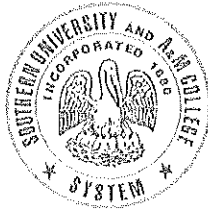
This section identifies the Southern University System website where the system policies are archived – www.sus.edu.

IX. POLICY APPROVAL

This section identifies the appropriate official who has final authority to approve this policy. The final approval date establishes the effective date of the policy.

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

Effective Date of Policy



POLICY TITLE
Mission Review Policy

POLICY NUMBER
6-004

Responsible Unit: <i>Office of Strategic Planning, Policy, and Institutional Effectiveness</i>	Effective Date: <i>06/22/2018</i>
Responsible Official: <i>Vice President for Strategic Planning, Policy, and Institutional Effectiveness</i>	Last Reviewed Date: <i>06/22/2018</i>
Policy Classification: <i>Governance</i>	Origination Date: <i>06/22/2018</i>

I. POLICY STATEMENT AND RATIONALE

The Board of Supervisors of the Southern University and A&M College System (Board) formally approves and periodically reviews the mission statements of its institutions. The Board in its review may reaffirm the mission statements of its institutions or determine whether changes are made, thereby ensuring that institutional goals and outcomes remain compatible with the mission statements.

II. POLICY SCOPE AND AUDIENCE

The mission statements of the five campuses that make up the Southern University and A&M College System are eligible for regular review by the Board.

III. POLICY COMPLIANCE

In December 2017, the 2018 Edition of the Southern Association of Schools and Colleges, Commission on Colleges (SACS-COC) Principles of Accreditation – Foundations for Quality was adopted by the College Delegate Assembly. Implementation of the *Mission Review Policy* shall ensure that the Board is in compliance with SACS-COC Principle 4.2.a. that states the *Governing Board ensures the regular review of the institution’s mission (Mission Review)*.

IV. POLICY DEFINITIONS

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

Southern Association of Schools and Colleges, Commission on Colleges (SACS-COC): SACS-COC is the regional body for the accreditation of degree-granting higher education institutions in the Southern states. The mission of SACS-COC is to assure the educational quality and improve the effectiveness of its member institutions. Accreditation by SACS-COC signifies that the institution (1) has a mission appropriate to higher education, (2) has resources, programs, and services sufficient to accomplish and sustain that mission, and (3) maintains clearly specified educational objectives that are consistent with its mission and appropriate to the degrees it offers and that indicate whether it is successful in achieving its stated objectives.

Mission: The mission statement is a comprehensive statement addressing all aspects of institutional function. It is important that the institutional mission statement be formally adopted, published, implemented, and made available to all the constituencies of the institution and to the general public. Because the mission statement describes what the institution does, it is the foundation for planning and effectiveness processes. These processes validate that the institution does what it claims and evaluates how well it fulfills its mission statement. The mission statement thus provides the basis and context for evaluating institutional effectiveness. SACS-COC uses the term “mission” throughout its standards to be consistent in representing other terminology that may mean the same, such as purpose or vision.

Policy Classification: Within the proposed Board Policy Manual, the Board’s *Mission Review Policy* will be listed under the *Governance Policy Classification*.

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

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

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

V. POLICY IMPLEMENTATION PROCEDURES

The implementation of this policy requires the Board to conduct an annual review of the mission statements of its institutions.

- Mission reviews shall occur annually at the end of the fiscal year in June.
- The Chancellors of each institution shall present their respective mission statements to the Board for review, analysis, and discussion.
- The Board, in its review, may reaffirm the mission statements and determine whether changes need to be made, thereby ensuring that institutional policies, procedures, and activities remain compatible with and included in the mission statement.
- Mission reviews further allows the Board to better assess the effectiveness of its institutions.

VI. POLICY RELATED INFORMATION

SACS-COC Principle 4.2.a. requires the Board to ensure the regular review of the mission statements of its institutions. This requirement is identified in the 2018 Edition of the SACS-COC Principles of Accreditation – Foundations for Quality located at www.sacs.org.

VII. POLICY HISTORY AND REVIEW CYCLE

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

VIII. POLICY URL

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

IX. POLICY APPROVAL

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

Effective Date of Policy

Student Affairs Committee

STUDENT AFFAIRS COMMITTEE

(Following the Governance Committee)

Friday, June 22, 2018

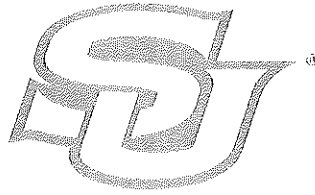
Southern University at New Orleans
Millie M. Charles School of Social Work Auditorium
6400 Press Drive
New Orleans, Louisiana 70126

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Items
 - A. Request Approval of Director of Financial Aid (SUBR)
6. Informational Item(s)
 - A. Update on Freshmen Orientation (SUBR)
 - B. SUSLA 365 Live-Call Center presentation
7. Other Business
8. Adjournment

MEMBERS

Mr. Raymond Fondel-Chair, Dr. Curman Gaines-Vice Chair
Rev. Joe R. Gant, Ms. Xavieria Jeffers, Mr. Mike Small, Rev. Samuel C. Tolbert,
Mrs. Ann A. Smith- Ex Officio



June 14, 2018

Dr. James Ammons,
Executive Vice-President & Vice Chancellor
Southern University System
3rd Floor, JS Clark Administration Building
Baton Rouge, Louisiana 70813

RE: Position Appointment for Director of Financial Aid

Dear Dr. Ammons,

On behalf of the Search Committee for the Director of Financial Aid, I would like to recommend K. Michael Francois to fill the current vacancy after a nationwide search, phone and campus interviews with the Southern University community.

K. Michael Francois brings over 15 years of experience as a strategist and planner in financial aid. He has a strong business acumen that has resulted in financial aid process improvement with a unique focus on enhancing the student experience in financial aid operations. Mr. Francois has served Assistant Vice-President for Enrollment Management/Director of Financial Aid at Philander Smith College; Dean of Student Enrollment Services at Arkansas Baptist College; Executive Director of Financial Aid and Scholarships at Prairie View Agricultural & Mechanical University; Director of Financial Aid and Scholarships at Southern University at Shreveport; and Associate/Interim Director of Financial Aid at Clark Atlanta University.

In addition to being proficient in Banner student financial systems, Mr. Francois has managed over \$200 million in federal, state, private and institution financial aid and scholarships, worked to support the increase of enrollment by 16-30% at his respective institutions, and eliminated long lines in on-site registration that causes students significant stress before starting classes. Further, he has reduced audit findings to ensure compliance with Title IV administration. The Search Committee was impressed with Mr. Francois' ability to turnaround operations to create organizational success.

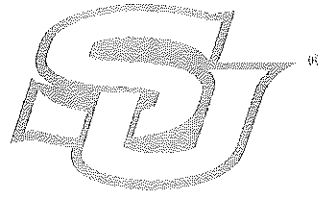
K. Michael Francois desires to return home to Baton Rouge and to his alma mater, and is very committed to working to enhance the Southern University experience as Director of Financial Aid if you approve the appointment.

For your convenience I have attached the job descriptions and curriculum vitae. Thank you for your consideration. I look forward to your decision as I believe that we continue to be on the way to assembling a dynamic Student Affairs and Enrollment Management Team.

Sincerely,

Kimberly M. Scott, PhD
Vice-Chancellor for Student Affairs & Enrollment Management

2018 JUN 14 PM 1:02
SOUTHERN UNIVERSITY
BATON ROUGE, LA 70813



Director of Financial Aid

Southern University and Agricultural & Mechanical College is a world class research institution and America's oldest and only historically Black University system. For 138 years Southern has educated, nurtured and empowered citizens of the world focused on global change, leadership and service. Southern University and A& M seeks a Director of Financial Aid who will help establish a framework for meeting institutional recruitment, retention and graduation goals.

The Director of Financial Aid provides leadership and management of an established financial aid program (federal, state and institutional funds) and adheres to regulations with integrity, along with upholding the mission and vision of Southern University. The Director also manages the Financial Aid team, works closely and effectively with departments across the entire University, provides financial aid related advisement to students and families, establishes and regulates procedures and policies in compliance with current federal, state and institutional guidelines, and monitors budgets. The incumbent will be expected to deliver quality services to students and their families while also providing leadership, professional development and recognition of employees with a high degree of ethics and maintenance of an environment which is conducive to innovation, positive thinking and expansion.

Responsibilities

1. Responsible for maintaining Title IV Participation Agreement with the U.S. Department of Education. Submits all required reports, programs, needed approvals and ensures compliance with Title IV aid programs. Performs all standard financial aid functions including need analysis, verification, loan processing, etc.
2. Supports and actively participates in the University's major initiatives for achieving strategic plans and process improvement. Integrates efforts to maximize Financial Aid's role in recruitment and retention of students. Facilitates coordination and communication between departments to create positive educational experience for students.
3. Supervises, trains, and evaluates department staff; works with staff to assign responsibilities, determines department priorities and procedures, and ensures cross-training occurs. Lead staff meetings, share information as appropriate, promote new ideas and the development of improved service and efficiency, encourage teamwork.
4. Partners with Southern University Athletics team to effectively and smoothly administer athletic and academic recruitment, retention and graduation.
5. Effectively and efficiently manage and administer donor generated scholarship funds. Collaborate with the Southern University Advancement team and participates in an advisory capacity to team efforts.
6. Advises students, parents, staff, high school counselors, other college personnel, and off-campus agencies on all aspects of student financial aid. Develops and conducts financial aid talks for outreach to educate enrollees. Revises, maintains, updates publication of relevant and required financial aid information on website and other channels of information.
7. Administers satisfactory academic appeal (SAP) evaluation and oversees appeal process for students seeking reinstatement of financial aid eligibility.
8. Takes appropriate action to maximize usage of grant funds and to prevent over awards.

9. Monitors enrollment reports to identify students subject to Return of Title IV aid policy. Calculates aid earned, makes necessary adjustments, and notifies students and accounts receivable of outcome.
10. Manages annual budget process for department. Approves and monitors office expenditures.
11. Works effectively with Bursar and Business Office to ensure accurate and timely exchange of information about awards. Assist as needed in reconciliation of account balances.
12. Prepares, provides information during audits and official reviews to justify policies, procedures, and variances. Writes and files required state and federal reports; answers questions and resolves issues.
13. Attends meetings and conferences, reviews newsletters, and reports changes to program requirements; establishes, modifies, and upgrades computer parameters in need analysis, fund management, document tracking, and reporting programs; updates department policies and procedures to ensure compliance with fund limitations and requirements.
14. Coordinates the Financial Aid Office's compliance with University accreditation standards and assessments
15. Performs other related tasks as required.
16. Demonstrate proficiency in timely collections (for the entire Office): -90% aid paid consistently by end of 5th week of term and 98% by end of 8th week of term.
17. Maintain consistently clean files shown through Training Assessments for Compliance with Federal/State regulations and school policies and procedures (for the entire Office).
18. Complete the appropriate training modules within 30 days of the new or revised module becoming available.
19. Perform special projects as assigned.

A Bachelor's Degree or equivalent in student affairs, higher education administration, or related field is required. A Master's Degree is preferred. At least 3-5 or more years of increasingly professional responsibility in financial aid or student accounts, preferably in a post-secondary institution. The candidate must three or more years of supervisory experience. In addition, they should possess the following:

1. In depth knowledge of principles, practices, methodology, and procedures for the provision of student financial aid.
2. Knowledge of Southern University policies pertaining to the provision of student financial aid.
3. An understanding of institutional financial and financial aid processes.
4. A history of enthusiastically embracing the value and mission of a historically black land grant institution.
5. Ability to think about concepts of diversity, inclusion and intercultural relations.
6. A collegial, friendly, flexible and collaborative approach to student development, leadership and campus culture.
7. A commitment to shared governance and sensitivity, fairness, compassion, empathy, objectivity, and transparency in decision-making.
8. A demonstrated ability to build and manage budgets and use financial resources wisely.
9. Excellent communication, strategic planning, assessment, and budgeting skills. Strong interpersonal skills, and a commitment to collaboration with a variety of partners on and off campus.
10. A demonstrated passion for students focusing on their well-being, development and learning, and a personal track record of continuous learning to stay current on new ideas and technologies relevant to the position.
11. Demonstrated understanding of diverse student populations and best practices to support and serve the breadth of students at Southern University.
12. A desire to work in a complex environment that values both data-driven decision making and innovation.

K. Michael Francois

21538 Colton Cove Dr.
Houston, TX 77095
(678) 488-0591
Kmfrancois63@gmail.com

OBJECTIVE

I am seeking to obtain an administrative/managerial position with an organization so that I may utilize my critical thinking, excellent decision making, and sound judgment attributes to effectively demonstrate and provide vision and leadership to meet organizational goals.

QUALIFICATIONS

Over 15 years of experience as an executive, administrative, management, finance and operations strategist with strong business acumen and a recognized record of execution, customer focus, process improvement and operational performance. I have specific experience with turnaround operations and startup performances that yield organizational successes.

COMPUTER SKILLS

SCT BANNER, PeopleSoft, PowerFacts, Jenzabar CX/EX , CAMS, ELM, WhizKid, Surfer, Lion, Pride, Oracle, EDExpress, EDCConnect, ScholarNet, CICS, FAMS, COGNOS, Lotus, Poise, E-Term, Prism, ACCESS400, HHLoan, FAMIS, Canopy, PAWS, Microsoft Office Suite

EXPERIENCE

Feb 2016 – Present

Philander Smith College, Little Rock, Arkansas

**Assistant Vice President for Enrollment Management/
Director of Student Financial Aid & Scholarships**

- Lead in the development, implementation, and ongoing evaluation of an aggressive and comprehensive Strategic Enrollment Management Plan.
- Design and implement strategies for ensuring an alignment of all academics areas with College enrollment management efforts and initiatives.
- Work closely with the Vice President of Student Affairs/Enrollment Management to support first-year students in enrollment programming.
- Responsible for the general administration, supervision, operations and program development of all departments within the Enrollment Management unit.
- Oversee the College's student recruitment program, including a systematic, comprehensive, and data-driven plan to locate, attract, and enroll successful PSC students, as well as the admissions and registration process for all students.
- Increased student enrollment by 30% (2016) and 16% (2017) in two years, respectively.
- Work closely with Financial Aid, Admissions, Registrar, Student Accounts and Residential Life offices to ensure compliance in terms of cash management of Title IV funds.
- Provide oversight, management, reporting, coordination and support in awarding financial assistance to all eligible students.
- Assist in the completion of the verification process, recalculation or adjustment of awards according to federal, state and/or institutional guidelines.
- Reduced yearly repeated audit findings to ensure compliance of Title IV administration
- Completed several years of Audit findings with precise resolutions which eliminated the institution's liability of \$2M owed in restitution to the USDOE.
- Assisted in the successful implementation of Project Success by the USDOE
- Ensure endowed funds are properly managed within specific criteria.

Nov 2013 – Present

BBJ Higher Education Consulting, Houston, Texas
Wesley Peachtree Group, CPA's, Atlanta, Georgia

Independent Enrollment Management Consultant/Contract Employee

- Provide leadership and management of senior level administration, professional staff, support staff, and departmental operations.
- Develop and implement best practices that support the goal of enrollment growth and quality of services.
- Work closely with Financial Aid, Admissions, Registrar, Student Accounts offices to ensure compliance of cash management of Title IV funds.
- Provide leadership for fund management of athletic grant-in-aid, scholarships and other external funding sources to ensure compliance and strategic policy analysis.
- Provide oversight, management, reporting, coordination and support in awarding financial assistance to all eligible students.
- Assist in the completion of the verification process, recalculation or adjustment of awards according to federal, state and/or institutional guidelines.
- Conduct financial aid help sessions and workshops for on-campus and off-campus programs.
- Develops objectives and general policies and procedures for specific programs or functional area of responsibility within general scope of established operational goals and plans.
- Review enrollment and retention plan and recommend initiatives to ensure student success.
- Ensure endowed funds are properly managed within specific criteria.
- Conduct accounting and fiscal audits.
- Mentor enrollment services staff.

Nov 2013 – Apr 2014

Arkansas Baptist College, Little Rock, Arkansas

Dean of Student Enrollment Services

- Primary duties involve exercising discretion and independent judgment in matters of significance to the operation of the admissions, financial aid, recruitment, Registrar, retention service offices, including staffing, policy development, and budgeting.
- Provides leadership and direction to Enrollment Services Directors to offer comprehensive enrollment services in a seamless format for students.
- Plans, develops and administers strategic enrollment management efforts, student recruitment initiatives and student retention.
- Performs research and analysis of enrollment data and implement innovative recruitment and retention strategies.
- Work closely with Financial Aid, Admissions, Recruitment, Registrar, Student Accounts offices to ensure compliance in terms of administrative ability and cash management of Title IV funding.
- Develop objectives and general policies and procedures for each functional area of responsibility within general scope of established operational goals and plans.
- Review enrollment and retention plan and recommend initiatives to ensure student success.
- Conduct financial aid and student account audits.
- Promote customer service orientation and commitment to creating a positive student experience.

Nov 2010 – Oct 2013

Prairie View A & M University, Prairie View, Texas

Executive Director of Student Financial Aid & Scholarships

- Plans, organizes, and manages the day-to-day operation of financial aid processing.
- Responsible for managing, coordinating, and supervising the administration of \$200 million in federal, state, private, and institutional funds. Successfully administered all federal, state, and institutionally provided financial aid programs.
- Implemented a successful customer relation entity within the campus.
- Manages the student financial aid operating budget. Established operational policies and procedures for both the main campus, Northwest Houston Graduate facility and the College of Nursing.
- Serves as the liaison between State Auditors, University Internal Auditors to proactively prevent any audit concerns. Ensure compliance of all Title IV and State, and Institutional programs.
- Supervised and evaluated the work of the professional, support staff, and student assistants and recommends appropriate compensation for those employees.
- Prepared the annual FISAP and Texas State reports.
- Responsible for all computer systems development.
- Created and maintained effective communication plans for transmitting and receiving critical data inter-departmentally and to and from key Prairie View offices such as admissions, registrar, orientation, student support services, and academic departments.
- Work collaboratively with the Academic Affairs office, the Academic Deans, the Enrollment Management and Recruitment office, and the Offices of Student Academic Success, the Academic Enrichment/Tutorial, Institutional Research, Fiscal Services, Institutional Advancement, Intercollegiate Sports, Athletic Compliance, the Office of Institutional Compliance and University Housing to effectively create current and long-term University-based recruitment and retention initiatives.

April 2008 – Nov 2010

Southern University at Shreveport – Shreveport, Louisiana

Director of Financial Aid & Scholarships

- Responsible for managing, coordinating, and supervising the administration of \$15 million in federal, state, private, and institutional funds.
- Responsibilities include providing strategic leadership, effective supervision, and a clear enrollment-oriented vision to effectively administer Title IV financial aid programs; streamlining awarding policies, procedures and protocols while remaining consistent with relevant awarding regulations; and reviewing, disseminating and implementing current and new federal and state regulations pertaining to the administration of financial aid.
- Creates and maintains effective communication plans for transmitting and receiving critical data inter-departmentally and to and from key SUAS offices such as admissions, registrar, orientation, student support services, and academic departments. Collaborates with university staff and other offices (i.e. Career Counseling, Student Counseling Services) in strategic and operational planning aimed at delivering outstanding student services.
- Responsible for the overall operation of SCT Banner (student information system) and all system upgrades.
- Implemented a customer relation initiative that fostered a successful processing environment.
- Monitors institutional compliance for the financial aid delivery system.
- Conducts financial aid presentations.
- Hire and train new employees.

Jan 2006 – Mar 2008

Clark Atlanta University – Atlanta, Georgia

Associate /Interim Director of Student Financial Aid

- Responsible for managing, coordinating, supervising, and administration of \$100 million in federal, state, private, and institutional funds.
- Supervises and evaluates the work of the professional, support staff, and student assistants and recommends appropriate compensation for those employees.
- Serves as the liaison between State Auditors, University Internal Auditors to proactively prevent any audit concerns. Ensure compliance of all Title IV and State, and Institutional programs
- Maintains liaison with the Director of Admissions, the Business Office, the Office of the Registrar and administrative departments, students and federal, state, and private agencies on relevant matters.
- Responsible for the overall operation of SGT Banner (student information system) and all system upgrades
- Monitors institutional compliance for the financial aid delivery system
- Conducts financial aid presentations
- Hire and train new employees

Sept 2003 – Jan 2006

Talladega College – Talladega, Alabama

Director of Financial Aid

- Responsible for the day to day operation of the Office of Financial Aid
- Corrected 01-02 FISAP operational report to receive obligated funds that had been de-obligated by the Department of Education
- Completed 02-03 FISAP operational report to ensure funding allocation for the 04-05 award year
- Completed several years of Audit findings with precise resolutions which reduced the institution's liability to DOE
- Established process to receive loan proceeds by Electronic Fund Transfer (EFT) verses manual paper checks
- Coordinated office activities with other administrative offices to initiate new procedures, install new technological processes to improve the effectiveness of financial aid
- Established software reports to enhance effective and efficient processing and disbursement of aid
- Worked collaboratively with students, faculty and student affairs administrators to articulate the satisfactory academic progress policy. This policy helped to affirm the commitment of the college to student learning, development and retention.
- Provided seminars and workshops during student orientation week. Disseminated information to perspective incoming and continuing students regarding the financial aid delivery process.
- Served on the Strategic Planning committee to assess programs and services offered by the institution.
- Assisted with the development of the Academic Year Planner Student Handbook.

EDUCATION

Southern University and A&M College
Baton Rouge, Louisiana
Bachelor of Science, Business Administration, December 1988

Inter-Baptist Theological Seminary
Shreveport, Louisiana
Honorary Doctor of Divinity, October 2010

REFERENCES

Furnished Upon Request

Personnel Affairs Committee

PERSONNEL AFFAIRS COMMITTEE

(Following the Student Affairs Committee)

Friday, June 22, 2018

Southern University at New Orleans
Millie M. Charles School of Social Work Auditorium
6400 Press Drive
New Orleans, Louisiana 70126

AGENDA

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

Name	Position/Campus	*Salary
1. Anthony Ananga	Associate Professor/Chair (SUBR) <i>(new appointment/replacement)</i>	\$100,000.00
2. Angela Bell	Additional Duties (SULC) <i>(overload/pay adjustment-\$15k)</i>	\$100,160.40
3. Adam Crapelle	Visiting Professor (SULC) <i>(new appointment-fall semester only)</i>	\$ 50,000.00
4. Marc Roark	Visiting Professor/Academic Counselor (SULC) <i>(new appointment)</i>	\$108,000.00
5. Christopher Rogers	Educational Technologist (SUAREC) <i>(reassignment)</i>	\$ 74,360.00
6. Sharon Saunders	Special Assistant to the Executive Vice-President/Executive Vice-Chancellor (SUBR) <i>(new appointment/replacement)</i>	\$93,600.00
7. Wendy Shea	Additional Duties (SULC) <i>(overload/pay adjustment-\$10k)</i>	\$ 95,160.00
8. Kedric Taylor	Interim Band Director (SUBR) <i>(new appointment/interim replacement)</i>	\$ 99,000.00
9. Prentice White	Additional Duties (SULC) <i>(overload/pay adjustment-\$10k)</i>	\$105,379.65
10. Ada Womack	Small Business Development Center Director (SUBR) <i>(new permanent appointment)</i>	\$ 82,000.00
11. K. Michael Francois	Director of Financial Aid (SUBR) <i>(new appointment)</i>	\$ 85,000.00
12. Carlos Funchees	Head Coach, Women's Basketball (SUBR) <i>(new appointment/replacement)</i>	\$105,000.00

*Denotes total salary

6. Request for Leave of Absence
 - A. Earl Hill
7. Other Business
8. Adjournment

MEMBERS

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

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM 6 F 9 9 8 3

Personnel Action Form

POSITION NUMBER	2	F	9	6	6	9
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CAMPUS: SUS ___ SUBR X SULAC ___ SUAREC ___ SUNO ___ SUSLA ___

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

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

Previous Employee Dr. Grace Namwamba Reason Left Resignation
 Date Left June 30, 2015 Salary Paid \$91,764.66

RECEIVED
 MAY 09 2018
 Director of Human Resources and Payroll

Profile of Person Recommended

Length of Employment July 1, 2018 To June 30, 2019
 Effective Date July 1, 2018

Name Dr. Anthony Ananga SS# xxx-xx-4562 Sex Male Race* AA
 (Last 4 digits only)

Position Title: Associate Professor/Chair Department: College of Agricultural, FCS

Check One X Existing Position *Visa Type (See Reverse Side): U 2 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 12 Southern University Experience ___

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	BS-Biological Sciences	University of Alabama-Huntsville, Alabama	20025
	MS-Molecular Plant Sciences	Alabama A&M University	2006-
	PhD-Food Biotechnology	Alabama A&M University	2010?

Current Employer Florida Agricultural and Mechanical University

Personnel Action

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

Recommended Salary \$100,000 Salary Budgeted ___

Source of Funds State

Identify Budget: 611801-65060-62000-50% Location ___
 Form Code: 211001-22130-61003-21000-50% 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
211001-22130-61003-21000	\$50,000
611801-65060-61003-62000	\$50,000

*See Reverse Side

Graduate School signature (if, applicable): Lynnda Batato 6/12/18

<u>R. Walker</u>	<u>5/9/18</u>	<u>Bob R. Phipps</u>	<u>5/9/18</u>
Supervisor	Date	Dean/Unit Head	Date
<u>Jamie L. Adams</u>	<u>5/9/18</u>	<u>Patricia A. ...</u>	<u>6/14/18</u>
Vice Chancellor	Date	Cancellor	Date
<u>[Signature]</u>	<u>6/31/18</u>	<u>[Signature]</u>	<u>6/31/18</u>
Director/Personnel	Date	Vice President/Finance	Date
<u>[Signature]</u>	<u>6/12/18</u>	Business Affairs/Comptroller	Date
President	Date	Chairman/S.U. Board of Supervisors	Date

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

ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS: Effective June 1, 2018, Dr. Anthony Ananga is being hired as an Associate Professor and Chair of the Department of Family & Consumer Sciences within the College of Agricultural, FCS. Dr. Ananga will earn an annual salary of \$100,000 and will have tenure-track status. He will report to the Associate Dean/VC for Academic & Student Support Services.

EMPLOYEE REGULAR WORK SCHEDULE: Monday – Friday, 8:00 a.m. – 5:00 p.m.

EMPLOYEE DIRECT SUPERVISOR: Dr. Retia S. Walker

SUPERVISOR/DEPARTMENT CONTACT NUMBER _____

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

FUNDS AVAILABLE
 OFFICE OF THE DEAN, COLLEGE OF AGRICULTURAL, FORESTRY AND ENVIRONMENTAL SCIENCES
 SOUTHERN UNIVERSITY SYSTEM
 BUDGET OFFICE
 JUN 04 2018
 \$50,000
 FUNDS AVAILABLE

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

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

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

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SOUTHERN UNIVERSITY SULAC SUAREC SUNO SUSLA

***** HUMAN RESOURCES *****

POSITION VACANCY AUTHORIZATION

***** 2017 JUN 23 AM 10:09 *****

REQUEST THAT THE POSITION Associate Professor/Professor, Chair of AS DESCRIBED BELOW
Department of Family & Consumer Sciences
 BE AUTHORIZED AS A VACANCY FOR Agricultural, Family & Consumer Sciences
 (Department or Unit)

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Replacement | <input type="checkbox"/> New Position* | <input checked="" type="checkbox"/> Unclassified |
| <input type="checkbox"/> Civil Service | <input type="checkbox"/> Temporary | <input type="checkbox"/> Faculty |
| <input type="checkbox"/> Tenured | <input checked="" type="checkbox"/> Probationary (For Faculty this is same as tenure track) | |

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

*requires the approval of System President

RECEIVED
 JUN 28 2017
 Office of the Executive Vice President
 for Academic Affairs and Provost

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 thru Human Resources).

The Associate Professor/Professor will serve as Chair of the Department of FCS and will provide leadership in the development of teaching, research and extension/community service programs. Administer and manage departmental activities and programs in Family and Consumer Sciences in collaboration with research and extension departmental administrators. Work with other departmental, center, institute and senior administrators in the development of a highly technological web-based recruitment and distance learning Land-Grant Campus platform. Teach (1) one – two (2) courses per semester based on need and other assigned duties and responsibilities. Conduct collaborative, team – oriented research or extension in areas of expertise. Provide leadership in grant writing, and other scholarly activities that promote and sustain the Land-grant campus service-based philosophy. Promote and sustain innovative productive interdepartmental activities. Recruit and advise students using the latest in technological recruitment strategies. Promote the department and its activities at the campus, local, state, regional and national levels through service on administrative and academic committees, boards, and councils. Promote and encourage participation in professional development activities. Develop and manage programmatic and operational budgets effectively, while assisting in the procurement of additional program funding. Recruit and manage top quality faculty and staff essential and committed to growing the total Land-Grant Campus. Evaluate instructional programs, curricula development and oversee revisions as appropriate. Assess and evaluate student-learning outcomes, especially in relation to retention, graduation rates and employment in major field of study. Complete semester and annual reports (i.e. teaching load forms, annual evaluations and workload reports) in a timely and consistent manner. Lead the Department reaffirmation of accreditation across all program areas. Perform other related duties as required.

Salary/Range: Negotiable Previous Incumbent (if replacement): Dr. Grace Namwamba

<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	<u>[Signature]</u>	<u>27 June 17</u>
		Department Head	Date
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		Dean/Director/Supervisor of Budget Unit	Date

COMPTROLLER'S OFFICE ONLY	
Funds Available	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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Budget Number <i>21001-22130-11003-21000</i>	

HUMAN RESOURCES OFFICE ONLY			
Existing/Approved Position			
<input checked="" type="checkbox"/> Yes			<input type="checkbox"/> No
Job Code: F	Cal Id: M	Job Class:	
<i>Michale Williams</i>		<i>7-3-17</i>	
Verified By:		Date:	

Approved Disapproved *Lurie Young* 6/28/17
 Vice Chancellor

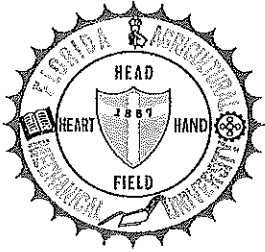
Approved Disapproved *[Signature]* _____
 Chancellor/Vice President

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 President

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Florida Agricultural and Mechanical University
Tallahassee, Florida 32307-3100

Excellence with Caring

COLLEGE OF PHARMACY AND
PHARMACEUTICAL SCIENCES
DIVISION OF BASIC PHARMACEUTICAL SCIENCES
A Title III Activity

Telephone: (850) 412-7377
Fax: (850) 599-3347

November 21, 2017

Attn: Aymbriana Campbell
P.O. Box 9614
Baton Rouge, LA 70813

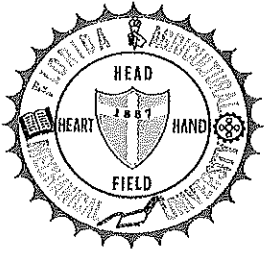
Dear Selection Committee Member:

I am pleased to write a letter of recommendation for Dr. Anthony Ananga who is applying for the position of Associate Professor/Chair in the Department of Family & Consumer Sciences at Southern University, Baton Rouge. I have known Dr. Ananga for over ten years as a scientist and assistant professor in the College of Agriculture and Food Sciences at Florida A&M University. He is a highly motivated educator, scholar, public servant, and a well-established scientist with an impressive academic and research portfolios. Dr. Ananga is ranked among the top agricultural/food scientists at any of our land-grant institutions. He has established excellent visionary research and training programs for which students are the beneficiaries.

Dr. Ananga is well recognized and highly valued by his colleagues. He has published over twenty-six refereed journal articles in high impact factor journals such as DNA and Cell Biology, Acta Horticulturae, Current Pharmaceutical Design and In Vitro Cellular & Developmental Biology, which are considered top outlets for applied food and pharmaceutical sciences research. The interdisciplinary nature of his research cover is obvious from his publications in food, agriculture, pharmaceutical and plant sciences journals.

Dr. Ananga has made major contributions to the teaching programs. He has developed and taught various courses at the graduate and undergraduate levels. His teaching evaluations over the years speak volumes to his abilities as an educator. His determination and commitment to his students also speak highly of him as a mentor. His communication skills, sense of organization, work ethics, and leadership abilities are admirable. He works well with the University administrators.

Dr. Ananga has considerable experience working within different settings; he has worked well people with other departments, centers, and institutes. He is very well acquainted with the history and current cultural dynamics in the 1890 Land-Grant systems.



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I have observed Dr. Ananga's passion for various aspects of his professional. His enthusiasm for what he does will be invaluable for this new challenge and this will be an outstanding opportunity for him to bring those passions together while serving at Southern University Baton Rouge. I strongly support his application for this position without any reservation.

If you need further help, please do not hesitate to contact me via e-mail at nazarius.lamango@famu.edu.

Sincerely,

Nazarius S. Lamango, Ph.D
Professor Medicinal Chemistry and
Director of Graduate Studies,
Florida A&M University College of Pharmacy
and Pharmaceutical Sciences,
Ph:(850) 412-7377
Fax:(850) 599-3347
nazarius.lamango@famu.edu

CURRICULUM VITAE DR. ANTHONY ANANGA

Office:

Center for Viticulture Science and Small Fruit Research
Florida Agricultural and Mechanical University
6505 Mahan Drive
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Phone: (850) 4125197
Fax: (850) 5612617
E-mail: Anthony.Ananga@famu.edu

Home:

3909 Reserve Dr. Apt # 1026, Tallahassee, FL 32311
Home Phone (256) 4170206
E-mail: anthony.ananga@gmail.com

Summary of Experience

At present, Dr. Anthony Ananga is an Assistant Professor in Food Biotechnology and Bioprocessing working on Functional Genomics of grapes at the Center of Viticulture & Small Fruit Research, College of Agriculture and Food Sciences, Florida A&M University. His extensive knowledge and expertise in the area of Agricultural sciences, Food science, Food biotechnology, Microbiology, Molecular Biology and Plant Genetic Engineering has been a significant asset for the productiveness of comprehensive, research, teaching and extension programs at FAMU. He has served in the committee of graduate and undergraduate students and trained them in the area of Molecular Biology and Biotechnology. Dr. Ananga has taught both undergraduate and graduate classes and possesses an excellent understanding and commitment to teaching, research, and extension/outreach, and public service.

LAND-GRANT PROGRAMS IMPLEMENTATION

- Possess an excellent understanding and commitment to the tripartite land-grant mission of teaching, research, and extension/outreach, and public service. Has collaborated nationally to strengthen and advance the role, scope, and mission of Land-Grant Universities in general, and 1890 Land-Grant Universities specifically.

Research Management & Administration

- Three years of research program administration, including academic administration as the PI. This includes leadership responsibilities for human, physical and fiscal affairs across a broad array of agricultural and biological disciplines.
- Demonstrated record of successful financial management and grantsmanship involving federal, state, and private sector funds. Management and oversight responsibility as Principal Investigator and Project Director accountable for sound fiscal management of funds.
- Over two years of postdoctoral training in functional genomics. This includes leadership responsibilities across a broad array of agricultural and biological disciplines.

Academic Programs

Curriculum Vitae, Dr. Anthony Ananga, Assistant Professor, Food Biotechnology

- Serves as an assistant professor and instructor of courses focusing on undergraduate and graduate education and student recruitment.
- Currently working with other colleagues at the College of Agriculture and Food Sciences to increase enrollment, particularly of high academic achievers, by successfully marketing programs to potential students, parents, alumni groups, and stakeholders, and obtaining financial support for scholarships and assistantships from federal agencies, corporate sponsors and industries.

Extension and Outreach

- Involved in grape pruning workshops, IPM workshops and visits, as well as grape harvest festivals
- Provided assistance and on site viticulture extension and outreach for grape growers in Florida and Georgia.

International programs

- I have secured a research grant to collaborate with scientists from the Ministry of Agriculture in ARO, Volcani Center, Israel. This is a project meant to improve functional genomic studies in grapes both in Israel and the U.S.

Leadership and Service

- Serves as a mentor and works to provide students with the best possible education from a holistic perspective; I teach them sound leadership principles and the importance of philanthropic service to mankind. I also strive to integrate not only the research and learning across disciplines, but leadership development and service into the educational matrix.
- Member of the College of Agriculture and Food Sciences (CAFS) grade grievance committee,

Education and Training:

Alabama A&M University, U.S.A

Ph.D. in Food Science with concentration on Food Biotechnology and Molecular Genetics May 2010

Dissertation: Molecular and phenotypic characterization of transgenic hypoallergenic peanut (*Arachis hypogea* L.). Major Professor: **Dr. Koffi Konan**

Alabama A&M University, U.S.A

M.S. in Plant and Soil Science with concentration on Plant Molecular Genetics May 2006

Thesis: Identification of DNA markers associated with the resistance to blackleg disease (*Leptosphaeria maculans*) in *Brassica* species. Major Professor: **Dr. Ernst Cebert**

University of Alabama in Huntsville, U.S.A

B.S. in Biological Sciences May 2002

Calhoun Community College, U.S.A

Associates of Science Degree in Pre-Pharmacy May 1999

Work Experience:

04/11/14-Present Florida A&M University, Tallahassee, Florida

Assistant Professor

Introduction to Biotechnology Lab **AGG 2050L**

Food Chemistry **FOS 4311**

Selected Topics in Plant Biotechnology **BOT 5937**

Applications of the Natural Sciences in the Food & Agricultural Science **AGG 4056**

Introduction to Food Science, **FOS 3042**

Food Analysis, **FOS 4321C**

01/03/11-4/10/14 Florida A&M University, Tallahassee, Florida

Curriculum Vitae, Dr. Anthony Ananga, Assistant Professor, Food Biotechnology

Adjunct Instructor

- Introduction to Food Science
- Food microbiology and safety lecture and lab
- Introduction to Biotechnology lecture and lab

April 2012-July 2012

Visiting Scientist, ARO, Volcani Center, Ministry of Agriculture, Israel

Research Area: Functional genomics, gene constructs and cloning using GATEWAY system, and RNAi.

10/01/10-4/10/2014 Florida A&M University Tallahassee, Florida

Postdoctoral Research Associate

- Directing the metabolic Flux towards over-expression of Flavonoid Nutraceuticals in *Muscadinia* Grapes
- Assessing the expression of flavonoid compounds in berries of commercial variety of *Muscadinia* under challenged environmental conditions
- Using *in vitro* red cell suspensions from berries of *Muscadinia* as a system for genomic studies and relevant source for production of grape nutraceuticals
- Isolates and clone dihydroflavonoid 4 reductase (DFR) gene from muscadine grape
- Transforms and over-expresses *DFR* (from *Muscadinia*) in *in vitro* red cell suspensions of *Vinifera* and *Muscadinia* grapes from shifting the downstream metabolic flux and enhance accumulation of the flavonoid nutraceuticals
- Provides research curricula and training for undergraduate and graduate students.

9/06-9/10 Alabama A&M University Huntsville, Alabama

Research Associate

- Transformed peanut and regenerated transgenic peanut plants lines from Georgia Green cultivar
- Screened transgenic peanut lines to identify an elite hypoallergenic peanut
- Confirmed that transgenic peanut produced were hypoallergenic using Molecular, Immunological, and biochemical analyses

06/03-8/06 Alabama A&M University Huntsville, Alabama

Research Assistant

- Identified canola genotypes that are resistant to blackleg disease using molecular markers
- Conducted research on improving canola production in the State of Alabama using both classical and molecular breeding strategies

Honors and Awards (selected)

- FAMU's Emerging Young Scientist of the year (2015)
- FIPSE Faculty Exchange Scholar BOKU University, Vienna, (2014)
- North American Research Network for Grape Functional Genomics Fellowship Award (2011)
- Travel grant to the International Arabidopsis meeting in Wisconsin (2005)
- Nano-Biotechnology Summer Experience Award, Alabama A&M University (2010)
- Dedicated Service Award, North Alabama Center for Educational Excellence (2008)
- Outstanding Student Award, Alabama A&M University (2009)
- Microarray workshop Award, West Virginia State University (2008)
- Certificate of Completion on immunoassays, USDA ARS Southern Regional (2008)

Curriculum Vitae, Dr. Anthony Ananga, Assistant Professor, Food Biotechnology

- Bioinformatics workshop Award, Alabama A&M University (2004)

Professional Membership

- Institute of Food Technologists (IFT)
- Florida State Horticulture Society (FSHS)
- Florida Grape Growers Association (FGGA)
- The Society of In Vitro Biology (SIVB)
- Phi Tau Sigma Honorary Society
- Crop Science Society of America
- Agronomy Science Society of America

Courses Taught (2008-2016)

- Food Analysis, FOS 4321C, Florida A&M University
- Applications of the Natural Sciences in the Food & Agricultural Science AGG 4056
- Selected Topics in Plant Biotechnology BOT 5937, Florida A&M University
- Introduction to Food Science, Credit hrs, 3.0, Florida A&M University
- Food Microbiology and Safety, Credit hrs, 3.0, Florida A&M University
- Introductory to Biotechnology, Credit hrs, 3.0, Florida A&M University
- Introductory to Biotechnology Lab, Credit hrs. 2.0, Florida A&M University
- Global Seminar in Human Sustainability: Biotechnology, Food Safety and International Trade Regulatory Policy, Credit hrs. 3.0, Florida A&M University
- Introduction to Food Biotechnology, Credit hrs, 3.0, Alabama A&M University
- Advanced Food Biotechnology, Credit hrs, 3.0, Alabama A&M University

Student Thesis Advisement

PhD Dissertations

- Dessy Achieng, (PhD thesis), North Carolina State University

Masters students

- Eric Turner, (MS), Florida A&M University, 2015-Current
- Xavier Price, (MS), Florida A&M University, 2015-Current
- Adeyewa Toluwalola, (MS), Florida A&M University, 2015-Current
- Oluwatoyin Olaoluwa, (MS), Florida A&M University, 2015-Current
- Dasia Harmon, (MS) Florida A&M University, 2014-Current
- Angela Garllette, (MS) Florida A&M University, 2013-Current
- Julius Eason, (MS) Florida A&M University, 2012-2014
- Lilian Oglespy (MS) Florida A&M University, 2012-2014
- Angel Ford (MS) Florida A&M University, 2010-2014
- Safira Sutton, M.S. CESTA, Florida A& M University 2010-2011, Currently a PhD student at University of Georgia Athens

Undergraduate Students

- Britney Clark, 2014-Current, Research on Nutrigenomics

Curriculum Vitae, Dr. Anthony Ananga, Assistant Professor, Food Biotechnology

- Khyrrah-Cymone Shepard, 2015-Current
- Frank Humphries, 2015-Current
- Quincy Hardy, 2015-Current
- Mariah Henry, 2014-Current, Research on Eutypa dieback
- Jasmine Hall, 2013-Current, Has submitted a manuscript for publication
- Brandon White 2010-2012, Currently an employee at Disney World
- Phillip Corbier 2010-2013, Has been accepted at the University of Georgia for MS program
- Gina Davis 2010-2012 (Published Davis et al., 2012 in DNA and Cell Biology Journal), Currently a MS student at The University of Arkansas

Research Highlights

- Currently working on grape allergens for food safety
- Using functional genomics to improve nutraceutical compounds in Muscadine grapes for health benefits
- Reduced the three major allergens in peanut using genetic engineering strategy.
- Used molecular genetics strategy to identify Canola varieties that are resistance to insects and diseases, especially blackleg disease.

Relevant skills

Experience in transgenic techniques:

- Plant transformation
- Transgenic peanut production
- Analysis of transgenic plants

Experience and lab skills in gene expression assays:

- Northern blot
- RT-PCR

Experience and lab skills in molecular biology:

- RNA isolation and purification
- Isolation of poly-A⁺ mRNA and synthesis of cDNA
- RT-PCR cloning
- Isolation and purification of plasmid, and genomic DNA
- Plant genotyping analysis, PCR-genotyping
- Gene amplification, PCR and RT-PCR
- Agarose and acrylamide gel electrophoresis, elution of DNA fragment from gel
- Automated DNA sequencing
- Designing and random primer labeling of DNA probes
- Southern blotting
- Kinase end-labeling of DNA

Curriculum Vitae, Dr. Anthony Ananga, Assistant Professor, Food Biotechnology

- Klenow end-blunting and end-labeling of DNA fragments
- Competent cell preparation
- Restriction mapping of DNA
- Recombinant DNA cloning

Experience and lab skills in immunochemistry:

- ELISA (Direct & Indirect)
- SDS-polyacrylamide gel electrophoresis
- 2-D gel Analysis
- Western blotting
- Radiolabeling of antibodies
- Immunoblot assay
- Protein purification including affinity chromatography and gel filtration

Experience in genetic and phylogenetic techniques:

- Genotyping
- Marker identification
- Sequence alignments
- Phylogenetic tree construction
- Relatedness and common ancestor prediction
- Cladistics

Editorial Experience (selected)

Technical Journals

- International Journal of Molecular Sciences
- Journal of Petroleum Technology and Alternative Fuels
- Journal of Bacteriology Research
- Journal of petroleum and Gas Engineering
- African Journal of Biotechnology
- Biotechnology and Molecular Biology Reviews
- International Journal of Plant Physiology and Biochemistry
- African Journal of Food Science and Technology
- Journal of Medicinal Plants Research

Grants Received (2011-2015)

\$19,000. Evaluating the Inhibitory Effects of Selected Muscadine Grape Extracts on Azoxymethane-induced Formation of Aberrant Crypt Foci in Fisher 344 Male Rats. **PI Anthony Ananga:** Viticulture Advisory Council, FY 2016.

\$300,000. Enhancing Education and Research Training of Underrepresented Students in Food Safety at FAMU and FSU. **Co-PI Anthony Ananga:** NLGCA Capacity Building Program, FY 2016, USDA-AFRI. 2016-

Curriculum Vitae, Dr. Anthony Ananga, Assistant Professor, Food Biotechnology

2019

\$40,000. 2016 Aflatoxin control in smallholder dairy production systems in Kenya: 2016 Norman E. Borlaug International Agricultural Science and Technology Fellows Program Proposal in Biotechnology from Florida A&M University **PI Anthony Ananga:** FY 2016, BORLAUG FELLOWSHIP PROGRAM-USDA-FAS, 2016-2018.

\$31,908.80: 2014 Norman E. Borlaug International Agricultural Science and Technology Fellows Program Proposal in Biotechnology from Florida A&M University. **PI Anthony Ananga:** USDA/FAS

\$ 299,965: Building Capacity for Clean Plant Diagnostic of Grape and Small Fruits at FAMU to Enhance Research and Extension in Florida and Southeastern US, PI Violeta Colova, **Co-PI, Anthony Ananga,** Stephen Leong: USDA/NIFA 1890 Capacity Building Program 2012-02499

\$300,000: Improving Nutraceutical Value of Muscadine Grapes to Promote Consumer Health, Increase Market Value and Grower Profit. PI Mehboob Sheikh; CO-PI Devaiah Kambiranda; **Co-PI, Anthony Ananga** USDA-NIFA-CBG- 2013-2016

\$ 300,000: An Integrative Transcriptome and Proteome Approach for Better Understanding Plant-Pathogen Interactions in Grape. PI: Mehboob Sheikh; CO-PI Devaiah Kambiranda; **Co-PI, Anthony Ananga** USDA-NIFA-CBG 2012-2015

\$172,409: Southeastern Vine Improvement and Distribution Program: Building Capacity for Clean Plant Diagnostic of American Native Grapes at Florida A&M University, PI: Violeta Colova, **Co-PI, Anthony Ananga,** Stephen Leong, and Bobby Phills: USDA/APHIS/NCPN, (2012)

\$12,900: Molecular cloning and silencing of dihydroflavonol 4-reductase gene (*dfi*) in synchronized *in vitro* red cells of North American Native grapes (*Vitis rotundifolia*). **PI Anthony Ananga.** NSF grant entitled "RCN: An International Research and Educational Collaboration For Grape Functional Genomics" (2011).

\$133,000: Southeastern Vine Improvement and Distribution Program: Disease Free G1 /G2 Planting Stock for Viticulture Industry in Florida and Southeastern Region , PI: Violeta Colova, **Co-PI: Anthony Ananga** Tania Krastanova, Bobby Phills and Stephen Leong: USDA/ APHIS/ NCPN, (2011)

\$ 150,000: Empowering the Students to Decisiveness: FAMU Summer Biotech Academy for perspective secondary education graduates and undecided general education post secondary students-, PI: Violeta Colova, **Co-PI: Anthony Ananga,** Lambert Kanga and Susie Legaspi, USDA/ NIFA/ 1890 Capacity Building Program, (2010)

Grants Submitted (2011-2016)

\$200,000. Enhancing Multicultural Diversity In Food Biotechnology and Natural Resource Sciences At Two 1890 Land Grant Universities. **PI Anthony Ananga:** Higher Education Multicultural Scholars Program (MSP), FY 2016

\$ 121,746: Identification and Characterization of Muscadine Grape Allergens. **PI Anthony Ananga:** FDACS/ 2014 Specialty Crop Block Grant Proposal

\$ 299,789.93 Functional Genomics of the American Native Grapes: Building Research Capacity Program at Florida A&M University: **PI Anthony Ananga:** USDA/NIFA 1890 Capacity Building Program 2014

Curriculum Vitae, Dr. Anthony Ananga, Assistant Professor, Food Biotechnology

\$ 489, 900: Building Capacity for Clean Plant Diagnostic of Grape and Small Fruits at Florida A&M University to Enhance Research and Extension Services in the State of Florida and Southeastern US, PI Violeta Colova, Anthony Ananga, Stephen Leong: USDA/NIFA 1890 Capacity Building Program 2011

Publications

Book Chapters

1. Violetka Tsolova, Vasil Giogev, **Anthony Ananga**. (2016). Dietary supplements/nutraceuticals made from grapes and wines. *Wine: Safety, Consumer Preferences and Impact on Human Health*. Springer publishing
2. Anthony Ananga, Vasil Giogev, Joel Ochieng, Bobby Phills, Violetka Tsolova. (2013). Production of Anthocyanins in Grape Cell Cultures: A potential Source of Raw Material for Pharmaceutical, Food, and Cosmetic Industries, *The Mediterranean Genetic Code - Grapevine and Olive*, Danijela Poljuha and Barbara Sladonja (Ed.), ISBN: 980-953-307-597-1, InTech publishing
3. **Anthony Ananga**, Ernst Cebert², Joel Ochieng, Suresh Kumar, Devaiah Kambiranda, Hermanth Vasanthaiah, Violetka Colova (Tsolova), Zachary Senwo, Koffi Konan. (2012). Prospects for transgenic and molecular breeding for cold tolerance in Canola (*Brassica napus*), Oilseeds, Uduak G. Akpan (Ed.), ISBN: 979-953-307-263-9, InTech publishing
4. Devaiah M. Kambiranda, Hemanth KN. Vasanthaiah, Ramesh Katam, **Anthony Ananga**, Sheikh M. Basha and Karamthotsivasankar Naik. (2011). Impact of Drought Stress on Peanut (*Arachis hypogaea* L.) Productivity and Food Safety, *Plants and Environment*, Hemanth KN. Vasanthaiah and Devaiah Kambiranda (Ed.), ISBN: 978-953-307-779-6, InTech, Available from: <http://www.intechopen.com/articles/show/title/impact-of-drought-stress-on-peanut-arachis-hypogaea-l-productivity-and-food-safety>
5. Koffi, N. Konan., **Anthony O. Ananga**, Hortense Dodo. (2009). Reducing peanut allergy risks by means of genetic modification: Modification of seed composition to promote health and nutrition. *Agronomy Monograph* 51:289-301.

Refereed Journal Articles:

1. **Anthony Ananga**, Kwame Acheampong, Chualin Zheng, Etti Or, Vasil Georgiev, Violetka Tsolova. (2014). Molecular Cloning and Sequence analysis of dihydroflavonol 4-reductase gene from North American Native Grapes (*V. rotundifolia*). *Acta Horticulturae* (In press)
2. Oglesby, L., **Ananga, A.**, Obuya, J., Ochieng, J., Cebert, E., & Tsolova, V. (2016). Anthocyanin accumulation in muscadine berry skins is influenced by the expression of the MYB transcription factors, MybA1, and MYBCS1. *antioxidants-129686* (accepted)
3. Ajay, BC., Ananga, A., Kambiranda, D., Obuya, J., Bera, SK., Ochieng, J., & Tsolova, V. (2016). Isolation and Characterization of inositol Tetrphosphate1-Kinase (AhITPK1) and Inositol 1,4,5-Tris-Phosphate Kinase (AhIPK2) Gene in Peanut. *Clon Transgen* 5: 150. doi:10.4172/2168-

Curriculum Vitae, Dr. Anthony Ananga, Assistant Professor, Food Biotechnology

- 9849.1000150
4. Hall, J., Ananga, A., Georgiev, V., Ochieng, J., Cebert, E., & Tsoleva, V. (2015). Molecular Cloning, Characterization, and Expression Analysis of Flavanone 3-Hydroxylase (F3H) Gene during Muscadine Grape Berry Development. *Journal of Biotechnology & Biomaterials*, 5(2), 1.
 5. Phillip Corbiere, Anthony Ananga, Joel W. Ochieng, Ernst Cebert, Violeta Tsoleva. (2015). Gene Expression and Molecular Architecture Reveals UDP-Glucose: Flavonoid-3O-Glucosyltransferase UFGT as a Controller of Anthocyanin Production in Grapes. *J J Biotech Bioeng*. 1(2): 012.
 6. Obuya, J. O., Ananga, A., & Franc, G. D. (2015). Silent Mutation: Characterization of its Potential as a Mechanism for Sterol 14 [alpha]-Demethylase Resistance in *Cercospora beticola* Field Isolates from the United States. *Journal of Plant Pathology & Microbiology*, 6(6), 1.
 7. Vasil Glogev, **Anthony Ananga**, Violeta Tsoleva. (2014). Recent advances and uses of grape flavonoids as nutraceuticals. *Nutrients* 6(1), 391-415
 8. **Anthony Ananga**, Vasil Glogev, Violeta Tsoleva. (2013). Manipulation and engineering of metabolic and biosynthetic pathway of plant polyphenols. *Current Pharmaceutical Design* 19(34):6186-206
 9. Gina Davis, **Anthony Ananga**, Stoyanka Krastanova, Safira Sutton, Joel Ochieng, Stephen Leong, Violeta Colova (Tsoleva). (2012). Elevated gene expression at chalcone synthase (CHS) enzyme suggests an increased production of flavonoids in skin and synchronized red cell cultures of North American native grape berries. *DNA and Cell Biology*, 31(6): 939-945.
 10. **Anthony Ananga**, Stoyanka Krastanova, Safira Sutton, Violeta Colova (Tsoleva). (2011). Molecular Assessments of Synchronized in vitro Red cell Cultures of American Native Grapes. *Proc. Fla. State Hort. Soc.* 124:7-12.
 11. Safira Sutton, Stoyanka Krastanova, **Anthony Ananga**, Stephen Leong and Violeta Tsoleva. (2011). Genetic transformation for overexpression of flavonoid compounds in *Muscadinia* grape cell cultures. *Proc. Fla. State Hort. Soc.* 124:13-17.
 12. **Anthony Ananga**, Ernst Cebert, Khairy Soliman, Ramesh Kantety, Koffi Konan, and Joel Ochieng. (2008). Phylogenetic relationships within and among *Brassica* species from RAPD loci associated with blackleg resistance. *African Journal of Biotechnology* Vol. 7 (9), pp. 1287-1293
 13. **Anthony Ananga**, Ernst Cebert, Khairy Soliman, Ramesh Kantety, Ruddy Pacumbaba, and Koffi Konan. (2006). RAPD markers associated with resistance to blackleg disease in *Brassica* species. *African Journal of Biotechnology* Vol. 5 (22), pp. 2041-2048.

Articles in Preparations

1. **Anthony Ananga**, Koffi Konan, Hortense Dodo. Proteomic analysis of transgenic hypoallergenic peanut (*Arachis hypogaea* L.) (to be submitted in the **Journal of Chromatography**)

2. **Anthony Ananga**, Koffi Konan., Hortense Dodo. Progeny analysis of transgenic hypoallergenic peanut (*Arachis hypogaea* L.) (to be submitted in **Plant Biotechnology Journal**)

Peer-Reviewed Conference Proceedings:

1. Mariah Henry, **Anthony Ananga**, Vasil Georgiev, Violeta Tsoleva. (2015). Molecular identification and detection of *Eutypa lata* in muscadine grapes (*Vitis rotundifolia* Much.). 112th Annual Meeting of The Southern Association of Agricultural Scientists Biochemistry and Biotechnology Division
2. Britney Clark, **Anthony Ananga**, Violetka Tsoleva, Vasil Georgiev. (2015). Characterization and molecular cloning of Flavonoid related Glucosyltransferase (GT's) genes from muscadine grapes (*Vitis rotundifolia* Much.). 112th Annual Meeting of The Southern Association of Agricultural Scientists Biochemistry and Biotechnology Division
3. Jasmine Hall, **Anthony Ananga**, Violetka Tsoleva, Vasil Georgiev. (2015). Identification and Characterization of potential allergens in muscadine grapes (*Vitis rotundifolia* Much.). 112th Annual Meeting of The Southern Association of Agricultural Scientists Biochemistry and Biotechnology Division
4. Britney Clark, **Anthony Ananga**, Jasmine Hall, Mariah Henry, Khyrrah-Cymone Shepard, Violeta Tsoleva. (2015). Isolation and characterization of a cDNA clone of UDP-glucose: anthocyanin 5-*O*-glucosyltransferase in *Vitis rotundifolia*. *March 13th, 2015 CAFS Research Forum, Perry Paige Auditorium*
5. Jasmine Hall, **Anthony Ananga**, Vasil Georgiev, Joel Ochieng, Violetka Tsoleva. (2015). Molecular cloning, characterization, and expression analysis of Flavanone 3-Hydroxylase (F3H) gene during muscadine grape berry development. *March 13th, 2015 CAFS Research Forum, Perry Paige Auditorium*
6. Khyrrah-Cymone Shepard, **Anthony Ananga**, Jasmine Hall, Britney Clark, Mariah Henry, Violetka Tsoleva. Somatic embryogenesis and long term maintenance of embryogenic lines from muscadine grapes (*Vitis rotundifolia*). *March 13th, 2015 CAFS Research Forum, Perry Paige Auditorium*
7. **A. Ananga**, K. Acheampong, C. Zheng, E. Or, V. Georgiev, V. Tsoleva. 2013. Molecular Cloning and Genetic Silencing of Dihydroflavonol 4-Reductase Gene (dfr) in Cell Lines of North American Native Grapes (*Muscadinia rotundifolia*). 9th International Symposium on Grapevine Physiology and Biotechnology (**April 21-26, 2013**), La Serena, Chile
8. Vasil Georgiev, **Anthony Ananga**, Violeta Tsoleva Phytochemical Composition, Biological Activity and Genetic Variability of Red and Yellow Muscadine Cell Lines in Bioreactor Cultivation. 9th International Symposium on Grapevine Physiology and Biotechnology (**April**

21-26, 2013), La Serena, Chile

9. V. Georgiev, **A. Ananga**, V. Tsoleva. 2013. Cell suspension of native American Muscadine Grape as Prospective Source of Nutraceuticals-Rich Biomass. 17th Biennial Research Symposium (April 6-10, 2013), Gainesville, Florida
10. Phillip Corbiere, **Anthony Ananga**, Vasil Georgiev, and Violeta Tsoleva. (2013). In Silico Analysis Characterization and Molecular Cloning of UDP-Glucose: Flavonoid-3-O-Glucosyltransferase (UFGT) Gene from Muscadine Grape (*Muscadinia rotundifolia*, Small). 17th Biennial Research Symposium (April 6-10, 2013), Gainesville, Florida
11. L. Oglespy, **A. Ananga**, V. Georgiev, V. Tsoleva. 2013. Molecular Characterization and in silico Express Analysis of a MYB Gene Family in Muscadinia Grapes (*Vitis muscadinia*). 17th Biennial Research Symposium (April 6-10, 2013), Gainesville, Florida.
12. **A. Ananga**, K. Acheampong, C. Zheng, E. Or, V. Georgiev, V. Tsoleva. 2013. Cloning of a cDNA encoding the Muscadine dihydroflavonol-4-reductase (DFR) and its expression in transgenic cell lines increases flavonoid flux. 17th Biennial Research Symposium (**April 6-10, 2013**), Gainesville, Florida.
13. G. Davis, **A. Ananga**, S. Krastanova, S. Sutton, V. Colova (Tsoleva). 2011. Verification of the expression of CHS gene in invitro Cell lines of North American Native grapes. Association of Research Directors; 16th Biennial Research Symposium (**April 9-13, 2011**), Atlanta, Georgia.
14. S. Sutton, S. Krastanova, **A. Ananga**, S. Leong, V. Colova (Tsoleva). 2011. Genetic Transformation of Synchronized *in vitro* Muscadinia Grape Cell cultures. Association of Research Directors; 16th Biennial Research Symposium (**April 9-13, 2011**), Atlanta, Georgia.
15. **A. O. Ananga**, H. Dodo, and K. Konan. Hypoallergenicity of transgenic peanut (*Arachis hypogea* L) is transmitted to the progeny. World Congress on Invitro Biology (**June 6-10, 2009**), Charleston, South Carolina.
16. U. Bishnoi, K. Gaganpreet, E. Cebert, **A. Ananga**. Predicting Seed Quality of Primed Canola Seed Via Proteomic Analysis. Association of Research Directors; 15th Biennial Research Symposium (**March 28-April 1, 2009**), Atlanta, Georgia.
17. **A. O. Ananga**, H. Dodo, and K. Konan. Elimination of the Three Major Allergens in Transgenic Peanut (*Arachis hypogea* L). World Congress on Invitro Biology (**June 14-18, 2008**), Tucson, Arizona.
18. G. Kaur, U. R. Bishnoi, **A. Ananga**, and E. Cebert. Proteomic Analysis of Primed Canola. Joint Annual Meeting, Celebrating The International Year of Planet Earth (**October 5-9, 2008**), Houston Texas.
19. **A. Ananga**, E. Cebert, K. Soliman, R. Kantety, K. Konan, and J. Ochieng. 2008. Phylogenetic relationships among *Brassica* species from RAPD markers associated with blackleg resistance. The ASA-CSSA-SSSA International Annual Meetings (**November 4-8, 2007**), New Orleans, Louisiana.
20. A. A. Alsanabani, C. A. Beyl, and **A. O. Ananga**. Assessment of Agrobacterium-mediated Transformation Methods: Simplifying the Induction Process and Factors to Consider in

Curriculum Vitae, Dr. Anthony Ananga, Assistant Professor, Food Biotechnology

Plant/Strain Competence Selection. The In Vitro Biology (June 3-7, 2006), Minneapolis, Minnesota.

21. **A. Ananga**, E. Cebert, K. Soliman, R. Kantety, and K. Konan. Association Mapping of Resistance to Blackleg Disease (*Leptosphaeria Maculans*) in Canola. The ASA-CSSA-SSSA International Annual Meetings (November 6-10, 2005), Salt Lake City, UT.
22. **A. Ananga**, S. Krastanova, S. Sutton, V. Colova (Tsolova). 2011. Molecular Assessments of Synchronized in vitro Red cell Cultures of American Native Grapes. Association of Research Directors; 16th Biennial Research Symposium (April 9-13, 2011), Atlanta, Georgia.
23. **A. Ananga**, H. Dodo, K. Konan. Down Regulation of the Three Major Allergens in Peanut (*Arachis hypogea*) Seeds. Association of Research Directors; 15th Biennial Research Symposium (March 28-April 1, 2009), Atlanta, Georgia.

Gene Bank Submissions

1. Lilian Oglesby, **Anthony Ananga**, Violetka Tsolova. 2014. *Vitis rotundifolia* Myb transcription factor (MYBCS1) mRNA, partial cds. GenBank: KJ513438.1
2. Lilian Oglesby, **Anthony Ananga**, Violetka Tsolova. 2014. *Vitis rotundifolia* Myb transcription factor (MybA1) mRNA, partial cds. GenBank: KJ513437.1
3. Lilian Oglesby, **Anthony Ananga**, Violetka Tsolova. 2014. *Vitis rotundifolia* MYB5b-like mRNA, partial sequence. GenBank: KJ513439.1
4. **Anthony Ananga**, Kwameh Acheampong, Chuanlin Zheng, Etti Or, Vasil Georgiev, Violeta Tsolova. 2013. Full-length cDNA clone of Dihydroflavonol 4-reductase Gene (dfr) from *Muscadinia rotundifolia*. NCBI accession number-KC460268
5. Phillip Corbiere, **Anthony Ananga**, Vasil Georgiev, Joel Ochieng, Etti Orr, Violetka Tsolova. 2013. Full-length cDNA clone of UDP-Glucose: Flavonoid-3-O-Glucosyltransferase (UFGT) gene from muscadine (*Vitis rotundifolia*) grapes. NCBI accession no. KC936148
6. Jasmine Hall, **Anthony Ananga**, Vasil Georgiev, Joel Ochieng, Etti Orr, Violetka Tsolova. 2013. Full-length cDNA clone of Flavanone 3' Hydroxylase (F3H) gene from Muscadine grapes. NCBI accession no. KF040970

References :

Dr. Moses Kairo, Professor

Dean, School of Agricultural and Natural Sciences
University of Maryland Eastern Shore
Phone:410-651-6072
Email: mkairo@umes.edu
Fax: 410-621-3550

Curriculum Vitae, Dr. Anthony Ananga, Assistant Professor, Food Biotechnology

Dr. Bobby R. Phills, Professor

Director Small Fruit Programs
College of Agriculture and Food Sciences
Florida A & M University
E-mail: bphills13@gmail.com

Dr. Ernst Cebert

Research Associate Professor
Plant Breeding and Molecular Genetics
Department of Natural Resources and Environmental Sciences
Alabama A&M University
Phone: 256-372-4243
Email: ecebert@gmail.com



College of Agriculture & Life Sciences
Department of Crop and Soil Sciences

go.ncsu.edu/CropAndSoil

Campus Box 7620
100 Derieux Street
Raleigh, NC 27695-7619
P: 919.515.2647

November 18, 2017

Attn: Aymbriana Campbell
P.O.Box 9614
Baton Rouge, LA 70813

Dear Search Committee Members,

It is with great honor that I write this letter in support of Dr. Anthony Ananga's application for the position of Associate Professor/Chair in the Department of Family & Consumer Sciences at Southern University Baton Rouge. I have known Dr. Ananga since 2005, and I have become very familiar with his high aptitude for research, teaching, and extension. My interaction with Dr. Ananga has provided the opportunity for me to know him better as a good scientist and a leader. He is a hard-working, dedicated, and disciplined individual who most of all leads by example.

As an Assistant Professor, Dr. Ananga has executed his duties well by working closely with his colleagues, publishing, writing grants, and training students. In 2011, Dr. Ananga received a competitive fellowship from the Grape Research Coordination Network (GRCN) to work as a visiting scientist and established active collaborations with scientists in Israel. In 2015, his research project won the first place at the 4th Annual Grape Research Conference at Oregon State University. Dr. Ananga has also submitted ten novel gene sequences from the native Muscadine Grape in the NCBI Genbank within three years of his Postdoc at FAMU. He has written several grant proposals, some as a PI and others as Co-PI and generated over \$768,274 in research funds for FAMU in a three year period. He has also participated in several outreach programs to help promote the activities of the College such as, "The Annual FAMU'S Grape Harvest Festival," grape pruning workshops, as well as numerous student recruitment initiatives. It is also worth noting that he is the recipient of 2015 Emerging Young Researcher Award at FAMU, which is one of the highest scholarly achievements recognized at the University.

Apart from research, he continues to mentor graduate and undergraduate students completing their research thesis and projects and taught classes in Plant Sciences, Food Sciences, and Biotechnology. Dr. Ananga's experience and commitment to teaching, research, and extension qualify him to meet the needs and high expectations of the Search Committee and the Department of Family and Consumer Sciences at Southern.

Dr. Ananga has been an exemplary faculty and demonstrates the quality and skills required by the academy and therefore qualify for the position of Associate Professor/Chair in the Department of Family & Consumer Sciences at Southern University Baton Rouge. I strongly support his application and recommend him without any reservation. I do not doubt that he will continue to be a productive faculty member and a good leader who will bring honor and prestige to Southern University while serving your students, the research community, and the extension clientele throughout the State of Louisiana and beyond.



College of Agriculture & Life Sciences
Department of Crop and Soil Sciences
go.ncsu.edu/CropAndSoil

Campus Box 7620
100 Derieux Street
Raleigh, NC 27695-7619
P: 919.515.2647

On a personal note, I have served on several committees with Dr. Ananga and have found him to exhibit a pleasant and patient personality. He goes about his duties with great enthusiasm, decency, and dignity that reflects Southern University's motto of "Excellence."

If you have further questions regarding my support to Dr. Ananga, please do not hesitate to give me a call or email me.

Respectfully Yours:

A handwritten signature in cursive script that reads "Terrence G. Gardner".

TERRENCE G. GARDNER, PhD

Assistant Professor
Soil and Environmental Microbial Ecology
3411C Williams Hall, Campus Box 7619
Department of Crop and Soil Sciences
North Carolina State University
Raleigh, North Carolina 27695-7619, USA
TGGardne@ncsu.edu
Phone: (919) 515-7000



Department of Biological & Environmental Sciences
Alabama A&M University
Normal, Alabama 35762
256 372 4216 Office
256 372 8404 Fax

November 17, 2017

Dear Search Committee Members,

I am pleased to write this letter in support of Dr. **Anthony Ananga's** application for the position of Associate Professor/Chair in the Department of Family & Consumer Sciences at Southern University Baton Rouge. Dr. Ananga is currently an Assistant Professor at Florida A&M University, in the College of Agriculture and Food Sciences. He has been known to me as a graduate student at Alabama A&M University. He is hard working, very collaborative and pleasant to work with.

Dr. Ananga conducts research in functional genomics and has made significant progress over the last 5 years, trained undergraduate and graduate students, and findings published in numerous peer reviewed scientific journals. It is my desire to encourage Dr. Ananga to do more, and I am convinced that this position will give him more vigor and open more opportunities for him to be able to strengthen his professional output. As a young faculty, he takes directions very well from his advisers. I have no reservation that he will develop into a highly productive leader who supports research, teaching and community engagement.

Dr. Ananga has executed his assignments to gain the appreciation of his colleagues as well as his research team. He has demonstrated utmost dedications and commitments to his work as evidenced through publications in peer reviewed journals, book chapters, and database submissions. He has also made presentations in both national and international scientific settings and shown enthusiasm in teaching undergraduate and graduate students in basic biotechnology techniques and molecular biology. Florida A&M University (FAMU) is committed to providing hands-on experiential training to precollege, college, and graduate students and he has contributed immensely towards these endeavors.

Dr. Ananga is also active in writing grants for various agencies to secure additional funding for his research program. He is a strong team player and astute leader who has a bright future in growing academic programs. As a young and energetic faculty, this will be another excellent opportunity for him to mentor students and carry on with his research and leadership roles with enthusiasm. I feel that he will be an enhancement to your commitment to research and student training and will add value to the College and University visions.

I am therefore pleased to join with others in recommending him for this position without reservations. Please, feel free to contact me if in need of additional inputs.

Sincerely;

A handwritten signature in black ink, appearing to read 'Zachary Senwo'.

Zachary Senwo, Ph.D., Professor

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FROM THE AUTHOR



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 7, 2018

RECEIVED
OFFICE OF THE
PRESIDENT-CLARENCE
2018 JUN -8 AM 10:11
SOUTHERN UNIVERSITY
SYSTEM

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

RE: Additional Duties and Stipend/Pay Adjustment for Professor Angela Bell

Dear Dr. Belton:

The Southern University Law Center (SULC) established the Louis A. Berry Institute for Civil Rights and Justice Institute over a decade ago.

As you are fully aware, Louisiana is one of two states in the United States that is governed by a non-unanimous jury system for felony cases. The other 48 states and the federal courts require a unanimous jury vote for a felony conviction. Professor Angela Bell engaged in extensive research to shed light on the non-unanimous jury issue and sparked a movement to eliminate the non-unanimous jury system. Her research was used to spark the development of a Louisiana House Bill and a Senate Bill that garnered an overwhelming vote in both chambers to place a constitutional amendment on the ballot to eliminate the non-unanimous jury system.

Professor Bell has garnered positive national and international attention for her work and SULC due to her research and advocacy on non-unanimous jury issues, the famed “Angola 3” and the “Soledad Brothers” cases.

Professor Bell is now recognized as a leading criminal justice and social justice reform researcher and advocate in the United States. Her work has been recognized by the Washington Post and the New Yorker magazine. She has been interviewed on the NBC Nightly News and MSNBC.

Dr. Ray Belton
June 7, 2018
Page -2-

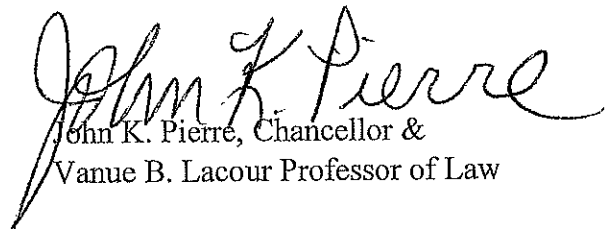
Since the retirement of Professor Evelyn Wilson, the Louis A. Berry Civil Rights and Justice Institute has not had a faculty leader to help guide the Institute to be an entity that advances civil rights and social justice. Professor Bell's work and advocacy makes her the perfect person to help shape activities that make SULC and the Institute a focal point in social justice and civil and human rights teaching and training and in producing policy relevant and influential social justice, and civil and human rights ideas and research.

Professor Bell's ground breaking work on criminal justice and social justice reform has allowed SULC to be considered for a significant criminal justice reform grant opportunity with the Center for Advancing Opportunity. Professor Bell has been granted a fall semester 2018 sabbatical to complete a book project by the Board of Supervisors.

I would like the Board of Supervisors to approve a \$15,000 pay adjustment for Professor Bell to engage in extra work to reignite the Louis A. Berry Civil Rights and Justice Institute. Her extra duties would include seeking funding opportunities to undergird the work of the Institute. In addition, her extra duties would include reshaping the mission of the Institute, developing a new vision for the Institute, and having the Institute engage in academic research that leads to policy change to address: (a) the impact of non-unanimous jury systems; (b) implicit bias impacts; (c) restorative justice; (d) police reforms; (e) U.N. human rights reviews and complaints; and (f) criminal justice reforms.

The additional duties and pay adjustment would begin in January 2019, once she completes her fall semester sabbatical. I respectfully request that this recommendation be approved by the Board at its June 22, 2018 board meeting. If you have any questions, please feel free to contact me. A copy of the CV for Professor Angela Bell is attached for your review along with a story about the work of Professor Bell and SULC students on behalf of John Cluchette one of the "Soledad Brothers."

Yours Sincerely,


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

Attachment

JOB CLASS\$3	8	0	0	0
JOB CODE	F			
CAL ID	M			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	3	F	9	9	8	9
-----------------	---	---	---	---	---	---

CAMPUS: SUS _____ SUBR _____ SULAC X 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 |
| _____ 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 N/A Salary Paid _____

Profile of Person Recommended

Length of Employment 01/01/2019 To 05/31/2020
Effective Date 01/01/2019

Name Angela Allen-Bell Sex F Race* B
(Last)

Position Title: Associate Professor of Legal Analysis & Writing Department: Law Center - Instruction

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

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

Years Experience 10 Southern University Experience 10

Degree(s): Type/Discipline (BA-Education): J.D. Institution/Location (SU-Baton Rouge): Southern University Law Center Year: 1998

Current Employer Southern University Law Center

Personnel Action

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

Recommended Salary \$100,160.40 Salary Budgeted \$100,160.40

Source of Funds General Appropriation

Identify Budget: State _____ Location 311001-32020-61003-31000
Form Code: BOR10 Page 1 Item # 1

Change of: _____
Position Associate Professor of Legal Analysis & Writing From _____ To Associate Professor of Legal Analysis & Writing
Status _____
Salary Adjustment \$85,160.40 \$100,160.40

Financial Aid signature (if applicable):

List total funds currently paid this employee by

Southern University:

*See Reverse Side

Comments: (Use back of form)

Source of Funds	Amount
311001-32020-61003-31000	\$85,160.40

*See Reverse Side

Graduate School signature (if applicable):

Supervisor Rodrick White 6/7/18 Date
Vice Chancellor Rodrick White 6/7/18 Date
Director/Personnel [Signature] 6/8/18 Date
President [Signature] 6/8/18 Date

Dean/Unit Head [Signature] 6/7/18 Date
Assoc. V/C for Fin. Affairs [Signature] 6/8/18 Date
Chancellor [Signature] 6/7/18 Date
Vice President/Finance [Signature] Date
Business Affairs/Comptroller _____ Date
Chairman/S.U. Board of Supervisors _____ Date

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

ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS: Chancellor, John Pierre would like the Board of Supervisors to approve a \$15,000 pay adjustment/stipend for Professor Angela Bell to engage in extra work to reignite the Louis A. Berry Civil Rights and Justice Institute. Her extra duties would include seeking funding opportunities to undergird the work of the Institute. The additional duties and pay adjustment would begin in January 2019, once she completes her fall semester sabbatical.

EMPLOYEE REGULAR WORK SCHEDULE:

Daily

EMPLOYEE DIRECT SUPERVISOR:

V/C Roederick White

REC'D OF FIN & BUS AFFAIRS
18 JUN 8 PM 4:43

NUMBER OF EMPLOYEES SUPERVISED, (if any)

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE

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

SOUTHERN UNIVERSITY LAW CENTER
 CODE _____ EXPIRES _____
 ENCUMBERED / FUNDS AVAILABLE
 DOC. ID # _____
 DATE RA 6/8/18
 HI _____
 BY JJ [Signature]
 FI _____
 FO _____

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

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

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

CONTINGENT UPON AVAILABILITY OF FUNDS

ANGELA A. ALLEN-BELL

EDUCATION

Southern University Law Center
Juris Doctorate, May 1998

Baton Rouge, Louisiana

Northwestern State University
Bachelor of Arts, Political Science, May 1992

Natchitoches, Louisiana

EMPLOYMENT SUMMARY

TEACHING EXPERIENCE

Southern University Law Center, Baton Rouge, La.
Subjects Taught: Legal Writing & Analysis I (2008-Present),
Legal Writing & Oral Advocacy II (2008-Present), Constitutional
Law I (summer 2012), Professional Responsibility (spring 2012),
Legal Writing Lab (2003-2008), Bar Prep Fellow (2007, 2008,
2010, 2017), Legal Research (fall 2015), Law & Minorities (spring
2016, 2017).

Associate Professor, 2008-Present
Adjunct Professor, 2003-2008

Baton Rouge College, Baton Rouge, La.
Subjects Taught: Legal Research and Writing, Sales, Criminal Law,
Contracts, Bankruptcy and Business Law.

Adjunct Instructor, 05/99-12/02

LEGAL EXPERIENCE

First Circuit Court of Appeal, Baton Rouge, La.
Performed extensive manual and electronic research, as well as
editorial functions. Read district court records and prepared
advisory civil writ reports for emergency, expedited and routine
matters. Participated in writ conferences with staff and appellate
judges. Prepared draft opinions (published and unpublished)
and per curiams. Created and maintained an internal database of
inmate, civil filings. Prepared persuasive recommendations to aid
judges in deciding cases. Prepared advisory appellate opinion memos.

Staff Attorney, 11/98-08/08
Judicial Law Clerk, 08/98-10/98

OTHER PROFESSIONAL EXPERIENCE

Gulf Land & Seismic, Inc., Denham Springs, La.
Aided in the creation of various documents for inclusion in local media
publications. Provided consulting services relative to development,
advertising and implementation of oil and gas exploration project.

Consultant, 11/06-06/07

National Council of Negro Women, New Orleans, La.
Responsible for the immediate supervision of all program staff,
client intake, and evaluative reporting functions. Engaged in community
outreach. Planned, directed, and coordinated activities and projects.
Established work plan and staffing for each phase of project. Formulated
procedures for systematic retention, protection, retrieval, transfer, and
disposal of records. Case maintenance.

Program Director, 12/94-08/95

Texas Department of Labor, Arlington, Tx.
Designed and coordinated employment and training program. Provided
job search and retention skills and basic computer skills instruction.

Employment & Training
Facilitator, 03/93-10/94

Notified relevant state agencies of client cooperation with program.
Case maintenance.

PUBLICATIONS

ARTICLES

- Angela A. Allen-Bell, *A Primer on the "Bell Case Synthesis Method" & A Lesson On Adult Child's Play*, 2 Univ. of Bologna L. Rev. 1, 68 (2017).
- Angela A. Allen-Bell, Student Author, Comment, *The Birth of The Crime: Driving While Black (DWB)*, 25 S.U.L. Rev. 195 (1997) reprinted in 44 S.U.L. Rev. 39 (2016).
- Angela A. Allen-Bell, *The Incongruous Intersection of the Black Panther Party and the Ku Klux Klan*, 39 Seattle U. L. Rev. 1157 (2016).
- Angela A. Allen-Bell, *How The Narrative About Louisiana's Non-Unanimous Criminal Jury System Became A Person Of Interest In The Case Against Justice In The Deep South*, 67 Mercer L. Rev. 585 (2016) (Lead Article).
- Angela A. Allen-Bell, *A Prescription for Healing a National Wound: Two Doses of Executive Direct Action Equals a Portion of Justice and a Serving of Redress for America & The Black Panther Party*, 5 Univ. Miami Race & Soc. Justice L.Rev. 1 (2015) (Lead Article).
- Angela A. Allen-Bell, *Activism Unshackled & Justice Unchained: A Call to Make a Human Right Out of One of the Most Calamitous Human Wrongs to Have Taken Place on American Soil*, 7 J. of Law & Social Deviance 125 (2014).
- Angela A. Allen-Bell, *Perception Profiling & Prolonged Solitary Confinement Viewed Through The Lens of The Angola 3 Case: When Prison Officials Become Judges, Judges Become Visually Challenged and Justice Becomes Legally Blind*, 39 Hastings Const. L.Q. 763 (2012) (Lead Article).
- Angela A. Allen-Bell, *Bridge Over Troubled Waters and Passageway on a Journey to Justice: National Lessons Learned About Justice From Louisiana's Response to Hurricane Katrina*, 46 Cal. W. L. Rev. 2 (2010) (Lead Article).
- Angela A. Allen-Bell, *Professionalism: Heaven, Hell or Purgatory*, Around the Bar, Nov. 2008, at 17.
- Angela A. Allen-Bell, Student Author, Comment, *The Birth of The Crime: Driving While Black (DWB)*, 25 S.U.L. Rev. 195 (Fall 1997).

STATEMENTS

- Angela A. Allen-Bell, *Reassessing Solitary Confinement II: The Human Rights, Fiscal, and Public Safety Consequences*, Hearing Before the Senate Judiciary Subcommittee on the Constitution, Civil Rights, and Human Rights, 113th Cong. (Feb. 25, 2014) (statement of Angela A. Allen-Bell).
- Angela A. Allen-Bell, Louisiana Justice Commission Hearing-Written Testimony (Nov. 2, 2013).
- Angela A. Allen-Bell, *Reassessing Solitary Confinement: The Human Rights, Fiscal, and Public Safety Consequences*, Hearing Before the Senate Judiciary Subcommittee on the Constitution, Civil Rights, and Human Rights (June 19, 2012) (statement of Angela A. Allen-Bell).

ESSAYS/ SHORT SUBMISSIONS

- Angela A. Allen-Bell, *Why Stop at Confederate Monuments? Remove the Codification of Supremacy and Oppression by Abandoning the Use of Non-Unanimous Juries in Criminal Cases* (ABA Section of Litigation, Diversity & Inclusion), Fall 2017.
- Angela A. Allen-Bell, *Statement About Today's SCOTUS Decision on the Dale Lambert Case*, Think504, Oct. 3, 2017.
- Angela A. Allen-Bell, *Non-Unanimous Juries Are Relics of White Supremacy*, Wash. Post, Sept. 23, 2017, at A17.
- Angela A. Allen-Bell, *Louisiana's Non-Unanimous Jury System: A Legal Injustice for Many Criminal Defendants*, Around the Bar, Sept. 2017, at 16.
- Angela A. Allen-Bell, *Plantations Were Prisons: Mobilizing for the Millions for Prisoners Human Rights March* (Written Interview), Angola 3 News & Facing South (8/17/17).
- Angela A. Allen-Bell, *Healing Our Wounds: Restorative Justice is Needed for Albert Woodfox, The Black Panther Party & The Nation* (Written Interview), Angola 3 News & The Institute for Southern Studies (6/29/15).
- Angela A. Allen-Bell, *Terrorism, COINTELPRO, and the Black Panther Party* (Written

Interview), Angola 3 News & OpEdNews (Sept. 7, 2014).

Angela A. Allen-Bell, *Nelson Mandela: A World-Class Sportsman and the Most Valuable Player (MVP) of the Civil and Human Rights League*, in A TRIBUTE TO NELSON MANDELA (12/13).

Angela A. Allen-Bell, *Solitary Confinement on Trial* (Written Interview), Angola 3 News & San Francisco Bay View Newspaper (6/18/12).

EXPERT REVIEWER *Herman's House*-Study Guide Expert for PBS Online Materials (June 2013).

POETRY

Angela A. Allen-Bell, Reflections, 59 (Poem: Election Day 2008) (Winter 2009).

Angela A. Allen-Bell, EGO Magazine 8,13 (Poems: Attempted Murder & A Judge, but not the Judge) (Fall 2007).

Angela A. Allen-Bell, 206 Around B. Cover, 17-8 (Poem: Oretha Castle Haley) (April 2006).

PRESENTATIONS

Panelist, Greater New Orleans Martinet Chapter CLE (Non-Unanimous Juries in Criminal Cases: An Examination of the Racists Roots and Shameful Fruit), December 2017.

Panelist, GEO Reentry Services, Baton Rouge, Louisiana (Embracing Freedom), November 2017.

Presenter, Compassion in Action, Baton Rouge, Louisiana (Restorative Justice for Civil Rights Era Activists), August 2017.

Panelist, National Lawyers Guild Southern Regional Convention (Louisiana's Non-Unanimous Jury Law), March 2017.

Panelist, Tulane Law School, ACLU chapter forum (Louisiana's Non-Unanimous Jury Law), April 2017.

Presenter, West Baton Rouge Parish Museum (Why Restorative Justice is the Tool we Must Use if We are to Fulfill M.L.K.'s Legacy & Complete His Agenda), January 2017.

Panelist, New Orleans Bar Association's Procrastinator's CLE (Louisiana's Non-Unanimous Jury Law), November 2016.

Panelist, Southern University Law Center & Louisiana ACLU (Louisiana's Non-Unanimous Jury Law), October 2016.

Panelist, SEALS Annual Conference (New Scholars Workshop/Criminal Law, Criminal Procedure & Immigration), August 2016.

Presenter, Freedom & Liberation Conference (Christians Participating in Criminal Justice Reform? That's Radical!), June 2016.

Panelist, Southern University Law Center Criminal Law Society (Mass Incarceration: Recycling Slavery), March 2016.

Panelist, Seattle University School of Law Law Review Symposium (Poverty Law: Academic Activism), February 2016.

Panelist, Mercer Law Review Symposium (Justice in the Deep South: Learning from History, Charting our Future), October 2015.

Presenter, 2015 Fall Judges Conference (Post-Katrina: Justice Moving Forward?), October 2015.

Presenter, West Baton Rouge Museum (Slavery By Another Name), September 2015.

Presenter, Minority Law & Research Institute (Restorative Justice), June 2015.

Presenter, SULC Faculty Colloquium (Restorative Redress & The Black Panther Party), March 2015.

Panelist, Louisiana State Bar Association 2015 Diversity Conclave (The Criminal Justice System), March 2015.

Presenter, Unitarian Church, Hammond, La. (Race, Criminal Justice Reform & Solitary Confinement), Feb. 2015.

Presenter, Mock Law School Class During Recruitment Visit (Introduction to Law), March 2014.

Presenter, Council on Legal Education Opportunity (CLEO) (Legal Analysis), February 2014.

Panelist, SESW People of Color Legal Scholarship Conference (Pedagogy + Practical Application—Teaching and Training Students to be Social Engineers), Feb. 2014.

Presenter, Louisiana Justice Commission (Solitary Confinement), November 2013.

Presenter, SULC Incoming 1L Class Academic Enrichment Workshop (Writing the Law School Exam), August 2013.

Panelist, SEALS Annual Conference (Vulnerability & The Criminal Justice System), July 2013.

Presenter, Minority Law & Research Institute (Post Conviction Relief), June 2013.

Presenter, SULC Discover Law Day (Introduction to Law), March 2013.

Presenter, Belaire High School (Advocacy & Legislation), September 2012.

Presenter, Minority Law & Research Institute (The Federal Process & The Angola 3 Case), June 2012.

Presenter, Amnesty International-Louisiana State Meeting (Prolonged Solitary Confinement), April 2012.

Presenter, Baton Rouge Bar Association, CLE Lecturer (Cultural Competency), Feb. 2012.
 Presenter, SULC 1L Town Hall Meeting (Having a Sense of Purpose), Jan. 2012.
 Panelist, SULC Civil Rights Commemoration (Strategies to Obtain Civil/Equal/Human Rights), Nov. 2011.
 Presenter, Junior Faculty Forum, Tulane University Law School, Nov. 2011.
 Presenter, The Dufrocq School, Constitution Day Speaker, Sept. 2011.
 Presenter, Southern University, Department of Criminal Justice (Rights of Crime Victims), Sept. 2011.
 Presentation, Southern University, Department of Criminal Justice (Introduction to Law), Feb. 2011.
 Presentation, Law Week Speaker (Living the Dash and Doing so on a Balanced Budget), March 2010.
 Presentation, Southern University, Department of Education (Rights of School Students), April 2009.
 Presentation, Louisiana District Attorney's Association, CLE Lecturer (Professionalism), September 2008.
 Presentation, Covington Bar Association, CLE Lecturer (Persuasive Appellate Briefs), September 2007.
 Presentation, Louisiana Appellate Project, CLE Lecturer (Courting Appellate Judges With Your Briefs), June 2007.
 Panelist, Louisiana State Bar Association, professionalism speaker (SULC Orientation), 2000-3.
 Panelist, SULC (Challenging the Myth of Racial & Gender Equality), Feb. 2001.
 Presenter, Baton Rouge Bar Association, CLE Lecturer (Supervisory Review of the Denial of a Motion for Summary Judgment), Dec. 2000.

MEDIA APPEARANCES & COLLABORATIONS

08/18/17: Radio Interview (Understanding Hate in 2017)
 Another View-whro 89.5 WHRV-FM
 Norfolk, Virginia

09/08/16: Radio Interview (Opening of SULC Lecture Series)
 Perspective Talk Radio-WTQT 106.1
 Baton Rouge, Louisiana

01/30/16: Radio Interview (Criminal Justice in Louisiana)
 Real Talk Radio-KJCB 770 AM
 Lafayette, Louisiana

06/26/15: Interviewed for Written Story About Solitary Confinement & The Angola 3 Case
 Richard Hetu, La Presse (France)

06/18/15: Interviewed for Written Story About Solitary Confinement
 Philippe Boulet-gercourt, Le Nouvel Observateur (France)

06/15/15: Interviewed for Written Series About Solitary Confinement & The Angola 3 Case
 Emily Lane, NOLA.com/The Times-Picayune

06/13/15: Radio Interview (Angola 3 Case Update)
 Real Talk Radio-KJCB 770 AM
 Lafayette, Louisiana

06/12/15: Television Interview (Angola 3 Case Update)
 News Nation with Tamron Hall
 MSNBC

06/12/15: Television Interview (Angola 3 Case Update)
 NBC Nightly News

06/12/15: Radio Interview (Angola 3 Case Update)
 National Public Radio
 All Things Considered, Audie Cornish

06/10/15: Radio Interview (Angola 3 Case Update)
 WBOK (Chuck Perkins Show)
 New Orleans, Louisiana

- 06/09/15: Television Interview (Angola 3 Case Update)
Sky News (London Broadcast)
- 06/09/15: Interviewed for Written Story About The Angola 3 Case
Kevin McGill, Associated Press
- 05/05/15: Television Interview (Restorative Justice, The Black Panther Party & The Angola 3 Case)
Channel FPTV 17, The Patricia Morris Show
Hammond, Louisiana
- 05/01/15: Television Interview (Restorative Justice)
WSTY TV, The Ed Ponds Show
Hammond, Louisiana
- 10/16/14: Television Interview (Solitary Confinement & The Angola 3 Case)
Freedom Is A Constant Struggle
San Francisco, California
- 03/05/14: Radio Interview (The Second Congressional Hearing on Solitary Confinement)
Wanda's Picks
Oakland, California
- 10/08/13: Radio Interview (Solitary Confinement & The Angola 3 Case)
Perspective Talk Radio
Baton Rouge, Louisiana
- 10/05/13: Radio Interview (Solitary Confinement & The Angola 3 Case)
Real Talk Radio-KJCB 770 AM
Lafayette, Louisiana
- 03/23/13: Radio Interview (Criminal Justice Reform)
Real Talk Radio-KJCB 770 AM
Lafayette, Louisiana
- 03/21/13: Radio Interview (Prolonged Solitary Confinement & The Angola 3 Case)
The Carl Nelson Show
Washington, D.C.
- 10/15/12: Jim Engster Show (Prosecutorial Misconduct & Accountability)
Baton Rouge, Louisiana
- 06/27/12: Radio Interview (Prolonged Solitary Confinement)
Wanda's Picks
Oakland, California
- 05/30/12: KBOOM Community Radio (Prolonged Solitary Confinement)
Portland, Oregon
- 05/24/12: Guy Broady Show (Prolonged Solitary Confinement)
Baton Rouge, Louisiana
- 05/07/12: Africa Today-KPFA Radio (Prolonged Solitary Confinement)
Berkeley, California
- 04/17/12: Jim Engster Show (Prolonged Solitary Confinement)
Baton Rouge, Louisiana

04/17/12: Amnesty International-Angola 3 Coalition Press Conference
Baton Rouge, Louisiana

RESEARCH & TEACHING INTERESTS

Social Justice, Restorative Justice, Civil Rights, Poverty Law, Professional Responsibility, Criminal Procedure, Human Rights, Advocacy, Prison Law, Constitutional Law and the interplay between race and justice.

AWARDS & RECOGNITIONS

LAW CENTER

Awarded the B. K. Agnihotri Endowed Professorship: March 2016.
Promoted from Assistant Professor to Associate Professor of Legal Writing & Analysis: April 2015.
Selected as the "Rising Star Researcher": April 2014.
Voted "Favorite Professor": 2009.

OTHER

Mentioned in: Edith Roberts, *Monday Round-up*, SCOTUSblog (Sept. 25, 2017),
<http://www.scotusblog.com/2017/09/monday-round-up-365/>.

Quoted in: Ken Daley, *Should Juries Be Unanimous? Treme Murder Case Raises Question for U.S. Supreme Court*, The Times-Picayune, September 13, 2017.

Quoted in: William Snowden, *Time to Toss Non-Unanimous Jury Verdicts, a Vestige of Jim Crow*, The Lens, February 9, 2017.

Quoted in: Rachel Aviv, *How Albert Woodfox Survived Solitary Confinement*, The New Yorker, January 16, 2017.

Quoted in: Karen Kidd, *Southern University Endowed Professors Share Secrets to Legal Academia Work*, Louisiana Record, July 10, 2016.

Quoted in: Julia Craven, *Surveillance of Black Lives Matter Movement Recalls COINTELPRO*, Huffington Post, Aug. 20, 2015.

Quoted in: *Albert Woodfox Spent More Than 40 Years in Solitude: What's the Physical and Mental Impact?*, The Times-Picayune, June 2015

Selected for membership in the Fellows of the American Bar Foundation, an invitation only organization for only 1% of lawyers in a region (2016-present).

Selected for membership in the National Black Lawyers-Top 100, an invitation only organization (Selected in 2015 and renewed annually).

Scholarship included in American Law Reports (A.L.R.) as a reference source under solitary confinement.

Scholarship included in American Jurisprudence as a reference source under cruel and unusual punishment.

SERVICE

LAW CENTER

Recruitment Committee (2008-Present)
Speakers Series Committee (2011-Present)

OTHER

Louisiana Capital Assistance Center Board of Directors (2016-present)
National Lawyers Guild—Louisiana Chapter (2015-present)
Juvenile Justice Forum Founder & Coordinator (2004-2008, 2009 & 2011)

The Diversity Initiatives Committee of the Legal Writing Institute-Member (2011-present)
House of Purpose and Empowerment-Board Member (2011-2013)
Volunteer Fire Department-Board of Commissioners No. 5- Eastside Fire Department (2010-2012)
Marshall Brennan Project-Executive Planning Committee (2009-2010)

PROFESSIONAL MEMBERSHIPS

American Bar Fellows (2016-present)
National Black Lawyers-Top 100 (2015-present)
National Lawyers Guild
American Bar Association (2008-present)
Baton Rouge Bar Association (2007-present)
Louisiana State Bar Association (1998-present)

REFERENCES

Judge John Michael Guidry
First Circuit Court of Appeal
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(478) 301-2432

Professor Virginia Listach
Law Clinic Director
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Professor Oke Oko
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225/803-1024 or 225/771-4900 or 225/272-0629

Professor Russell Jones
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225/771-4900

MENU ≡



MARCH 21, 2018



A Soledad Brother

How a group of students hundreds of miles from California took on the cause of an aging prisoner



John Clutchette | Provided photo



William Fox

Translation: Julie Reynolds Martínez

READ THIS IN SPANISH
LEE ESTO EN ESPAÑOL

“When I found out that students would have an opportunity to advocate on a ‘live’ case from California, I jumped at the opportunity,” Ryan Thompson says when asked why he signed up for the “Law and Minorities” class at Southern University Law Center in Baton Rouge, Louisiana.

The class investigates real cases that are still active, he says, and he especially liked that the case would be from California, where he had lived for 20 years. The focus would be on legal, racial and social justice controversies involving minorities, indigenous groups and other vulnerable populations in the United States. And of all the cases to choose from, the story of John Clutchette interested Thompson the most.

Clutchette, now 74, was a controversial figure in Monterey County in the early 1970s. Back then he was implicated in the murder of a correctional officer in Soledad Prison and became known as one of the “Soledad Brothers.” He was acquitted, but a few years later returned to prison accused

of another murder, which he insists he did not commit. When the students of the Law and Minorities class dug into his case, they not only came up with findings to support his case for parole, but also found that FBI files indicated he was neither a militant nor a leader of the Black Guerrilla Family prison gang in the 1970s.



Professor Allen-Bell

Clutchette, who is currently incarcerated in Solano State Prison in Vacaville, was granted parole on January 12 by California's Board of Parole Hearings. But that decision must be affirmed or rescinded by Gov. Jerry Brown.

Clutchette was also granted parole in 2003, 2015 and 2016, and all three times the governor reversed the decision.

"When I read his case I cried, I cussed and it ignited me to action," says Chandra Johnson, another member of the class.

Law and Minorities is an elective. Students enroll for all kinds of reasons. Johnson says she wanted to break up her routine of traditional law classes. Thompson had listened to the instructor and decided he wanted to study under her.

With Danielle Bickham and Brandon Kenny, the students voluntarily formed an investigative group. They all knew each other, but this was the first time they'd ever worked together. They were allowed to propose their own subjects or pick one from a class list.

“Clutchette’s case has all the elements of the civil rights era. He was an average guy who got associated with a political ideology and has paid the ultimate price — the loss of the enjoyment of his life,” says Chandra.





Meeting George Jackson



Clutchette was born in Houston, Texas, in 1943. He grew up in Compton, the oldest son of a single mother. Home was a hostile environment thanks to his mother's abusive boyfriends. He learned to use violence to defend his mother and siblings, his attorney Keith Whattley wrote in a habeas corpus petition to California's Supreme Court (it's still awaiting a response).



At 16, Clutchette left home for the streets. He smoked pot, and later, at age 25, used cocaine. He used drugs to dull the pain of his memories and to help him relax, feel more secure and outgoing, his lawyer said in the petition.

He was convicted of a second-degree burglary in 1966. He was in prison for six years and paroled in 1972. In 1975, he was off parole, and during those three years he'd attended community college, become an apprentice and was employed as a metalworker.

But it was before this, in early 1970, that his life took a fundamental twist when he was locked up at the Correctional Training Facility in Soledad.



He was assigned to the “Y” wing, where he met the late George Jackson, who was an intellectual and respected prisoner, member of the Black Panther Party and a co-founder of the Black Guerilla Family. At the time, these were both revolutionary groups fighting for African-American prisoners’ rights.

“There were documented racial problems inside the facility, as well as allegations of excessive force and other abuses on the part of correctional officers,” says Professor Angela A. Allen-Bell, who led the investigative project and is known in the U.S. as a social justice and civil rights leader.

In what has been described as an act of retaliation, white correctional officer John Mills was killed in January 1970. George Jackson, John Clutchette and Fleeta Drumgo were accused of his murder and charged by Monterey County the next month. The three became known as The Soledad Brothers.

George Jackson published his book “Soledad Brother” that year, decrying the conditions prisoners faced. It brought on opposition that came from far beyond the prison gates, Allen-Bell says.

In August of the same year. George’s younger brother, Jonathan Jackson, 17, provided arms to three prisoners in the Marin County Courthouse. The plan was to flee with five hostages, including the judge and prosecutor, with the aim of negotiating freedom for the Soledad Brothers. As they tried to escape, Jonathan, the judge and the three

prisoners were killed. One year later, in August of 1971, George Jackson was killed by prison guards in an armed uprising at San Quentin.

In February 1972, John Clutchette was acquitted in the murder of correctional officer Mills by an all-white jury.

G+

None of the 'Soledad Brothers' were found guilty of the murder of Officer Mills. Also noteworthy is the fact that John Clutchette was not charged or convicted in the 1970 Marion County Courthouse matter that was onset by Jonathan Jackson, nor was he charged or convicted in the 1971 (San Quentin) incident that resulted in the death of George Jackson," Allen-Bell says.

Clutchette has been in prison since 1980. He wrote a "heartfelt letter" to the Bowles family, Allen-Bell says, expressing his apology and remorse and explaining that he had matured through his rehabilitative process.

Clutchette is a father and a grandfather from several marriages. On March 24, he will be 74 years old.

When Gov. Jerry Brown reversed Clutchette's grant of parole in 2016, he recognized the efforts Clutchette had made to improve himself while in prison. Nonetheless, he said that fact was "outweighed by negative factors that demonstrate he remains unsuitable for parole." Brown cited, among things, the Soledad prison guard's murder, despite Clutchette's acquittal, which the governor acknowledged. He also noted that Clutchette had renounced involvement in prison gangs. Finally, Brown wrote that he believed Clutchette had not been fully truthful about violence in his past.

"While Mr. Clutchette acknowledged that he knew all of the individuals involved at the time and shared the same 'political ideology,' he steadfastly denies that he was ever in the [Black Guerilla Family] gang or that he was ever involved in 'any violence or anything since I've been in prison,'" Brown wrote. "These statements are contradicted by ample evidence in the record . . . While I appreciate that Mr. Clutchette has completed the step-down program and has now been deemed an inactive gang member, I remain troubled by his version of events. His statements, and the evidence to the contrary, demonstrate that Mr. Clutchette has not acknowledged or come to terms with his key role in these historical events or the magnitude of his actions."

Clutchette still says he was never a BFG member, according to a letter he sent to the San Francisco Bay View newspaper.



The COINTELPRO revelations

To thoroughly investigate the case, the group of students and their professor dug through declassified FBI files, numerous California Supreme Court cases, news clippings, books and interviews.

“It would have been ideal to be able to research in the courthouse where the records were contained, but technology made it work,” says student Chandra Johnson, referring to one of the greatest challenges the students faced.

The process of corroborating information was also exhaustive. Each new fact was scrutinized in detail, the students say. “We don’t rely on anything that we can’t independently verify and we don’t believe words merely because they appear on paper. We cross reference and fact check and debate quite a bit,” Allen-Bell says.

As a final product of their work, the students submitted a complaint to the special procedures division of the United Nations’ High Commission on Human Rights.

Allen-Bell says the U.N. division can intervene directly with governments on allegations of violations of human rights or provide persuasive recommendations for change.

Prolonging Clutchette's incarceration constitutes a violation of his human rights, Allen-Bell says.

Adding to the historical context, in the 1970s the FBI instituted its counterintelligence program, COINTELPRO, which covertly collected information and undertook secret actions with the aim of "interrupting" and "neutralizing" certain groups and individuals, one of whom was George Jackson.

"Mr. Clutchette has experienced what many COINTELPRO victims have just because of his close contact on a tier with a target of COINTELPRO," Allen-Bell says.

Based on her students' investigation, Allen-Bell says, none of the FBI records "show Mr. Clutchette to be a militant, a major player in organizing (in or out of prison) or a BGF [Black Guerilla Family] leader or high ranking official. Contrarily, the records do reveal other players in this case, such as George and Jonathan Jackson, to be such."

In addition, the investigation found a "shift in tone" in Clutchette's prison records after the death of Mills in 1970.

"Before the murder of the guard, those records never assign any BGF affiliation to Mr. Clutchette. Additionally, those records all describe John Clutchette favorably . . . Interestingly, there is a very different narrative in the records after the guard's murder," says Allen-Bell.

Record of the San Quentin escape attempt in 1971 were also eye-opening for the investigators.

“They describe the initial moments, assigning exclusive fault to George Jackson, who they said had a gun,” Allen-Bell says. “The records describe the actions of inmates in the tier as George Jackson began taking guards hostage, then this bombshell: ‘Shortly thereafter, B-4808 Clutchette arrived . . . from a visit.’ The records continue to detail the events of the day, but they never implicate or name Mr. Clutchette as a participant. These records appear to exonerate John Clutchette.”

Finally, she says, many of Clutchette’s prison records have proven to be unreliable. In 1997, a state appeals court stated that Clutchette’s file contained false information. Allen-Bell says much of the information was never verified or validated. And, she says, “This same court urged California officials to correct Mr. Clutchette’s records,” but they never did. Tensions around the Soledad Brothers ran high in the 70s, and the case still raises hackles in some circles, she says.



During their investigation, the students also learned how Clutchette has used his time in custody to grow as a person, including records stating he has lived successfully with other prisoners and served as a mentor for the youngest ones, and that he has participated in substance abuse programs and treatment groups.

Allen-Bell says he's maintained a good behavior record. "His last disciplinary infraction was in 2008, and it was the result of refusing to share his cell with a validated BGF member," she said.

For Allen-Bell, "Clutchette has paid for his past crimes. He is not a public threat. This is evidenced by the California Board of Parole Hearings granting him parole in 2003, 2015, 2016 and again on January 12, 2018 with the involvement of the district attorney on each occasion."

"California's standards governing eligibility of parole board commissioners are high," Allen-Bell says. "Such a highly distinguished Board thoroughly reviewed Mr. Clutchette's prison record and determined some of the salacious contents not worthy of their use."

One of her greatest concerns is Clutchette's advanced age and fragile medical condition, which includes "hypertension, glaucoma, degenerative disc disease amongst a host of other ailments."

Allen-Bell says she regularly exchanges letters with Clutchette. Asked about photographs Clutchette has sent her that accompany this article, she made clear that there are other facets to prisoners beyond "their bad decisions or horrible circumstances."

The photos, she says, "show him exercising and they show him with his late wife on a prison visit. I see them as visual depictions of who he sees himself to be — a human being, a person who experiences emotional connections to others and one who wishes to leave to his loved ones something more than a legacy of pain and shame."

Gov. Brown will decide in coming months if he will reverse Clutchette's parole decision once more or let it stand.



SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL

POST OFFICE BOX 9294

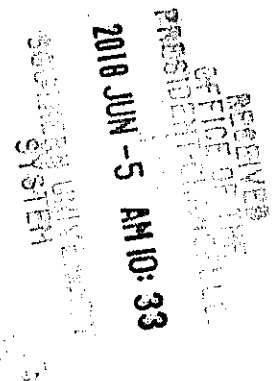
BATON ROUGE, LOUISIANA 70813-9294

OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

June 4, 2018



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

RE: Visiting Professor – Fall Semester 2018 for Adam Crapelle

Dear Dr. Belton:

At the May 25, 2018 Southern University Board of Supervisors meeting, the Board approved the appointment of Professor Jalila Jefferson-Bullock to a one-year visiting professorship for the 2018-2019 academic year. After extensive discussions with Professor Bullock on May 31, 2018, it was determined that it would be best if she did her academic visit in the Spring semester of 2019.

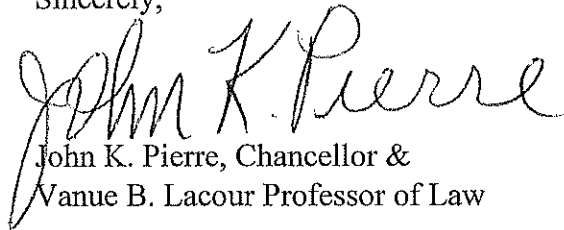
With that information in hand, I reviewed the best of nine candidates that the Faculty Appointment, Retention, Promotion and Tenure (FARPT) committee provided to me that they had authorized me to recommend for a visitorship. After reviewing the list of nine approved candidates, I contacted Adam Crapelle to discuss if he was interested in an appointment only as a visiting professor for the Fall Semester of 2018. He indicated that he would be honored to receive an appointment for the Fall 2018 Fall Semester as a visiting professor.

Based upon my review of his background and my conversation with Mr. Crapelle, I am recommending that he be appointed as a visiting professor for the Fall 2018 semester at a salary of \$50,000. The substitution of Mr. Crapelle for Professor Bullock has no impact on the budget of the Southern University Law Center because the board approved a salary of \$100,000 for the 2018-2019 academic year vising professor appointment. Approval of Crapelle will simply mean that the \$100,000 salary already approved by the board will be split between two different individuals over two separate semesters.

Mr. Crapelle has a Master of Laws (LLM) degree from the University of Arizona, A Master of Public Policy (MPP) degree from Pepperdine University, and a Juris Doctor (JD) degree from the Southern University Law Center. His academic specializations include Indigenous Peoples Law and Policy, and Economics and State and Local Government. He is a Louisiana licensed attorney and his CV is attached for your review. I respectfully request that my recommendation be presented to the Southern University System Board of Supervisors at its June 22, 2018 meeting.

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

Sincerely,

A handwritten signature in cursive script that reads "John K. Pierre". The signature is written in black ink and is positioned above the printed name and title.

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

Attachment

JOB CLASS 3	8	0	4	0
JOB CODE	F			
CAL ID	M			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

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

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

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

Profile of Person Recommended

Length of Employment 08/01/2018 To 05/31/2019
 Effective Date 08/01/2018

Name Adam Crepelle SS# _____ Sex M Race* W
 (Last 4 digits only)

Position Title: Visiting Professor Department: Law Center - Instruction

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

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

Years Experience 6 Southern University Experience 0

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
B.S.		University of Louisiana, Lafayette, LA	2009
J.D.		Southern University Law Center	2013
Master of Law		University of Arizona, Tucson, AZ	2018

Current Employer Adam Crepelle & Associates, LLC.

Personnel Action

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

Recommended Salary \$ 100,000 ^{p.m.} 50,000 Salary Budgeted \$ 100,000 ^{p.m.} 50,000

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:

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

Source of Funds	Amount
n/a	n/a

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

<u>Wade W. H. [Signature]</u> 6/7/18	<u>Gerrit R. Hall [Signature]</u> 6/7/18
Supervisor _____ Date	Dean/Head _____ Date
<u>Wade W. H. [Signature]</u> 6/7/18	<u>Wade W. H. [Signature]</u> 6/7/18
Vice Chancellor _____ Date	V/C for Fin. Affairs _____ Date
<u>Wade W. H. [Signature]</u> 6/7/18	<u>Wade W. H. [Signature]</u> 6/7/18
Director/Personnel _____ Date	Chancellor _____ Date
	Vice President/Finance _____ Date
	Business Affairs/Comptroller _____ Date
President _____ Date	Chairman/S.U. Board of Supervisors _____ Date

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

Visiting Professor Fall 2018 and Spring 2019

EMPLOYEE REGULAR WORK SCHEDULE: Daily
EMPLOYEE DIRECT SUPERVISOR: V/C Roederick White
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: SOUTHERN UNIVERSITY LAW CENTER
~~ENCUMBERED / FUNDS AVAILABLE~~
DOC. I.D. # US
DATE 4/9/18
BY DM George
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")

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

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

CONTINGENT UPON AVAILABILITY OF FUNDS

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Visiting Professor AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR Southern University Law Center
 (Department or Unit)

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

The position is a non-tenure track faculty position for the 2018-2019 academic year.

The visiting professor will teach courses assigned to them and engage in scholar by research, serve on committees as assigned. Also, the visiting professor will host office hours to meet students in courses that they teach, and perform duties as otherwise assigned.

Salary/Range: 100,000 to 121,000 Previous Incumbent (if replacement): N/A

Approved Disapproved Roedault White 6/7/18
 Department Head Date

Approved Disapproved Gerry R Hall 6/8/18
 Dean/Director/Supervisor of Budget Unit Date

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<u>DM George</u>	<u>6/8/18</u>
Signature	Date
Budget Number <u>311001-31120-61007-36000</u>	

HUMAN RESOURCES OFFICE ONLY			
Existing/Approved Position			
<input checked="" type="checkbox"/> Yes		<input type="checkbox"/> No	
Employee Class:	<u>FM</u>	Job Class:	<u>38296</u>
Verified By: <u>Mikhael Williams</u>			<u>6/8/18</u>
			Date:

Approved Disapproved Roedault White 6/7/18
 Vice Chancellor Date

Approved Disapproved John K. Pierre 6/7/18
 Chancellor/Vice President Date

Approved Disapproved _____ _____
 President Date

An Equal Opportunity Employer

ADAM CREPELLE

New Orleans, LA 70116



PROFESSIONAL EXPERIENCE

Law and Policy Consultant

Adam Crepelle & Associates, LLC.

June 2016-Present

Experience: federal Indian law; zoning; traffic violations; contract drafting and defense; business certification; marijuana possession

Policy Analyst

Reason Foundation

May 2015-May 2016

Experience: analyzing public pension systems, civil asset forfeiture, licensing laws, and privatization

Intern, Pension Reform Project

Reason Foundation

Summer 2014

Experience: researching public pension systems

Intern, District Attorney's Office

St. Mary Parish Branch of the 16th Judicial District

Summer 2011 & 2012

Experience: preparing jury instructions; researching and analyzing cases

EDUCATION

Master of Laws

Specialization: Indigenous Peoples Law and Policy

University of Arizona—Tucson, Arizona

Anticipated Graduation May 2018

Master of Public Policy

Specializations: Economics and State and Local Government

Pepperdine University School of Public Policy—Malibu, California

April 2015

• Valedictorian

2015

• Editor-in-Chief, Pepperdine Policy Review

2014-2015

• Editor, Pepperdine Policy Review

2013-2014

Juris Doctorate

Southern University Law Center—Baton Rouge, Louisiana

May 2013

• CALI Award for Excellent Achievement in Legal Writing

Spring 2011

• Winner Southern University Law Center's Chancellor's Leadership Award

2012-2013

Bachelor of Science in Exercise Science

University of Louisiana at Lafayette—Lafayette, Louisiana

May 2009

PUBLICATIONS & PRESENTATIONS

From Tribes to Nations: Revitalizing International Trade among Native Nations with Joseph Austin

• Tribal Business Journal, April 2018

The United States First Climate Relocation: Recognition, Relocation, and Indigenous Rights at the Isle de Jean Charles

• Belmont Law Review (forthcoming 2018)

Standing Rock in the Swamp: Oil, the Environment, and the United Houma Nation's Struggle for Federal Recognition

• Loyola Law Review, Vol. 64 Spring 2018 (forthcoming)

"Relocation, Recognition, and the Rights of Indigenous Peoples"

- Panelist, Tulane Environmental Law & Policy Summit, March 9-10, 2018

"The Native Trade Organization"

- Panelist, All Roads Lead to Chaco Canyon: Revitalizing Trade Between Native Nations, University of Arizona James E. Rogers College of Law March 24, 2018

All Roads Lead to Chaco Canyon: Revitalizing Trade Between Native Nations with Joseph Austin

- Tribal Business Journal, March 2018

"An Introduction to Indian Law" & "VAWA & TLOA: The Why, What, and How"

- Speaker, Chitimacha Tribe of Louisiana, Violence Against Women Act, Tribal Law and Order Act, and Indian Child Welfare Act Training to Enhance Tribal Judicial Practices, February 20-21, 2018

"Doing Business in Indian Country: Identifying and Navigating Business Opportunities on Tribal Lands"

- Moderator, Louisiana International Trade Week and World Trade Center New Orleans, October 2017

Tribal Lending and Tribal Sovereignty

- Drake Law Review, Vol. 66, No. 1, Winter 2017-2018

Tribes & Cannabis: Where Things Stand

- American Gaming Lawyer, Vol. 13, No. 1, Spring 2017

"Introduction to Indian Law"

- Guest Lecture, Southern University Law Center, April 2017

"Tribal Sovereignty, Jurisdiction, and Recognition"

- Guest Lecture, Tulane University, March 2017

"Tribal Sovereignty, Jurisdiction, and Recognition"

- Guest Lecture, University of Southern Mississippi, February 2017

Property Rights and Freedom: The Keys to Improving Life in Indian Country with Walter Block

- Washington & Lee Journal of Civil Rights and Social Justice, Vol. 23, Issue 2, (2017)

Concealed Carry to Reduce Sexual Violence Against American Indian Women

- Kansas Journal of Law and Public Policy, Vol. XXVI: 2017

Probable Cause to Plunder: Civil Asset Forfeiture and the Problems It Creates

- Wake Forest Journal of Law & Policy, Vol. VII, Spring 2017

Guest Column: Civil Law—but Not-so-Civil Forfeiture

- The Advocate, January 24, 2017

Arbitrary Process: The Struggle for Federal Recognition of Louisiana's Indian Tribes

- Louisiana Cultural Vistas, Winter 2016-17

"Recent Developments in Tribal Tax Law"

- Panel Moderator, California Indian Law Association's 16th Annual Conference, October 2016

Guest Column: Louisiana Licensing Rules Stifle Free Market

- The Advocate, August 14, 2016

Guest Column: Louisiana Needs to Address Pension Reform

- The Advocate, June 7, 2016

A Market for Human Organs: An Ethical Solution to the Organ Shortage

- Indiana Health Law Review, Vol. XIII: 2016

"Concealed Carry to Reduce Sexual Violence on Indian Reservations"

- Presentation, 2016 Austrian Economics Research Conference hosted by the Mises Institute

Illinois Supreme Court Strikes Down Pension Law

- Out of Control Policy Blog, March 29, 2016

"Indian Law 101"

- Guest Lecture, Southern University Law Center, November 2015

"PL 280: A Path to Repeal"

- Panel Moderator, California Indian Law Association's 15th Annual Conference, October 2015

Proposed Pension Initiative Threatens the California Rule

- Out of Control Policy Blog, July 22, 2015

How Will State Courts Rule on Pension Reforms? Pension Law Map Gives Guidance

- Out of Control Policy Blog, June 17, 2015

"Human Organs for Sale: An Ethical Solution to the Organ Shortage"

- Presentation, 2015 Los Angeles Policy Symposium hosted by the RAND Corporation

Taking Inventory of Louisiana's Outdated Tax

- The Pelican Post, April 7, 2015

"Editor-in-Chief Panel"

- Panelist, 2015 National Journal Conference hosted by the University of Virginia

Louisiana Pensions: A Bargain for Teachers, a Burden for Taxpayers, with Lance Christensen

- The Pelican Post, September 3, 2014

James Q. Wilson and Public Policy Education

- Pepperdine Policy Review, Volume VII, May 2014

Indian Santa: Garnering Support for the United Houma Nation Through an Award Winning Documentary

- Bridge the Gulf, November 26, 2012

Our Fight for Federal Recognition

- Bridge the Gulf, November 18, 2011

PROFESSIONAL MEMBERSHIPS, CERTIFICATIONS, & LICENSES

American Indian Chamber of Commerce of Louisiana

- Co-Founder August 2017
- Board of Directors August 2017-2020

Leadership Certificate

- Collaborative Bar Leadership Academy June 2016

New Orleans World Affairs Council

- Board of Directors March 2016-December 2019

American Bar Association

- Member November 2013- Present

National Native American Bar Association

- Member October 2015- Present

New Orleans Bar Association

- Member August 2015- August 2017

California Indian Law Association

- Vice President October 2014-2015
- Board of Directors October 2014-2017

Louisiana State Bar Association

- Member October 2013- Present
- Criminal Justice Committee, appointment 2017-2018

PRODUCTIONS

- Conference Co-Chair: "All Roads Lead to Chaco Canyon: Revitalizing Trade Between Native Nations," March 23-24, 2018: <https://law.arizona.edu/native-trade>
- Film: *Indian Santa*: <https://vimeo.com/54584760>
 - New Orleans Film Festival 2012
 - Life Film Festival 2012, Winner of Best Documentary
 - American Indian Film Festival 2012
 - Big Sky Documentary Film Festival 2013
 - Smithsonian Institute's National Museum of the American Indian "Louisiana Stories" Film Program, April 2013
 - Smithsonian Institute's National Museum of the American Indian and the Southwestern Association for Indian Arts (SWAIA) Native Cinema Showcase, August 2013

TRIBAL EXPERIENCE

United Houma Nation Advocate Award 2012

- Demonstrating great skill and perseverance speaking on behalf of the Houma Indians

United Houma Nation's Election Committee 2012-2014

- Developing and implementing election rules

United Houma Nation's Tribal Security and Community Service Committee 2011-2015

- Developing plans for disaster relief in the United Houma Nation's service area

United Houma Nation's Diabetes Coalition 2011- 2015

- Developing a program to reduce the rate of type 2 diabetes in the United Houma Nation



SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL

POST OFFICE BOX 9294

BATON ROUGE, LOUISIANA 70813-9294

OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

May 21, 2018

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

RE: Appointment of Visiting Professor/Academic Counselor for the
2018-2019 Academic Year

Dear Dr. Belton:

The Faculty Appointments, Retention Promotion and Tenure (FARPT) Committee met on May 9, 2018 to review the credentials of 30 candidates seeking one-year visiting faculty positions at the Southern University Law Center. Based upon their review they submitted nine candidates for me to review and consider for three one-year visiting faculty positions.

One of the nine candidates is Marc Roark. Marc Roark is currently a full professor with tenure at the Savannah Law School in Savannah, Georgia. He has a Masters of Laws (LLM) degree from the Duke University School of Law, a Juris Doctor (J.D.) degree from Loyola University School of Law, and a Bachelors of Arts degree from Louisiana State University (LSU). He is a Fulbright Specialist, specializing in housing and human rights. Professor Roark also has significant experience in academic support programming. Because he has substantial experience in academic support programming, I am recommending that he receive a split or dual appointment as an academic counselor and visiting professor for a one year appointment period. This split/dual appointment allows the Law Center to fund his one year appointment from both Title III, HBGI federal funds and general state funds. Roark is a licensed attorney in Louisiana, North Carolina, and the District of Columbia. The credentials of Marc Roark are attached for your review. He has significant professional experience, and a record of scholarly research and publications. The proposed salary for Roark for the 2018-2019 year is \$108,000.

RECEIVED
OFFICE OF THE
PRESIDENT
2018 MAY 22 AM 8:56
SOUTHERN UNIVERSITY
SYSTEM

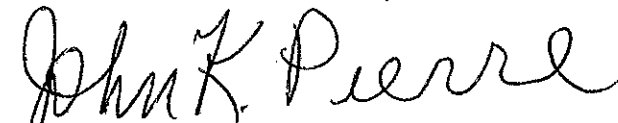
Dr. Ray Belton

May 21, 2018

Page -2-

I respectfully request that the aforementioned recommendation be presented to the Southern University Board of Supervisors at the June 22, 2018 board meeting for approval. If you have any questions, please feel free to contact me.

Yours sincerely,



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

JOB CLASS 3	8	0	4	0
JOB CODE	F			
CAL ID	M			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

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

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

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

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

Profile of Person Recommended

Length of Employment 08/01/2018 To 05/31/2019
 Effective Date 08/01/2018

Name Marc L. Roark SS# [REDACTED] Sex M Race* W
 (Last 4 digits only)

Position Title: Academic Counselor and Visiting Professor Department: Law Center - Instruction

Check One Existing Position *Visa Type (See Reverse Side): [REDACTED]
 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 0

Degree(s)	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	B.A.	Louisiana State University	1997
	J.D.	Loyola University School of Law	2002
	Master of Laws U.S.	Duke University School of Law	2006

Current Employer Savannah Law School

Personnel Action

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

Recommended Salary \$ 108,000 Salary Budgeted \$ 108,000

Source of Funds General Appropriation + Title III - P.M. Title III 320141 (12.23%) + GF 311001 (27.72%)

Identify Budget: State Grant 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
n/a	n/a

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if applicable):

[Signature] 6/7/18
 Supervisor Date

[Signature] 6/7/18
 Vice Chancellor Date

[Signature] 6/8/18
 Director/Personnel Date

 President Date

[Signature] 6/7/18
 Department Head Date

[Signature] 6/8/18
 Vice for Fin. Affairs Date

[Signature] 6/7/18
 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:

Visiting Professor Fall 2018 and Spring 2019

EMPLOYEE REGULAR WORK SCHEDULE: Daily
EMPLOYEE DIRECT SUPERVISOR: Chancellor, John Pierre
NUMBER OF EMPLOYEES SUPERVISED, (if any) 0
HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

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

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

SOUTHERN UNIVERSITY LAW CENTER		SOUTHERN UNIVERSITY LAW CENTER	
CLASS OF EMPLOYMENT	AVIS TITLE III	ENCUMBERED / FUNDS AVAILABLE	
TYPE	<small>I certify that the above purchase(s) is (are) allowable under the terms and conditions of the appropriation, budget or award agreement and in accordance with Federal, State, Local, and University policies</small>	DOC. I.D. #	EXPIRES
United States Citizen	<input checked="" type="checkbox"/> Certificate of Naturalization	DATE	US <u>6/8/18</u>
Resident Alien	<input type="checkbox"/> Encumbered/Funds Available	RA	
H-1 Visa (Distinguished Merit & Ability)	<input checked="" type="checkbox"/> By <u>1/11/17</u>	BY	<u>McGeorge</u>
J-1 Visa (Exchange Visitor Program)	<input type="checkbox"/> Date: <u>6/12/17</u>	HI	
F-1 Visa (Student Emp. FT Student at S.U.)		JI	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")		FI	
		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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 - Position Vacancy Announcement (position advertised before processing PAF, if applicable)
 - Application for Employment Form Admin/Fac/Uncl Positions (Civil Service Application for classified employees)
 - Authority to Release (signed by employee) (submitted to Campus Police with Criminal/Background Check form)
 - Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
 - Exemptions Survey Form (signed by employee and budget head)
 - Proposed Employee Appointment
 - Proposed Employee Clearance
 - Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

CONTINGENT UPON AVAILABILITY OF FUNDS

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

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

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

VACANCY DESCRIPTION AND JUSTIFICATION

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

The position is a non-tenure track faculty position for the 2018-2019 academic year.

The visiting professor will teach courses assigned to them and engage in scholar by research, serve on committees as assigned. Also, the visiting professor will host office hours to meet students in courses that they teach, engage in academic support and perform duties as otherwise assigned.

Salary/Range: 100,000 to 121,000 Previous Incumbent (if replacement): N/A

Approved Disapproved *John K. Pierre* Department Head 6/8/18 Date

Approved Disapproved *Gerry R. Hall* Dean/Director/Supervisor of Budget Unit 6/8/18 Date

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<u><i>D.M. Lorge</i></u>	<u>6/8/18</u>
Signature	Date
Budget Number	<u>311001-31120-71223-36000</u> <u>320141-32030-61003-31000/f.m.</u>

HUMAN RESOURCES OFFICE ONLY	
Existing/Approved Position	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Employee Class: <u>FM</u>	Job Class: <u>38296</u>
<u><i>Mkhale Welbans</i></u>	<u>6/12/18</u>
Verified By:	Date:

Approved Disapproved *Redeunk White* Vice Chancellor 6/7/18 Date

Approved Disapproved *John K. Pierre* Chancellor/Vice President 6/7/18 Date

Approved Disapproved _____ President _____ Date

An Equal Opportunity Employer

Marc L. Roark
Professor of Law
Savannah Law School
Email: mroark@savannahlawschool.org
marc.roark@gmail.com

Residence: 5 Wigmore Circle,
Savannah, Georgia 31410
(909) 433-1537

I. ACADEMIC APPOINTMENTS

2012-Present Savannah Law School

2012-2014 Associate Professor without Tenure

2014-2016 Associate Professor with Tenure

2016- Pres. Full Professor

Courses taught: Property (6 hours and 4 hours), Land Use (3 hours), Property Law Seminar: Property, Identity, and Discourse (2 hours), Law and Literature (3 hours), Property and Literature (2 hours), American Legal History (3 hours) Secured Transactions (3 hours), Sales (3 hours), Payment Systems (3 hours), International Sales (3 hours), Torts (6 hours), Professional and Academic Success Seminar (2 hours).

2009-2012 University of La Verne College of Law

2012-2012 Associate Professor of Law

2009-2012 Assistant Professor of Law

Courses taught: Property (5 hours), Secured Transactions (2 hours), Law and Literature (2 hours), Property Law Seminar: Property and the Constitution (2 hours).

2008-2009 University of Missouri College of Law

2008-2009 Visiting Associate Professor of Law

Courses Taught: Torts (5 hours), Sales and Leases (3 hours), Secured Transactions (3 hours), Payment Systems (3 hours) – I also taught as a returning visitor Payment Systems during the summer session from 2009-2012.

2007-2008 University of Tulsa College of Law

2007-2008 Visiting Assistant Professor of Law

Courses Taught: Sales and Leases (3 hours), Secured Transactions (3 hours), Law and Literature (3 hours), International Sales (3 hours).

International Designations

September 8-27, 2017 University of Essex College of Law (International Visiting Researcher in Residence).

TBD, 2018 Universitat Rovira i Virgili's Housing Chair, (Visiting Scholar (invitation extended, dates in 2018 to be determined)

2017, Fulbright Specialist, U.S. Department of State, Bureau of Educational and Cultural Affairs (specializing in Housing and Human Rights)

II. SCHOLARSHIP

WORKS IN PROGRESS

1. *Under-housed: How Property Regimes Impact the Poor* (In Peer Review)
2. *American Squatter: How Intruders defined America* (project underway).

ARTICLES

1. *Under-Propertied Persons, forthcoming CORNELL JOURNAL OF LAW AND PUBLIC POLICY* (2017).
2. *Property and Poetry: solicited Tribute to Marc Poirier, forthcoming JOURNAL OF LAW PROPERTY AND SOCIETY* (2016).
3. *Place and Identity in Lee and Warren, solicited colloquium article dedicated to Harper Lee's Go Set a Watchman, forthcoming CUMBERLAND LAW REVIEW* (2016).
4. *Retelling the English Sovereign, 4 BRITISH J. AMER. LEGAL STUDIES* 81 (2015) (Peer Review).
5. *Human Impact Statements, 54 WASHBURN L. REV.* 649 (2015) (solicited as part of Colloquium: Future of Housing).

6. *Slavery, Property and Marshall in the Positivist Legal Tradition*, 2 SAVANNAH L. REV. 45 (2015) (solicited as part of Colloquium: Reintegrating Spaces).
7. *Homelessness at the Cathedral*, 80 MISSOURI L. REV. 53 (2015).
8. *Payment Systems, Consumer Tragedy, and Ineffective Remedies*, forthcoming in 88 ST. JOHNS L. REV. 39 (2014).
9. *Disease, War, and Waste: A Consideration of External Factors on the Trade Fixtures Doctrine Between 1350-1803*, 41 CUMBERLAND L. REV. 1 (2012).
10. *The Contracts Course Survey*, 61 J. LEGAL ED. 435 (Feb. 2012).
11. *Limited Sales Warranties as an Alternative to Intellectual Property: An Empirical Analysis of the Deterrent impact on consumers of the I-Phone Warranties*, DUKE L. & TECH. REV. (Fall 2010).
12. *Groping Along Between Things Real and Things Personal: Defining Fixtures in law and Policy in the UCC*, 78 U. CINCINNATI L. REV. 1437 (2010).
13. *The Real Property Interest in the UCC: Fixtures and Encumbrances*, 42 UCC L. J. 197 (2010).
14. *Loneliness and the Law: Solitude Action and Power in Law and Literature*, 55 LOY. L. REV. 45 (2009).
15. *Reading Mohammed in Charleston: Understanding U.S. Jurisprudential Approaches to Law, Language and Norms* 14 WIDENER L. REV. 205 (2007).
16. *The CONSTITUTION as IDEA: Defining – Describing – Deciding in Kelo*, 43 CAL. WEST. L. REV. 363 (2007).
17. *Opening the Barbarians' Gate or Watching the Barbarians from the Coliseum: A Requiem on the Nomos of the Louisiana Civil Law*, 67 LA. L. REV. 451 (2006).
18. *All in the Family: The Apocalyptic Legal Tradition as Crit Theory*, 75 UMKC L. REV. 482 (2006).
19. *Note, Warning! Road Block Ahead!: Louisiana creates Log Jam of Search and Seizure Analysis*, 46 LOY. L. REV. 1341 (2000).

PRESENTATIONS AND PANELS

1. September 27, 2017, lecture on squatters rights and state responsiveness, University of Barcelona
2. September 26, 2017, lecture on squatters rights and state responsiveness, University of Rovira y Virgili
3. September 8-27, 2017 delivering a series of lectures at the University of Essex titled Paradigms of Property's Discourse
4. September 22, 2017 University of Essex, Colchester UK, Squatters, State Responsiveness, and Resilience
5. September 18, 2017 National University of Ireland, Housing, Squatters, and Prosperity
6. May 20, 2017 Association of Law Property and Society: Public Housing Eviction: A Study in Marginal Property
7. April 27, 2017, Universitat Rovira i Virgili's Housing Chair panel on Housing, Public Housing Evictions and What they Mean
8. February 2, 2017, Texas A&M School of Law, Property Roundtable: Under Propertied Persons.
9. October 17, 2016, Cornell University Law School, Property Scholarship Colloquium: Under-propertied Persons.
10. October 6, 2016, Loyola Law School New Orleans Law School, Faculty Colloquium: Under-propertied Persons.
11. September 16, 2016, Savannah Law School Law Review Symposium: Fictional Property.
12. August 4 – 5, 2016, Southeastern Association of Law Schools, Mentoring Panel on Law School Hiring.
13. August 5, 2016, Southeastern Association of Law Schools, Discussion Group: The rise of the non-JD programs.
14. August 6, 2016, Southeastern Association of Law Schools, Discussion Group: The Second Amendment.
15. May 21, 2016, Association of Law Property and Society, Plenary Panel: Property and Poetry: Tribute to Marc Poirier.
16. May 20, 2016, Association of Law Property and Society, Wasted Identity: How individuals that live outside of Property navigate property.
17. September 23, 2015, Savannah Law School Law Review Symposium: Moderator Panel on Death, Dying and the Law.
18. July 28, 2015, Southeastern Association of Law Schools, Mentoring Panel on Law School Hiring.
19. May 7, 2015, Association Law, Property, and Society, Unpopular Property: Neighborhoods and Conflict.
20. March 8, 2015, Association of Law Culture and Humanities, Robert Penn Warren and Southern Exceptionalism.
21. February 9, 2015, SCAD Community Forum discussing the implications of Clybourne Park performance.
22. February 8, 2015, Washburn University Colloquium on Fair Housing, Invited Presenter: Human Impact Statements.
23. August 1-8, 2014, Southeastern Association of Law Schools, Presenter: Conflict in the HOA.
24. August 1-8, 2014, Southeastern Association of Law Schools, Faculty Mentor, Young Scholars Colloquium.
25. August 1-8, 2014, Southeastern Association of Law Schools, Faculty Mentor, Junior Scholars Works in Progress Panel.
26. May 28, 2014, Law and Society Annual Conference, Moderator, Panel on Social Identity.
27. May 28, 2014, Law and Society Annual Conference, Homelessness and Identity in the City-Scape.
28. April 4, 2014, University of Utah Conference on the Novel, Salt Lake City, UT, Robert Penn Warren and Southern Exceptionalism.
29. March 10, 2014, Association of Law Culture and Humanities, Charlottesville, VA, Discussant Resistance 2.
30. March 10, 2014, Association of Law Culture and Humanities, Charlottesville, VA, RIULPA and Zoning.

31. February 22, 2014, International Contracts Conference, Miami, FL, Presenter Payments Systems, Consumer Tragedy, and Ineffective Remedies.
32. February 22, 2014, International Contracts Conference, Miami, FL, Panel Moderator.
33. February 10, 2014 Elon University Faculty Colloquium – Homelessness, Identity, and Rule 1 Nuisance Claims.
34. November 21-22, 2013 The Clearinghouse Annual Conference, Panel Member: When Innovation and Regulation Collide (solicited).
35. April 29, 2013, Association of Law Property and Society annual meeting, presented: Nuisance at the Cathedral. Organized panel discussion.
36. November 10, 2012, Stetson University 11th Circuit Scholars Conference, presented: The Unsecured Aggregate Creditor in a Payments Policy Paradigm.
37. March 17, 2012, Association for the Study of Law, Culture and the Humanities, presented: Re-Entering the Loneliness: Robert Penn Warren, Reconciliation and the Law.
38. March 17, 2012, Association for the Study of Law, Culture and the Humanities, discussant for Panel on Global Citizens: Violence and the Transnational Subject.
39. November 4, 2011, Symposium Mobile Technology and the Law: Mobile Money and the Possibilities/Challenges of Payments Policies (solicited).
40. March 11-12, 2011, Association for the Study of Law, Culture and the Humanities, *discussant* for Panel on Property's Futures.
41. March 11-12, 2011, Association for the Study of Law, Culture and the Humanities, *presented: Popular Property: Using Process-Laden and Property-Laden Concepts to protect Memory and Identity.*
42. March 4-5, 2011, Association of Law Property and Society, presented: *Property at Law's End: How instincts towards private property transcend towards entitlements – Memory and Identity.*
43. April 30, 2010, Conference on Intellectual Property, Iona College, presented: *Reshuffling the Art on the Cathedral Walls: Viewing Entitlements in Copyright through the outlier lens.*
44. March 8, 2010, Association of Law Property and Society, *Present Disease, War and Waste, A Consideration of External Factors on the Trade Fixtures Doctrine 1450-1803*, Georgetown University.
45. August 2009, Panel on Contracts Pedagogy, presented: *The Contracts Survey 2009*, Southeastern Association of Law Schools, Palm Beach, Florida.
46. June 13, 2009, Conference on Intellectual Property, Panel discussion on Legal Limits of Intellectual Property, Iona College, New York.
47. April 21, 2009, *Limitation of Sales Warranties as an Alternative to Intellectual Property*, University of Kansas, Workshop.
48. March 9, 2009, Respondent to James Copeland, Manhattan Institute, "The Law Industry and How much it costs our society," University of Missouri Federalist Society.
49. February 11, 2009, *Limitation of Sales Warranties as an alternative to intellectual property* University of Missouri.

III. EDUCATION

Duke University School of Law, Durham, North Carolina
Masters of Laws U.S. (May 2006) G.P.A.: 3.621
 University Scholar Fellow, Only Admitted student for the U.S. LL.M 2005 – 2006

Loyola University School of Law, New Orleans, Louisiana
Juris Doctor, Magna cum laude (May 2002)
 Class Rank: Top 3/172 G.P.A.: 3.691
 LOYOLA LAW REVIEW Managing Editor, William Crowe Distinguished Scholar

Louisiana State University, Baton Rouge, Louisiana
 Bachelors of Arts in History (May 1997)

IV. OTHER EMPLOYMENT

Smith Gambrell & Russell, L.L.P., Atlanta, Georgia (2006 – 2007)
Associate, Commercial and Federal Litigation: construction litigation, security devices, bankruptcy, sales and lease contract enforcement, commercial arbitration, litigation in both state and federal courts.

Phelps Dunbar, L.L.P., New Orleans, Louisiana (2002 – 2004)
Associate, Commercial Litigation: cross transactional/ litigation: bailments, lien practice, sales and lease contracting, construction litigation, commercial arbitration, bankruptcy, security devices, warranties for commercial paper.

V. PROFESSIONAL ASSOCIATIONS, ACTIVITIES, AND MEMBERSHIPS

American Society for Law and History
Louisiana Historical Society
Phi Delta Phi Honor Society
Alpha Sigma Nu Honor Society
Choctaw Nation of Oklahoma
National Native American Bar Association

VI. BAR ADMISSIONS

Louisiana (Inactive)
North Carolina (Inactive)
District of Columbia (Active)
United States Supreme Court
United States Fifth Circuit (Inactive)
United States Fourth Circuit (Inactive)
United States Eleventh Circuit (Inactive)
U.S. District Courts (Eastern, Western, and Middle Districts) of Louisiana (Inactive)
U.S. District Courts (Eastern and Western Districts) of North Carolina (Inactive)

ADMINISTRATIVE EXPERIENCE

Significant University-Based Administrative Experience

Savannah Law School

- Designed and implemented the Academic Support Program for Savannah Law School
- Director, Savannah Law School's Student Academic Success (2012-2013)
- Chair, Outside Research; Lead Negotiator of Inter-Institutional Agreement between Savannah Law School and Savannah State University to merge IRB offices
- Savannah Law School Faculty Representative to the Board of Directors
- Vetted and recommended adjunct faculty for review, Savannah Law School and University of La Verne
- Facilitated employment contacts between career services office and law firms, Savannah Law School
- Facilitated contact between career services office and judicial court for extern opportunities, Savannah Law School
- Drafted portions of Self-Study, Savannah Law School
- Law faculty representative to University Strategic Planning Committee

Savannah Law School Committees

Admissions (Chair)	2015-2016
Standards (Chair)	2015-2016
Institutional Assessment	2015-2016
Curriculum	2015-2016
Faculty Development	2015-2016
Retention, Promotion and Tenure	2015-2016
Appointments (Chair)	2014-2015
Law Review Symposium Committee	2014-2015
Self-Study	2014-2015
Internal Review Board (Vice Chair)	2014-2015
Curriculum (Vice Chair)	2014-2015
Retention, Promotion and Tenure	2014-2015
Admissions (Chair)	2013-2014
Academic Standards (Co-Chair)	2013-2014
Retention, Promotion and Tenure	2013-2014
Strategic Planning	2012-2013
Appointments	2012-2013
Curriculum	2012-2013
Self-Study	2012-2013

University of La Verne Committees

Admissions	2011-2012
Diversity (Chair)	2011-2012
Law School Orientation	2011-2012
Faculty Development (Chair)	2011-2012
University Strategic Planning	2011-2012
Law School Orientation	2010-2011
Diversity	2010-2011
Academic Standards	2010-2011
Self-Study	2010-2011
Diversity	2009-2010
Academic Standards	2009-2010

University of Tulsa Committees

Black Studies Committee (University)	2007-2008
--------------------------------------	-----------

Non-University Related Administrative Experience

Center Court Inc., Improving Lives through Accountability

Marketing and Resource Procurement 2014-Present

- Designed and built website (www.savannahcentercourt.org)
- Launched social media sites for organization

- Coordinated fund raising campaign to raise \$100,000
- Oversaw strategic marketing plan
- Oversaw event coordination
- Oversaw and directed grant applications

Georgia Swimming LSE

Operational Risk and Safety Chair

- Develop standards to evaluate educational approaches for teams, officials, and athletes within the LSE
- Develop pathways to communicate aims of the organization to constituents
- Build a committee and pipeline for future board development
- Communicate with USA Swimming regarding new initiatives on behalf of the LSE
- Monitor and report on safety occurrences on behalf of Georgia Swimming.

Homeless Authority of Savannah

Advisor

Worked closely with executive director to shape public policy conversations in the City of Savannah around Homelessness, including targeted editorials and a State of the City Round Table.

Wilmington Park Swim Team

President

2013-Present

In 2013, I was asked to assume control of the non-profit youth sports organization the Wilmington Park Swim Team. At the time, the organization was significantly in debt, and it was questionable whether the organization would be able to meet its contractual obligations to coaches and field a competitive organization. Also, the team was in desperate need of certain equipment upgrades to maintain competitive basis.

During my first year as President, I brought a steady hand to the competing board dynamics and also created financial stability. During that year, we were able to create a significant financial reserve, acquire equipment upgrades that were necessary for the team's competitive balance, increase coaches salaries, while not raising individual subscription costs. This past year, the organization was able to nearly double the reserves it created in the first year putting the team in position to significantly lower subscription costs for swimmers for next year. Entering the third year, the team will have a significant surplus, while increasing coaching salaries for the third year in a row.

Wilmington Island Presbyterian Church

Child-Safety Task Force 2015-Present

I assisted the task force with creating and implementing a church wide policy for addressing child-abuse allegations and inappropriate conduct towards minors.

Mission Committee

2013-Present

First Christian Church – Pomona

Elder

2010-2012

I helped formulate policy, addressed laity concerns, and helped administer sacraments within the liturgy of the church.

JOB CLASS				
JOB CODE	M			
CAL ID	U			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	6	M	9	9	7	9
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CAMPUS: SUS ___ SUBR ___ SULAC ___ SUAREC X SUNO ___ SUSLA ___

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

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

Previous Employee Christopher J. Rogers Reason Left Reassignment
 Date Left May 31, 2018 Salary Paid \$74,360

Profile of Person Recommended

Length of Employment June 1, 2018 To July 1, 2019
 Effective Date June 1, 2018

Name Christopher J. Rogers SS# [REDACTED] Sex Male Race* AA
 (Last 4 digits only)

Position Title: Educational Technologist Department: Communications and IT Services

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 27 Southern University Experience 25

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>MS - Library Science</u>	<u>Louisiana State University - Baton Rouge</u>	<u>1997</u>
	<u>MS - Mass Communications</u>	<u>Southern University - Baton Rouge</u>	<u>1991</u>
	<u>BS - Print Journalism</u>	<u>Southern University - Baton Rouge</u>	<u>1990</u>

Current Employer Southern University Agricultural Land-Grant Campus

Personnel Action

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

Recommended Salary \$74,360 Salary Budgeted ___

Source of Funds State

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

Change of:
 Position From Director of Technology To Educational Technologist
 Status Full-time Full-time
 Salary Adjustment ___

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

Source of Funds	Amount
611001-64050-66000	\$74,360

*See Reverse Side

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

[Signature] A. Campbell 6/7/18 Date
 Supervisor
[Signature] 6/8/18 Date
 Vice Chancellor
[Signature] 4/12/18 Date
 Director/Personnel
 President

[Signature] Linda Prator 6/7/18 Date
 Dean/Unit Head
[Signature] 6/8/18 Date
 Chancellor
 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 America, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS: Effective June 1, 2018, Mr. Christopher J. Rogers is being reassigned as an Educational Technologist. He previously served as Director of Technology. There is no change in his salary

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 a.m. – 5:00 p.m.

EMPLOYEE DIRECT SUPERVISOR: Director of Communications and IT Services

SUPERVISOR/DEPARTMENT CONTACT NUMBER: (225) 771-2242

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. 11:54

CLASS OF EMPLOYMENT (VISA STATUS):

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

FUNDS AVAILABLE
 OFFICE OF THE AGRICULTURAL
 RESEARCH AND EXTENSION
 SOUTHERN UNIVERSITY SYSTEM
 FINANCE & ADMINISTRATION SECTION

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

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



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

Office of the Executive Vice President/Executive Vice Chancellor

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

SOUTHERN UNIVERSITY SYSTEM

June 1, 2018

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

Dear Dr. Belton:

It is with great confidence that I write to request the waiver of the Position Vacancy Announcement for the position of Special Assistant to the Executive Vice President/Executive Vice Chancellor. Pending approval from your office and the Southern University Board of Supervisors, this position will have a start date of July 15, 2018.

Mrs. Sharon Saunders is an exceptionally qualified former colleague from Florida A&M University and North Carolina Central University. She will be a great fit for this position as is evident by her work experience – Communications Consultant, Executive Assistant to the President and Chief Communications Officer, Interim Vice President for University Advancement and Executive Director of the Foundation, Special Assistant to the Chancellor for Public Relations and Communications, Director of Information and Publications, to name a few.

It has been my pleasure to have worked with Mrs. Saunders, characterized as a hardworking, well-organized, committed "Special Assistant" who has given much to higher education. She enjoys the respect of her coworkers, students, administration and the general public. Sharon is pleasant and cooperative with a delightful sense of humor and contributes much to the staff, both professionally and socially.

I am pleased to request that the waiver to announce is granted for the position search of Special Assistant to the EVP/EVC, and approve to engage the recommended candidate without reservation because of her hard work, initiative, loyalty and dedication. Please contact me if you have need of any further information.

Yours truly,

James H. Ammons

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

JHA/ba

APPROVED:

[Signature]
Dr. Ray L. Belton, President/Chancellor
Southern University System

Date 6/12/18

Paul
6/7/18

2018 JUN -5 PM 2:19
SOUTHERN UNIVERSITY SYSTEM

RECEIVED
OFFICE OF THE
EXECUTIVE VICE PRESIDENT
2018 JUN -7 PM 4:01



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

Office of the Executive Vice President/Executive Vice Chancellor

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

RECEIVED
OFFICE OF THE
PRESIDENT/EXECUTIVE VICE
CHANCELLOR
2018 JUN -7 PM 12:57
SOUTHERN UNIVERSITY AND
A&M COLLEGE SYSTEM

June 4, 2018

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

Re: Appointment of the Special Assistant to the Executive VP/Executive VC

Dear Dr. Belton:

I write to request your approval and the approval of the SU Board of Supervisors to hire Mrs. Sharon Saunders for the position of Special Assistant to the Executive Vice President/Executive Vice Chancellor at Southern University and A&M College, at an annual salary of \$100,000, effective July 15, 2018.

Mrs. Saunders has a BA in Journalism and a MA in English Education. She is well acquainted with higher education, having served in several positions at North Carolina Central University and Florida A&M University.

In her position as Special Assistant, Ms. Saunders will serve as the office senior professional staff member and report directly to the Executive Vice President/Executive Vice Chancellor. In addition, she will serve on the SUBR Senior Leadership Team; interact with administrators, faculty and staff on behalf of the EVP/EVC in an effort to facilitate effective communication; provide supervisory oversight and direction to office support staff and a range of other duties as assigned by the EVP/EVC.

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

Sincerely,

James H. Ammons, Jr.

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

JHA/swm

Approved:

[Signature of Ray L. Belton]
Ray L. Belton, President Chancellor

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER 2M9929

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 Ronyelle Ricard Reason Left Resignation
 Date Left June 30, 2018 Salary Paid 90,000 93,600

Profile of Person Recommended

Length of Employment July 1, 2018 To June 30, 2019
 Effective Date July 15, 2018

Name Sharon Saunders S# _____ Sex F Race* B
 (Last 4 digits only)

Position Title: Special Assistant to EVP/EVC Department: Office of EVP/EVC & Academic Affairs

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 0

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>BA Journalism</u>	<u>Florida A&M University</u>	<u>1980</u>
	<u>MA English Education</u>	<u>Florida A&M University</u>	<u>1999</u>

Current Employer Retiree/Self Employed/Consultant

Personnel Action

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

Recommended Salary 100,000 Salary Budgeted 100,000

Source of Funds General Fund

Identify Budget: 211001-22002-61002-26000 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
<u>211001-22002-61002-26000</u>	<u>100,000</u>

*See Reverse Side

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

James H. Ammons 6/4/18
 Supervisor Date
James H. Ammons 6/4/18
 Vice Chancellor Date
[Signature] 6/8/2018
 Director/Personnel Date
[Signature] 6/26/18
 President Date

James H. Ammons 6/4/18
 Dean/Unit Head Date
[Signature] 6/12/18
 Chancellor Date
[Signature] 6/27/18
 Vice President/ Finance Business Affairs 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: Mrs. Sharon Saunders will replace Dr. Ronyelle Ricard effective July 15, 2018.

EMPLOYEE REGULAR WORK SCHEDULE: M - F / 8:00 a.m. - 5:00 p.m. and as needed

EMPLOYEE DIRECT SUPERVISOR: Dr. James H. Ammons, Jr.

SUPERVISOR/DEPARTMENT CONTACT NUMBER 225.771.4095/4582/2360

NUMBER OF EMPLOYEES SUPERVISED, (if any) N/A

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	JUN 08 2018
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	

UNIVERSITY SYSTEM
BUDGET OFFICE
FONDS AVAILABLE

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

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

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

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

2018 JUN -7 PM 4:01

REQUEST THAT THE POSITION TITLE Special Assistant to the Executive Vice President/Executive Vice Chancellor AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR Office of the Exec. Vice President for Academic Affairs & Provost
 (Department or Unit)

- | | | | |
|---|--|--|--|
| <input checked="" type="checkbox"/> Replacement | <input type="checkbox"/> New Position | <input checked="" type="checkbox"/> Unclassified | Source of Funds |
| <input type="checkbox"/> Civil Service | <input type="checkbox"/> Temporary | <input type="checkbox"/> Faculty | <input 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).

The Special Assistant to the Executive Vice President/Executive Vice Chancellor will serve as the senior professional staff member & will report directly to the Exec. VP/Exec. VC; will serve as a member of the SUBR Senior Leadership Team; will assist the EVP/EVC in ensuring the quality of instructional and research programs & the development of academic strategies and budget priorities across the SU System; will handle a wide range of institutional matters on behalf of the EVP, as well as oversee all day-to-day operations of the office. (For more information, see attached job description.)

Salary/Range: \$100,000 Previous Incumbent (if replacement): Dr. Ronyelle Ricard

___ Approved ___ Disapproved James H. Armon Department Head Date

___ Approved ___ Disapproved James H. Armon Dean/Director/Supervisor of Budget Unit Date

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<u>2M9929</u>	
<u>VP/Provost 6.7.18</u>	Date
Signature	
Budget Number <u>21001-22002-26000</u>	

HUMAN RESOURCES OFFICE ONLY			
Existing/Approved Position			
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No		
Employee Class:	<u>MU</u>	Job Class:	<u>24790</u>
Verified By: <u>Mikhael Williams</u>			Date: <u>06/05/18</u>

___ Approved ___ Disapproved James H. Armon Vice Chancellor Date

___ Approved ___ Disapproved _____ Chancellor/Vice President Date

___ Approved ___ Disapproved _____ President Date

VP/Provost
6/7/18
An Equal Opportunity Employer

SOUTHERN UNIVERSITY
HUMAN RESOURCES
2018 JUN -5 PM 2:19

Position Description

Special Assistant to the Executive Vice President/Executive Vice Chancellor

The Special Assistant to the Executive Vice President/Executive Vice Chancellor (EVP/EVC) serves as the senior professional staff member in the Office of the EVP/EVC. The Special Assistant reports directly to the EVP/EVC and serves as a member of the Southern University Baton Rouge Senior Leadership Team. In this role, the Special Assistant handles a wide range of matters on behalf of the EVP/EVC.

The Special Assistant to the EVP/EVC assists the EVP/EVC in ensuring the quality of instructional and research programs, and developing academic strategies and budget priorities across the Southern University System. The Special Assistant serves as the principal aide to the EVP/EVC and coordinates the preparation of documents for the monthly meetings of the Board of Supervisors. The Special Assistant also oversees all of the day-to-day operations of the Office of the EVP/EVC, including management of staff, budget, personnel administration, communications and relevant policies and procedures.

The Special Assistant is responsible for cultivating and maintaining strong professional relationships with key personnel in all areas of the University, including those reporting to the President-Chancellor, Vice Presidents, Vice Chancellors, Deans, and campus leadership. The position provides leadership on strategic processes that require the exercise of independent judgment and a comprehensive knowledge and understanding of the Southern University System, its academic programs, and personnel. The Special Assistant handles many

sensitive and confidential matters and is responsible for fostering positive relationships with both internal and external constituencies.

Description of Duties

- Provides administrative direction and oversight to the Office of the EVP/EVC; performs executive-level duties of a confidential and sensitive nature; assists in establishing priorities and agendas, researches issues of importance and produces briefing materials on matters requiring the EVP/EVC's attention; prepares speeches and presentations; and ensures compliance with all relevant rules, policies and laws.
- Supports the EVP/EVC in leading an effective senior management team; helps the EVP/EVC manage the internal administrative tracking of assignments and projects; designs and facilitates regular and periodic strategy and planning meetings; prepares or secures necessary materials to the President-Chancellor, Board of Supervisors and Board of Regents; recommends options, courses of action, and leads efforts to resolve problems that cross department of unit boundaries.
- Communicates on behalf of the EVP/EVC with the campus community, and designated national and statewide organizations; provides inter-unit communications and coordination with the offices of the president-chancellor, academic affairs, general counsel, vice presidents, deans, and the Southern University System Board of Supervisors; addresses inquiries from and meets with individuals and groups on matters of interest or concern; coordinates with other offices to prepare responses and solutions to a broad range of academic and administrative issues or problems.

- Interacts with administrators, faculty, and classified staff to facilitate effective communications with the EVP/EVC and campus constituencies; represents the EVP/EVC, as appropriate, in resolving problems and complaints from students, parents, faculty and other constituents; responds to requests for EVP/EVC's assistance in responding to inquiries, correspondence, complaints, and human resource matters, gathering and evaluating information as needed for the EVP/EVC to make decisions or take action.
- Coordinates and manages the EVP/EVC's special initiatives.
- Represents the EVP/EVC to the campus community through participation on committees involving campus-wide issues.
- Monitors and oversees all searches for administrative leadership positions reporting to the EVP/EVC.
- Provides supervisory oversight and direction to support staff and student workers.
- Other duties as assigned.

Preferred Qualifications

- Master's degree
- Seven years of progressively responsible administrative management experience
- Demonstrated experience in communications and project management; supervisory experience in a university setting
- Thorough understanding of higher education and related organizational structures, policies and procedures



SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL

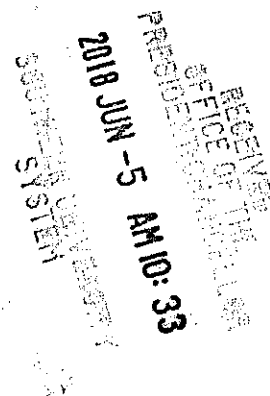
POST OFFICE BOX 9294

BATON ROUGE, LOUISIANA 70813-9294

OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474



June 4, 2018

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

RE: Additional Duties and Stipend/Pay Adjustment for Professor Wendy Shea

Dear Dr. Belton:

In reviewing the list of applicants for law school who have paid seat deposits and have made written commitments to matriculate in the Southern University Law Center (SULC) as first time students, I noticed that nearly 50% of those students who paid seat deposits and made written commitments are out-of-state residents. This phenomena certainly helps SULC from a self-generated revenue perspective, while simultaneously creating a need for SULC to recognize that it needs to make operational and curricular adjustments to ensure that those out-of-state students are prepared to successfully perform well on common law bar examinations in jurisdictions outside of Louisiana.

As you are fully aware, Louisiana is the only state in the United States that is governed by the Civil Law System (a.k.a. Napoleonic Code). The other 49 states are governed by the Common Law System, derived from the English Common Law.

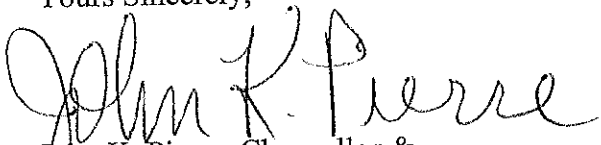
The percentage of out-of-state students matriculating into SULC has risen over the years from approximately 15%, 15 years ago at a time when the Louisiana legislature provided approximately 70% of the funding needed to operate SULC to approximately 35% a year ago when the Louisiana legislature provided less than 25% of the funding needed to operate SULC. This year's anticipated increase in out-of-state first year student population requires SULC to

have a professor develop, implement, and manage all aspects of SULC's programming needed to prepare students for bar exams administered outside of Louisiana.

The professor currently at SULC who is best prepared and situated to engage in this initiative is Professor Wendy Shea. Professor Shea has been informally working with law students who are taking bar out-of-state bar exams. The change in geographic demographics requires SULC to create a more formal effort to expose SULC students to the Multistate Bar Exam (MBE), Multistate Essay Exam (MEE), Multistate Performance Test (MPT), and the Uniform Bar Exam (UBE). Professor Shea will also collect data regarding how SULC students perform on bar exams outside of Louisiana, identifying external partners with whom SULC should engage in their preparation of common law bar exams, and work closely with SULC administration and faculty to develop additional courses that teach more common law concepts and to develop, if needed a common law curricular track within the SULC curriculum.

I am requesting that the Southern University Board of Supervisors approve a \$10,000 pay adjustment/stipend for Professor Shea beginning in the 2018-2019 academic year in exchange for her taking on the aforementioned additional duties. I respectfully request that this item be placed on the June 22, 2018 board agenda. If you have any questions, please feel free to contact me. A CV for Professor Shea is attached for review by you and members of the board.

Yours Sincerely,



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

Attachment

JOB CLASS	3	8	0	0	0
JOB CODE	F				
CAL ID	M				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	3	F	9	9	7	4
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CAMPUS: SUS _____ SUBR _____ SULAC X 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 |
| _____ Tenured | _____ Undergraduate Student | _____ Job Appointment |
| _____ Tenured Track | _____ Graduate Assistant | _____ Probationary |
| _____ Other (Specify) _____ | _____ Retiree Return To Work | _____ Permanent Status |

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

Profile of Person Recommended

Length of Employment 08/01/2018 To 05/31/2019
 Effective Date 08/01/2018

Name Wendy Shea SS# _____ Sex* F Race* W
(Last 4 digits only)

Position Title: Associate Professor of Legal Analysis & Writing Department: Law Center - Instruction

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

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

Years Experience 26 Southern University Experience 6

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>J. D.</u>	<u>Valparaiso University School of Law</u>	<u>2003</u>
	<u>B.A. - Social and Behav. Science</u>	<u>University of Mary</u>	<u>1998</u>

Current Employer Southern University Law Center

Personnel Action

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

Recommended Salary \$95,160.00 Salary Budgeted \$95,160.00

Source of Funds General Appropriation

Identify Budget: State Location 311001-32020-61003-31000
 Form Code: BOR10 Page 1 Item # 1

Change of:
 Position Associate Professor of Legal Analysis & Writing Associate Professor of Legal Analysis & Writing
 Status _____
 Salary Adjustment \$85,160.00 \$95,160.00

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
311001-32020-61003-31000	\$85,160.00

*See Reverse Side

Graduate School signature (if applicable):

Supervisor *Michael White* 6/7/18 Date
 Vice Chancellor *Michael White* 6/7/18 Date
 Director/Personnel *[Signature]* 6/8/18 Date
 President *[Signature]* 6/12/18 Date

Dean/Unit Head *Gary B. Hall* 6-8-18 Date
 VC for Fin. Affairs *[Signature]* 6-7-18 Date
 Chancellor _____ Date
 Vice President/Finance Business Affairs/Comptroller _____ Date
 Chairman/S.U. Board of Supervisors _____ Date

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS: Chancellor, John Pierre is requesting that the Southern University Board of Supervisors approve a \$10,000 pay adjustment/stipend for Professor Shea beginning in the 2018-2019 academic year in exchange for her taking on the aforementioned additional duties. I respectfully request that this item be placed on the June 22, 2018 board agenda. If you have any questions, please feel free to contact me

EMPLOYEE REGULAR WORK SCHEDULE: Daily

EMPLOYEE DIRECT SUPERVISOR: V/C Roederick White

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE

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

SOUTHERN UNIVERSITY LAW CENTER
 ENCLOSED / FUNDS AVAILABLE
 DOC. I.D. # _____
 US
 DATE RA 6/6/18
 BY D. Moore
 HI
 JI
 F1
 F0

Do Not Write Below This Area

For Human Resource and Budgetary Control Use Only!

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

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

CONTINGENT UPON AVAILABILITY OF FUNDS

Wendy Shea

Southern University Law Center
Baton Rouge, Louisiana 70813
(225)771-4900 ext. 230 wshea@sulc.edu

ACADEMIC EXPERIENCE

Southern University Law Center, Baton Rouge, Louisiana

Associate Professor of Legal Analysis and Writing August 2008 - Present

- Courses taught: Legal Analysis and Writing I and II; Lawyering Process I; Statutory Analysis; Common Law Bar Prep; Criminal Law; Contracts; Professional Responsibility; Administration of Criminal Justice
- Academic Support Experience: Developed the common curriculum for the Lawyering Process I class; Fresh Start professor; Exam-Writing Workshops co-developer and presenter; Summer pre-law analytical skills professor
- Bar Prep Experience: Developed a series of five common law bar prep workshops, which evolved into a three-credit class during the spring 2017 semester
- Select Service Experience: Current Chair, Curriculum Committee; Academic Affairs Committee; Strategic Planning Committee; Faculty Advisor, Veterans Law Organization; Simmons Scholarship Contest Facilitator

DePaul University College of Law, Chicago, Illinois

Adjunct Instructor 2007

- Course taught: Legal Analysis, Research, and Communication III

Loyola University Chicago School of Law, Chicago, Illinois

Adjunct Instructor 2006

- Course taught: Appellate Advocacy

PROFESSIONAL LEGAL EXPERIENCE

Appellate Court of Illinois, First District, Chambers of the Honorable Rodolfo Garcia,
Chicago, Illinois

Law Clerk August 2004 – September 2007

Appellate Court of Illinois, Fourth District, Research Department, Springfield, Illinois

Law Clerk September 2003 - August 2004

PROFESSIONAL NON-LEGAL EXPERIENCE

Chicago Religious Leadership Network on Latin America, Chicago, Illinois

Public Policy Liaison September 1998 - August 2000

Chicago Metropolitan Sanctuary Alliance, Chicago, Illinois

Human Rights Coordinator September 1998 - August 2000

PUBLICATIONS AND SELECT PRESENTATIONS

Bobby M. Harges & Wendy Shea, LOUISIANA CRIMINAL LAW TREATISE (2014 Esquire Books, Inc.).

Almost There: Unaccompanied Alien Children, Immigration Reform, and a Meaningful Opportunity to Participate in the Immigration Process, 18(1) U.C. Davis J. Juv. L. & Policy 148 (2014).

Bobby M. Harges, Wendy K. Shea & Dane S. Ciolino, LOUISIANA CRIMINAL LAW: CASES AND MATERIALS (2013 Esquire Books, Inc.).

Plans for Success: Using Strategic Planning Tools in First-Year Legal Writing Courses (upcoming poster presentation at the July 2018 Legal Writing Institute Biennial Conference in Milwaukee, Wisconsin).

Take a Break! (Presentation at the March 2018 Rocky Mountain Legal Writing Conference in Denver, Colorado).

Weathering the Storm (Presentation at the July 2016 Legal Writing Institute Biennial Conference in Portland, Oregon, with Gail S. Stephenson).

Hillbillies, Cajuns, and Valley Girls (Presentation at the July 2014 Legal Writing Institute Biennial Conference in Philadelphia, Pennsylvania, with Bethany K. Dumas & Gail S. Stephenson).

Professionalism & Classroom Rules: Students as Teachers and Enforcers (Presentation at the December 2011 Legal Writing Institute One-Day Conference at the University of Miami, Florida).

HONORS AND AWARDS

Professor of the Year, Day Division, 2015-2016 School Year
Chancellor's Award for Excellence in Teaching, 2014
President's Award, Baton Rouge Bar Association, 2012

PROFESSIONAL AFFILIATIONS

Illinois State Bar, admitted 2003
Minnesota State Bar, admitted 2008, voluntary inactive status
Baton Rouge Bar Association
Association of Legal Writing Directors
American Bar Association
Legal Writing Institute

CURRENT SERVICE ACTIVITIES

Baton Rouge Bar Association & Foundation

- Youth Education Committee
- Junior Partners Academy – Southern University Lab School

Legislative Drafting Institute for Child Protection

- Research orientation facilitator

Association of Legal Writing Directors

- Innovative Teaching Workshop Committee

Boys and Girls Club of Greater Baton Rouge

- Girls at the Table
- Summer Read

EDUCATION

Valparaiso University Law School, Indiana

Juris Doctor, 2003, *Magna Cum Laude*

- Honors and Activities:
 - Honors Program Scholar
 - Associate Editor, Law Review
 - Corpus Juris Secundum Award
 - Pro Bono Commendation: Political asylum work with the Midwest Immigrant and Human Rights Center (now National Immigrant Justice Center)
 - Legal Clinics and externship experience:
 - Superior Court of Lake County, Indiana
 - Legal Aid Juvenile Clinic, Valparaiso, Indiana
 - Abourezk Law Firm, Rapid City, South Dakota
 - Amnesty International, VULS chapter president
 - Research Assistant

University of Mary, Bismarck, North Dakota

Bachelor of Arts, 1998, *Magna Cum Laude*

Legislative Intern with the North Dakota Department of Human Services

Costa Rica Summer Program, 1997

Some coursework completed at the University of Minnesota, Twin Cities, and the University of Central Arkansas

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	2	M	9	8	2	9
-----------------	---	---	---	---	---	---

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 Nathan Haymer Reason Left Terminated
 Date Left April 30, 2018 Salary Paid \$110,000

Profile of Person Recommended

Length of Employment 07/01/2017 To 06/30/2018
 Effective Date 05/01/2018

Name Kedric D. Taylor S# [REDACTED] Sex M Race* B
 (Last 4 digits only)

Position Title: Interim Director of Bands 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 12 Southern University Experience 4

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>18 Grad Hrs Music</u>	<u>Vander Cook School Of Music-Chicago, IL</u>	<u>2017</u>
	<u>MA/Educational Leadership</u>	<u>North Central Univ.-Arizona</u>	<u>2013</u>
	<u>BS/Music</u>	<u>SUBR - Baton Rouge, LA</u>	<u>2006</u>

Current Employer Southern University and A&M College

Personnel Action

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

Recommended Salary 99,000 Salary Budgeted 99,000

Source of Funds 211001.27054.61002.25000-\$68,854 (69.55%) 292043.27154.61002.25000-\$30,146 (30.45%) *98 5/23/18*

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

Change of:
 Position Asst Director of Band From Interim Director of Band To
 Status _____
 Salary Adjustment 65,000 99,000

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>Cynthia Bryard</u> <u>5/22/18</u> Supervisor Date	<u>Cynthia Bryard</u> <u>5/22/18</u> Dean/Unit Head Date
<u>James H. Ammons</u> <u>5/22/18</u> Vice-Chancellor Date	<u>[Signature]</u> <u>5/23/18</u> Chancellor Date
<u>Travis Woods</u> <u>5/23/18</u> Director/Personnel Date	<u>[Signature]</u> <u>5/23/18</u> Vice President/ Finance Business Affairs Date
<u>[Signature]</u> <u>4/5/18</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: Kedric Taylor was assigned Interim Director of Band, effective , replacing Nathan Haymer

EMPLOYEE REGULAR WORK SCHEDULE: M - F / 8:00 a.m. - 5:00 p.m. and as needed

EMPLOYEE DIRECT SUPERVISOR: Dr. James H. Ammons, Jr.

SUPERVISOR/DEPARTMENT CONTACT NUMBER 225-771-4095

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

HR USE ONLY: STATUS (circle one): 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): US Citizen

<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

MAY 23 2018

[Signature]

FUNDS AVAILABLE Rev. 07/24/2007

EC'D UP FIN&BUS AFFAI
'18 MAY 23 AM 10:20

Kedric Taylor

EXECUTIVE SUMMARY

ACCOMPLISHED MUSIC EDUCATION PROFESSIONAL offering a solid educational background, and over 12 years of expertise in building solid band programs that have produced excellent musicians and a high rate of superior performance grades. Highly motivated, results-focused professional with superior leadership and interpersonal skills that have established trust and credibility among all professional relationships.

- **Masters in Educational Leadership**
- **Band Clinician and Adjudicator**
- **Skilled Arranger**
- **Knowledgeable in Brass, Keyboard and Woodwind Pedagogy**
- **Drill Writer**
- **Event Coordination/Fundraising Experience**

PROFESSIONAL EXPERIENCE

Southern University
Interim Director of Bands
2018-Present

Direct and manage the overall program of instrumental music for the entire program, and provide students with an environment that is conducive to higher learning.

- Organize and orchestrate performances, enforce academic requirements, and verify each student's eligibility to participate in band.
- Arrange transportation, lodging, and meals for out-of-town events.
- Design and implement plans for recruitment and retention of students.
- Monitor all bands Marching band, pep band, symphonic band, wind ensemble, and brass choir. Manages the dancing dolls.

Southern University
Associate Director of Bands
2016-1018

- Responsible for arranging music and help orchestrate field show designs.
- Director of the wind ensemble.
- Responsible for upper, lower brass and woodwind auditions

Southern University
Assistant Director of Bands
2014-2016

- Director of the symphonic band
- Arranged music for the marching band
- Auditioned students for the marching band

Baker High School, Baker, LA
Director of Bands

2008-Present

Direct and manage the overall program of instrumental music for campus and provide students with an opportunity to participate in extracurricular band activities.

- Established performance requirements, enforced academic requirements, and verified each student's eligibility to participate in band.
- Arranged transportation, lodging, and meals for out-of-town events.
- Obtained and used evaluative findings (including student achievement data) to determine program effectiveness and ensure that program renewal is continuous and responds to student needs.
- Designed and implemented plans for recruitment and retention of students.
- Baker High School Teacher of the Year 2010-2011.
- City of Baker PONY Young Musicians Award 2011.
- Over 20 1st place finishes at various local, state, and national marching band competitions.
- Superior or Excellent Ratings at District IV Concert Festivals 2009-2013.

Jackson High School, Jackson, LA

Band Director

2006-2008

Cultivated new band program through the development of student musicians, and implementation of music leadership strategies that achieved growth.

- Developed and facilitated the expansion of the marching band program.
- Increased student participation in band by 56% within the 6 months.
- Placed no lower than 2nd place in all band competitions.

COMMUNITY INVOLVEMENT

Director of Music of The Louisiana Leadership Institute All-Star Band 2013-present

Director of The Louisiana Sounds of Dynamite All-Star Band 2009-2013

Assistant Director Louisiana Sounds of Dynamite All-star Band 2005-3009

- Placed 1st in the Juneteenth B.O.T.B. held in Austin, TX

Assistant Director of the Mobile All-Star Band 2003-2005

EDUCATION

Graduate music studies +18

Vandercook College of music Chicago, IL

Masters in Education Leadership

North Central University, Phoenix, AZ

Bachelors in Music

Southern University, Baton Rouge, LA



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 4, 2018

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

RE: Additional Duties and Stipend/Pay Adjustment for Professor Prentice White

Dear Dr. Belton:

During the May 12, 2018 commencement exercise for the Southern University Law Center (SULC) two graduates received a dual degree in Law and Public Policy via the JD/MPA dual degree option offered collaboratively between SULC and Southern University Baton Rouge (SUBR) campuses. Two years ago, SULC and the College of Business at SUBR began offering a JD/MBA dual degree option. Three students are currently pursuing the dual degree option via the JD/MBA path.

After consulting with organizations such as the Corporate Legal Operations Consortium (CLOC), then Center for Advancing Opportunity (CAO)), the Commission on the Future of Legal Educations, the Institute for the Future of Law Practice (IFLP), and the Patent Quality Education and Training Foundation (PQF), it became apparent to me that SULC needed to invest more resources to encourage and recruit students into our existing dual degree programs with SUBR.

My recent discussion with Dr. Damien Ejigiri, Dean of the Nelson Mandela School of Government and Dr. Donald Andrews, Dean of the SUBR College of Business, and Dr. Ashegre Yigletu, Associate Dean of the SUBR College of Business, have highlighted to me that resources to recruit students to these valuable dual degree options is less that optimal. Therefore, I would

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PRESIDENT/CHANCELLOR
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SOUTHERN UNIVERSITY
SYSTEM

Dr. Ray Belton
June 4, 2018
Page -2-

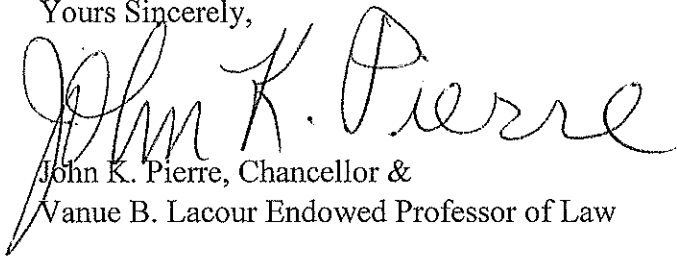
like to offer a resource from the SULC perspective to help encourage, recruit, and drive law students to these dual degree opportunities, to help better prepare them for the future of law practice, and to promote inter-disciplinary study at the professional/graduate school level.

Professor Prentice White has worked informally with the College of Business to promote the JD/MBA dual degree option, but I would like for him to formally collaborate with both the College of Business and the Nelson Mandela School of Government to encourage, recruit, and guide students from SULC through the dual degree options currently afforded. I have also asked him to work closely with the SULC administration and faculty to coordinate the creation of a JD/Master's in Criminal Justice dual degree option, which I think is a low hanging fruit opportunity to create a second dual degree program between SULC and the Nelson Mandela School of Government.

Professor White is currently an Associate Professor at SULC who has both a J.D. and MBA degree. I am requesting that the Board of Supervisors approve a \$10,000 pay adjustment/stipend for Professor White beginning in the 2018-2019 academic year in exchange for him taking on the aforementioned additional duties. His CV is attached for your review.

I respectfully request that my recommendation be placed on the Board agenda for the June 22, 2018 board meeting. If you have any questions, please feel free to contact me.

Yours Sincerely,



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

Attachment

JOB CLASS 2	8	1	9	0
JOB CODE	F			
CAL ID	M			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	3	F	9	9	6	0
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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 N/A
 Date Left N/A Salary Paid N/A

Profile of Person Recommended

Length of Employment 08/01/2018 To 05/31/2019
 Effective Date 08/01/2018

Name Prentice White SS# _____ Sex M Race* B
 (Last 4 digits only)

Position Title: Associate 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 27 Southern University Experience 14

Degree(s): Type/Discipline (BA-Education): J.D. Institution/Location (SU-Baton Rouge): Southern University Law Center Year: 1994

Current Employer Southern University Law Center

Personnel Action

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

Recommended Salary \$ 105,379.65 Salary Budgeted \$ 105,379.65

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 Associate Professor _____ Associate Professor _____
 Status _____
 Salary Adjustment \$95,379.65 _____ \$105,379.65 _____

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

Source of Funds	Amount
311001-32020-61003-31000	\$95,379.65

*See Reverse Side

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

Prentice White 6/7/18
 Supervisor _____ Date _____
Prentice White 6/7/18
 Vice Chancellor _____ Date _____
 _____ 6/8/18
 Director/Personnel _____ Date _____
 _____ 6/8/18
 President _____ Date _____

Dean/Unit Head _____ Date _____
Greg R. Hall 6-18-18
 V/C for Fin. Affairs _____ Date _____
John K. Pierre 6-7-18
 Chancellor _____ Date _____
 Vice President/Finance _____ Date _____
 Business Affairs/Comptroller _____
 Chairman/S.U. Board of Supervisors _____ Date _____

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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: Professor White is currently an associate professor at SULC who has both a J.D. and MBA degree. Chancellor, John Pierre is requesting that the Board of Supervisors approve a \$10,000 pay adjustment/stipend for Professor White beginning in the 2018-2019 academic year in exchange for him taking on the aforementioned additional duties.

EMPLOYEE REGULAR WORK SCHEDULE: Daily
EMPLOYEE DIRECT SUPERVISOR: V/C Roederick White
NUMBER OF EMPLOYEES SUPERVISED, (if any) 0
HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

REC'D UP FIN&BUS AFFAIRS JUN 8 PM 4:43

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE

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

SOUTHERN UNIVERSITY LAW CENTER
CODE ENCOMBERED / FUNDS AVAILABLE EXPIRES
DOC ID #
US
DATE RA 6/6/18
BY JJ DM George
FI
F0

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

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

CONTINGENT UPON AVAILABILITY OF FUNDS

PRENTICE L. WHITE
ATTORNEY AND COUNSELOR AT LAW
1 ROOSEVELT STEPTOE DRIVE
BATON ROUGE, LOUISIANA 70813

(225) 771-4900 EXT. 229

E-MAIL: PWHITE@SULC.EDU

I. PROFESSIONAL TRAINING AND EXPERIENCE

B.A. 1991, XAVIER UNIVERSITY OF LOUISIANA
M.B.A. 2001, UNIVERSITY OF NEW ORLEANS
J.D. 1995, SOUTHERN UNIVERSITY LAW CENTER

II. ADMITTED TO PRACTICE LAW:

State of Louisiana 1996;
United States, Fifth Circuit Court of Appeal, 2006;
Federal District Court Eastern District of Louisiana, 1997;
Federal District Court, Middle District of Louisiana, 2006;
Federal District Court, Western District of Louisiana, 2006.

WORK HISTORY

RESEARCH ASSISTANT (WELLONS LAW FIRM—BATON ROUGE) 1993-1996

- Negotiated personal injury settlements;
- Researched all complex legal issues in pending cases; and
- Drafted all federal and state court pleadings—including discovery motions and responses.

ASSISTANT DISTRICT ATTORNEY, 1996 ORLEANS PARISH

PRIVATE PRACTICE (NEW ORLEANS & BATON ROUGE)

- Represented clients in Succession, Personal Injury, Criminal and Domestic Relations cases;
- Executed Chapter 7 Liquidations & Chapter 13 Reorganization plans in Bankruptcy court;
- Coordinated Home-Equity Loans for both Bank One and Traveler's Bank & Trust; and

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- Incorporated several small businesses in both the New Orleans and Baton Rouge areas.

SENIOR RESEARCH ATTORNEY, October 1997 to December 2000
HONORABLE CHARLES R. JONES, Fourth Circuit Court of Appeal, State of Louisiana.

- Conducted monthly review sessions with J. Jones on pending cases;
- Supervised junior law clerks and externs with writing opinions and familiarizing them with Appellate Procedures;
- Prepared and edited all opinions for publication in the Southern Reporters; and
- Expedited the resolution of all writ applications filed during the scheduled emergency writ duty.

LEGAL WRITING PROFESSOR--Southern University Law Center
January 8, 2001--August 2009
Courses Taught--Legal Writing I & II and Advanced Legal Writing

ASSOCIATE LAW PROFESSOR—SOUTHERN UNIVERSITY LAW CENTER
April 2014 to Present
COURSES TAUGHT: Torts I and II; Corporations; Agency & Partnership (currently Business Entities); Sales & Lease; Successions & Donations; Civil Law Property; Law Practice Management; Commercial Paper and Louisiana Civil Procedure I and II.

SULC REPRESENTATIVE FOR THE SOUTHERN CONFERENCE OF LAW SCHOOLS (SCALS)

August 2013 to Present

- Scheduled presentations for law faculty as well as hosted law faculty from neighboring law schools with presentation on works-in-progress.

SULC LIAISON FOR JD/MBA DUAL DEGREE PROGRAM

August 2015 to Present

- * Composed the Memorandum of Understanding for JD/MBA Program with the College of Business for the Baton Rouge Campus;

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- * Consulted with first-year law students interested in participating in the dual degree program.

FACULTY ADVISOR—Journal of Race, Gender & Poverty (JRG&P)
August 2017 to Present

- Counseled Second-Year Law students on the creation of a Law review topic, title and resources for submission into the JRG&P.
- Edited student admissions to the JRG&P;
- Collaborated with the JRG&P Board as well as with the Editor-in-Chief regarding matters relevant to the journal; and
- Apprised students on the vast number of writing competitions available for their individual articles and
- Collaborated with students on the best writing competitions for their specific area of interest.

Certificate of Completion, Basic Mediation & Conflict Resolution (theory and practice). (July 2001).

Certificate of Completion, Domestic Violence Prevention Training. (February 2002).

Certification by the Indigent Defender Board as Appellate Counsel in Non-Capital cases, (April 2003).

II. PROFESSIONAL ACTIVITIES

A. CONFERENCE ATTENDANCE AND PARTICIPATION:

January 5, 2002

Attended “American Association of Law Schools Annual Meeting in New Orleans, Louisiana.

May 31, 2002

Attended “Sixth Annual Appellate Defender Seminar” (Hosted by the Louisiana Appellate Project) Mandeville, Louisiana 7.5 CLE credits.

January 2, 2003

Attended “American Association of Law Schools Annual Meeting in Washington, D.C.

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March 6-8, 2003

Participated as a Federal Appellate Judge/U.S. Supreme Court Justice in Round I of the National Appellate Advocacy Competition. The Law Students Division of the American Bar Association hosted this competition. The student's arguments dealt with creating a foreign intelligence-gathering exception to the warrant requirement under the Fourth Amendment and expanding the *Strickland v. Washington* factors for proving ineffective assistance of counsel.

March 11-13, 2003

Attended "Collaborating to Stop Violence Against Women." Seventh Annual Conference. Baton Rouge, Louisiana 8.0 CLE credit.

March 28, 2003

Attended "Southern University Law Center Alumni Round-Up." Topic: Ethics & Professionalism: Baton Rouge, Louisiana 3 CLE credits.

May 30, 2003

Attended "Seventh Annual Appellate Defender Seminar" (Hosted by the Louisiana Appellate Project) St. Francisville, Louisiana 7.5 CLE credit.

January 3, 2004

Attended American Association of Law Schools Annual Meeting in Washington, D.C.

March 3-5, 2004

Attended "Collaborating to Stop Violence Against Women." Baton Rouge, Louisiana 5.75 CLE credit.

June 1, 2004

Attended "Eight Annual Appellate Defender Seminar" (Hosted by the Louisiana Appellate Project) Mandeville, Louisiana 7.5 CLE credit.

March 12, 2004

Attended "Ring Around the Rosy, Why the Children All Fall Down." FAMILY LAW FROM A CHILD'S PERSPECTIVE. New Orleans, Louisiana 7.08 CLE credit.

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April 2005

Presented a paper entitled "You May Never See Your Child Again: Adjusting the Batterer's Visitation Rights To Protect Children From Future Abuse," to the SULC faculty concerning a forthcoming law review article.

June 1, 2005

Attended "Ninth Annual Appellate Defender Seminar" (Hosted by the Louisiana Appellate Project) Mandeville, Louisiana 7.5 CLE credit.

May 30, 2006

Attended "Tenth Annual Appellate Defender Seminar" (Hosted by the Louisiana Appellate Project) Mandeville, Louisiana 7.5 CLE credit.

August 2, 2006

Sentencing Guidelines Seminar, hosted by the United States Sentencing Commission (Lafayette, Louisiana), 3.0 CLE credit.

2007-2009

Annual CJA (Criminal Justice Act) Panel Seminar, hosted by the Federal Public Defenders Office (Middle and Western Districts of Louisiana), New Iberia, Louisiana, 6.0 CLE credit.

July 2014

Participated in the John Mercer Langston Writing Workshop in Denver, Colorado--hosted by the University of Denver School of Law.

December 2014

Presented the Recent Developments in Criminal Appeals for the CLE sponsored by the Baton Rouge Bar Association.

March 2016

Presented my works-in-process topic of Judicial Expression and its contribution to defective convictions in the Criminal Court System to the faculty at the Thurgood Marshall School of Law at Texas Southern University in Houston, Texas.

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February 2014 to Present

Introduced undergraduate students at Xavier University of Louisiana to the law school environment by conducting a mock law school lecture on issues relative to criminal law and professional responsibility.

B. PROFESSIONAL ASSOCIATION MEMBERSHIPS

American Bar Association

Louisiana State Bar Association

Baton Rouge Bar Association
Lawyer Referral Service

American Association of Justice (formerly known as ATLA)
Coach, Mock Trial Competition (2004-Present)

III. TEACHING EXPERIENCE SINCE SPRING 2001

**LEGAL WRITING & ORAL ADVOCACY COURSES
(FALL & SPRING SEMESTERS 2001-2008)**

- A two credit-hour course designed to familiarize entering law students with doing verbal and written legal analysis. My specific duties in teaching these courses were:
 - A. Lectured first-year law students on the importance of ethical and proper grammatical writing;
 - B. Informed the students on how to conduct various techniques in analytical thought and reasoning;
 - C. Distributed, graded and critiqued several writing assignments relative to information discussed during the course;
 - D. Apprised students on the procedures for litigating and representing clients in appellate courts;

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- E. Welcomed several guest speakers during the spring semester to either address oral advocacy skills or preside over the students' oral arguments exercises; and
- F. Compiled and distributed suggestions to the first-year law students on how to organize their answers to essay questions for their upcoming final examinations.

ADVANCED LEGAL WRITING
(SPRING 2002)

- A one-credit hour course developed to enhance writing and analytical skills for second and third year law students. This course was organized to give law students a sample of typical assignments offered to law clerks and associates in local law firms within the first year of employment. Each week, students were given assignments that involved drafting the following documents: a personal injury petition, a persuasive memorandum, client letters, a Bill of Sale, and a divorce petition.

TORTS II
(SPRING 2005 & 2010)

- This is a two-credit hour course regarding the second portion of the Tort Law curriculum. The students were expected to develop an understanding of Louisiana tort law by reading assigned cases and juxtaposing the rationale of those decisions with examples discussed during my lectures. The specific subject areas presented in this course were selected based on its relevance to the Louisiana Bar Examination. Those areas included: Duty/Risk Analysis, Strict Liability (i.e. Custodial, Vicarious and Absolute Liability), Products Liability, Worker's Compensation and Damages.

CORPORATIONS¹
(SPRING 2007 & 2011)

¹ The CORPORATIONS course and the AGENCY & PARTNERSHIP course have been merged into the BUSINESS ENTITIES course, which I have been teaching since 2011).

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- This is a three-credit hour course for second and third-year law students regarding the required business law courses at the Law Center. My objective was to provide the students with an in-depth discussion of Corporation laws and concepts, with emphasis on Louisiana corporation statutes. During the course, I lectured the students on how corporations are formed, managed and dissolved by its directors and officers. Towards the end of the course, I designated a portion of the class lecturers on reviewing recent bar examinations questions and drafting concise answers to the questions. Finally, the students' performance was gauged by a graded mid-term examination and a final examination.

AGENCY & PARTNERSHIP
(SUMMER 2007 & 2008)

- This is a two-credit hour course designed to introduce second-year law students to commercial statutes, dealing with partnerships and other unincorporated businesses. The students were also advised on how agents can be employed to act on behalf of these businesses and their obligations to the principals. The summer session for this course required me to complete my lectures on agency, partnerships, limited partnerships, registered limited partnerships and limited liability companies in six weeks. Each student's performance was determined by a graded mid-term examination and a final examination—both in essay form.

SALES & LEASE
(FALL 2010-PRESENT)

- This is a three-credit course for third-year law students. The course deals with the concepts regarding perfection of sales transactions and how those agreements can be invalidated. The second half of the course is designated to an in-depth discussion of verbal and non-verbal lease agreements involving both movable and immovable property. Approximately 40% of class time is spent discussing state jurisprudence regarding sales transactions as well as lease agreements. Generally, the last three weeks of the course is reserved for a discussion of recent bar examination questions regarding sales and lease agreements and how to analyze and write a concise essay answer for those questions.

**LOUISIANA CIVIL PROCEDURE I AND II
(FALL AND SPRING 2011-PRESENT)**

- This is a three and two-credit hour course (respectively) for second year law students regarding the rules of civil procedure for the State of Louisiana. Students are expected to understand and perform a thorough analysis of a civil case from the filing of the petition to the execution of the judgment. The first section of the course deals with filing a petition in civil court, and how to litigate the case using various motions, exceptions and discovery processes. The second portion of the course deals with the execution or the appeal of the civil judgment, executing money judgments, understanding the probate process, interdictions, evictions, tutorships and various writs applications. Throughout the course, the students are given bar examination questions to test their issue-spotting techniques and analytical skills in these areas.

**CIVIL LAW PROPERTY
(SPRING 2009—PRESENT)**

- This is a three-credit course for first-year law students that deal with Louisiana real estate laws. Civil Law Property is a foundational course for the other civil law courses that students will encounter during their three-year matriculation in law school. Understanding property law will help them understand concepts that will be discussed in their Succession & Donations, Sales & Lease, Obligations and Security Devices courses. In this course, students are expected to understand how property can be acquired, encumbered, shared and divided in this state. Possessory actions, prescription principles, personal and predial servitudes, building restrictions and boundary actions are discussed during our four-month session. As stated for the other courses, students are given ample opportunities to review recent bar examination questions to test their issue-spotting techniques and analytical skills.

**SUCCESSIONS & DONATIONS
(FALL 2009)**

- This is a three-credit hour course reserved for third-year law students regarding Louisiana estate planning laws. In this course,

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PRENTICE L. WHITE**

the students learn how to construct a testament and the difference between intestate and testate successions. We also discuss the various forms that are needed to open and close a succession. In addition, students are informed on how to determine potential heirs and how property is distributed among those potential heirs when the decedent did not execute a valid will. Students are given ample opportunities to review recent bar examination questions to test their issue-spotting techniques and analytical skills regarding the Code II section of the bar.

**LAW OFFICE MANAGEMENT
(SUMMER 2011)**

- This is an elective course worth one-credit hour for second and third-year law students. The purpose of this course is to advise the students on how to start their own private law firm and how to advertise and manage their financial obligations. During the latter part of this course, I solicited several speakers to lecture the students on where to locate their law firm, the financial accounts necessary to open their firm and the insurance policies needed to protect their firm from creditors. Students were asked to create business plans and to present their individual proposals to me in a twenty-minute PowerPoint presentation as if they were seeking a small business loan and I was a loan officer in the small business department of a local bank.

**COMMERCIAL PAPER
(SPRING 2009—PRESENT)**

- This is a three-credit hour course that I have been assigned to teach since the Spring 2009. The course is generally taken by second and third-year law students and is governed by the Uniform Commercial Code. The focus of this course is to inform the students on how to identify and transfer negotiable instruments, and to acquaint the student with the liability associated with promissory notes and drafts (checks). During the course, students are expected to understand the rights of a holder in due course, the obligations of the accommodated and accommodation parties. In addition, extensive coverage is given to the three essential warranties in the check processing system and the various rights of

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PRENTICE L. WHITE

endorsers, drawers, and drawees. As part of my teaching methodology, I used several examples, handouts, and bar examination questions to prepare students for the mid-term examinations and the final examination.

IV. RESEARCH AND PUBLICATIONS SINCE JANUARY 2001

STOPPING THE CHRONIC BATTERER THROUGH LEGISLATION: WILL IT WORK THIS TIME? 31 PEPP. L. REV. 709 (SPRING 2004).

YOU MAY NEVER SEE YOUR CHILD AGAIN: ADJUSTING THE BATTERER'S VISITATION RIGHTS TO PROTECT CHILDREN FROM FUTURE ABUSE. 13 AM. U. J. GENDER SOC. POL'Y & L. 327 (SPRING 2005).

WHEN THEORY MET PRACTICE: TEACHING TORT LAW FROM A PRACTICAL PERSPECTIVE, 10, THOMAS COOLEY J. PRAC. & CLIN. L. 311 (2008).

ABSOLUTE IMMUNITY: A LICENSE TO RAPE JUSTICE AT WILL, 17 WASH. & LEE J. C. R. & SOC. JUST. 333 (SPRING 2011); AND

WE WANT OUR LIVES BACK TOO: EXPANDING ABSOLUTE LIABILITY TO INCLUDE A RECOVERY FOR THE VICTIMS OF ECOLOGICAL CATASTROPHES, 3 SEATTLE JOURNAL OF ENVIRONMENTAL LAW 101 (SPRING 2013);

IGNORANCE OF THE LAW IS NO EXCUSE...OR IS IT?, AROUND THE BAR, No. 294, BATON ROUGE BAR ASSOCIATION MAGAZINE (FEB. 2015).

THE JUDGE MADE ME DO IT: EVALUATING HOW JUDICIAL PARTICIPATION IN PLEA NEGOTIATIONS CONTRIBUTE TO DEFECTIVE CONVICTIONS. (ACCEPTED FOR PUBLICATION IN THE WILLAMETTE LAW REVIEW IN 2017.)

IT'S ALL YOUR FAULT! EXAMINING THE DEFENDANT'S USE OF INEFFECTIVE ASSISTANCE OF COUNSEL AS A MEANS OF GETTING A 'SECOND BITE AT THE APPLE.'" (ACCEPTED FOR PUBLICATION BY THE DICKINSON LAW REVIEW IN 2017.)

V. ADDITIONAL INFORMATION

WOODROW WILSON FELLOWSHIP RECIPIENT—University of Michigan (1990);

Co-authored a comprehensive paper to an audience of Nigerian students regarding the history and future of the EUROPEAN UNION, along with a detailed power-point presentation. (November 2001);

January 2002—June 2002

CAPITAL AREA FAMILY VIOLENCE INTERVENTION PROGRAM.

ATTORNEY

Represented battered women in their attempts to obtain protective orders against their abusive mates.

February 2002—Present

LOUISIANA APPELLATE PROJECT—CONTRACT ATTORNEY.

Provide representation of criminal defendants in state appellate courts by writing appellate brief, writ applications and conducting oral arguments.

May 2006—Present

PANEL ATTORNEY (CRIMINAL JUSTICE ACT)

FEDERAL PUBLIC DEFENDER'S OFFICE—MIDDLE AND WESTERN DISTRICTS.

Provide legal representation of criminal defendants in Federal appellate courts—including the United States Supreme Court—by writing appellate brief, writ applications and conducting oral arguments.



SOUTHERN UNIVERSITY
AND AGRICULTURAL & MECHANICAL COLLEGE

Office of Research and Strategic Initiatives

P.O. Box 9272
Baton Rouge, LA 70813

(225) 771-3890 Voice
(225) 771-5231 Fax
www.subr.edu/ORSI

April 2, 2018

Dr. Ray L. Belton
Chancellor and President
4th Floor, J.S. Clark Administration Bldg.
Southern University

Subject: Recommendation for LSBDC Director's Position

Dr. Belton:

I am pleased to provide this recommendation letter in support of promoting Ms. Ada Womack from Interim Director of the Louisiana Small Business Development Center (LSBDC) at Southern University to Director, effective of May 1, 2018. I have received countless written and verbal communications from key community and professional organizations in support of Ms. Womack including Mr. Rande Kessler, the Louisiana State Director for the LSBDC. In addition, Ada has been with the Center since 2011. Her tenure provides stability and a knowledge base of the operations and the vision and mission of our stakeholders.

Ms. Womack has been instrumental in reigniting valuable relationships with state, federal and community resource partners, while developing new and innovative programs to assist the small business community in all seven parishes. In her brief tenure as interim Director, Ada as received a number of awards for the Center's performance and contributions. The most recent, by the Governor's Office. Ada has demonstrated a unique proficiency in leadership and team building. This position requires one who has a distinguished record in public service and community engagement. Without a doubt, Ada is someone who can provide a strong linkage of the above categories.

In closing, based on my observation of Ada's professional disposition and her ability to grow our status in the business community, I highly recommend promoting her to Director of the Louisiana Small Business Development Center at an annual salary of \$82,000.

If there are any further questions or comments, please feel free to contact this office at (225) 771-3890 or by email at michael_stubblefield@subr.edu.

Sincerely,

Michael A. Stubblefield, PhD
Vice Chancellor for Research

APPROVED:

4/13/18

Ray L. Belton, PhD
President and Chancellor - SU System

COMPTROLLERS OFFICE
2018 APR 17 AM 9:49
POLICY DEVELOPMENT AND COMPLIANCE OPERATIONS

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 ___ 12-MONTH X OTHER ___ (Specify) ___

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

Previous Employee Ada Womack Reason Left Resignation
 Date Left _____ Salary Paid \$70,000.00

Profile of Person Recommended

Length of Employment May 1, 2018 To September 30, 2018
 Effective Date May 1, 2018

Name Ada Womack SS# [REDACTED] Sex F Race* Black
 (Last 4 digits only)

Position Title: Director Department: Small Business Development 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 PAR, if applicable.)

Years Experience 13 years Southern University Experience 8 years

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
MBA -		University of Phoenix - Baton Rouge	2013
BS - Business Administration		Louisiana State University - Baton Rouge	2004
Associate - Business		Baton Rouge Community College	2003

Current Employer Southern University

Personnel Action

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

Recommended Salary \$ 82,000.00 Salary Budgeted \$ 82,000.00

Source of Funds 224399-22204-23000

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

Change of: From _____
 Position: Interim Director Director _____
 Status: _____
 Salary Adjustment \$ 70,000.00 \$ 82,000.00

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

Source of Funds	Amount
224399	\$ 82,000.00

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

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

[Signature] 4-3-2018 Supervisor Date
[Signature] 4-3-2018 Dean/Unit Head Date
[Signature] 4-3-2018 Vice Chancellor Date
[Signature] 4/4/18 Director/Personnel Date
[Signature] 4/2/18 Chancellor Date
[Signature] 4/4/18 Vice President/Finance Date
[Signature] 4/4/18 Business Affairs/Comptroller Date
 _____ Date Chairman/S.U. Board of Supervisors Date

COMPLAINTS OFFICE
 APR 17 AM 9:49
 POLICY DEVELOPMENT AND COMPLIANCE OPERATIONS

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: The Director of the Louisiana Small Business Development Center at Southern University provides visionary leadership for the programs, initiatives and support services necessary to grow and support economic development and directs the Small Business Development Center including providing business advising and training services in 7 parishes.

EMPLOYEE REGULAR WORK SCHEDULE: M-F (8am -5pm)
EMPLOYEE DIRECT SUPERVISOR: Michael A. Stubblefield
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/UncI 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	2	M	9	8	3	3
-----------------	---	---	---	---	---	---

CAMPUS: SUS _____ SUBR 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 July 1, 2018 To June 30, 2019
 Effective Date July 1, 2018

Name K. Michael Francois SS# xxx-xx- Sex M Race* B
 (Last 4 digits only)

Position Title: Director Department: Office of Financial Aid

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 2 (SUSLA)
 Degree(s): Type/Discipline (BA-Education): B.S. Business Administration Institution/Location (SU-Baton Rouge): Southern University and A&M College Year: 1988

Current Employer BBJ Higher Education Consulting, Wesley Peachtree Group

Personnel Action

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

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

Source of Funds General Fund 211001-26301-61002-25000

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

Change of:
 Position N/A From _____ To _____
 Status N/A
 Salary Adjustment N/A

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

*See Reverse Side

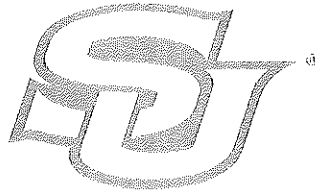
Comments: (Use back of form)

Source of Funds	Amount
211001-26301-61002-25000	\$85,000.00

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor Maniccia Finch / ar 6.13.18 Date
 Vice Chancellor Kristy M. Scott / ar 6.13.18 Date
 Director/Personnel [Signature] 6/14/18 Date
 President [Signature] 6/18/18 Date
 Dean/Unit Head [Signature] 6/14/18 Date
 Chancellor [Signature] 6/13/18 Date
 President/Finance Business Affairs/Comptroller [Signature] 6/15/18 Date
 Chairman/S.U. Board of Supervisors _____ Date



June 14, 2018

Dr. James Ammons,
Executive Vice-President & Vice Chancellor
Southern University System
3rd Floor, JS Clark Administration Building
Baton Rouge, Louisiana 70813

RE: Position Appointment for Director of Financial Aid

Dear Dr. Ammons,

On behalf of the Search Committee for the Director of Financial Aid, I would like to recommend K. Michael Francois to fill the current vacancy after a nationwide search, phone and campus interviews with the Southern University community.

K. Michael Francois brings over 15 years of experience as a strategist and planner in financial aid. He has a strong business acumen that has resulted in financial aid process improvement with a unique focus on enhancing the student experience in financial aid operations. Mr. Francois has served Assistant Vice-President for Enrollment Management/Director of Financial Aid at Philander Smith College; Dean of Student Enrollment Services at Arkansas Baptist College; Executive Director of Financial Aid and Scholarships at Prairie View Agricultural & Mechanical University; Director of Financial Aid and Scholarships at Southern University at Shreveport; and Associate/Interim Director of Financial Aid at Clark Atlanta University.

In addition to being proficient in Banner student financial systems, Mr. Francois has managed over \$200 million in federal, state, private and institution financial aid and scholarships, worked to support the increase of enrollment by 16-30% at his respective institutions, and eliminated long lines in on-site registration that causes students significant stress before starting classes. Further, he has reduced audit findings to ensure compliance with Title IV administration. The Search Committee was impressed with Mr. Francois' ability to turnaround operations to create organizational success.

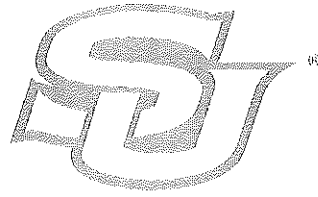
K. Michael Francois desires to return home to Baton Rouge and to his alma mater, and is very committed to working to enhance the Southern University experience as Director of Financial Aid if you approve the appointment.

For your convenience I have attached the job descriptions and curriculum vitae. Thank you for your consideration. I look forward to your decision as I believe that we continue to be on the way to assembling a dynamic Student Affairs and Enrollment Management Team.

Sincerely,

Kimberly M. Scott, PhD
Vice-Chancellor for Student Affairs & Enrollment Management

2018 JUN 14 PM 1:02
SOUTHERN UNIVERSITY
Baton Rouge, Louisiana



2018 JUN 14 PM 1:02

Director of Financial Aid

Southern University and Agricultural & Mechanical College is a world class research institution and America's oldest and only historically Black University system. For 138 years Southern has educated, nurtured and empowered citizens of the world focused on global change, leadership and service. Southern University and A& M seeks a Director of Financial Aid who will help establish a framework for meeting institutional recruitment, retention and graduation goals.

The Director of Financial Aid provides leadership and management of an established financial aid program (federal, state and institutional funds) and adheres to regulations with integrity, along with upholding the mission and vision of Southern University. The Director also manages the Financial Aid team, works closely and effectively with departments across the entire University, provides financial aid related advisement to students and families, establishes and regulates procedures and policies in compliance with current federal, state and institutional guidelines, and monitors budgets. The incumbent will be expected to deliver quality services to students and their families while also providing leadership, professional development and recognition of employees with a high degree of ethics and maintenance of an environment which is conducive to innovation, positive thinking and expansion.

Responsibilities

1. Responsible for maintaining Title IV Participation Agreement with the U.S. Department of Education. Submits all required reports, programs, needed approvals and ensures compliance with Title IV aid programs. Performs all standard financial aid functions including need analysis, verification, loan processing, etc.
2. Supports and actively participates in the University's major initiatives for achieving strategic plans and process improvement. Integrates efforts to maximize Financial Aid's role in recruitment and retention of students. Facilitates coordination and communication between departments to create positive educational experience for students.
3. Supervises, trains, and evaluates department staff; works with staff to assign responsibilities, determines department priorities and procedures, and ensures cross-training occurs. Lead staff meetings, share information as appropriate, promote new ideas and the development of improved service and efficiency, encourage teamwork.
4. Partners with Southern University Athletics team to effectively and smoothly administer athletic and academic recruitment, retention and graduation.
5. Effectively and efficiently manage and administer donor generated scholarship funds. Collaborate with the Southern University Advancement team and participates in an advisory capacity to team efforts.
6. Advises students, parents, staff, high school counselors, other college personnel, and off-campus agencies on all aspects of student financial aid. Develops and conducts financial aid talks for outreach to educate enrollees. Revises, maintains, updates publication of relevant and required financial aid information on website and other channels of information.
7. Administers satisfactory academic appeal (SAP) evaluation and oversees appeal process for students seeking reinstatement of financial aid eligibility.
8. Takes appropriate action to maximize usage of grant funds and to prevent over awards.

9. Monitors enrollment reports to identify students subject to Return of Title IV aid policy. Calculates aid earned, makes necessary adjustments, and notifies students and accounts receivable of outcome.
10. Manages annual budget process for department. Approves and monitors office expenditures.
11. Works effectively with Bursar and Business Office to ensure accurate and timely exchange of information about awards. Assist as needed in reconciliation of account balances.
12. Prepares, provides information during audits and official reviews to justify policies, procedures, and variances. Writes and files required state and federal reports; answers questions and resolves issues.
13. Attends meetings and conferences, reviews newsletters, and reports changes to program requirements; establishes, modifies, and upgrades computer parameters in need analysis, fund management, document tracking, and reporting programs; updates department policies and procedures to ensure compliance with fund limitations and requirements.
14. Coordinates the Financial Aid Office's compliance with University accreditation standards and assessments
15. Performs other related tasks as required.
16. Demonstrate proficiency in timely collections (for the entire Office): -90% aid paid consistently by end of 5th week of term and 98% by end of 8th week of term.
17. Maintain consistently clean files shown through Training Assessments for Compliance with Federal/State regulations and school policies and procedures (for the entire Office).
18. Complete the appropriate training modules within 30 days of the new or revised module becoming available.
19. Perform special projects as assigned.

A Bachelor's Degree or equivalent in student affairs, higher education administration, or related field is required. A Master's Degree is preferred. At least 3-5 or more years of increasingly professional responsibility in financial aid or student accounts, preferably in a post-secondary institution. The candidate must three or more years of supervisory experience. In addition, they should possess the following:

1. In depth knowledge of principles, practices, methodology, and procedures for the provision of student financial aid.
2. Knowledge of Southern University policies pertaining to the provision of student financial aid.
3. An understanding of institutional financial and financial aid processes.
4. A history of enthusiastically embracing the value and mission of a historically black land grant institution.
5. Ability to think about concepts of diversity, inclusion and intercultural relations.
6. A collegial, friendly, flexible and collaborative approach to student development, leadership and campus culture.
7. A commitment to shared governance and sensitivity, fairness, compassion, empathy, objectivity, and transparency in decision-making.
8. A demonstrated ability to build and manage budgets and use financial resources wisely.
9. Excellent communication, strategic planning, assessment, and budgeting skills. Strong interpersonal skills, and a commitment to collaboration with a variety of partners on and off campus.
10. A demonstrated passion for students focusing on their well-being, development and learning, and a personal track record of continuous learning to stay current on new ideas and technologies relevant to the position.
11. Demonstrated understanding of diverse student populations and best practices to support and serve the breadth of students at Southern University.
12. A desire to work in a complex environment that values both data-driven decision making and innovation.

K. Michael Francois

21538 Colton Cove Dr.
Houston, TX 77095
(678) 488-0591
Kmfrancois63@gmail.com

OBJECTIVE

I am seeking to obtain an administrative/managerial position with an organization so that I may utilize my critical thinking, excellent decision making, and sound judgment attributes to effectively demonstrate and provide vision and leadership to meet organizational goals.

QUALIFICATIONS

Over 15 years of experience as an executive, administrative, management, finance and operations strategist with strong business acumen and a recognized record of execution, customer focus, process improvement and operational performance. I have specific experience with turnaround operations and startup performances that yield organizational successes.

COMPUTER SKILLS

SCT BANNER, PeopleSoft, PowerFacts, Jenzabar CX/EX , CAMS, ELM, WhizKid, Surfer, Lion, Pride, Oracle, EDExpress, EDCConnect, ScholarNet, CICS, FAMS, COGNOS, Lotus, Poise, E-Term, Prism, ACCESS400, HHLoan, FAMIS, Canopy, PAWS, Microsoft Office Suite

EXPERIENCE

Feb 2016 – Present

Philander Smith College, Little Rock, Arkansas

**Assistant Vice President for Enrollment Management/
Director of Student Financial Aid & Scholarships**

- Lead in the development, implementation, and ongoing evaluation of an aggressive and comprehensive Strategic Enrollment Management Plan.
- Design and implement strategies for ensuring an alignment of all academics areas with College enrollment management efforts and initiatives.
- Work closely with the Vice President of Student Affairs/Enrollment Management to support first-year students in enrollment programming.
- Responsible for the general administration, supervision, operations and program development of all departments within the Enrollment Management unit.
- Oversee the College's student recruitment program, including a systematic, comprehensive, and data-driven plan to locate, attract, and enroll successful PSC students, as well as the admissions and registration process for all students.
- Increased student enrollment by 30% (2016) and 16% (2017) in two years, respectively.
- Work closely with Financial Aid, Admissions, Registrar, Student Accounts and Residential Life offices to ensure compliance in terms of cash management of Title IV funds.
- Provide oversight, management, reporting, coordination and support in awarding financial assistance to all eligible students.
- Assist in the completion of the verification process, recalculation or adjustment of awards according to federal, state and/or institutional guidelines.
- Reduced yearly repeated audit findings to ensure compliance of Title IV administration
- Completed several years of Audit findings with precise resolutions which eliminated the institution's liability of \$2M owed in restitution to the USDOE.
- Assisted in the successful implementation of Project Success by the USDOE
- Ensure endowed funds are properly managed within specific criteria.

Nov 2013 – Present

BBJ Higher Education Consulting, Houston, Texas
Wesley Peachtree Group, CPA's, Atlanta, Georgia

Independent Enrollment Management Consultant/Contract Employee

- Provide leadership and management of senior level administration, professional staff, support staff, and departmental operations.
- Develop and implement best practices that support the goal of enrollment growth and quality of services.
- Work closely with Financial Aid, Admissions, Registrar, Student Accounts offices to ensure compliance of cash management of Title IV funds.
- Provide leadership for fund management of athletic grant-in-aid, scholarships and other external funding sources to ensure compliance and strategic policy analysis.
- Provide oversight, management, reporting, coordination and support in awarding financial assistance to all eligible students.
- Assist in the completion of the verification process, recalculation or adjustment of awards according to federal, state and/or institutional guidelines.
- Conduct financial aid help sessions and workshops for on-campus and off-campus programs.
- Develops objectives and general policies and procedures for specific programs or functional area of responsibility within general scope of established operational goals and plans.
- Review enrollment and retention plan and recommend initiatives to ensure student success.
- Ensure endowed funds are properly managed within specific criteria.
- Conduct accounting and fiscal audits.
- Mentor enrollment services staff.

Nov 2013 – Apr 2014

Arkansas Baptist College, Little Rock, Arkansas

Dean of Student Enrollment Services

- Primary duties involve exercising discretion and independent judgment in matters of significance to the operation of the admissions, financial aid, recruitment, Registrar, retention service offices, including staffing, policy development, and budgeting.
- Provides leadership and direction to Enrollment Services Directors to offer comprehensive enrollment services in a seamless format for students.
- Plans, develops and administers strategic enrollment management efforts, student recruitment initiatives and student retention.
- Performs research and analysis of enrollment data and implement innovative recruitment and retention strategies.
- Work closely with Financial Aid, Admissions, Recruitment, Registrar, Student Accounts offices to ensure compliance in terms of administrative ability and cash management of Title IV funding.
- Develop objectives and general policies and procedures for each functional area of responsibility within general scope of established operational goals and plans.
- Review enrollment and retention plan and recommend initiatives to ensure student success.
- Conduct financial aid and student account audits.
- Promote customer service orientation and commitment to creating a positive student experience.

Nov 2010 – Oct 2013

Prairie View A & M University, Prairie View, Texas

Executive Director of Student Financial Aid & Scholarships

- Plans, organizes, and manages the day-to-day operation of financial aid processing.
- Responsible for managing, coordinating, and supervising the administration of \$200 million in federal, state, private, and institutional funds. Successfully administered all federal, state, and institutionally provided financial aid programs.
- Implemented a successful customer relation entity within the campus.
- Manages the student financial aid operating budget. Established operational policies and procedures for both the main campus, Northwest Houston Graduate facility and the College of Nursing.
- Serves as the liaison between State Auditors, University Internal Auditors to proactively prevent any audit concerns. Ensure compliance of all Title IV and State, and Institutional programs.
- Supervised and evaluated the work of the professional, support staff, and student assistants and recommends appropriate compensation for those employees.
- Prepared the annual FISAP and Texas State reports.
- Responsible for all computer systems development.
- Created and maintained effective communication plans for transmitting and receiving critical data inter-departmentally and to and from key Prairie View offices such as admissions, registrar, orientation, student support services, and academic departments.
- Work collaboratively with the Academic Affairs office, the Academic Deans, the Enrollment Management and Recruitment office, and the Offices of Student Academic Success, the Academic Enrichment/Tutorial, Institutional Research, Fiscal Services, Institutional Advancement, Intercollegiate Sports, Athletic Compliance, the Office of Institutional Compliance and University Housing to effectively create current and long-term University-based recruitment and retention initiatives.

April 2008 – Nov 2010

Southern University at Shreveport – Shreveport, Louisiana

Director of Financial Aid & Scholarships

- Responsible for managing, coordinating, and supervising the administration of \$15 million in federal, state, private, and institutional funds.
- Responsibilities include providing strategic leadership, effective supervision, and a clear enrollment-oriented vision to effectively administer Title IV financial aid programs; streamlining awarding policies, procedures and protocols while remaining consistent with relevant awarding regulations; and reviewing, disseminating and implementing current and new federal and state regulations pertaining to the administration of financial aid.
- Creates and maintains effective communication plans for transmitting and receiving critical data inter-departmentally and to and from key SUAS offices such as admissions, registrar, orientation, student support services, and academic departments. Collaborates with university staff and other offices (i.e. Career Counseling, Student Counseling Services) in strategic and operational planning aimed at delivering outstanding student services.
- Responsible for the overall operation of SCT Banner (student information system) and all system upgrades.
- Implemented a customer relation initiative that fostered a successful processing environment.
- Monitors institutional compliance for the financial aid delivery system.
- Conducts financial aid presentations.
- Hire and train new employees.

Jan 2006 – Mar 2008

Clark Atlanta University – Atlanta, Georgia

Associate /Interim Director of Student Financial Aid

- Responsible for managing, coordinating, supervising, and administration of \$100 million in federal, state, private, and institutional funds.
- Supervises and evaluates the work of the professional, support staff, and student assistants and recommends appropriate compensation for those employees.
- Serves as the liaison between State Auditors, University Internal Auditors to proactively prevent any audit concerns. Ensure compliance of all Title IV and State, and Institutional programs
- Maintains liaison with the Director of Admissions, the Business Office, the Office of the Registrar and administrative departments, students and federal, state, and private agencies on relevant matters.
- Responsible for the overall operation of SGT Banner (student information system) and all system upgrades
- Monitors institutional compliance for the financial aid delivery system
- Conducts financial aid presentations
- Hire and train new employees

Sept 2003 – Jan 2006

Talladega College – Talladega, Alabama

Director of Financial Aid

- Responsible for the day to day operation of the Office of Financial Aid
- Corrected 01-02 FISAP operational report to receive obligated funds that had been de-obligated by the Department of Education
- Completed 02-03 FISAP operational report to ensure funding allocation for the 04-05 award year
- Completed several years of Audit findings with precise resolutions which reduced the institution's liability to DOE
- Established process to receive loan proceeds by Electronic Fund Transfer (EFT) verses manual paper checks
- Coordinated office activities with other administrative offices to initiate new procedures, install new technological processes to improve the effectiveness of financial aid
- Established software reports to enhance effective and efficient processing and disbursement of aid
- Worked collaboratively with students, faculty and student affairs administrators to articulate the satisfactory academic progress policy. This policy helped to affirm the commitment of the college to student learning, development and retention.
- Provided seminars and workshops during student orientation week. Disseminated information to perspective incoming and continuing students regarding the financial aid delivery process.
- Served on the Strategic Planning committee to assess programs and services offered by the institution.
- Assisted with the development of the Academic Year Planner Student Handbook.

EDUCATION

Southern University and A&M College
Baton Rouge, Louisiana
Bachelor of Science, Business Administration, December 1988

Inter-Baptist Theological Seminary
Shreveport, Louisiana
Honorary Doctor of Divinity, October 2010

REFERENCES

Furnished Upon Request



Department of Athletics
Southern University and A&M College
P.O. Box 9942
Baton Rouge, LA 70813

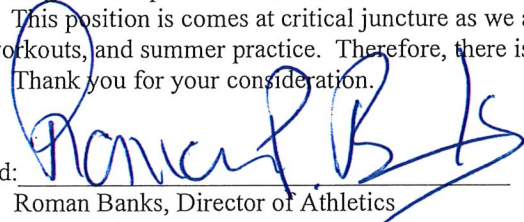
(225) 771-5455 Voice
(225) 771-4400 Fax
<http://www.gojagsports.com>

June 19, 2018

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

Dear Dr. Belton-

We are asking that the position announcement be waived at this time for the Head Women's Basketball Coaching position. This position is comes at critical juncture as we are preparing to complete this recruiting cycle, begin off-season workouts, and summer practice. Therefore, there is heightened urgency to fill this position as soon as possible. Thank you for your consideration.

Approved: 
Roman Banks, Director of Athletics

Date June 19, 2018

Approved: 
Dr. Ray Belton, President/Chancellor

Date 6/19/18

Approved: 
Human Resources Designee

Date 6/19/18



**SOUTHERN
UNIVERSITY**
AND AGRICULTURAL & MECHANICAL COLLEGE

DEPARTMENT OF ATHLETICS

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

GOJAGSPORTS.COM | [F](https://www.facebook.com/southernjaguars) /SOUTHERNUJAGUARS | [T](https://www.twitter.com/southernusports) @SOUTHERNUSPORTS

RECEIVED
OFFICE OF THE
PRESIDENT
2018 JUN 18 PM 4:31
SOUTHERN UNIVERSITY
ADMINISTRATIVE SYSTEM

June 14, 2018

Dr. Belton,

I would like to recommend Mr. Carlos Funchees to serve as the next Head Women's Basketball Coach here at Southern University. Coach Funchees has been here for 13 years as the Associate Head Coach and Recruiting Coordinator. He would step in and take over for Coach Pugh when she was unable to coach and did a great job.

At this time to keep the program moving forward and keeping continuity as he recruited most of the girls and played a key role into the success of the SU Women's Basketball Team. He has great knowledge of Basketball as well as NCAA rules which will help keep us striving to receive good APR scores.

I, Roman Banks your Athletic Director recommend Coach Carlos Funchees as he deserves a shot to lead this program for he has shown many years of loyalty and dedication to SU. He will start effectively July 2, 2018. His contract will be 3 years with an option year. Base salary of \$105,000 and all incentives of the previous coach's contract will remain the same.

Sincerely,

Roman P. Banks

Roman Banks
Director of Athletics
Southern University and A&M College

SOUTHERN UNIVERSITY AND A&M COLLEGE **BLUE**

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Head Women's Basketball Coach AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR Athletics
 (Department or Unit)

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

VACANCY DESCRIPTION AND JUSTIFICATION

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

Head Women's Basketball Coach, Budget 218900-21807-61002-29000 - \$105,000

Salary/Range: \$105,000 Previous Incumbent (if replacement): Lasandra Pugh

Approved Disapproved Roman P. Barakat 6.18.2018
 Department Head Date

Approved Disapproved Rashonda Stripes 6/18/18
 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 Ben Pugh 6/19/18
 Vice Chancellor Date

Approved Disapproved Ray D. Belton 6/19/18
 Chancellor/Vice President Date

Approved Disapproved Ray D. Belton 6/19/18
 President Date

An Equal Opportunity Employer

POS CLASS					
EMP CLASS					
HI		RT		LV	

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER 2m9607

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

TYPE OF APPOINTMENT:

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

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

Profile of Person Recommended

Length of Employment July 2, 2018 To June 30, 2019
Effective Date of Employment July 2, 2018

Name Carolos Funches SS# [REDACTED] Sex M Race* B
(Last 4 digits only)

Position Title: Head Women Basketball Coach Department: Athletics

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

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

Years Experience 24 Southern University Experience 14 Years
Degree(s): B.S. Type/Discipline (BA-Education): Northeast Louisiana University - Monroe Year: 1994

Current Employer Southern University

Personnel Action

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

Annual Salary \$105,000.00 Salary Budgeted \$105,000.00 Hourly Rate, if applicable: _____

Pay Cycle: Biweekly Monthly Faculty

Source of Funds: _____ Identify Budget: _____ Location: _____

Change of:
From Assistant Women Basketball Coach To Head Women Basketball Coach
Position: _____ Status: _____
Salary Adjustment: \$60,000.00 \$105,000.00

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

Source of Funds (Current)	Amount
218900-21807-61002-29000	\$105,000.00

Comments: (Use back of form)

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

<u>Roman Banks</u> Supervisor Date <u>6.17.18</u>	<u>Roman Banks</u> Dean/Unit Head Date <u>6.17.18</u>
<u>[Signature]</u> Vice-Chancellor Date <u>6/18/18</u>	<u>[Signature]</u> Chancellor Date <u>6/18/18</u>
<u>[Signature]</u> Director/Personnel Date <u>6/18/18</u>	<u>[Signature]</u> Vice President/Finance Business Affairs/Comptroller Date _____
<u>[Signature]</u> President Date <u>6/18/18</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.

FUNDS AVAILABLE
OFFICE OF THE COMPTROLLER
SOUTHERN UNIVERSITY SYSTEM

COMMENTS:

JUN 19 2018

LaShonda Stirgus will continue as Chief Financial Officer for Athletics; effective April 1, 2018 she will take on an additional role as the Senior Women Administrator when Pamela Smith retires.

[Signature]
COMPTROLLER OFFICE

Must be completed by hiring supervisor:

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

EMPLOYEE DIRECT SUPERVISOR: Roman Banks

SUPERVISOR/DEPARTMENT CONTACT NUMBER 771-2435

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94/I-20. The latter seven (7) documents do not apply to U.S. Citizens.

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

CLASS OF EMPLOYMENT (VISA STATUS):

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 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

**EMPLOYMENT CONTRACT OF HEAD WOMEN'S BASKETBALL COACH
CARLOS CAMILL FUNCHESS**

This agreement is made and entered into on the 2st day of July, 2018 between Southern University at Baton Rouge ("SUBR"), through its management board, the Southern University Board of Supervisors ("Board") and Carlos Camill Funchess (Head Women's Basketball Coach). This agreement constitutes the employment contract and appointment of the Head Women's Basketball Coach at Southern University in Baton Rouge, Louisiana. This agreement shall be effective on July 2, 2018 and shall remain in effect through July 1, 2021.

EMPLOYMENT OF HEAD WOMEN'S BASKETBALL COACH

I. Employment

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

II. Term

- a. The term of this agreement is for three (3) years commencing on July 2, 2018, and terminating on July 1, 2021. The Board shall have the option to extend this agreement for one (1) additional year by providing written notice to the Head Women's Basketball Coach by March 31, 2021 of their intention to do so. This option to extend must be approved by the Board and the Head Women's Basketball Coach has the option to accept such extension.
- b. All options to extend and/or renewals of this agreement must be approved by the Board and Head Women's Basketball Coach. Such extension and renewals shall be in writing and signed by both parties.

III. Compensation and Employment Benefits

- a. For services and satisfactory performance of all terms of this agreement, SUBR shall pay Head Women's Basketball Coach an annual base salary of one-hundred five thousand dollars (\$105,000.00). The salary shall be paid in equal amounts monthly or such other regular pay periods used for administrative employees.

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

IV. Outside Income - Subject to Compliance with Board Rules

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

V. Performance Incentives

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

i. SWAC Regular Season Championship

Head Coach One-Month Salary
Full Time Assistant Coach \$1,000
Part Time Assistant Coach \$500

ii. SWAC Tournament Championship

Head Coach One-Month Salary
Full Time Assistant Coach \$1,000
Part Time Assistant Coach \$500

iii. SWAC, LABC or LSWA Coach of the Year

Head Coach One-Month Salary
Full Time Assistant Coach \$1,000
Part Time Assistant Coach \$500

iv. Twenty (20) game wins in (1) season

Head Coach One-Month Salary
Full Time Assistant Coach \$1,000
Part Time Assistant Coach \$500

v. Fundraising Incentives

A. Basketball Game Guarantee Incentive Funding

1. If one hundred and thirty-five thousand dollars (\$135,000.00) or more in game guarantees are collected during the contract year, the Head Women's Basketball Coach shall receive a distribution of up to twenty thousand dollars (\$20,000.00) towards his salary and five thousand dollars (\$5,000.00) towards vehicle stipend. The Women's Basketball Program may be allocated up to twenty-five thousand dollars

(\$25,000.00) that may be used at Head Women's Basketball Coach's discretion, with approval from the Athletic Director and President-Chancellor, on any basketball related programs and activities, including recruiting, travel, equipment, salary supplements for assistant coaches, tutors, or other such personnel to assist the basketball program. Eighty-five thousand dollars (\$85,000.00) will be retained by the athletic department budget. The basketball program must first satisfy the state budget requirements before allowing any other expenditures.

2. Game guarantee collections over one hundred and thirty-five thousand dollars (\$135,000.00) will be split 50/50 between the Women's Basketball Program and the athletic department.
3. If the Head Women's Basketball Coach assists with helping the Athletic Director fund raise fifty thousand dollars (\$50,000.00) in unrestricted donations the women's basketball program will be allocated 10% which may be used for salaries.

B. Condition and Payment of Incentives

1. In order for Head Women's Basketball Coach to receive the above-mentioned performance incentives, Women's Basketball Team shall meet all NCAA APR standards and Women's Basketball Team shall be eligible for post-season play.
2. Within forty-five (45) days of the last contest Head Women's Basketball Coach shall be provided an annual report of all performance 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 no later than the 60th day following the last contest of the season, including post-season play.

VI. Compliance with NCAA, Conference and University Rules

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

VII. Coaching Staff

- a. Head Women's Basketball Coach shall have the authority to recommend an offer of employment to two (2) Assistant Coaches subject to approval by the Athletic Director and President-Chancellor. The employment for the Assistant Coaches will terminate annually and will be renewed only on the recommendation of the Head Women's Basketball Coach and the approval of the Athletic Director and President-Chancellor.

VIII. Termination for Cause

- a. The Board shall have the right to terminate this agreement for cause prior to its expiration, and such right shall exist notwithstanding any rights available under Section VI hereof, and in addition to the examples listed in SUBR Personnel Handbook, the termination for cause shall include but not be limited to any one or more of the following:
 - i. Negligent or inattention by Head Women's Basketball Coach of the standards duties or responsibilities expected by Southern University System employees, after written notice thereof has been given to Head Women's Basketball Coach by Athletic Director and Head Women's Basketball Coach has continued such neglect or inattention during a subsequent period for not less than thirty (30) days;
 - ii. Material, intentional, or reckless breach or violation by Head Women's Basketball Coach of the agreement, including without limitation governing athletic rules and Southern University System rules; or conviction of Head Women's Basketball Coach of any criminal violation (does not include minor traffic offenses or non-criminal offenses);
 - iv. Fraud or dishonesty of Head Women's Basketball Coach in the performance of his duties or responsibilities hereunder;
 - v. Actively engaging in any conduct or committing any act that brings SUBR, Southern University System and Head Women's Basketball Coach into public disrepute, contempt, embarrassment, scandal or ridicule and that negatively impacts the reputation or the high moral or ethical standards of the Southern University System;
 - vi. Conduct of Head Women's Basketball Coach constituting a major violation or a pattern of conduct that may constitute or lead to a major violation, of any NCAA or other governing athletic association rule or Southern University System interpretation thereof, that may, in the reasonable and good faith judgment of the Southern University System negatively and significantly impact and reflect adversely upon the Southern University System or its athletic programs;
 - vii. Any NCAA or SWAC rules violation by the women's basketball program that results or could result in the University being placed on probation by the NCAA or the SWAC;
 - viii. Conduct by members of Head Women's Basketball Coach's coaching or basketball staff or others under his supervision or subject to his control or authority that may constitute a major violation or a pattern of conduct that may constitute or lead to a major violation of any NCAA or other governing athletic rule or Southern University System interpretation thereof of which Head Women's Basketball Coach had knowledge and failed to act reasonably to prevent, limit or mitigate, which may, in the reasonable and good faith judgment of the Southern University System negatively and significantly impact and reflect adversely upon SUBR or its athletic program;
 - ix. Conduct that the Athletic Director, President-Chancellor and/or Board agree is not the best interest of SUBR and Southern University System and such conduct would be detrimental to the SUBR and Southern University System.
 - x. Failure of the women's basketball program to meet the academic benchmarks established by the NCAA (including Academic Progress Rate (APR) benchmarks) which results in penalties or sanctions being imposed by the NCAA or other athletic governing authority.

In the event this Agreement is terminated for cause in accordance with the provisions of Section VIII hereof, then effective as of the termination date, Head Women's Basketball Coach shall not be entitled to receive any further payments of base salary, and any other compensation or benefits otherwise payable under Section III hereof, except Head Women's Basketball Coach will be entitled to continue such life or health insurance benefits at Head Women's Basketball Coach's expense as required

by law; and subject to any deductions permitted by Section III b. Head Women's Basketball Coach will be paid any earned outstanding payments owed by SUBR as of the effective termination date pursuant to the terms of the Agreement. Head Women's Basketball Coach will be given notice of the cause and an opportunity for a hearing before the Board's Athletic Committee. The Athletic Committee will make a recommendation to Board on whether to terminate the Head Women's Basketball Coach for cause for their final approval.

- b. **Termination Without Cause.** In the event this agreement is terminated without cause, Head Women's Basketball Coach and SUBR will be required to provide thirty (30) days written notice to the other party. However, Head Women's Basketball Coach may not terminate this agreement thirty (30) days prior to the first scheduled basketball game of the basketball season through the date of the last game of the basketball season. In the event the agreement is terminated without cause, Head Women's Basketball Coach will be paid any earned outstanding payments owed by SUBR as of the effective termination date pursuant to the terms of the agreement. The parties agree that if this agreement is terminated without cause, Head Women's Basketball Coach may be given a hearing at the sole discretion of the Board's Athletic Committee. If SUBR terminates the agreement without cause, as permitted by Section VIII hereof, SUBR shall pay, and Head Women's Basketball Coach agrees to accept as liquidated damages, an amount equal to the sum of the annual base salary for the remaining term of the agreement. If Head Women's Basketball Coach terminates this agreement, the Head Women's Basketball Coach will not be entitled to liquidated damages.
- c. **Buy-Out Provision.** In the event Head Women's Basketball Coach terminates the agreement without cause to become a Head or Assistant Basketball Coach, the Head Women's Basketball Coach would be liable to SUBR for liquidated damages of forty thousand dollars (\$40,000.00). The liquidated damages shall be due and payable over three (3) months in three (3) equal payments from the date of the termination. If the Head Women's Basketball Coach terminates this agreement for any other reason other than becoming employed as a Head or Assistant Basketball Coach including without limitation, retirement, health or personal reasons, disability, employment in another profession, then the Head Basketball Coach shall have no responsibility obligation, or liability to SUBR.

IX. Miscellaneous

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

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

Page 6

If to Head Women's Basketball Coach

Carlos Camill Fundress
Head Women's Basketball Coach
37445 Southpark Ave.
Prairieville, LA 70769

If to SU-Baton Rouge

Roman Banks
Athletic Director
Southern University – Baton Rouge
F. G. Clark Activity Center
Harding Boulevard
Baton Rouge, LA 70813

With copies to

Deidre Deculus Robert
General Counsel
Office of President
J. S. Clark Administration Bldg.
4th Floor
Baton Rouge, LA 70813

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

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

Head Women's Basketball Coach,
Carlos Camill Funchess

Date

Athletic Director, Roman Banks

Date

System President-Chancellor,
Dr. Ray Belton

Date

System Board Chairwoman,
Ann A. Smith

Date

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	2	M	8	9	2	2
-----------------	---	---	---	---	---	---

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

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

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

Previous Employee Southern University Reason Left N/A
 Date Left N/A Salary Paid 50,000

Profile of Person Recommended

Length of Employment 12 year To _____
 Effective Date 7/19/2018

Name Earl Hill SS# _____ Sex Male Race* B
 (Last 4 digits only)

Position Title: Associate Intramural Director Department: Intramural 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 _____ Southern University Experience 14 year
 Degree(s): Type/Discipline (BA-Education): _____ Institution/Location (SU-Baton Rouge): _____ Year: _____

Current Employer Southern University and A&M

Personnel Action

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

Recommended Salary _____ Salary Budgeted 50,000

Source of Funds Auxiliary Fund

Identify Budget: 216082.27051.29000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: _____
 Position _____ From _____ To _____
 Status _____ 4/18/18 _____ 7/19/18
 Salary Adjustment _____

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

Source of Funds	Amount
216082.27051.29000	50,000

*See Reverse Side

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

Melvin Robinson 5-7-18 Date
 Supervisor _____ Dean/Unit Head _____ Date
[Signature] 5/7/18 Date
 Vice Chancellor _____ Chancellor _____ Date
[Signature] 5/11/18 Date
 Director/Personnel _____ Vice President/Finance _____ Date
 _____ Business Affairs/Comptroller _____ Date
 President _____ 6/5/18 Date
 _____ Chairman/S.U. Board of Supervisors _____ Date

RECEIVED
 2018 MAY 23 PM 4:31
 SOUTHERN UNIVERSITY

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:
REC'D UP FIN&BUS AFFAI
'18 MAY 18 PM 4:15

FUNDS AVAILABLE
OFFICE OF THE COMPTROLLER
SOUTHERN UNIVERSITY SYSTEM

MAY 18 2018

EMPLOYEE REGULAR WORK SCHEDULE _____
COMPTROLLER OFFICE

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.

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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	

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)

REQUEST FOR LEAVE OF ABSENCE FORM
SOUTHERN UNIVERSITY SYSTEM

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

Name of Employee: Paul Hill SSN: M

Address: [Redacted] Phone: [Redacted]

Title: Asst Director Intramed Highest Degree: M.S

Birth Date: [Redacted]

NO. OF CONSECUTIVE FISCAL YEARS ACTIVE SERVICE AT THIS INSTITUTION: 12

EFFECTIVE DATE OF LEAVE: 4/19/18 ANTICIPATED RETURN DATE: 7/19/18

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) _____

*must be attending physician

TYPE OF LEAVE REQUESTED (check one):

- a. with pay
- b. without pay _____

LENGTH OF LEAVE REQUESTED: (No. of weeks, not to exceed 36 weeks) 12 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	<input checked="" type="checkbox"/>	No	_____
State Retirement	Yes	_____	No	_____
Group Insurance	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

4/18/18 DATE Paul Hill SIGNATURE OF APPLICANT

PRIOR LEAVE RECORD FROM THIS INSTITUTION:

Date of Last Leave: _____
Purpose of Last Leave: _____

TYPE OF LAST LEAVE:

With pay _____ Amount: _____
Without Pay _____
Length of last leave: _____

[Signature] Signature of Chairperson [Signature] Signature of College Dean [Signature] Signature of Chief Academic Officer

Signature of Campus Chancellor Signature of System President
04/12/18 DATE 04/12/18 DATE

Signature of Appropriate Committee Chairperson Signature of Chairman of the Board

Date Date

**Southern University
Laboratory School
Committee**

SOUTHERN UNIVERSITY
LABORATORY SCHOOL COMMITTEE

(Following the Personnel Affairs Committee)

Friday, June 22, 2018

Southern University at New Orleans
Millie M. Charles School of Social Work Auditorium
6400 Press Drive
New Orleans, Louisiana 70126

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Items
 - A. Request Approval of Application, Admissions, and Registration Procedures for the 2018-2019 School Year
7. Other Business
8. Adjournment

MEMBERS

Dr. Rani Whitfield-Chair, Dr. Leroy Davis-Vice Chair
Dr. Curman L. Gaines, Rev. Donald R. Henry, Atty. Patrick Magee, Mr. Mike Small,
Mrs. Ann A. Smith- Ex Officio

Southern University Laboratory School

Admissions and Registration Procedures



Effective: 2018/2019 School Year

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Disclaimer Notice

The contents of this manual will be effective for the 2018/2019 school year. This document will supersede any previous admissions criteria, registration procedures, and Foundation Fellowship Award criteria related to Southern University Laboratory School.

Notice of Non-Discrimination

In compliance with Title IX of the Education Amendments of 1972, Title VI and VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and other federal, state, and local laws, Southern University and A&M College forbids discrimination or harassing conduct that is based on an individual's race, color, religion, sex, ethnicity, national origin or ancestry, age, physical or mental disability, sexual orientation, gender identity, gender expression, genetic information, veteran or military status, membership in Uniformed Services, and all other categories protected by applicable state and federal laws.



Application Requirements

Application Checklist

RECEIPT OF AN APPLICATION DOES NOT GUARANTEE ACCEPTANCE

Please ensure that all the following are included when delivered or mailed to the main office:

- Parent's Signature on the application
- \$50 non-refundable application fee payable to Southern University Laboratory School
- Copy of Birth Certificate
- Copy of Social Security Card
- Copy of Immunization records
- Two (2) proofs of residence

The following information is not applicable for pre-kindergarten/kindergarten application:

- Current semester report card
- Previous three years report cards (grades 1-8)/Copy of transcript (grades 9-12)
- Most recent standardized test scores

The following forms should be sealed in an envelope and attached to the application:

- Completed behavior statement
- Teacher Recommendation Form (2)

All applications will be submitted to the admissions committee for approval. The admissions committee will have the latitude to grant admissions on a conditional/probationary basis. The terms of the condition/probation must not extend past the first semester of admittance. Once the semester has ended and the terms of the condition/probation are fulfilled, the student will be considered to be in "good standing" with SULS.

Volunteerism:

Students (families) who attend Southern University Laboratory School are expected to volunteer a minimum of five hours per semester (Families who fail to meet this requirement will be assessed a \$100.00 fee per semester to the fee bill). Students who receive the Foundation Fellowship Award (families) must fulfill this requirement to maintain their award.

Admission Requirements

Pre-Kindergarten (Pre-K3)

Students must turn three on or before September 30 of the application year.
Pre-Kindergarten (3) students must have all necessary shots prior to attending class.



Pre-Kindergarten (Pre-K)

Students must turn four on or before September 30 of the application year.

*Three year olds **will only be accepted** after all qualifying 4 year olds have been accepted.

Pre-Kindergarten students must have all necessary shots prior to attending class.

Kindergarten (K)

1. Students must turn 5 years old on or before September 30 of the application year.
2. If your child did not attend SULLS Pre-Kindergarten program, you must complete an application for admission.
3. If your child attended a Pre-Kindergarten/ daycare program, we must receive the most recent report card and/or teacher recommendation.

First – Fifth Grade (1st- 5th)

1. The student must have a cumulative grade point average of 2.5 or higher from the last academic school year.
2. Students must maintain a 2.5 grade point average for continuous enrollment at the Southern University Laboratory School.
3. For students entering grades **1st-3rd grade only, a Copy of DIBELS results is required.**
4. Fourth and Fifth grade applicants must score **at least a Basic** in ELA and in MATH on state mandated tests in order to be considered for enrollment.

Sixth – Twelfth Grade (6th – 12th)

1. A cumulative grade point average of 2.5 cumulative or higher from the last academic school year.
2. Students must maintain a 2.5 cumulative grade point average for continuous enrollment at the Southern University Laboratory School.
3. Sixth through Eighth grade applicants must score at the basic level in ELA and Math on state mandated test in order to be considered for enrollment.
4. High school students must submit End of Course Exam (EOC) results. Students must score at least a Good on EOC Exams.

*A behavioral statement from prior school must be provided for application consideration and teacher recommendation



Revocation Process

2.5 GPA	Good Academic Standing
2.4 GPA	Automatic reinstatement on one year probation
2.3 GPA & below	Student and parent may appeal to the Admissions Committee for reinstatement

Southern University Virtual School (SULVS) Admission Process

1. Parent fills out application online at www.k12.com.
 - Submit documents (Grades, Birth Certificate, Test Scores, etc.)

NOTE: If all documents do not meet approval the parent has to turn in additional documents.

2. Sufficiency Obtained
 - This means that all the documents the family has turned in are approved by K12 as per our school specific parameters.
3. School Review
 - Documents are reviewed by school personnel
4. Approval or Not Eligible
 - School personnel either marks the student APPROVED or NOT ELIGIBLE
5. Student Schedule Issued
 - School personnel has to let K12 know what courses to place the students in for the K12 system
 - School personnel has to input student schedule into JPAMS
6. SULVS sets dates twice a year for the enrollment portal to be opened and closed by K12.
 - There are two enrollment periods (Fall and Spring).
7. Once the enrollment portal is closed, additional students will not be allowed to enroll at SULVS under any circumstances.

STATE TESTING:

Southern University Laboratory Virtual School is a PUBLIC school. All students enrolled are required to participate in state testing. Any student that does not participate in DIBELS (K-3rd)



Grade), LEAP 2025 (3rd -8th Grade), or LEAP 2025 EOC (High School) will not be allowed to re-register for the following school year and dropped from our rosters.

INAPPROPRIATE BEHAVIOR:

If a student is found guilty of inappropriate behavior at any time the following consequences will be issued:

1. Warning- Student will be given a written warning regarding their behavior and the Learning Coach or Guardian will be contacted by administration.
2. Suspension- Student will not be allowed to participate in the Live Sessions provided by the teacher for up to 2 weeks. This may result in the student missing vital information.
3. Dismissal- Student will be dismissed from Southern University Laboratory Virtual School.

SULVS Revocation Process

2.0 GPA and Participation in State Testing - Good Academic Standing

1.9 GPA and Below and Participation in State Testing- Automatic reinstatement on one year probation

Non Participation in State Testing- Automatic withdrawal from program for two years

Foundation Fellowship Award Information

Foundation Fellowship Awards will be awarded to 5th through 12th grade students.

****Disclaimer****

Southern University Laboratory School does not award athletic scholarships of any kind. Staff members of SULS/Southern University are not authorized to award and/or guarantee scholarships or financial awards of any kind. SULS does not award partial scholarships. All applicants must follow the complete process to be eligible.

Acceptance Process:

1. The application must be completed in full. Any false information or incomplete application will not be reviewed. All supporting documentation must be provided by parent/guardian. Falsifying any documents will result in forfeiture of the Fellowship Award.
2. Parents must sign an agreement accepting the Foundation Fellowship Award and accepting the responsibility to pay all school fees, and all students who receive an award must register with Southern University. All fees must be paid in full by the registration



date of each semester. Failure to pay school fees by the registration date (deadline set by staff) will result in forfeiture of award. This process must be executed for the 1st and 2nd semester.

3. If the number of qualified applicants exceed the available funds, students will be entered in to a lottery system.
4. Students who receive an award **will not** be granted a deferment application

Requirements:

- Students must have a minimum 3.0 GPA in core subjects (Math, Science, English, Social Studies) from the previous school year.
- Earned at least "Mastery" in two tested areas on the last standardized test (LEAP). (Reported as of application deadline)
- Earned at least a "Good" or "Mastery" in two areas on the last standardized test (EOC/LEAP2025). (Reported as of application deadline)
- Must maintain a 3.0 core GPA each semester to retain the Foundation Fellowship Award for the following semester.
- Must have a disciplinary record without any major disciplinary infractions as defined in the most recent student handbook prior to submitting the application. Students must maintain a clean disciplinary record for the 1st semester in order to maintain their award for the second semester.
- All balances must be paid in full from the previous year. Foundation Fellowship Awards will be awarded on a provisional basis if the deadline is prior to the close of the current school year.

Renewal Process:

The Foundation Fellowship Award is not guaranteed and is based on available funding. All awards are issued on a year to year (school year) basis. Students must maintain Fellowship requirements as listed above in order to receive second semester funding.

Award Amount:

Tuition Only: \$1,250.00 per semester

All school fees are the responsibility of the parent/guardian. School fees are to be paid by the established registration deadline. Failure to pay school fees by the registration deadline will result in revocation from Southern University Laboratory School. Families who receive a Foundation Fellowship Award will not be granted a deferment.



Volunteerism:

Families (Parents & Students) who receive a Foundation Fellowship Award are expected to volunteer a minimum of five hours per semester. Failure to fulfill or complete this requirement will be assessed an additional fee of \$100. -Failure to pay the fee will result in loss of award.

Deferment Policy

Deferment applications are available for pickup in the main office. Parents are to report to the front office to request a deferment application. The completed application must be turned into the main office for review (approval/denial). The deadline for deferment application is the last day of registration. If the application is approved 50% percent of the total balance must be paid to the cashiers office. If the application is denied, full payment is required by the last day of registration. Families who receive a Foundation Fellowship Award will not be granted a deferment. All Fall semester deferment payments must be received by October 31st and Spring semester payments must be received by March 31st. If either of the preceding dates fall on the weekend, payments are due the next business day. Students who fail to meet their financial obligation prior to the preceding date(s) will be dismissed from class. Failure to meet payment deadlines will result in denial of the option to defer payments for one calendar school year.

Refund Policy

Tuition Refund Timeline

Once Tuition is Paid/Before Class Begins.....	90%
1 st – 10 th Day of Class.....	75%
11 th – 24 th Day of Class.....	50%
25 th Day of Semester.....	NO REFUND

(This applies to credit card, money order, cashier's check, payroll deduction and cash payments)
Refunds are based on the total amount tuition and fees owed for the semester.

Payment Procedure

Parents are to report to the school to receive a billing statement. Next, parents are to take the billing statement to the cashier's office for initial payment. Once payment is made, the parent must bring a copy of the receipt to the main office to complete registration. Parents (students) who fail to meet their financial obligation prior to the preceding date(s) will be dismissed from class.



Non-Registered Students & Extra Curricular Activities

Only registered students will be allowed to participate in any extracurricular activities, sports, and/or clubs. Students who owe previous balances/debts will not be allowed to tryout and/or participate in extracurricular activities, sports, and/or clubs.

- This does not include students who were approved for deferment during the current school year.

If a student has been granted deferred payment, he/she must pay their full deferment before accepting additional financial obligations through extra curricular activities, travel, sports, and/or clubs.

Faculty & Staff

The immediate (dependant) children of Southern University Laboratory School faculty and staff will be allowed tuition exemption. Faculty and staff must pay fees in full by the registration date. Payroll deduction will be permitted for employees who request it.



Board of Supervisors

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS

(Following the Southern University Laboratory School Committee)

Friday, June 22, 2018

Southern University at New Orleans
Millie M. Charles School of Social Work Auditorium
6400 Press Drive
New Orleans, Louisiana 70126

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Special Presentations
 - A. Above and Beyond Award
 - B. SULC Special Recognition
6. Informational Item(s)
 - A. Legislative Update
 - B. System President's Report
 - C. Campus Reports
7. Action Item(s)
 - A. Approval of Minutes of May 25, 2018 Regular Meeting of the SU Board of Supervisors
 - B. Approval of Committee Reports and Recommendations
 - C. SUSLA Chancellors' Evaluation - Dr. Rodney Ellis (*Executive Session May Be Required*)
 - D. SUNO Chancellors' Evaluation - Dr. Lisa Mims-Devezin (*Executive Session May Be Required*)
 - E. SUS System President/Chancellor Evaluation (*Executive Session May Be Required*)
 - F. Resolutions
8. Other Business
9. Adjournment



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 8, 2018

RECEIVED
OFFICE OF THE
PRESIDENT
2018 JUN - 8 AM 10: 11
SOUTHERN UNIVERSITY
SYSTEM

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

RE: Collaboration between Southern University and the East Baton Rouge
Parish Library

Dear Dr. Belton:

Dr. Rachel Emanuel, a retired Southern University Law Center staff member in addition to co-authoring a recently published book on the Law Center has been engaged in a cooperative endeavor with Melissa Eastin, Archivist for the East Baton Rouge Parish Library, and Charlotte Henderson and Angela Proctor from the Southern University Library to provide digital archiving of the photography collection of the late Southern University photographer Mr. Simuel Austin. The work involves a collaboration between the East Baton Rouge Parish Main Library's Baton Rouge Room and the Southern University Library Archives. The work involves the digitalizing of more than 2,000 negatives into a useable format to researchers and other users of the Southern University Archives.

The Southern University Law Center has also been playing a role in this important preservation of historic photos relevant to the history of the Law Center, Southern University and A&M College, African American history and the history of Baton Rouge. I would like for Dr. Emanuel, Ms. Eastin, Ms. Henderson, and Ms. Proctor to be recognized by the Board of Supervisors for their significant work and for them to be able to do a brief presentation on their collaborative efforts at the June 22, 2018 board meeting. If you have any questions, please feel free to contact me.

Sincerely,

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

Southern University and A&M College System
BOARD OF SUPERVISORS MEETING
2nd Floor, J.S. Clark Administration Building
Board of Supervisors Meeting Room
Baton Rouge, Louisiana
9 a.m.
Friday, May 25, 2018
Minutes

The meeting of the Southern University Board of Supervisors was called to order by Board Chair Mrs. Ann A. Smith. The invocation was given by Reverend Blaine Washington, Sr., Presiding Elder of the Western New Orleans-Baton Rouge district of the African Methodist Episcopal church.

PRESENT

Mrs. Ann A. Smith, Mr. John Barthelemy, Atty. Tony Clayton, Dr. Leroy Davis, Mr. Armond Duncan, Mr. Raymond Fondel, Dr. Curman Gaines, Rev. Donald R. Henry, Mr. Richard Hilliard, Atty. Patrick Magee, Atty. Domoine Rutledge, Dr. Leon R. Tarver II, Rev. Samuel Tolbert and Dr. Rani Whitfield

ABSENT

Rev. Joe R. Gant, Jr., Mr. Mike Small

UNIVERSITY PERSONNEL ATTENDING

System President Ray Belton, Chief of Staff Katara Williams, Executive Vice President/Executive Vice Chancellor James Ammons, Vice President for Finance and Business Affairs Flandus McClinton, Chancellors Dr. Lisa Mims Devezin (SUNO), Dr. Bobby Phillips (SUAREC), Dr. Rodney Ellis (SUSLA), and Atty. John Pierre (SULC).

BOARD COUNSEL

Attys. Winston DeCuir, Jr., and Deidre Robert

ACADEMIC AFFAIRS COMMITTEE

Friday, May 25, 2018
2nd Floor, J.S. Clark Administration Building
Board of Supervisors Meeting Room
Baton Rouge, Louisiana

Minutes

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

Present: Dr. Curman Gaines, Mr. John Barthelemy, Atty. Tony M. Clayton, Dr. Leon R. Tarver II, Dr. Leroy Davis, Mr. Armond Duncan and Mrs. Ann A. Smith

Absent: Rev. Joe R. Gant, Jr. and Mr. Mike Small

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Dr. Leroy Davis and seconded by Dr. Leon R. Tarver II the agenda was recommended for adoption.

Motion passed

AGENDA ITEM 4: PUBLIC COMMENTS

None

AGENDA ITEM 5: ACTION ITEMS

Upon the motion by Dr. Leon Tarver II and seconded by Mr. John Barthelemy **action items A, B, C, D, E, F, G, and H** were recommended for approval in globo.

Discussion occurred on several of the action items.

- A. Approval of Tenure and Promotion Recommendations for Southern University at New Orleans (SUNO)**

- B. Approval of Tenure and Promotion Recommendations for Southern University at Baton Rouge (SUBR)**

- C. Request Approval of Emeritus Status - Mrs. Elaine Simmons, Retired Associate Vice Chancellor for Enrollment Management (SULC)**

- D. Request Approval of Faculty Emeritus Status – Prof. Maurice Franks, Retired Professor (SULC)**

- E. Request Approval of AT&T Endowed Professorship Appointment (SUNO)- Dr. David Alijani, Professor of Computer Information Systems and Chair, Department of Computer Information Systems**

- F. Request Approval of Delores Margaret Richard Spikes Endowed Professorship in Business Entrepreneurship Appointment (SUNO)-Dr. Simeon Okpechi, Professor of Accounting, Department of Business Administration**

G. Request Approval of Millie M. Charles Endowed Chair for Human Rights and Social Work Appointment (SUNO) - Dr. Ira Neighbors, Associate Professor of Social Work

H. Request Approval of the Proposed Revisions to the Conditional Admission Policy (SUBR)

AGENDA ITEM 7: INFORMATIONAL ITEMS

A. Dual Enrollment Update by Campus

Executive Vice President/Executive Vice Chancellor James Ammons made the presentation on dual enrollment. A copy of the report was distributed to each Board member. Dr. Ammons stated each of the three campuses that participate in dual enrollment has developed a strategic plan for dual enrollment on their respective campuses. The strategic plans indicated that there are several actions that must be implemented at the system level and at each of the campuses including align programs with newly approved state priorities, expand and implement aggressive recruitment measures, increase course offerings, create an SUS marketing brand for the System and train instructors at the high school level on how to teach the courses. He presented data on each campus and informed Board members that several Memoranda of Understanding are already in place and several additional memoranda is in the process of being developed. He outlined next steps and future goals for the program. Atty. Clayton stated that he visited the old Xavier Preparatory Academy which is the first site of Southern University. The school is now St. Katharine Drexel Preparatory School. He suggested that the University reach out to the school. Board member John Barthelemy suggested that the University take the necessary steps to get a historical marker placed at the former site of Southern University.

AGENDA ITEM 7: OTHER BUSINESS

Atty. Clayton acknowledged Ms. Elaine Simmons who was in the audience and asked Chancellor Pierre to share information regarding the reason for granting emeritus status to Mrs. Simmons. Chancellor Pierre said that Ms. Simmons was a nationally recognized leader in enrollment management and was responsible for establishing the registrar's office at the law center. Ms. Simmons was invited to the podium to make comments. Ms. Simmons thanked the Board for the honor.

AGENDA ITEM 8: ADJOURNMENT

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

Motion passed.

FACILITIES AND PROPERTY COMMITTEE

(Following the Academic Affairs Committee)

Friday, May 25, 2018

2nd Floor, J.S. Clark Administration Building

Board of Supervisors Meeting Room

Baton Rouge, Louisiana

Minutes

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

Present: Rev. Donald Henry, Dr. Leroy Davis, Armond Duncan, Mr. Raymond Fondel, Jr., Mr., Dr. Leon R. Tarver II, Dr. Rani Whitfield and Mrs. Ann A. Smith

Absent: Mr. Richard Hilliard

AGENDA ITEM 3: ADOPTION OF THE AGENDA

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

Motion passed.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: INFORMATIONAL ITEM(S)

A. Priority Projects by Campus, SUS

Vice Chair, Donald Henry invited Mr. Eli Guillory, System Director of Facilities to give the update. Mr. Eli Guillory stated that several projects are in process. A copy of the projects and status was included in the meeting packet.

Atty Clayton asked about the aesthetics of the campus including the maintenance of the lawn and hedges. Mr. Guillory stated Review the project at Southern University Laboratory School and provide and update at the next meeting. Atty. Clayton also commented about the ravine between the dormitory and T.T. Allain Hall. He suggested that the area should be cleaned and water placed in it and filled with fish.

AGENDA ITEM 6: OTHER BUSINESS

NONE

AGENDA ITEM 7: ADJOURNMENT

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

Motion passed.

FINANCE COMMITTEE
(Following the Facilities Committee)
Friday, May 25, 2018
2nd Floor, J.S. Clark Administration Building
Board of Supervisors Meeting Room
Baton Rouge, Louisiana

Minutes

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

Present: Atty. Domoine Rutledge, Rev. Donald R. Henry, Dr. Leon Tarver and Mrs. Ann Smith, Dr. Curman Gaines, Mr. John Barthelemy

Absent: Atty. Tony Clayton, Rev. Joe Gant, Jr. and Mr. Richard Hilliard

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Rev. Henry and seconded by Dr. Gaines the agenda was recommended for adoption.

Motion passed

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: INFORMATIONAL ITEMS

A. Request Approval to Implement/Establish Student Fees (SUSLA)

Chancellor Richard Ellis explained that the increase of student fees in biology, chemistry, physics and education would provide the necessary laboratory materials that will be used in concert with lecture courses. The students also voted to increase their fee to enhance student initiatives, student life and the cheerleaders, dance team and athletic teams.

Upon the motion by Rev. Henry and seconded by Dr. Tarver the was recommended for approval.

Motion passed

B. Request Approval to Implement Student Fee Increase for AROTC per student vote, SUBR

Atty Rutledge invited Vice Chancellor Kimberly Scott to the podium to discuss the fee implementation in response to the comment made by Dr. Davis regarding the fee for the other branches of the ROTC program at the University. Vice Chancellor Scott stated that the Student Government Association submitted an AROTC referendum to the student body to implement a \$2.00 AROTC fee to support the maintenance of equipment, host competitions, scholarships and travel expenses. The referendum passed.

Upon the motion by Dr. Tarver and seconded by Rev. Henry the AROTC fee was recommended for approval.

Motion passed

AGENDA ITEM 6: INFORMATIONAL ITEMS

A. Interim Financial Report as of March 2018

System Vice President for Finance Mr. Flandus McClinton stated the overall summary shows that the revenue for the system \$141,028,000.00 and expenditures were the same. Wherever there is a shortage in revenue and adjusted expenditures accordingly. The report which is reflective of the general fund shows the percentage of the budget that has been spent and also shows the projections for ending the year.

Atty. Clayton asked where the University would be getting the money from to pay the salaries associated with tenure and promotion.

Dr. Davis asked whether there is a contingency budget. Mr. McClinton stated that there is a contingency fund.

AGENDA ITEM 7: OTHER BUSINESS

NONE

AGENDA ITEM 8: ADJOURNMENT

Upon the motion by Rev. Henry and seconded by Dr. Gaines the Finance Committee adjourned.

Motion Passed

GOVERNANCE COMMITTEE

(Following the Finance Committee)

Friday, May 25, 2018

2nd Floor, J.S. Clark Administration Building

Board of Supervisors Meeting Room

Baton Rouge, Louisiana

Minutes

The Governance Committee was called to order by Committee Chair Dr. Leroy Davis

Present: Mr. John L. Barthelemy, Dr. Leroy Davis, Mr. Armond Duncan, Rev. Donald R. Henry, Mr. Mike Small and Dr. Leon R. Tarver II and Mrs. Ann Smith

Absent: Rev. Joe R. Gant, Jr. and Samuel C. Tolbert, Jr.

Before the adoption of the agenda Committee Chair Leroy Davis stated that items 5A and 5B would not be action items so that Board members would have ample time to review the information.

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Mr. John Barthelemy and seconded by Rev. Henry the amended agenda was recommended for adoption.

Motion passed

AGENDA ITEM 4: PUBLIC COMMENTS

AAUP President Thomas Miller spoke in support of agenda item 5A-5D. He applauded the administration's efforts to put parameters in place that will guide policy development. He stated also that policy be applied consistently throughout all areas of the organizational structure.

AGENDA ITEM 5: ACTION ITEMS

A. Approval of System Policy on Policies

B. Approval of System Policy on Policies Template

C. Approval of Board Self-Evaluation Policy and Instrument (per SACSCOC) (6-003)

D. Request Approval of Mission Review Policy (per SACSCOC) (6-004)

Committee Chair Leroy Davis asked Vice President Vladimir Appeaning and staff who developed the instrument

Dr. Vladimir Appeaning explained that the board self-evaluation is a requirement of the new principles of SACSCOC. Board will do self-evaluation and submit the evaluations to the Board office by June 15 and results will be presented during the June meeting of the Board.

Mrs. Smith thanked Dr. Appeaning for the work on the self-evaluation documents. She stated that the timeline for submitting the self-evaluation.

Dr. Belton asked Dr. Appeaning to provide context about the policy on policies. Dr. Appeaning stated that the policy provides a framework by which the University undergoes the policy development process, policy review and policy approval. It provides consistency in policy development including a template for formatting policies as well as the review process for all policies.

Board member Armond Duncan applauded Dr. Appeaning for his work in trying to make the University better and to move the University forward.

Atty. Domoine Rutledge observed that action item **5 C** had not been considered by the Board as an action item nor was item **5 D** included in the informational items.

Upon the motion by Mr. Barthelemy and seconded by Rev. Donald R. Henry action item **5 C** *Approval of Board Self Evaluation Policy and Instrument (per SACSCOC)* was recommended for approval.

Motion passed.

Upon the motion by Mr. Barthelemy and seconded by Mrs. Smith **item 5 D -Request Approval of Mission Review Policy (per SACSCOC) was recommended to be an informational item that should be reviewed by Board members for action at the next board meeting.**

Dr. Leon R. Tarver II made a request to include the policies on the agenda of the full Board at the next meeting instead of placing the items on the agenda of the governance committee. Dr. Davis stated that he did not want to abdicate his duties on the governance committee and asked that the items be placed on the governance committee agenda at the next meeting.

Board Counsel advised that any Board member can make a request to put items on the Board agenda. Board Chair Mrs. Ann Smith stated that the items would again appear on the governance committee agenda and all Board members will have an opportunity to vote on the items during the full Board meeting.

AGENDA ITEM 6: OTHER BUSINESS

NONE

AGENDA ITEM 7: ADJOURNMENT

Upon the motion by Mrs. Smith and seconded by Mr. John Barthelemy the Governance Committee adjourned.

Motion passed.

STUDENT AFFAIRS COMMITTEE

(Following the Governance Committee)

Friday, May 25, 2018

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

Minutes

The Student Affairs Committee was called to order by Committee Chair Mr. Raymond Fondel

Present: Mr. Raymond Fondel, Dr. Curman Gaines, Mr. Armond Duncan, Samuel C. Tolbert, Jr. and Mrs. Ann Smith

Absent: Rev. Joe R. Gant, Jr. and Mr. Mike Small

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Mr. Armond Duncan and seconded by Dr. Gaines the agenda was adopted.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: ACTION ITEMS

A. Request Approval of Manicia J. Finch as Associate Vice-Chancellor, Enrollment Services (SUBR)

Committee Chair Fondel invited Student Affairs Vice Chancellor Kimberly Scott to the podium to discuss the process for selecting the vice chancellor for enrollment services. There were 53 applicants and a 9-person search committee. Dr. Finch was the candidate that was ranked highly and selected by the committee. Previously from Bethune Cookman as Director of Director of Admissions. Mr. Fondel commended Dr. Scott for a transparent process.

Dr. Finch was recognized in the audience and Mr. Fondel commended Dr. Scott and the search committee.

Upon the motion by Dr. Rani Whitfield and seconded by Dr. Gaines the candidate Manicia Finch was recommended for approval as Associate Vice Chancellor of Enrollment Services.

Motion passed

AGENDA ITEM 6: OTHER BUSINESS

Committee Chair Fondel informed Board members that he had attended three of the SU System campus' commencement ceremonies. He asked each campus chancellors to have a flow chart and have places for persons who are physically challenged and the elderly.

AGENDA ITEM 7: ADJOURNMENT

Upon the motion by Mr. Duncan and seconded by Dr. Gaines the Student Affairs Committee adjourned.

Motion passed.

PERSONNEL AFFAIRS COMMITTEE

(Following the Governance Committee)

Friday, May 25, 2018

2nd Floor, J.S. Clark Administration Building

Board of Supervisors Meeting Room

Baton Rouge, Louisiana

Minutes

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

Present: Dr. Curman Gaines, Mr. John Barthelemy, Atty. Tony Clayton, Rev. Donald R. Henry, Atty. Patrick Magee, Dr. Leon R. Tarver II, and Mrs. Ann A. Smith

Absent: Rev. Joe R. Gant, Jr.

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Dr. Tarver and seconded by Rev. Donald R. Henry the agenda was recommended for adoption.

Motion passed unanimously.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: ACTION ITEMS

Upon the motion by Dr. Gaines and seconded by Rev. Henry items 5 A 1 through 8 were recommended for approval in globo.

Motion passed.

A. Approval of Personnel Actions on positions greater than \$60,000

Name	Position/Campus	Salary
1. Deleso Alford	Visiting Professor (SULC) <i>(new appointment)</i>	\$121,000
2. Jalila Jefferson Bullock	Visiting Professor (SULC) <i>(new appointment)</i>	\$100,000
3. Manicia J. Finch	Associate Vice-Chancellor, Enrollment Services (SUBR) <i>(new appointment)</i>	\$100,000
4. Morkeith Philips	Director, Honore' Center (SUNO) <i>(new appointment)</i>	\$75,000
5. Christopher Rogers	Educational Technologist (SUAREC) <i>(reassignment)</i>	\$64,000
6. Bijoy Kumar Sahoo	Senior Associate Vice-Chancellor for Academic Affairs (SUBR) <i>(new appointment)</i>	\$160,000
7. Kenya Smith	Visiting Professor (SULC) <i>(new appointment)</i>	\$100,000
8. Edward M. Willis	Assistant Vice-Chancellor for Student Success (SUBR) <i>(new appointment)</i>	\$125,000

AGENDA ITEM 6: OTHER BUSINESS

NONE

AGENDA ITEM 7: ADJOURNMENT

Upon the motion by Dr. Davis and seconded by Dr. Tarver the Personnel Affairs Committee adjourned.

Motion passed.

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS

(Following the Personnel Affairs Committee)

Friday, April 27, 2018

2nd Floor, J.S. Clark Administration Building

Board of Supervisors Meeting Room

Baton Rouge, Louisiana

Minutes

The meeting of the Southern University Board of Supervisors was called to order by Board Chair Ann Smith.

Present: Mrs. Ann A. Smith, Rev. Donald Ray Henry, Atty. Tony Clayton, Dr. Leroy Davis, Mr. Armond Duncan, Mr. Raymond Fondel, Mr. Richard Hilliard, Atty. Patrick Magee, Atty. Domoine Rutledge, Dr. Leon R. Tarver II, Mr. Armond Duncan, Mr. John L. Barthelemy, Dr. Curman Gaines, Mr. Michael Small, Rev. Samuel Tolbert, Dr. Rani Whitfield

ABSENT: Rev. Joe R. Gant, Jr.

UNIVERSITY PERSONNEL ATTENDING

System President Ray Belton, Chief of Staff Katara Williams, Executive Vice President/Executive Chancellor James Ammons, Vice President for Finance and Business Affairs Flandus McClinton, Chancellors Dr. Lisa Mims Devezin (SUNO), Dr. Bobby Phills (SUAREC), Dr. Rodney Ellis (SUSLA), and Atty. John Pierre (SULC).

BOARD COUNSEL

Atty. Winston DeCuir Jr. and Deidre Robert

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Action Item 6C will be moved to be considered after informational Item 7C and before Other Business

Upon the motion by Atty. Magee and seconded by Dr. Gaines the amended agenda was recommended for adoption.

Motion passed

AGENDA ITEM 4: PUBLIC COMMENTS

Thomas Miller spoke in support of item 6B of the academic affairs committee. Dr. Miller stated that faculty do not receive cost of living adjustments and faculty salaries at SUBR is far below the SREB average. Dr. Miller stated that he is baffled by the thought that faculty is in a state of near collapse

Diola Bagayoko, SUBR Distinguished professor of physics conveyed to the Board that it is not appropriate to create an impression that faculty members will not be awarded for earning tenure.

Atty. Clayton clarified his position regarding the tenure and promotion recommendations. He didn't deny the fact that a faculty member had earned tenure or a promotion; however, he is concerned that the University will not have the funds to support an increase in salaries. He said when the University had financial shortfalls in the past, faculty members were placed into the positions, but received no monetary increase until the budget could be stabilized.

AGENDA ITEM 5: SPECIAL PRESENTATIONS:

ABOVE AND BEYOND AWARD

The Above and Beyond award was presented to Mrs. Alice Douzier, Mr. Marcus Brown and Mr. Clourth Wilson of the Division of Information Technology at SUBR. Mrs. Smith and Dr. Belton presented the award and certificates to each honoree and spoke about the support that each of them provides during meetings of the Board. Each honoree expressed their appreciation for the honor.

RECOGNITION OF 2017-18 STUDENT BOARD MEMBER

Chair Smith recognized Armond Duncan for his service on the Board and presented a gift to him on behalf of the Board. She asked him to give an update on his plans beyond SUBR. Duncan thanked members of the Board for their support and stated that he would be working in the human resources department at Lockheed Martin in Bethesda, Maryland. Campus Chancellors also presented gifts.

ACADEMIC SIGNING OF ELIJAH J.D. PRECCIELY

Chair Smith asked Dr. Belton to make the presentation. Dr. Belton announced that the University would be offering Elijah Precciely the J. S. Clark Presidential Scholar Award. Elijah is an 11-year old high school student who began taking college-level courses at SUBR when he was 8-years old. As a Clark scholar he will engage in research and other scholarly activities as a member of the Honor's College. Elijah and his parents expressed gratitude to God and to Southern University for the experiences that have been afforded to them.

AGENDA ITEM 6: ACTION ITEMS

Upon the motion by Dr. Leon Tarver II and seconded by Atty. Patrick Magee action items A, B, D, and F were recommended for approval in globo.

A. Minutes of the April 27, 2018 Regular Meeting of the Board of Supervisors

RESOLVED by the Board of Supervisors for Southern University, that the minutes of the April 27, 2018 meeting be and they are hereby approved.

B. Approval of Committee Reports and Recommendations

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

1. Academic Affairs

a. Approval of Tenure and Promotion Recommendations for Southern University at New Orleans (SUNO)

RESOLVED by the Board of Supervisors for Southern University, that the tenure and promotion recommendations presented for Southern University at New Orleans be and they are hereby approved.

b. Approval of Tenure and Promotion Recommendations for Southern University at Baton Rouge (SUBR)

RESOLVED by the Board of Supervisors for Southern University, that the tenure and promotion recommendations presented for Southern University at Baton Rouge be and they are hereby approved.

c. Request Approval of Emeritus Status - Mrs. Elaine Simmons, Retired Associate Vice Chancellor for Enrollment Management (SULC)

RESOLVED by the Board of Supervisors for Southern University, that the emeritus status for Mrs. Elaine Simmons, SULC be and it is hereby approved.

d. Request Approval of Faculty Emeritus Status – Prof. Maurice Franks, Retired Professor (SULC)

RESOLVED by the Board of Supervisors for Southern University, that the faculty emeritus status for Professor Maurice Franks, SULC be and it is hereby approved.

e. Request Approval of AT&T Endowed Professorship Appointment Dr. David Alijani, Professor of Computer Information Systems and Chair, Department of Computer Information Systems (SUNO)

RESOLVED by the Board of Supervisors for Southern University, that the AT&T Endowed Professorship Appointment for Dr. David Alijani, Professor of Computer Information Systems and Chair, Department of Computer Information Systems, SUNO be and it is hereby approved.

f. Request Approval of Delores Margaret Richard Spikes Endowed Professorship in Business Entrepreneurship Appointment for Dr. Simeon Okpechi, Professor of Accounting, Department of Business Administration (SUNO)

RESOLVED by the Board of Supervisors for Southern University, that the **Delores** Margaret Richard Spikes Endowed Professorship in Business Entrepreneurship Appointment for Dr. Simeon Okpechi, Professor of Accounting, Department of Business Administration, (SUNO) be and it is hereby approved.

g. Request Approval of Millie M. Charles Endowed Chair for Human Rights and Social Work Appointment for Dr. Ira Neighbors, Associate Professor of Social Work (SUNO)

RESOLVED by the Board of Supervisors for Southern University, that the Millie M. Charles Endowed Chair for Human Rights and Social Work Appointment for Dr. Ira Neighbors, Associate Professor of Social Work (SUNO) be and it is hereby approved.

h. Request Approval of the Proposed Revisions to the Conditional Admissions Policy (SUBR)

RESOLVED by the Board of Supervisors for Southern University, that proposed revisions to the Conditional Admissions Policy (SUBR) be and it is hereby approved.

2. Facilities and Property Committee

Facilities and Property Committee had no action items; the informational item will be filed in the Board of Supervisors office for auditing purposes.

3. Finance Committee

a. Request Approval to Increase/Establish Student Fees, SUSLA

RESOLVED by the Board of Supervisors for Southern University that laboratory fees in Biology, Chemistry, Physics and Education (\$45 per student for lab courses and \$88 for education curriculum student background check) and that the student assessed fees increase to \$13 per student be and it is hereby approved.

4. Governance Committee

a. Request Approval of the Board Self-Evaluation Policy and Instrument

RESOLVED by the Board of Supervisors for Southern University, that the Board Self Evaluation Policy and Instrument be and it is hereby approved.

5. Personnel Affairs

a. Approval of Personnel Actions on positions greater than \$60,000

1. RESOLVED by the Board of Supervisors for Southern University, that the new appointment of Deleso Alford as Visiting Professor, SULC, at a salary of \$121,000 be and it is hereby approved.

2. RESOLVED by the Board of Supervisors for Southern University, that the new appointment of Jalila Jefferson Bullock, as Visiting Professor, SULC, at a salary of \$100,000 be and it hereby is approved.

3. **RESOLVED** by the Board of Supervisors for Southern University, that the new appointment of Manicia Finch as Associate Vice Chancellor for Enrollment Services, SUBR at a salary of \$100,000 be and it hereby is approved.
4. **RESOLVED** by the Board of Supervisors for Southern University, that the new appointment Morkeith Phillips as Director, Honore Center, SUNO, at a salary of \$67,600 be and it hereby is approved.
5. **RESOLVED** by the Board of Supervisors for Southern University, that the new appointment of Christopher Rogers as educational technologist (SUAREC), at a salary of \$ 64,000 be and it hereby is approved.
6. **RESOLVED** by the Board of Supervisors for Southern University, that the new appointment of Bijoy Kumar Sahooa as Senior Associate Vice Chancellor for Academic Affairs at a salary of \$160,000 be and it hereby is approved.
7. **RESOLVED** by the Board of Supervisors for Southern University, that new appointment of Kenya Smith as visiting professor, SULC, at a salary of \$100,000 be and it hereby is approved.
8. **RESOLVED** by the Board of Supervisors for Southern University, that the new appointment of Edward M. Willis as Assistant Vice-Chancellor for Student Success (SUBR) at a salary of \$125,000 be and it hereby is approved.

C. Request Approval of the Contract for Medical Marijuana Services with Advanced Biomedics

(Item was considered immediately following the campus chancellors' reports)

D. Approval of Aramark Contract (SUBR)

RESOLVED by the Board of Supervisors for Southern University, that the Aramark Contract (SUBR) be and it hereby is approved.

E. Approval of Instrument for President-Chancellor's Evaluation

RESOLVED by the Board of Supervisors for Southern University, that the Aramark Contract (SUBR) be and it hereby is approved.

F. Board Update on Association of Governing Boards of Universities and Colleges (AGB) National Trusteeship Conference

Chair Smith asked Board members to give an update on the National Trusteeship Conference that was held in San Francisco. Atty. Rutledge stated that the workshops were invaluable because he learned many new things that will aid in the implementation of

several University initiatives including Imagine 20K and The Futures Commission. He stated that Board members that did not attend should consider attending next year.

Atty. Clayton also stated he attended one workshop that focused on issues facing all HBCUs. He also said that the workshops were educational and that he appreciated the opportunity to attend.

Board Members Leroy Davis, Raymond Fondel, and Richard Hilliard also expressed appreciation for attending and stated that the workshops were informative and well attended.

G. Resolutions

Condolences

The Josephine Miles Family
The Marie Wright Family
The Harry Key Family
The Clyde Johnson Family
The Walter Scott Family
The Ayrian Williams Family
The Pete Barnes Family
The Cleather Johnson Family

Atty. Clayton asked that a resolution be sent to the Santa Fe High School in Santa Fe, TX in memory of the victims of the recent school shooting.

Upon the motion by Rev. Henry and seconded by Atty. Clayton the resolutions were recommended for approval.

AGENDA ITEM 7: INFORMATIONAL ITEMS

A. Legislative Update

Dr. Robyn Merrick, VP, Office of External Affairs concluded the 10th week of the regular session with a call for a special session that will begin May 22. There is a total of 51 bills that have been filed, 31 bills in the house and 20 bills in the senate. A list of the critical bills that affect higher education was distributed to each member of the Board. Dr. Merrick discussed the bills and their status. Chair Smith thanked Dr. Merrick for representing the University at the Legislature.

B. System President's Report

Dr. Belton thanked Board Chair Smith, Dr. Leon Tarver, and Atty. Rutledge for participating in the Futures Commission. The Futures Commission solicited input from several thought leaders who will provide guidance on how to position the University so that it remains viable. He also acknowledged Athletic Director Roman Banks and the staff in

athletics for their work in achieving a 100% Academic Progress Rate. Dr. Belton stated that it is the first time in the history of the program that all 15 teams are eligible to participate in post-season play. He also announced that the University has partnered with Under Armour which will increase the University's marketability.

Atty. Magee gave kudos to Athletic Director Banks for his leadership in the athletics department.

Atty. Clayton stated that Coach Banks participated in a nationally-syndicated radio show to discuss the department's recent Academic Progress Rate.

Mr. Raymond Fondel, Jr. also thanked Dr. Tarver for appointing him as chair of the athletics committee.

In response to Mr. Fondel's question about the gateway project on the SUBR campus, Dr. Belton stated that resources are being identified to begin the project.

Dr. Belton stated that Dr. Davis, Dr. Tarver, Dr. Gaines, Mr. Barthelemy, Mrs. Smith participated in the Imagine 20K meeting which is shaping a new strategic plan for Southern University.

C. Campus Reports

SUNO – Chancellor Mims Devezin stated that SUNO administrators and staff attended the DXC Technology grand opening in downtown New Orleans; SUNO completed a Memorandum of Understanding (MOU) with Westchester University and also announced that the women's track team is participating in the NAIA tournament.

SUSLA - Dr. Ellis announced several SUSLA faculty achievements. He thanked everyone who attended the 50th Anniversary Gala at SUSLA. He also invited Board members to attend the Gentlemen's cooking classic. All other announcements were included in the campus report printed in the meeting packet.

SUAREC - Dr. Phills stated that the Chancellor's report for the Land Grant campus has been revised to encompass more information in a magazine-style layout. The magazine is designed to be distributed to all citizens in the state and across the country.

SULC - Atty. Pierre thanked Board members who attended commencement exercises at the SU Law Center. Acknowledged Professor Angela Bell's leadership in a movement to get the Louisiana legislature to consider constitutional change regarding non-unanimous jury processes. He also thanked the Board for their support in the reorganization and rebuilding of the law center. He stated that his goal is to become the top value-added law school in the country.

SUBR - Dr. Ammons thanked members of the Board for supporting the administrative recommendations that were presented because the appointments will aid the University in

critical areas including accreditation, recruitment, retention and graduation of students. He also thanked members of the Board for attending SUBR commencement exercises. He acknowledged the achievement of Dr. Cheryl Taylor, Chair of the SUBR Graduate Nursing program who was recently named a trailblazer by the National Black Nurses Association.

Board member Raymond Fondel asked each campus to present a flow chart for traffic for all events that can be shared with the media so that visitors to the campus will have a pleasant experience.

Board member Leroy Davis asked President Belton to provide Board members with a master calendar that will reflect all the major events that are held on all of the SU System campuses.

Action Item 6 C - Request Approval of the Contract for Medical Marijuana Services with Advanced Biomedics

Attorney DeCuir provided a summary of the contract.

Atty. Clayton stated that the contract presented is different from the contract that was initially submitted to the Board.

Atty. DeCuir provided context for the changes.

Atty. DeCuir stated that the request for application did not specify a percentage division on intellectual property. All finalists stated that they would share intellectual property. For intellectual property created by the vendor using the University's license the vendor would receive 60% of the profits and the University would receive 40%. For intellectual property that the University creates using the vendor's technology the University will receive 60% and the vendor receives 40%. Any intellectual property developed by a third-party that requests an ownership interest, the division would be 70/30. There are pharmaceutical companies that are interested in providing methods for the delivery of medical marijuana.

Atty. Clayton made a motion to table the vote for 30-Days and seconded by Rev. Samuel Tolbert

Attorney Domoine Rutledge offered a substitute motion and seconded by Atty. Patrick Magee to approve the contract.

Attorney Rutledge offered the reasons for supporting the contract by selecting several sections of the contract to clarify the questions raised by Atty. Clayton.

Dr. Tarver had concerns about section 9.1 of the contract

Atty. Patrick Magee stated that he questions the voracity and timing of the petition that has been filed in Lafayette. He questions the reasons that the lawsuit was filed one day before the Board is

scheduled to approve the contract. He reiterated that the more the Board delays the further behind the University will be in becoming self-sustaining.

Board member Raymond Fondel also had concerns about the contract and rushing to make a decision.

Atty. Rutledge called attention to Section 13.2 of the contract to allay concerns raised by Dr. Tarver about ownership. He further explained that a petition is simply a set of allegations. The University should not be paralyzed because of allegations that have been made in a petition to which the University is not a party.

Rev. Samuel Tolbert stated that he is concerned because the Board is being accused of delaying the approval of the contract. He wanted to make sure that everyone knows that the Board already has a contract that was approved in March.

Dr. Tarver explained that to have a valid contract you must have two parties. The Board simply adopted a proposal which then had to be reviewed by the other party.

Dr. Whitfield stated that he is concerned that the University would miss an opportunity. The project would greatly impact the life of the institution. The Board should do what is best for the University.

President Belton stated that the dialogue has been to advance a public good and to enjoy what will be a positive cash flow for the University. The vendor has gone through a rigorous process. Dr. Belton said if the Board does not contract with Advanced Biomedics where do we go? This project has the potential to create revenue for the University and there is a consequence in delaying the vote. Dr. Belton urged Board members to move forward.

Atty. Decuir explained that the original motion presented by Atty. Clayton is a procedural motion and takes precedence should be acted upon first.

Roll Call Vote on the motion to delay for 30 days

Yays: Clayton, Fondel, Tolbert

Nays: Smith, Henry, Magee, Small, Tarver, Tolbert, Whitfield, Hilliard

Motion failed

Roll Call Vote on the motion to approve the contract:

Yays: Smith, Henry, Barthelemy, Davis, Duncan, Gaines, Hilliard, Magee, Small, Rutledge, Tarver, Whitfield

Nays: Clayton, Fondel, Tolbert

Motion passed

AGENDA ITEM 8: OTHER BUSINESS

NONE

AGENDA ITEM 9: ADJOURNMENT

Upon the motion by Atty. Patrick Magee and seconded by Rev. Donald Henry the meeting adjourned.

Motion passed.