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# SOUTHERN UNIVERSITY SYSTEM BOARD OF SUPERVISORS

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## MEETINGS

9 a.m.

Friday, July 21, 2017

2ND FLOOR, J.S. CLARK ADMINISTRATION BUILDING  
SOUTHERN UNIVERSITY AND A&M COLLEGE  
BATON ROUGE, LOUISIANA 70813

# Academic Affairs Committee

# ACADEMIC AFFAIRS COMMITTEE

Friday, July 21, 2017

9:00A.M.

Board of Supervisors' Meeting Room  
2<sup>nd</sup> Floor J.S. Clark Administration Building  
Southern University and A&M College  
Baton Rouge, Louisiana 70813

## AGENDA

1. Call to Order and Invocation
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Special Presentations
  - \*HBCU Nursing School of the Year
  - \*HBCU Female Faculty Member of the Year
6. Action Items:
  - A. Request Approval to Reinstate the College of Business Finance Program, SUBR
  - B. Request Approval of Changes to the BSN Program Progression Policies, SUBR
  - C. Request Approval for Authority to Offer a new Degree program - Bachelor of Science in Educational Studies, SUNO
  - D. Request Approval of Tenure and Promotion Recommendations, SUBR

Faculty Member	Department	Present Rank	Action
1. Dr. Joao Casarotti	Fine and Performing Arts	Assistant Professor	Tenure Only
2. Dr. Eduardo Martinez	Biology and Chemistry	Associate Professor	Promotion Full Professor
3. Dr. Alex Hak Chul Shin	Civil Engineering	Associate Professor	Promotion Full Professor
4. Dr. Shizhong Yang	Computer Science	Assistant Professor	Tenure Only
5. Dr. Renita Marshall	Southern University Agricultural Research and Extension Center	Associate Professor	Promotion Full Professor

- E. Request to Convert the James A. Joseph/United Companies Corp. Endowed Chair in Small & Minority Business Enterprise into three Endowed Professorships, SUBR
  - F. Request Approval of Letter of Intent for a Ph.D. in Criminal Justice, SUBR
  - G. Request Approval of the Academic Scholarship Policy for SU Laboratory School, SUBR
  - H. Approval of Faculty Handbook, SUBR
  - I. Request Approval of Admission of Transfer and Former Students Policy, SUSLA
7. Other Business
  7. Adjournment

## MEMBERS

Dr. Curman L. Gaines - Chair, Dr. Leon R. Tarver II - Vice Chair  
Atty. Tony M. Clayton, Dr. Leroy Davis, Rev. Joe R. Gant, Jr.,  
Mrs. Ann A Smith- Ex Officio

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MAY 26 2017

Office of the Executive Vice President  
for Academic Affairs and Provost



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College of Business  
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May 25, 2017

Dr. Luria Young  
Interim Executive Vice President and Provost for Academic Affairs  
Southern University and A&M College  
Baton Rouge, LA 70813

**Re: Request to Maintain Finance Degree Program.**

Dear Dr. Young:

I would like to request that we implement the Board of Regents Academic Policy 2.10 provision that applies to the Reconsideration of Terminated Academic Programs. Our Finance Degree Program (SUBR 520801) is classified as a low completer program. The Finance Program's completer information from the Board of Regents for the last reported five years shows the following data (7-7-0-6-13) with a three-year average of five completers (see attachment). The Board of Regents recommends T/R which is terminate and revise as a finance concentration within the Business Management degree. The major problem this presents is that we have an insurance concentration within the Finance Degree Program for which we have recently received a fund of \$460,000 from the Louisiana Department of Insurance for program enhance. To lose the Finance Degree Program would harm our progress in recruiting students to the Finance Degree insurance concentration. We have currently, according to the Board of Regents, 49 majors in the Finance Degree Program and if the degree program is terminated, it will take three to six years to teach them out of the program. We are asking for reconsideration of the decision for T/R and to grant a waiver of T/R for five years to recruit new students to the program in order to reach the new standard of graduating a minimum of 10 students per academic year.

The College has developed the attached enhancement plan which the Board previously reviewed. Based on the plan, we have allocated funds to provide scholarships to high performing students majoring in Finance with the insurance concentration. Second with have hired faculty and staff for the Summer 2017 to enhance our recruitment efforts. Third, we have developed our BUSP 100 Course entitled, Introduction to Business and Entrepreneurship from a Global Perspective, as a survey course to enlighten freshmen students on all our majors including Finance. Fourth, we have an accreditation visit in November of 2017, and to close a degree program before an accreditation visit is an indication of concerns for the visitation team in reviewing the sustainability of our curriculum. Finally, we would have to reorganize the departmental structure in the College as a result of this termination and revision.

We ask that the Office of Academic Affairs obtain the support of the Southern University Board of Supervisors in approving this request for reconsideration. Therefore, we ask that you place this request for reconsideration on the Southern University Board of Supervisors' Agenda for approval at the next board meeting. The Board of Regents' Academic Affairs Policy 2.10 is provided below.

**Louisiana Board of Regents**  
**2016-17 Academic Program Review**  
**Appeal Petition for CONTINUATION of Existing Academic Program**  
**April 12, 2017**

Please submit an electronic copy (Word Document preferred) of the completed document to Dr. Karen Denby, Associate Commissioner for Academic Affairs, at [karen.denby@regents.la.gov](mailto:karen.denby@regents.la.gov). Early submission is appreciated. Address all issues, but limit the response to three pages or less. Recommendations to the Board of Regents will be based on this appeal, and on consideration of the statewide curriculum inventory.

<b>Campus:</b> Southern University and A&M College	<b>Program:</b> Title, CIP, Degree (and Certificate(s)) Awarded B.Sc. in Finance
<b>Contact Person [Name, email, phone]:</b> Dr. Donald R. Andrews, Dean, College of Business Email: <a href="mailto:Donald_andrews@subr.edu">Donald_andrews@subr.edu</a> Phone: 225.921.3890 Dr. Ghirmay S. Ghebreyesus, Chair, Department of Accounting, Finance & Economics Email: <a href="mailto:ghirmay_ghebreyesus@subr.edu">ghirmay_ghebreyesus@subr.edu</a> Phone 225 771 5943	<b>DATE:</b> April 12, 2017.

**1. Description of the program and its relevance to the institution's curriculum inventory.** (Why should it be maintained, even though it is averaging less graduates than the BoR viability threshold?)

The Finance degree program provides students with a comprehensive knowledge of financial theories and the ability to apply analysis in decision making and to solve real world problems. Such knowledge will enable graduates to obtain managerial and administrative positions in corporate and government sectors. The program requires the successful completion of 124 credit hours of study including five finance required courses and another four Finance electives.

We request continuation of this program because we are redesigning the degree program with an enhanced concentration in Risk Management and Insurance, and Financial Securities Concentration leading to licensing for the Series 6 and 7. The Finance Degree supports other programs in our University, produces high Student Credit Hours, helps maintain AACSB accreditation, generates external funds and creates career opportunities for underrepresented minorities in the financial services industry.

Support to Other Programs: The Finance degree program provides service to the College of Business (COB) and students in other disciplines across the University. FINC330, Managerial Finance is a core COB course requirement. Other finance courses (300 and 400 level) provide electives for Finance and other majors in the COB. MBAP514, Financial Management is a required course in the MBA program. Finc130 Personal Finance and Finc131 Trading Financial Assets are popular electives for students in other disciplines.

Support to the Risk Management and Insurance Program: We reviewed the Finance curriculum and developed a Risk Management and Insurance concentration within the Finance degree program. We developed this program in partnership with the Louisiana Department of Insurance thereby ensuring our students are able to pursue high level employment in the insurance industry. The Risk Management and Insurance program would not exist without the Finance degree program. In fact, the concentration in Risk Management and Insurance will significantly contribute to the increase in enrollment and graduation in Finance. We are using **\$460,000.00** in funds received from the Louisiana Department of Insurance for the enhancement of the Finance program. We are establishing scholarships to be awarded starting in Fall 2017 to students in the Finance program enrolled in the Risk Management and Insurance concentration; provide funds for Finance program development in the form of student recruitment, retention and placement, student development, faculty development, conferences, grant proposal development; and the establishment of upto three endowed professorships for Finance professors serving as outstanding teachers, practitioners and researchers in the instruction and application of Finance as it relates to Risk Management and Insurance.

Student Credit Hours Generated: In the Spring 2017 semester the Finance program including the Economics courses generated approximately 1,851 SCHs at the undergraduate level which is approximately 32 percent of the 5,805 total SCH for the undergraduate program in the College of Business. The data clearly show the Finance and Economic course offerings are significant SCH generators for the College of Business with courses that support the financial and economic literacy for the entire university.

AACSB International Accreditation: The Association to Advance Collegiate Schools of Business International (AACSB International) accredited the College of Business in 1998. The College was reevaluated in November 2007 and 2012 and received the maintenance of accreditation for its programs including the

Finance program. The Finance and Economics faculty contributed significantly to the creation of intellectual contributions necessary for the College's accreditation. The Finance and Economics faculty produced 40 percent of the College of Business' intellectual contributions during the five-year period, 2007-2012 (COB Maintenance of AACSB International Accreditation Report, November 2012). The area of research includes economic development in underserved areas in Louisiana, financial literacy, pedagogical issues in minority serving institutions and current topics that impact the financial market. Thus, the Finance program is significant to the College of Business in meeting the AACSB International requirements for accreditation.

To support the COB economic development initiatives, the Finance and Economics Faculty secured a grant from the U.S. Department of Commerce, Economic Development Agency (**\$510,000.00 over 2013-2018 period**) and established the EDA University Center for Economic and Entrepreneurial Development. The goal of the Center is to expand and revitalize economic development in Louisiana, by providing programs that enhance existing businesses and create new venture opportunities with a special focus on: Job creation and workforce development, advancing entrepreneurship and innovation, and promoting international trade. The Center is managed by Finance faculty, and since 2013 provided technical training and assistance in Monroe, Ouachita Parish, Tallulah, Madison Parish, White Castle, Iberville Parish, Kentwood, Tangipahoa Parish, Ferriday, Concordia Parish, and Baton Rouge region. The workforce development and training topics include computer basics, Microsoft Excel, QuickBooks, business planning, target markets, niches and positioning your business, project management, contract procurement, and entrepreneurship. The following are the research topics conducted by the Finance faculty managing the Center: Economic Profiles of Concordia, East Carroll, Madison and Tensas Parishes in Northeastern Louisiana; Occupational and Industry Cluster Analyses of the Capital and North Delta Planning District; Meeting Tourist Expectations and Customer Satisfactions by Hotels and Restaurants in Greater Baton Rouge and Monroe Metropolitan Areas; Earl K. Long Hospital Closure: Community Inputs and Potential Uses of the Property and Economic Profiles of Residents Living within the vicinity of the Property; Small Business Need Assessment in Louisiana; Potential Economic and Infrastructure Impacts of the Panama Canal Expansion on Louisiana; and Hotel Feasibility Study for the Town of Ferriday, Concordia Parish. The Center also provides an annual conference and workshops with a focus on Entrepreneurship, Innovation, Leadership and the role of Universities in Economic Development.

We have worked with the Delta Regional Authority to Develop the HBCU Entrepreneurial Ecosystem. We are in the process of increasing our course

offerings in the area of Entrepreneurial Finance. We are exploring the possibility of developing a concentration in this area. We are also working with the Louisiana Research Park on their Regional Innovation Strategies Program grant in developing entrepreneurship funding opportunities in Louisiana.

Enrollment: Declared Majors	FALL 2016 Enrollment:					
	FR	SOPH	JR	SR	M/Sp	PhD
<b>51</b>	9	17	9	16		

Faculty in this Major	T	TT	FT	PT	Adjunct	Other
	2	1	3	0	2	

**Why are there so many (or few) majors, with so few completers?**

Our Finance Degree Program was established in 2002-2003. We are working to increase the awareness of our students on the benefits of careers in Finance. To increase enrollment, we are developing better recruitment, scholarships and outreach procedures to improve awareness of the benefits of a finance degree. In fact, we have an upcoming event on April 19, 2017 to increase this effort in a more systematic way (see the following circular from the Office of Communications).

April 12, 2017

Good afternoon,

I hope all is well. As part of our marketing initiative that we have underway with the President's Office and Division of Student Affairs & Enrollment Management, we will be working on an aggressive media relations campaign with the PR consulting firm Spears Group.

I am reaching out to you because your area is one of many that we would like to first focus on as we begin the planning stage with Spears Group on this campaign. It is important that we meet with you while Spears Group is on campus.

The meeting is set for Wednesday, April 19 at 4 p.m. in the Student Union, Blue and Gold room. If this time does not work for you please let me know.

If you are not able to make it, please send a representative for the



department/college. If you have any questions or concerns, please feel free to contact me by phone or email.

Thank you and I look forward hearing from you.



Erin Fulbright  
 Assistant Director of Communications  
 Office of Communications  
 Southern University and A&M College  
 J.S. Clark Administration Bldg. 1st FL  
 P.O. Box 9254, Baton Rouge, Louisiana 70813  
**Office: 225-771-3216 Fax: 225-771-6262**

Is there adequate support (e.g., space/facilities, advisors)?

1. We are developing funds to enhance student support services to the Finance Degree Program.
2. While resources are limited, we will increase the availability of tutorial services for COB finance courses leading to better student understanding and performance in our finance courses.

**2. Projected enrollments (declared majors) and completers (F+Sp+Su) for the next 3 years *with justification.***

2017-18		2018-19		2019-20	
Fall Enrl	Completers	Fall Enrl	Completers	Fall Enrl	Completers
60	10	71	12	75	15

**Justification for productivity projections.**

- Enrollment: Based on our redesigned Finance degree with industry specific enhanced concentrations in Insurance and Financial Services Concentrations and the injection of \$460,000 in funds to recruit and provide scholarships, we anticipate a 15 percent average increase in majors from the base of 51 in 2016-17

to 75 majors in 2019-20. We project an upward trend in the number of students majoring in Finance due to our redesigned Finance degree program with enhanced concentrations. We also anticipate increased employment growth of the insurance and global securities industry.

**Intervention Methods to Improve Student Recruitment and Retention: The Department of Accounting, Finance and Economics is implementing the following activities/ programs to recruit and retain students in the Finance Degree Program.**

Since the initial request for continuation of the Finance Degree Program we have been working to develop industry ties to create a unique program that will provide four and five star jobs and internships for our students. The College of Business is redesigning the existing Finance Degree Program with the following Enhanced Concentrations. We are requesting a three-year window to implement our redesigned Finance Degree Program linked to the financial services industry with two concentrations outlined below.

**I. Finance Degree Redesign: Enhanced Insurance Concentration**

**II. Finance Degree Redesign: Financial Securities Concentration with Security Training Corporation Courses to provide Series 6 and 7 Financial Securities Licensing (In the Planning Stages Fall 2017)**

**I. Finance Degree Redesign with Enhanced Insurance Concentration**

The College of Business recently received \$460,000 allocated by the Louisiana Department of Insurance for the enhancement of the College of Business at Southern University in Baton Rouge. These funds will be used for the Enhancement of the Finance Degree Program's Risk Management and Insurance Concentration.

**Proposed Program Activities:**

1. Establishment of 20 - \$1,000 scholarships to be awarded starting in Fall 2017 to students in Finance enrolled in the Insurance Concentration. (\$20,000)
2. Development of Endowed Scholarships for Students in Finance enrolled in the Insurance Concentration in the amount of \$160,000 to generate \$8,000 ( $\$160,000 \times 0.05$ ) in interest income annually for at least eight \$1,000 scholarships to be awarded annually

for recruitment of students to the insurance program at Southern University Baton Rouge College of Business. (\$160,000).

3. Establishment of two to three Endowed Professorships in the College of Business, for professors serving as outstanding teachers, practitioners, and researchers in the instruction and application of finance as it relates to insurance and risk management. We would hope that the Board of Regents will provide the 40 percent match and the contribution from the funds received for the three endowed professorships would be \$180,000. (\$180,000)

4. Provide a fund of \$60,000 for Program Development in the form of student recruitment, student scholarships, student development, faculty development, conferences and grant proposal development. (\$60,000)

5. Use of \$21,600 of the funds for the general operation of the College of Business for program enhancement. (21,600)

6. Allocation of four percent of funds to the Southern University System Foundation for management fees in the amount of  $\$480,000 \times 0.04 = \$18,400$ . (18,400)

Total Funds Allocated \$460,000

## **II. Finance Degree Redesign: Financial Securities Concentration with Security Training Corporation (STC) Courses to provide Series 6 and 7 Financial Securities Licensing**

We are working with Morgan Stanly to develop our Financial Security courses and Concentration as evidenced by the correspondence provided below.

April 12, 2017

Dean Andrews,

It was so nice talking to you this morning. Attached are additional details about the STC program we discussed. There is a sample syllabus that I think you will find very useful. The program guide also highlights other universities that are currently doing or will do the STC prep class. Please review and let us know your thoughts. Aaron and I will follow up with a phone call next week. Aaron and I are also more than happy to come out and meet with you and your faculty face to face.

***BoR Please see information on Course Materials attached to this request.***

Steps:

- Morgan Stanley would make a donation of \$5,000 that is made to the college/university.
- The college/university pays STC a one-time \$5,000 fee for the course.
- STC trains the professors, provides the materials and access to the testing site to the college/university.
- Students who successfully complete the program will have the resumes shared with all of the financial institutions participating in the program

Best,

Erika

Erika Kelly

Regional Diversity Officer, Central Region

Morgan Stanley Wealth Management

13455 Noel Road|Suite 1800|Dallas, TX 75240

[erika.kelly@morganstanley.com](mailto:erika.kelly@morganstanley.com)

Phone: 972.450.4839

### III. Other Activities

- We participated in the University Recruitment Program and we have advertised on television about the benefits of our Finance Programs. We visited McKinley High School, White Castle High School and Southern University Laboratory School.
- We have held programs to generate student interest in the Finance program including financial literacy programs and a forum on the recent financial crisis and possible solutions.
- As part of 2+2 Program with Baton Rouge Community College (BRCC), faculty members and students participated in BRCC Career Fair. We distributed the department brochures and shared information with BRCC students about the opportunities our programs offer.
- We have developed new courses in personal finance and financial markets trading. We have a financial trading room with trading software and we have instituted a trading fund for students to manage.
- We have a real estate professional teaching our real estate course (FINC 347) that has attracted student interest in this area of finance.
- We developed a new Risk Management and Insurance concentration. We developed three new courses to support the concentration (FINC 445 Life Insurance and Professional Financial Planning, FINC 446 Employee Benefits, and FINC 447 Principles of Property and Liability Insurance). The main instructor in this program is a professional from the insurance industry who will insure our Finance students are well prepared to sit for professional insurance and financial securities credentials. Additionally, we organized four workshops on Risk Management and Insurance in the

College of Business and attracted local insurance companies and financial firms. The workshops helped our Finance majors to reach out the local financial institutions and secure jobs.

- We have guest speakers such as Mr. Ted Daniels, The Society for Financial Education and Professional Development; Mr. Don Minor, Merrill Lynch; Mr. Aaron J. Stanford, Morgan Stanley; and Mr. Clyde Hall, FDIC. We participated in several financial literacy programs and discussed financial education on Cable Channel 4, along with Mr. Ted Daniels. This program was broadcast across the entire south Louisiana region.
- We have greater interest from companies that are recruiting our students in the college such as Merrill Lynch; Morgan Stanley; FDIC; KPGM, Entergy, Dell, Texas Instruments, Enterprise Rental, Caterpillar, and State Farm.
- We are promoting student participation in internships to increase the employment opportunities of our students. We secured internship opportunities for our students with Merrill Lynch, Morgan Stanley, FDIC, local banks and insurance companies. Our former students that work in private and public sectors of our economy have served as role models for helping to raise the interest of our students in careers in finance.
- The Department of Accounting, Finance and Economics provides scholarships to attract students in the finance program. In the Spring 2017 semester we awarded \$5,000.00 to seven students majoring in Finance as part of Gala on the Bluff Scholarship; \$2,000.00 to four students as part of WISE scholarship; and, \$2,000.00 to four students as part of Jindia Foundation Scholarship. Starting in Fall 2017 semester we will award more in scholarships for students enrolled in Finance with a concentration in Risk Management and Insurance.
- Our MBA program has served as a magnet to increase students interest in careers in finance.
- We are emphasizing to students the importance of understanding finance in starting a small business.
- We encourage and support our students to participate in case competitions. Currently our students are working jointly with the management of Liberty Bank of Louisiana in the case competition sponsored by the Conference of State Bank Supervisors.
- The Economics and Finance Club developed a contact information list of students that showed interest in Finance. The Department is using this list to reach prospective Finance majors in order to share scholarship information, internship opportunities and possible career paths in Finance.
- Established Student Recruitment, Scholarship and Outreach Committee to coordinate student recruitment and retention. Members of the committee visited Baton Rouge Community College and distributed the department's brochures.

The Department is preparing to implement the following strategies to enhance the Finance Degree Program.

- Recruitment Improvement Strategies
  1. BUSP100 (Introduction to Business and Entrepreneurship) as a recruitment mechanism.
  2. Collaborating with neighboring high schools – Scotlandville Magnet High School, McKinley High School, Southern University Laboratory School.
  3. Partnering with local financial firms such as Merrill Lynch, Morgan Stanley, KPMG, etc.
  4. Organizing informational sessions for recruiting Finance majors.
  5. Strengthening the Economics and Finance Club and encouraging participation of members in the recruitment effort.
  6. Inviting guest speakers to classrooms to speak on careers in Finance.
  7. Advertising on student newspaper – The Digest.
  8. Preparing promotional flyers.
- Curriculum Revision, Changes and Improvements
  1. Revising content of existing courses and adding new Finance courses.
  2. Change the title of the degree program to B.Sc. in Finance, Insurance & Real Estate.
  3. Developing and implementing additional concentrations in the Finance program.
- Other Departmental Efforts to Increase Enrollment and Graduation of Finance Majors
  1. Prepare a 3-5 year recruitment plan.
  2. Increase external support fund through grants.
  3. Provide scholarship and internship opportunities to attract, engage and retain Finance majors.
  4. Increase faculty involvement in the recruitment and retention process.

### **3. Contribution to educational or economic health/development of the area/region/state.**

- a. Manpower needs: Recruitment efforts by employers in the financial service industry are active at the COB of Southern University. Approximately 80 percent of the students enrolled in the Finance degree program received employment offers prior to graduation indicating strong labor demand exists in the industry. The 20 percent of students not receiving employment offers are typically students planning graduate studies.
- b. Impact on Economic Development: Enhancing knowledge in the subject of finance through a program of education is a first step toward improving

individual's financial literacy that will lead to a more informed public in general creating more opportunity for investment capital for the benefit of the state and nation.

- c. Our research and grant projects provide knowledge to the state on issues of economic development. Our University Center for Economic and Entrepreneurial Development funded by EDA provides workforce training, research and community outreach.
- d. Critical educational/community: During times of financial crisis and expected economic hardship, knowledge of financial principles enables students to make better choices regarding prudent courses of action to mitigate financial hardship.

**4. Uniqueness or relevance to the region/area:** compelling argument to warrant continuation of the degree program at this institution, particularly when similar programs exist in the region/area/ state. Address specific efforts toward collaboration or sharing resources with similar programs and support from local entities (e.g., government, industry).

The redesign of the Finance Degree Program makes it unique with two concentrations on careers in the financial services industry. The concentration in Risk Management and Insurance, and the second in Financial Securities leading to Series 6 and 7 licensing in one program is unique, especially for an HBCU. This redesigned Finance degree program will help increase the number of underrepresented minorities with careers in Financial Services. The contribution of the Southern University Finance program to our state's economy is unique in this respect.

**5. Passage rate of candidates/completers on licensure/certification exams or measures.**

Candidates/Completers	Licensures/Certification Measure	Passage Rate
2015-16:		
2014-15:		

**6. Other indications of program productivity, not yet mentioned (e.g., grants, publications, service).**

The Finance faculty continues to produce scholarly research that is relevant at the state, national and international levels. Many refereed journal publications, professional conference presentations and grants awarded to the College of Business are done by the finance and economics faculty. The following are some of the scholarly activities performed by the Finance and economics faculty in 2012-2017 period.

Smyser, Michael and Ghirmay S. Ghebreyesus "Self-Financed Duration Matching Portfolios: An Exercise in Commercial Bank Asset-Liability Management" *Journal of Finance and Bank Management.* December 2016, Vol. 4, No. 2, pp 1-14.

Andrews, Donald R. et. al., Serves as Principal Investigator on a U.S. Department of Commerce, Economic Development Administration Grant (\$102,000 per year for five years), University Center for Economic Development, Southern University Baton Rouge, Louisiana (2013-2018).

Andrews, Donald R. et. al., Serves as Principal Investigator on the Delta Regional Authority, HBCU Entrepreneurial Ecosystem Initiative Grant (\$24,000 in Support Services), Southern University Baton Rouge, Louisiana (2016-2017).

Andrews, Donald R. et. al., Serve as Investigator on Seed Grant with Nexus-LA, Developing the HBCU Entrepreneurship Ecosystem, Funded by i6 EDA Seed Grant Fall 2016

Aloyce Kaliba and Onumbe E. Lukongo. "Integrating Methods for Economic Development Analysis in Economically Distressed Communities in Louisiana." U.S. Department of Agriculture, Washington D.C. (\$400,000.00 grant for 2015-2018 period, in Collaboration with Southern University System Agricultural/Extension Center).

Kaliba AR, Ghebreyesus GS, No S. Yigletu A, and DR Andrews (2017). Estimating Short and Long-Time Impact of 2016 the Southeast Louisiana Flood on Household Income Using Multilayer Neural Network, Support Vector Machines, and Input-Output Models. Paper for the 48th annual conference of the Mid-Continent Regional Science, Toledo, OH June 7-9, 2017. For the *Journal of Regional Analysis & Policy.*

Andrews, Donald R. with Sung No, Saviour Nwachukwu, Aloyce Kaliba and



Ashagre Yigletu. Entrepreneurship Education at Historically Black Colleges and Universities: Call for A New Mission, Washington Business Research Journal, December 2013.

Hingorani, Vineeta. "Financial Literacy: An Examination Of Its Importance Among Today's Youth And Policy Recommendations." Proceedings of IABPAD Fall Conference in Las Vegas, 2015

Hingorani, Vineeta and Sherman Pittman. "Personal Finance a Mandatory Course for High School and College Freshman." Academy of Economics and Finance Papers and Proceedings, Spring 2013

Hingorani, Vineeta, et.al. "Granger causality between gold, money supply, equity market, inflation, and real interest rates in a multivariate model" Proceedings of the Decision Science Institute, 2012.

Andrews, Donald R. with Sung No, Kimberly Powell, Melanie Powell Rey, and Ashagre Yigletu. Historically Black Colleges and Universities' Institutional Survival and Sustainability: A View from the HBCU Business Deans,' Perspective, Journal of Black Studies, 2015.

Andrews, Donald R. with Ghirmay S. Ghebreyesus, Sung C. No, and Aloce Kaliba Fostering Entrepreneurial Activities in High Poverty Communities, Washington Business Research Forum, Washington D.C. March 4-5, 2016.

Sung No, et al., "Inflation and Equity Market: Sectoral-Level Analyses." The Journal of Business and Economic Studies, 19(2013): 39-53.

Smyser, Michael. "The Co-movement of Commitments and Prices in Currency Futures Markets." Proceedings of the 2015 Eastern Finance Association meetings, New Orleans, LA. Online at (9/24/2015 session F5):  
<https://etnpconferences.net/efa/efa2015/User/Program.php>

Sung No, et al., "Pricing-to-Market and Exchange Rate Pass-through in U.S. Broiler Meat Export Markets: Revisit," The International Food and Agribusiness Management Review, 18 Special Issue A (2015): 79-90.

Sung No, et al., "Granger causality between gold, money supply, equity market, inflations, and real interest rates in a multivariate model." 2012 DSI Annual Meeting, Papers and Proceedings, November 17-20, San Francisco.

Sung No, et al., "The U.S. Stock Market Reactions to the WSJ Daily Stock Picking." Papers and Proceedings of Academy of Economics and Finance, February 8-11, 2012: pp. 103-109.

Smyser, Michael and Prakash, "The Break-even Frontier for Early Withdrawal from a Tax Deferred Account." *Journal of Financial Planning* 16(8), August 2003, pp. 56-61.

Smyser, Michael. "Optimal Bookmaker Pricing and the Efficiency of Baseball Betting Market." *E-Journal of Business and Economic Issues* 36(1), Spring 2008; website: [http://www.business.subr.edu/index\\_files/Page6408.htm](http://www.business.subr.edu/index_files/Page6408.htm)

Smyser, Michael. "The Price Appreciation of Antique Medicine Bottles: Evidence from Thirty Greer Auction Bottles." *Antique Bottle and Glass Collector* 31(12), April 2015, pp.39-42.

Sung No, et al., "Bayesian Vector Autoregressive Model: Use of the USDA Forecasts as Informative Priors." Papers and Proceedings of Academy of Economics and Finance, February 13-16, Mobile, Alabama, 2013: pp. 31-38.

Sung No, et al., "The U.S. Stock Market Reactions to the WSJ Daily Stock Picking." Presented at the 2012 AEF, February 8 – 11, 2012, Charleston, South Carolina.

Sung No, et al., "Bayesian Vector Autoregressive Model: Use of the USDA Forecasts as Informative Priors." Presented at the 2013 AEF, February 13 – 16, 2013, Mobile, Alabama.

Sung No, et al., "Effects of Relative Price and Exchange Rate Volatility on Chicken and Pork Exports." Presented at 2014 AAEA Annual Meeting, July 27-29, 2014, Minneapolis, Minnesota.

Sung No, et al., "Pricing-to-Market and Exchange Rate Pass-Through in Selected U.S. Rice Export Markets." Presented at 2015 WEAI Annual Meeting, June 28 – July 2, 2014, Honolulu, Hawaii, 2015.

Chigurupati, Vasantha. "Lease Intensity, Investment and Abnormal Stock Returns." with Dr. Shantaram Hegde (Presented at 2012 Financial Management Association annual meetings, and 2011 EFA annual meetings).

Chigurupati, Vasantha. "Capital market frictions, Leasing and Hedging." with Dr.

Shantaram Hegde (Presented at 2013 EFA annual meeting and Submitted to Journal of Banking and Finance in November 2014) and ( 2015 EFA annual meeting).

Chigurupati, Vasantha. "Effect of Financial Hedging on Capital Investments of Non-Financial Firms with Dr. Shantaram Hegde (Presented at 2009 SWFA annual meeting and 2009 EFA annual meeting).

**7. Other Information.** Final argument for maintaining the program on the curriculum inventory.

- The Redesigned Finance program is unique because it provides practical educational outcomes with the enhanced concentrations in Insurance and Risk Management and Financial Securities that increase opportunities to underrepresented minorities in the finance industry. The Redesigned Finance degree concentrations (Insurance and Risk Management and Financial Securities) will help our students to obtain lucrative careers the financial industry.
- Two concentrations namely Risk Management and Insurance and Business Economics depend on the existence of the Finance program. Continuation of the program will bolster the revenue stream of the university at a minimal marginal cost.
- Continuation of the Finance program will help the College of Business in maintaining the COB's AACSB accreditation as well as the University's SACS accreditation.
- We are continuously updating the Finance curriculum to meet current industry demand and prepare our students for leading edge careers in Finance.
- The Department of Accounting, Finance and Economics is strongly committed to continuously improve current course offerings and create new courses and concentrations to keep Southern University students abreast with the state of art in the field of Finance.

**8. Campus and System leadership in support of this petition:**

Name, Title	Email
CAO/Provost:	

Staff Recommendations

2016-17 Program Review - Board of Regents

Inst	CIP	Degr	Degree Subject	3Yr Avg Cmpl	Cmpl 2015-16	FL5 UL Enrl	FL5 Enrl	Inst Req	BoR Rec	Notes
LSUS	131325	BA	FRENCH ED GRADES K-12	-	-	-	-	T	T	Campus requested termination.
LSUS	131330	BA	SPANISH ED GRADES K-12	1	2	3	4	T	T	Campus requested termination.
LSUS	131334	PBC	SCHOOL LIBRARIAN	-	-	-	-	C	C	Cmpltrs not reported, to date. Campus is working to resolve the issue.
LSUS	230401	BA	ENGLISH	9	3	9	24	C	C	Recent decline in compltrs (3-11-12-8-10); campus has revised curriculum; needs to strengthen.
SU System										
SUBR	131101	MA	SCHOOL COUNSELING	5	3	26	26	C	T	Prgm not accredited; grads after Spr2017 will not be BESE certified: need to find other optns for stu immediately.
SUBR	131202	BS	ELEMENTARY ED GR 1-5	7	3	76	125	C	C	Met w campus ldrshp. Last chance: must improve quality of GenEd so stu can pass Praxis.
SUBR	131202	PBC	ELEMENTARY ED GR 1-5	-	-	-	-	C	C	Prgm important to the State. Students struggle to pass the Praxis exam -- campus needs to address.
SUBR	131203	PBC	MIDDLE SCHOOL ED GR 4-8	-	-	-	-	T	T	No student interest; campus requested termination.
SUBR	131205	PBC	SEC ED GR 6-12	0	0	-	-	T	T	No student interest; campus requested termination.
SUBR	131206	PBC	MULTIPLE LEVELS GR K-12	0	0	-	4	T	T	No student interest; campus requested termination.
SUBR	131210	PBC	EARLY CHILDHD ED GR PK-3	-	-	-	-	T	T	No student interest; campus requested termination.
SUBR	150303	BS	ELECTRONICS ENGR TECHNOL	7	6	37	89	C	C	Declining compltrs (6-5-10-7-13) tho plenty of stu interest (89 ma); watch closely for recovery.
SUBR	261006	PHD	ENVIRONMENTAL TOXICOLOGY	0	0	19	19	C	C	Met w campus: has invested in prgm & changed ldrshp; expecting quick results. Only Env Tox program in the St; watch one more cycle.
SUBR	400501	BS	CHEMISTRY	6	5	38	65	C	C	Drop in compltrs in 2015 (5-10-4-5-9), but new campus investmnt in dept & chg in leadership; watch one more cycle.
SUBR	512509	MS	THERAPEUTIC RECREATION	4	2	13	13	C	RI	Campus must submit prgm revision with new focus/title & CIP by 1 Sep, or terminate.
SUBR	520801	BS	FINANCE	5	7	22	49	C	T/R	Low (7-7-0-6-13) compared to other Finance prgms; move concentrations into BS/Bus Mgt.
SUNO	131202	BS	ELEMENTARY ED GR 1-5	7	4	40	101	T/R	T/R	Terminate this program. Campus will complete new prgm currc with new focus, title CIP by 1 May.
SUNO	131202	PBC	ELEMENTARY ED GR 1-5	-	-	-	-	C	C	Cmpltrs not reported, to date. Campus is working to resolve the issue.
SUNO	131205	PBC	SEC ED GR 6-12	-	-	-	-	C	C	Cmpltrs not reported, to date. Campus is working to resolve the issue.
SUNO	131206	PBC	MULTIPLE LEVELS GR K-12	0	0	34	77	T	T	Cmpltrs not reported, to date. Campus is working to resolve the issue.
SUNO	131210	BS	EARLY CHILDHD ED GR PK-3	-	0	-	2	C	C	No new stu; teach out plan for 31 students submitted to SACSOC; replacement prgm pending.
SUNO	131210	PBC	EARLY CHILDHD ED GR PK-3	7	7	17	29	C	C	Cmpltrs not reported, to date. Campus is working to resolve the issue.
SUNO	230401	BA	ENGLISH	7	10	23	55	C	C	Good student interest (29 majors in pipeline); should see growth in complt.
SUNO	270101	BS	MATHEMATICS	7	10	23	55	C	C	55 majors in the pipeline; number of compltrs increased in 2015 (10-2-8-2-2).
SUNO	540101	BA	HISTORY	4	2	11	15	C	T	Prgm continues to see decline in grads (2-4-6-8-7), esp. compared to other BA/History prgms.
SUSLA	110701	AS	COMPUTER SCIENCE	6	1	31	31	R	RI	Campus must submit redesigned prgm proposal w/ new focus/title & CIP by 1 Aug, or terminate.
SUSLA	260401	AS	BIOLOGY	3	1	38	38	C	T	Prgm cont. to see decline in completers (1,5,4); should focus on the LT degree or use AGS.
SUSLA	510602	AAS	DENTAL HYGIENE	8	6	29	29	C	C	Prgm identified bc of recent chgs in LC threshold. Staff will watch for gwth.
SUSLA	510909	AAS	SURGICAL TECHNOL	8	0	3	3	C	C	Serious faculty retentn issues. Watch one more cycle for imprvmnts.
SUSLA	511004	AAS	MEDICAL LAB TECHNICIAN	4	4	10	10	C	C	Prgm is the only AAS/Med Lab Tech in North LA. Watch for imprvmt.
SUSLA	520302	AS	ACCOUNTING	9	5	24	24	C	C	Prgm identified bc of new LC threshold. 2015-16 grads declined as a result of Dept. Chair/coordinator being on medical leave. Campus expects recovery.
UL System:										
GSU	130301	M ED	CURRICULUM & INSTRUCTION	4	1	6	6	C	C	Prgm recently redesigned. Staff recommend one more cycle to resolve: redesign
GSU	130401	M ED	ED LEADERSHIP	2	1	9	9	C	T	Repeatedly low; stu can go to ULM, LSUS, or Tech, all w strong productivity; ULM = online.
GSU	131001	M ED	SPECIAL ED	2	2	4	4	C	C	At risk; watch one more cycle. Students could go to NSU for this degree.
GSU	131202	BS	ELEMENTARY ED GR 1-5	6	4	40	93	C	C	Last chance: must improve quality so stu can pass Praxis; raise proportn of grads/majors from .04.
GSU	131202	MAT	ELEM ED & SPED M/MOD GR 1-5	5	8	17	17	C	C	Prgm important to the state; identified under new threshold. Students struggle to pass the Praxis exam -- campus needs to address.
GSU	131205	MAT	SEC ED & SPED M/MOD GR 6-12	2	6	3	3	C	C	Few graduates; however there is a shortage of special educ teachers. For prgm to see imprvmnts in compltrs, campus must increase recruiting efforts.

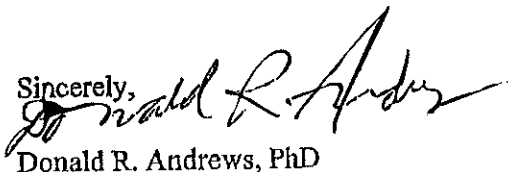
## **ACADEMIC AFFAIRS POLICY 2.10**

### **Reconsideration of Terminated Academic Programs**

Any academic program which the Board of Regents terminates may be reconsidered under the following conditions:

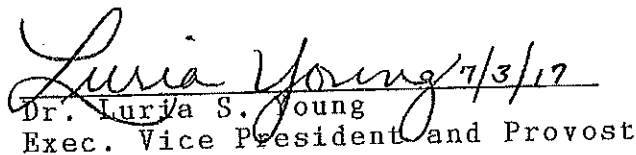
- The Deputy or Associate Commissioner for Academic Affairs must receive a request for reconsideration from the appropriate management board within ninety (90) days of the day on which the Board of Regents votes to terminate the program.
- The Deputy or Associate Commissioner for Academic Affairs will inform the management board and the institution at least thirty (30) days prior to the date on which the Academic Affairs Committee will review the request. Relevant written materials, which the affected institution and/or management board wishes the Board of Regents to consider, must be submitted to the Deputy or Associate Commissioner for Academic Affairs at least fifteen (15) days prior to the date for the Academic Affairs Committee's review.
- The Board of Regents will reconsider the status of a terminated academic programs only once. If the Board then reaffirms is decision to terminate the program, the affected Institution and management board may reapply for the program in accordance with policies of the Board of Regents pertaining to the request for a new academic programs.

Sincerely,



Donald R. Andrews, PhD

**Attachment:**



Dr. Lurja S. Young  
Exec. Vice President and Provost

---

Dr. Ray L. Belton  
President-Chancellor

RECEIVED

JUL 11 2017

Office of the Executive Vice President  
for Academic Affairs and Provost



UNIVERSITY COLLEGE  
P.O. Box 9251  
Baton Rouge, Louisiana 70813

Office: (225) 771-2394  
Fax: (225) 771-2371

July 10, 2017

Dr. Luria Young  
Interim Executive Vice President and Provost  
Southern University and A&M College System  
J.S. Clark Administration Building, 3<sup>rd</sup> Floor  
Baton Rouge, LA 70813

RE: College of Nursing and Allied Health –Progression Policy for the BSN Program

Dear Dr. Young:

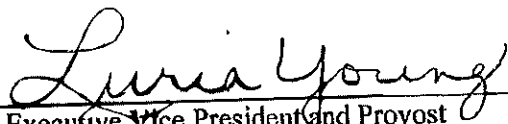
The University Curriculum Committee met on Thursday, April 20, 2017 and reviewed the Progression Policy for the BSN program in the College of Nursing and Allied Health. The Committee approved the Undergraduate Nursing revised policy change. The revised policy is designed to foster an atmosphere of success by having its students maintain academic progress, increasing the number of graduates and elevating the passage rate above 80% to avoid any possibility of conditional status in 2017 and beyond with LSBN.

If approved, please sign and forward this document to the appropriate persons.

Sincerely,

Dana Carpenter, Ph.D., Chairman  
University Curriculum Committee  
225-771-2395

DC/tb

Approved by:   
Executive Vice President and Provost



School of Nursing  
DEAN'S OFFICE  
P. O. Box 11794  
Baton Rouge, Louisiana 70813  
(225) 771-3266  
FAX (225) 771-2641

March 2, 2017

Dr. Dana Carpenter  
Chairman,  
Curriculum Committee  
Southern University  
and A&M College  
Baton Rouge Campus

Attached are documents for the proposed changes to the BSN program's progressions policies. The changes were reviewed and approved by the BSN Faculty Council and the College's Executive Committee (February 22, 2017). As Dean, I am requesting review and approval of the policy by the SUBR Curriculum Committee.

If further information is required, please contact me.

Janet S. Ramo, PhD, RN  
Dean College of Nursing and Allied Health  
Phone: 225-771-3266

Baton Rouge, Louisiana 70813-2024 | (225) 771-2011  
"A People's Institution Serving the State, the Nation, and the World"

**Dana Carpenter**

---

**From:** JANET RAMI  
**Sent:** Thursday, March 2, 2017 4:15 PM  
**To:** Dana Carpenter  
**Cc:** Donna Hulbert; JACQUELINE HILL  
**Subject:** BSN Proposed Progression Policy Changes  
**Attachments:** memo dean rami.pdf; ATT00001.htm; COMPARE PRESENT POLICY TO TENTATIVE PROPOSED POLICY WITH REVIEW OF LITERATURE OF OTHER SCHOOL POLICIES TO SUPPORT RATIONALE FOR CHANGE (1).docx; ATT00002.htm

Dr. Carpenter

Attached are documents for the proposed changes to the BSN program's progressions policies. The changes have been reviewed and approved by the BSN Faculty Council and the College's Executive Committee. As Dean I am requesting review and approval of the policy by the SUBR Curriculum Committee.

Janet S. Rami, PhD, RN  
Dean College of Nursing and Allied Health  
Southern University and A&M College  
Baton Rouge, LA 70813  
Phone: 225-771-3266

*CONFIDENTIALITY: This email (including any attachments) may contain confidential, proprietary and privileged information, and unauthorized disclosure or use is prohibited. If you received this email in error please notify the sender and delete this email from your system. Thank you.*

Begin forwarded message:

**From:** JACQUELINE HILL <[JACQUELINE\\_HILL@subr.edu](mailto:JACQUELINE_HILL@subr.edu)>  
**Date:** March 2, 2017 at 12:28:18 PM CST  
**To:** JANET RAMI <[JANET\\_RAMI@subr.edu](mailto:JANET_RAMI@subr.edu)>  
**Subject:** Progression Policy

Attached is the cover letter and progression policy.

Jacqueline J. Hill, PhD, RN  
Associate Professor & Chair, Undergraduate Program  
School of Nursing  
Southern University & A & M College  
Baton Rouge, LA 70813  
(225) 771-2653  
[jacqueline\\_hill@subr.edu](mailto:jacqueline_hill@subr.edu)  
President, Louisiana State Nurses Association (2011-2013)



**Southern University and A & M College**  
**College of Nursing and Allied Health**

**March 2, 2017**



# SOUTHERN UNIVERSITY

Agricultural & Mechanical College

SCHOOL OF NURSING  
Undergraduate Office  
P.O. Box 11794  
(225) 771-2653  
FAX (225) 771-2651

**RECEIVED**  
FEB 21 2017  
BY: *ARM*

February 21, 2017

Janet Rami, PhD, RN, Dean  
Southern University School of Nursing  
Baton Rouge, LA 70813

Dear Dr. Rami,

The BSN Council met January 24, 2017 and approved the attached Progression's Policy. Included in the attachment is the rationale for the change, along with progression policies other schools are utilizing.

Sincerely,

Jacqueline J. Hill, PhD, RN  
Chair, Undergraduate Program

Attachment

COMPARE PRESENT POLICY TO TENTATIVE PROPOSED POLICY WITH REVIEW OF LITERATURE OF OTHER SCHOOL POLICIES TO SUPPORT RATIONALE FOR CHANGE

**POLICY TITLE: Progression Policy**

CURRENT POLICY	PROPOSED POLICY
1. Maintain at least a 2.0/4 semester GPA.	1. Maintain at least a 2.0/4 semester GPA.
2. Achieve a grade of "C" in all nursing courses.	2. Achieve a grade of "C" in all nursing courses.
<p>a. Students who fail to achieve a "C" in any nursing course are expected to repeat the course at the next available opportunity.</p> <p>b. Students may only enroll in a nursing course twice.</p> <p>c. In accordance with Southern University policy, payment of fees constitutes official enrollment; therefore, courses dropped prior to the 14<sup>th</sup> class day will not be considered as an enrollment for that course in the School of Nursing.</p> <p>d. Students who fail any <b>three</b> upper division nursing courses (NURS 201 and above) will not be allowed to progress in the nursing program.</p> <p>e. Students will be placed on probation after a <b>second</b> failure and will be followed by their academic advisor.</p> <p>f. Students may not progress in nursing courses until the failed prerequisite course(s) have been successfully completed. NURS 304 is a prerequisite for NURS 310 and NURS 315; and NURS 410 and NURS 415 are prerequisites for NURS 417 and NURS 418.</p> <p>g. Students who fail to achieve a "C" on the second attempt in the same nursing course will not be allowed to progress in the School of Nursing.</p> <p>h. Non-clinical courses may be taken if they are within the same level and if nursing space permits.</p>	<p>a. Students who fail to achieve a "C" in any nursing course are expected to repeat the course at the next available opportunity.</p> <p>b. Students may only enroll in a nursing course twice.</p> <p>c. In accordance with Southern University policy, payment of fees constitutes official enrollment; therefore, courses dropped prior to the 14<sup>th</sup> class day will not be considered as an enrollment for that course in the School of Nursing</p> <p>d. Students who fail any two upper division nursing courses (NURS 201 and above) will not be allowed to progress in the nursing program.</p> <p>e. Students will be placed on probation after one course failure and will be closely monitored by their academic advisor during the probationary period.</p> <p>f. Students may not progress in nursing courses until the failed prerequisite course(s) have been successfully completed. NURS 304 is a prerequisite for NURS 310 and NURS 315; and NURS 410 and NURS 415 are prerequisites for NURS 417 and NURS 418.</p> <p>g. Students who fail to achieve a "C" on the second attempt in the same nursing course will not be allowed to progress in the School of Nursing.</p> <p>h. Non-clinical courses may be taken if they are within the same level and if nursing space permits.</p> <p>i. Students will be permitted to repeat no more than two nursing courses.</p>

<p>3. Satisfy conditions, if conditionally accepted into the School of Nursing.</p> <p>4. Maintain satisfactory physical and psychological health status for optimal theoretical and clinical performance.</p> <p>5. Meet progression requirements of the University as stipulated under <i>Scholastic Probation, Suspension, and Readmission Regulations</i>" (see current University Catalog for details).</p> <p>6. To progress from one level to the next level, students must successfully complete all courses and requirements listed in Level I, Level II and Level III respectively.</p>	<p>3. Satisfy conditions, if conditionally accepted into the School of Nursing.</p> <p>4. Maintain satisfactory physical and psychological health status for optimal theoretical and clinical performance.</p> <p>5. Meet progression requirements of the University as stipulated under <i>Scholastic Probation, Suspension, and Readmission Regulations</i>" (see current University Catalog for details).</p> <p>6. To progress from one level to the next level students must successfully complete all courses and requirements listed in Level I, Level II and Level III respectively.</p>
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### Rationales for recommendation

The following reasons are the basis for the Admission/Progression Committee's recommendation:

1. The significant correlation between the number of repeat nursing courses and success on NCLEX-RN found in a study of SUBR grads.
2. Increasing number of student's failing in Level 1, Level 2, and first semester courses in Level III.
3. Attrition rate of the Comprehensive Exam
4. SUSON's conditional status with LSBN (Pass rate less than 80% for years '14 and '15).
5. The committee members were charged with making recommendations for changing the present SUSON's progression policy. Members expressed the desire to raise the progression standard; however, continue to focus on our school's mission and vision.

### Rationale for Recommendation-

**LITERATURE OVERVIEW:** "When students are unable to satisfactorily meet the objectives of the clinical experience, faculties have the legal and ethical responsibility to deny academic progression" (Billings & Halstead, 2012, pg 43). Reliable admission and progression criteria are important because of limited clinical slots, qualified faculty, and financial resources restrict the enrollment capability (Byrd, Garza, Nieswiadomy, 1999). In a study done by these authors, it

was found that demographic variables and admission and progression criteria were predictive of 278 students' completion or failure in a baccalaureate nursing program.

Of the Schools of Nursing that we looked at, the following schools permitted students to repeat no more than one required nursing course:

**Stephen F. Austin State University** Richard and Lucille DeWitt School of Nursing A nursing course may be repeated one time only.

**University of Lafayette (ULL)** – Students will be permitted to enroll in any required nursing course only twice. Students will be permitted to repeat no more than one required nursing course.

**University of Louisiana at Monroe (ULM)** – Students who have reenrolled in or earned a non-progressive grade in a required nursing course may be readmitted to repeat that course only one time; and in addition, may be readmitted to repeat courses in only two semesters.

**McNeese State University** –

1. Have repeated no more than one nursing course in which a grade of "D", "F", or "W" is earned. A student is permitted one failure or withdrawal once admitted to the clinical nursing sequence. A second failure and/or withdrawal, in any nursing course, constitutes dismissal from the program.

**The University of Mississippi Medical Center** – If a student makes a grade of "D" or "F" in a nursing course, the course may be repeated once provided the overall GPA is a 2.0. Students who receive a grade of "C" or better in a course are not permitted to repeat the course. A student may not be permitted to continue enrollment when: The student receives a second failing grade ("D" or "F") in a nursing course; or The student has received a grade of "F" and the student's overall GPA is less than 2.0 on all course work completed in the School of Nursing; or ...

**Prairie View and A & M University** – A student is allowed one failure and one opportunity to retake a nursing course. A student will be dismissed from the nursing major and the College of Nursing if there is failure in two or more nursing courses.

**Case Western** – To maintain satisfactory academic standing, students must attain a GPA of 2.0 or above by the end of their junior year and must obtain a C or above in all nursing and science courses. Students who receive two unsatisfactory grades (D or F) in nursing and /or natural and behavioral science courses will be subject to separation from the school of nursing.



Office of the Executive Vice President  
and Provost

Luria S. Young

---

To: Dr. Ray L. Belton

From: Luria S. Young *Luria*  
Interim Executive Vice President  
& Provost

Date: June 28, 2017

Attached is a request for Authority to offer a new Degree Program - **Bachelor of Science in Educational Studies**, for Southern University at New Orleans.

This item is being submitted for your review and approval.

LSY/swm

RECEIVED  
OFFICE OF THE  
PRESIDENT/CHANCELLOR  
2017 JUN 29 AM 8:14  
SOUTHERN UNIVERSITY  
STATE COLLEGE

**Louisiana Board of Regents**

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

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

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

Date: June 20, 2017

Institution: Southern University at New Orleans	Requested CIP, Designation, Subject/Title: Bachelor of Science in Educational Studies(New Title) CIP Code: 130101
Contact Person & Contact Info Willie Jones ,III, Ed.D., Interim Dean/ Chair, Teacher Education CAEP Accreditation Coordinator Southern University at New Orleans College of Education and Human Development 6801 Press Drive, New Orleans, LA 70126 504.284.5520 504.284.5546 (fax) wjones@suno.edu	
Date Letter of Intent was approved by Board of Regents:	
Date this Proposal was approved by Governing Board:	
Planned Semester/Term & Year to Begin Offering Program: Fall 2017	

**1. Program Description**

Describe the program concept: (a) purpose and objectives; (b) mode of delivery (on-site/hybrid/on-line). Describe plan for developing and rolling out new courses.

The Bachelor of Science in Educational Studies (BSES) is an interdisciplinary program designed for students who want a broad view of education that focuses on the general theory and practice of learning and teaching, the basic principles of educational psychology, the art of teaching, and planning and administration of educational activities, yet seek careers outside the traditional classroom. This degree, in itself, does not include licensure. Students who choose this major will be exposed to a broad range of courses designed to prepare them for graduate school and positions in education settings that do not require teacher certification. With additional training and licensure, students can also work in Pk-12 settings. Graduates of this program will pursue teacher licensure through alternative routes to become certified teachers or join the workforce outside of the classroom. Some graduates may also pursue graduate or professional degrees in areas such as education administration, education policy, educational research, law, and organizational development and training.

The objectives of the program are to:

1. Contribute to the workforce development at the state and national levels, as well as globally in the field of education using an interdisciplinary approach.
2. Establish a unique degree program that is not currently available from the current Louisiana degree options.
3. Provide a degree in the educational field to students who do not wish to pursue teaching certification as undergraduates.
4. Provide a foundation of historical, philosophical, sociological, multicultural, and gender perspectives in relation to education.
5. Prepare students to design, develop, and deliver educational programs to youth and adult learners in a variety of non-school organizations, corporate settings, community-based organizations, workforce development agencies, and post-secondary settings.
6. Prepare students to research, apply and analyze professional issues and concerns within the field of education, training, and workforce development.

This re-designed curriculum will allow students to graduate and attend graduate school or seek employment while also affording those who may want to teach the opportunity to seek teacher certification after graduation from the Post-Baccalaureate Certification-Only program. The BSES program is designed for individuals interested in careers in the field of education, including civic, non-profit, political, and graduate studies, but not necessarily intent on pursuing a classroom teaching career. The program at Southern University at New Orleans is designed to address the needs of several populations to include:

- 1) Individuals interested in serving in educationally related career fields and graduate study,
- 2) Individuals who after starting an education certification program decide not to enter a classroom teaching position after graduation.
- 3) Individuals who have completed the necessary requirements of an education programs, but do not wish to pursue certification.
- 4) Career changers.

The program will be offered as a regular on-site program with a few on-line courses not exceeding 25% of total course offerings.

Map out the proposed curriculum, in sequence, identifying any incremental credentials and/or concentrations within the degree. Indicate which courses will be new, including those that would be offered in the new program as electives. Describe any special requirements (e.g., internships, comprehensive exam, thesis, etc.).

The proposed curriculum for the BSES program includes courses that critically examine the role of education in a global society and the impact of educational programs on diverse populations. The curriculum will have a unique mix of education, management, and content, including significant courses from across the University from the College of Art & Sciences. This flexible major is designed for students who are interested in working in a variety of educational settings, but who do not necessarily wish to become licensed teachers at the time of graduation. The Educational Studies program is a 120 hours minimum, non-certification program that prepares individuals to deliver educational experiences in traditional and non-traditional settings. The 120 hours consist of 39 hours of state-mandated General Education courses, 9 hours of free electives, 9 hours of Communications, 33 hours of Core in Foundations of Education, 24 hours in a designated concentration, and 6 hours in research/capstone. This program will mirror the current Elementary Education program for the first three years by offering the same general education courses and foundational education courses. The program will have two concentrations to choose from: Option 1) Educational Policy and Theory; Option 2) 2a-Methods of Learning (Pk-3), or 2b-Methods of Learning (1-5), or 2c-Methods of Learning (6<sup>th</sup>-12). Option 2 choice leads to licensure through the University's Post-Baccalaureate Certification-Only Program after graduation. The detailed Curriculum Sheet is presented at the end of the Program Proposal

#### Course Sequence

The program participants are expected to complete their degree preferably within five (5) years of initial matriculation in the program. A flexible course offering schedule will include online, campus-based weekdays, and Saturdays. Some courses will require some hours of field experiences as explained in the course descriptions. To complete the program in a timely manner, participants will be advised to adhere to the following course schedule:

#### FRESHMAN YEAR (30 Credit Hours)

(1<sup>st</sup> Semester)

ENGL 111	English Composition I
MATH 151	College Algebra
BIOL 105/105L	General Biology I & Lab
FIAR/MUS101	Intro to Art/Music
JRDV 111	College Survival Skills
JRDV 111A	Freshman Assembly

(14 Credit Hours)

(2<sup>nd</sup> Semester)

ENGL112	English Composition II
MATH 232	Finite Math
POLI 110	American Government
BIOL 106/106L	General Biology II
CISP 164	Computer Productivity Applications

(16 Credit Hours)

#### SOPHOMORE YEAR (30 Credit Hours)

(1<sup>st</sup> Semester)

PHYS 101/101L	Introduction to Physical Science
EDUC 110	Introduction to Teaching
ENGL 203	Introduction to Literature
EDUC 212	Communication for Teachers



HIST 210/103 U.S. History before 1865 or History of Civ. to 1500  
*(15 Credit Hours)*  
 (2<sup>nd</sup> Semester)  
 EDUC 230 Child Psychology  
 HIST 220/104 U.S. History since 1865 or History of Civ. since 1500  
 SOCL 210 Introduction to Sociology  
 Free Elective, or Content Area Course (Secondary)  
 Free Elective, or Content Area Course (Secondary)  
*(15 Credit Hours)*

**JUNIOR YEAR (30 Credit Hours)**

*(Education Foundation Core)*  
 ECED 211 Introduction to Early Childhood  
 EDUC 275 Multicultural Education  
 EDUC 310 Educational Psychology  
 ECED 357 School and Family  
 EDUC 312 Technology & Media in Education  
 EDUC 315 Diverse Learners  
*(18 Credit Hours)*

*(Communications Core)*  
 COMM 110 Introduction to Human Communication  
 COMM 210 Fundamentals of Public Speaking  
 COMM 320 Persuasion and Social Activism  
 (9 Credit Hours)  
 Free Elective, or Content Area Course (Secondary)  
*(3 Credit Hours)*

**Bachelor of Science in Educational Studies (Non-Certification)**

**SENIOR YEAR (30 Semester Hours) (Core + Capstone + Concentration)**

*(Core)*  
 EDUC 330 Assessment, Measurement & Evaluation  
 EDST 327 Foundations of Curriculum Development (New Course)  
 ELED 440 Classroom Organization & Management  
*(9 Credit Hours)*

*(CAPSTONE Project, Required for All Concentrations)*  
 EDST 400 Foundations of Educational Research (New Course)  
 EDST 481 Educational Studies Capstone (New Course)  
*(6 Credit Hours)*

*EDST 400 Educational Research may be substituted for those taken in related programs at the undergraduate level, for example, CDFS 453 Research Methods. Course substitutions must be approved by the Department Chair/Director.*

**Concentration: Educational Foundations and Theory-Option 1**

EDST 300 Historical and Cultural Fnds. of Education (New Course)  
 HLTH 300 Human Sexuality and Gender Roles  
 EDST 450 Current Trends in ESL Instruction (New Course)  
 PSYC 480 Theories of Learning  
 SOCL 380 Sociology of Education  
*(15 Credit Hours)*

**Concentration: Methods of Learning (PK-3)- Option 2a**

ECED 301	Teaching Reading I	3.0	_____	_____
ECED 410	Teaching Reading II	3.0	_____	_____
ELED 466	M/M Teaching Sci & Math in Elem	3.0	_____	_____
ELED 467	M/M Lang Arts & Soc. Studies in Elem	3.0	_____	_____

ELED 441	Reading Practicum	3.0	_____	_____
<i>(15 Credit Hours)</i>				

**Concentration: Methods of Learning (1-5)- Option 2b**

ELED 332	Elementary Reading Methods	3.0	_____	_____
ELED 352	Diagnostic & Prescriptive Reading	3.0	_____	_____
ELED 467	M/M Lang Arts & Soc. Studies in Elem	3.0	_____	_____
ELED 466	M/M Teaching Sci & Math in Elem	3.0	_____	_____
ELED 441	Reading Practicum	3.0	_____	_____
<i>(15 Credit Hours)</i>				

**Concentration: Methods of Learning (6th-12)- Option 2c**

EDSN 320	Adolescent Psychology	3.0	_____	_____
EDSN 350	Teaching Reading, Secondary Content Areas	3.0	_____	_____
EDSN 442	M/M for Secondary Math, Gr 6-12	3.0	_____	_____
EDSN 440	M/M for Secondary Content Areas	3.0	_____	_____
Content Area Course		3.0	_____	_____
<i>(15 Credit Hours)</i>				

**Total Credit Hours: 120**

*The course descriptions are attached to the Curriculum Sheet.*

**2. Need**

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

The proposed program will be the first of its kind in any state school in Louisiana, to the best of our knowledge. The mission of the University states as follows, "*Southern University at New Orleans, a public, historically black university, empowers and promotes the upward mobility of diverse populations of both traditional and nontraditional students through quality academic programs and service to achieve excellence in higher education.*" The University serves the educational and cultural needs of the Greater New Orleans metropolitan area. The BSES program supports the University mission as it provides an option for students who might have dropped out of school frustrated because of inability to pass PRAXIS examination required for teacher candidacy in a B.S. Early Childhood or B.S. Elementary Education curriculum. Such students will now have an access to a college degree in the field of education and may return for teacher certification through the Post-baccalaureate Alternate Certification Program in the University within a year. A wide variety of organizations emphasize informal learning and do so in many different settings. These organizations are eager to hire people who have training and relevant experience in education, management, marketing, and technology. This program will respond to that need and is designed to meet practical skills for multiple settings, while also providing an excellent opportunity for students to pursue terminal degrees.

**Market Demand**

Despite the economic trends in unemployment, the U.S. Bureau of Labor Statistics reports that, on average, employees with a college degree fare well in the job market. On average, a college graduate earns more money, experience, and has greater access to career opportunities. In addition, the bachelor's degree serves as entry to a variety of fields and career paths. According to the U.S. Bureau of Labor and Statistics, employment opportunities for people with a Bachelor of Science in Educational Studies degree is expected to grow by 25% between the years 2012-2020. This growth is due to continued demand for properly trained employees needed in social services and educational agencies.

Individuals with the skill sets obtained through the preparation of an Educational Studies degree can serve as liaisons between schools and the private sector, education administrators, educational and vocational counselors, consultants for educational agencies and school districts, work with publishing organizations, textbook companies, supplemental educational providers, educational supply companies, and serve as trainers for various aspects of P-12 and higher educational enterprises. Some of these jobs, in which this degree prepares students for, are listed on the Louisiana Workforce Commission's Louisiana Star Job website with 4 star ratings as high need positions in the state.

### **Societal Needs**

The ability to offer the Bachelor of Science degree in Educational Studies will enable Southern University at New Orleans to continue its mission of providing access to higher education for underserved and under-represented populations. In addition, the execution of this degree program will enable the University to meet certain goals of the Louisiana's Imperatives for Change, such as:

- 1.) Objective 1A: Increase the percentage of Louisiana residents who possess a post-secondary credential.
- 2.) Objective 1E: Increase college attendance rates of non-traditional students.

Over 60% of those who attend Southern University at New Orleans are first generation students. Furthermore, Board of Regents data shows that an average of 60% of students enrolled in the University within the past five years are non-traditional students, i.e. 25 years or older. The degree is expected to attract students who might have abandoned their studies in education back to the University. Furthermore, the program will produce a more educated workforce, more academically responsible citizens, and improvements in all areas with an education focus.

There are constant concerns with the academic preparation of the nation. Data is available to show how students in the United States lag behind their peers in several areas related to academic performance. Becoming a more academically advanced nation is becoming a societal effort. Many businesses, corporations, agencies, politicians, grass root organizations and individuals are joining forces to advocate for schools, school systems and communities. Often, the research and advance made in the school systems are being driven by research and entities outside the school systems that are supporting the school systems' efforts to make the needed change. There will continue to be a need to have professionals trained that will engage these systems, not only as classroom teachers, but as other educational professionals who are dedicated to the renewal of schools and academia as a whole. Individuals with a degree in educational studies will be trained to fill these positions in the related fields that support P-12 Schools and Institutions of higher education. These individuals could become politicians, lawyers, and leaders of grassroots, consulting, and other public and private educational agencies.

Additional information regarding the need for this program was obtained through consultation with Louisiana Board of Regent officials. Furthermore, increased student inquiries on the possibility to offer a non-certification education degree program has substantiated the need for such a program. The proposed degree program is a more attractive option than the Bachelor of General Studies for students who are unable to be admitted into a traditional undergraduate teacher certification program because of difficulty in passing Praxis exams.

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

As its primary mission, SUNO promotes the upward mobility of a diverse population of both traditional and nontraditional students through quality academic programs and service to achieve excellence. The inception of this program could increase student retention and graduation rates within the College of Education and Human Development, as well as the University. The program will provide additional graduates who will enter the workforce in the region and prepared for emerging academic and professional demands.

Though this program is already at other Universities around the nation, this will be the first program of this

type within the State of Louisiana. Approval of this program will further enhance Southern University at New Orleans's total enrollment, retention rates, and yearly completers' data as we project high enrollment of current teacher education majors and past majors who have stopped-out because of issues with Praxis. The BSES program will enhance the workforce with graduates prepared to become trainers, program evaluators, education policy analyst, researchers, program designers, and workforce development directors, vocational teachers etc. in the state of Louisiana by providing opportunities for underrepresented and underserved communities to contribute to society and the state's economy.

Furthermore, this new degree program aligns with the White House higher education initiative which is to increase the number of Americans who hold a bachelor's degree by 2020. Southern University at New Orleans serves a major role in this initiative. As one of three historically black institutions in the state, the University has the ability to reach those underserved and under-represented populations. If the state of Louisiana is going to restore its production of college graduates, then colleges and universities must reach the masses that have been ignored and overlooked. Furthermore, increased student inquiries on the possibility to offer a non-certification education degree program has substantiated the need for such a program.

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

**From review of the Louisiana Board of Regents website, there are no institutions that currently offer the Bachelor Degree In Educational Studies in the state. Vying for such a program at Southern University at New Orleans would not create an issue of duplicity within Louisiana.**

If approved, will the program result in the termination or phasing out of existing programs? (Is it a replacement?) Explain.

If approved the BSES will replace the B.S. in Elementary Education which has been terminated effective Fall 2017.

### 3. Students

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

A survey explaining the program was posted on Southern University at New Orleans website from August 2016 to October 2016, in which there were 105 respondents. Of the 105 respondents, more than 80% expressed a need for this type of program. The projected source of students for this new program will come from the previously terminated B.S. in Early Childhood Education program and the B.S. in Elementary Education program which was recently terminated. Those students who have not met candidacy in those respective degree programs will be moved to the Educational Studies degree program. A "Teach Out" Plan will be developed for those students who have already met candidacy requirements for a degree in Elementary Education and has already been done for Early Childhood Education. New and current students will be advised on how they can still be certified to teach after completion of the Educational Studies program by enrolling in the Alternative Certification Program at the University (with Passage of All Parts of Praxis) for their Student Teaching. A 2+2 MOU with Delgado is also in the works to recruit their A.S. in Education graduates for a seamless transition into the program.

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

Year	1-Fall 2017	2-Fall 2018	3-Fall 2019	4-Fall 2020	5-Fall 2021
Enrollment	100	110	120	130	140
Graduation	5	8	15	20	25

Enrollment Projections are based on the number of student enrolled during the Spring 2017 semester in Early Childhood and Elementary Education programs who will be transferred to this new program.

#### 4. Faculty

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

Faculty	Degrees Earned	Current Rank	Total Years of Experience	Course Taught	Other Assignments
Wines, Willie	Ed.D. in Early Childhood Education, M.S. Counselling	Assistant Professor	16	EDUC 310 Ed. Psych. EDUC 230 Child Psy. EDSN 320 Adol. Psy EDUC 311 Child. Lit & Media EDUC 110 Intro. Teaching ECED 211 Intro to ECE	Interim Dean/Chair, CAEP Coordinator
Major, Gloria	M.Ed., B.S.	Assistant Professor	43	EDUC 311 Child. Lit & Media EDUC 110 Intro. Teaching ECED 211 Intro to ECE ECED 311 Lang. Dev. ECED 314 Creative Curr. ECED 440 Classroom Management ECED 460 Practicum in ECED	
Darby, Deborah	Ph.D, M.S., B.S	Assistant Professor	25	EDUC 315 Diverse Learner EDUC 275 Mult. Education ELED 332 Reading Methods ELED 352 Diagnostic Reading ELED/ECED 441 Reading Practicum ECED/ELED 466 Soc.Stud/Lang. Arts Methods	
Hegwood, Jenita	Ed.D, M.S, B.S.	Assistant Professor	14.5	ELED 332 Reading Methods ELED 352 Diagnostic Reading	Director of Field Experiences & Student Teaching

				ELED/ECED 441 Reading Practicum  EDUC 110 Intro. Teaching EDUC 275 Mult. Education EDUC 480 Student Teaching Seminar ECED/ELED/EDSN 470 Student Teaching	
Johnson, Charlle	M.F.A	Assistant Professor	26.5	EDUC 275 Mult. Education ELED 336 Elem. Art & Music Methods EDUC 312 Tech. & Media Education EDUC 311 Child Lit & Media ELED 432 Elem, Art Methods EDSN 432 Sec. Art Methods EDUC 230 Child Psy.	
Johnson, Vincent	Ph.D, M.A., B.A	Associate Professor	39	EDUC 275 Mult. Education EDUC 315 Diverse Learner ELED/ECED 466 Math and Science Methods ELED 334 Elem. Math Methods EDSN 441 Secondary Math Methods	Interim Director, Honore' Center
Kaltenbaugh, Louise	Ph.D, M.A., M.A.T., B.S.	Associate Professor	48	ELED 332 Reading Methods ELED 352 Diagnostic Reading ELED/ECED 441 Reading Practicum ECED/ELED 466 Soc.Stud/Lang. Arts Methods EDUC 110 Intro to Teaching EDSN 350 Teach	Director, Certification-only Programs

				Reading In Secondary Areas EDSN 440 Methods of Teaching in Secondary Schools	
Robinson, Katherine	Ph.D, M.S., B.A.	Assistant Professor	45	EDUC 212 Comm. for Teachers EDUC 330 Assess., Meas. & Evaluation EDUC 110 Intro to Teaching	Director, Pk-16 Programs

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

No new full-time faculty will be needed to initiate the program. The program will be absorbed by current faculty teaching in the department. Since the program will offer courses that were taught for degree in Early Childhood and Elementary Education, those same courses will be assigned to current faculty who have the content knowledge and expertise to teach those specific courses.

#### 5. Library and Other Special Resources

Are present library holdings in related fields adequate to initiate the program? To meet program needs in the first 5 years, what will be needed? Do other institutions have library resources available to faculty & students for the proposed program?

The Southern University at New Orleans Library has a collection of books, e-journals, e-books, and journal subscriptions have been assembled to provide round the clock access to resources and services. Many of the databases are accessible remotely. The library offers a variety of instructional services, including electronic classrooms designed to explain the library resources available for research and scholarship.

The College is served by reference librarians with subject area expertise who provide research consultation and instructional services to faculty and students, and who help build electronic and print collections to support the teaching and research needs of the University.

In Spring 2017, the University Library expanded resources for each College using replacement funds received from FEMA to re-stock the renovated library. Materials purchased for College of Education & Human Development was to the tune of \$40,000.

#### 6. Facilities and Equipment

Describe existing facilities (classrooms, labs, offices, etc) available for the program. Describe present utilization of these facilities that are assigned to the sponsoring department.

The program is adequately housed in a modular unit facility which provides office spaces to each faculty, the administration and support staff. There are adequate classrooms within the modular units for education courses, which include Promethean Boards in each room. There is a computer lab, document room, and conference room. Furthermore, federal funds were allocated for an ultramodern Education and Human Development Complex. The facility design is nearing completion and construction is scheduled to begin Fall 2017 and will be completed in Spring 2019. Thus, the University administration has provided adequate personnel and resources to address the new program needs and for growth in the future.

#### 7. Administration

In what department, division, school, college, or center/institute will the proposed program be administered? How will the new program affect the present administrative structure of the institution?

The BSES degree program will be administered by the Department of Teacher Education, College of Education & Human Development. The new program will not adversely affect the present administrative structure of the University. The current departmental structure and the Dean's Office will remain and continue to report to the Vice Chancellor for Academic and Evening & Weekend Affairs/Accreditation Liaison.

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

The Department of Teacher Education produces many of the minority teachers that are highly needed in this community through partnerships with community colleges, school districts, Head Start programs, and parochial/private schools who employ staff without teaching certifications. The faculty within the department are experts in preparing teachers for the diverse classrooms. This proposed program will eliminate the department's weakness of low passage rate in Praxis, because it will not require Praxis for completion.

### 9. Related Fields

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

The College of Arts and Sciences will support the proposed program by teaching most of the general education courses required by educational studies majors for program completion.

### 10. Cost & Revenue

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

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

The Department of Teacher Education received \$68,000 Title III funds for the Center of Teacher Quality and Professional Services. This fund will assist with pre-certification activities required in the BSES degree program. It is also to be noted that the BSES degree program replaces the B.S. Elementary Education degree program. As such the resources available for the latter program will be diverted to running the new program. The enrollment in the new program is expected to be much higher than in the eliminated programs such that the new program is actually expected to generate increased revenue for the University.

#### CERTIFICATIONS:

  
Primary Administrator for Proposed Program

6-20-17  
Date

  
Provost/Chief Academic Officer

06-20-17  
Date 06/28/17

  
Management Board/System Office

\_\_\_\_\_  
Date



**SUMMARY OF ESTIMATED ADDITIONAL COSTS/INCOME FOR PROPOSED PROGRAM**

Institution: Southern University at New Orleans

Date: 6-20-2017

Degree Program, Unit: Bachelor of Science in Educational Studies, Dept. Of Teacher Education

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

EXPENDITURES								
INDICATE ACADEMIC YEAR:	FIRST		SECOND		THIRD		FOURTH	
	AMOUNT	FTE	Amount	FTE	AMOUNT	FTE	AMOUNT	FTE
Faculty	\$0	12	\$0	12	\$0	12	\$0	12
Adjunct Faculty	4,000	12	4,000	12	4,000	12	4,000	12
Support Personnel	0		0		0		0	
Fellowships and Scholarships	0		0		0		0	
<b>SUB-TOTAL</b>	<b>\$4000</b>		<b>\$4000</b>		<b>\$4000</b>		<b>\$4000</b>	
EXPENDITURES								
	AMOUNT	AMOUNT	AMOUNT	AMOUNT				
Facilities	\$0	\$0	\$0	\$0				
Equipment	0	0	0	0				
Travel	0	0	0	0				
Supplies	0	0						
Other (specify)								
<b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>				
<b>TOTAL EXPENSES</b>	<b>\$4000</b>	<b>\$4000</b>	<b>\$4000</b>	<b>\$4000</b>				
REVENUES								
Revenue Anticipated From:	AMOUNT	AMOUNT	AMOUNT	AMOUNT				
*State Appropriations	\$0	\$0	\$0	\$0				
*Federal Grants/Contracts	\$68,000	\$68,000	\$68,000	\$68,000				
*State Grants/Contracts	0	0	0	0				
*Private Grants/Contracts	0	0	0	0				
Expected Enrollment	100	110	120	130				
Tuition	\$142,663	\$156,860	\$171,195	\$185,380				
Fees	0	0	0	0				
*Other (specify)								
<b>TOTAL REVENUES</b>	<b>\$210,663</b>	<b>\$224,860</b>	<b>\$239,195</b>	<b>\$253,380</b>				

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

**Southern University at New Orleans**  
**College of Education & Human Development**  
**Bachelor of Science in Educational Studies (Non-Certification)**  
 Transcript Evaluation Sheet

Student Name \_\_\_\_\_ N# \_\_\_\_\_ Email \_\_\_\_\_

Advisor: \_\_\_\_\_ Area of Emphasis \_\_\_\_\_ Hrs. Transferred \_\_\_\_\_

**FRESHMAN YEAR**

		<u>CREDIT</u>	<u>GRADE</u>	<u>CLASS/SUB</u>
<i>(1<sup>st</sup> Semester)</i>				
ENGL 111	English Composition I	3.0	_____	_____
MATH 151	College Algebra	3.0	_____	_____
BIOL 101/105L	General Biology I & Lab	4.0	_____	_____
FIAR/MUS101	Intro to Art/Music	3.0	_____	_____
JRDV 111	College Survival Skills	1.0	_____	_____
JRDV 111A	Freshman Assembly	0.0	_____	_____
<i>(2<sup>nd</sup> Semester)</i>				
ENGL112	English Composition II	3.0	_____	_____
MATH 232	Finite Math	3.0	_____	_____
POLI 110	American Government	3.0	_____	_____
BIOL 106/106L	General Biology II	4.0	_____	_____
CISP 164	Computer Productivity Applications	3.0	_____	_____
(Freshman Year Total: 30)				

**SOPHOMORE YEAR**

		<u>CREDIT</u>	<u>GRADE</u>	<u>CLASS/SUB</u>
<i>(1<sup>st</sup> Semester)</i>				
PHYS 101/101L	Introduction to Physical Science	3.0	_____	_____
EDUC 110	Introduction to Teaching	3.0	_____	_____
ENGL 203	Introduction to Literature	3.0	_____	_____
EDUC 212	Communication for Teachers	3.0	_____	_____
HIST 210/103	U.S. History before 1865; or History of Civ. to 1500	3.0	_____	_____
<i>(2<sup>nd</sup> Semester)</i>				
EDUC 230	Child Psychology	3.0	_____	_____
HIST 220/104	U.S. History since 1865; or History of Civ. since 1500	3.0	_____	_____
SOCL 210	Introduction to Sociology	3.0	_____	_____
Free Elective, or Content Area Course (Secondary)		3.0	_____	_____
Free Elective, or Content Area Course (Secondary)		3.0	_____	_____
(Sophomore Year Total: 30)				

**JUNIOR YEAR**

		<u>CREDITS</u>	<u>GRADE</u>	<u>CLASS/SUB</u>
<i>(Education Foundation Core)</i>				
ECED 211	Introduction to Early Childhood	3.0	_____	_____
EDUC 275	Multicultural Education	3.0	_____	_____
EDUC 310	Educational Psychology	3.0	_____	_____
ECED 357	School and Family	3.0	_____	_____
EDUC 312	Technology & Media in Education	3.0	_____	_____
EDUC 315	Diverse Learners	3.0	_____	_____
<i>(Communications Core)</i>				
COMM 110	Introduction to Human Communication	3.0	_____	_____
COMM 210	Fundamentals of Public Speaking	3.0	_____	_____
COMM 320	Persuasion and Social Activism	3.0	_____	_____
Free Elective, or Content Area Course (Secondary)		3.0	_____	_____

(Junior Year Total: 30)

**Bachelor of Science in Educational Studies (Non-Certification)**

<b>SENIOR YEAR</b> (Core + Concentration + Capstone) (Core)		<u>CREDITS</u>	<u>GRADE</u>	<u>CLASS/SUB</u>
EDUC 330	Assessment, Measurement & Evaluation	3.0	_____	_____
EDST 327	Foundations of Curriculum Development	3.0	_____	_____
ELED 440	Classroom Organization & Management	3.0	_____	<b>No Sub /C or Higher</b>
<i>(CAPSTONE Project, Required for All Concentrations)</i>				
EDST 400	Foundations of Educational Research	3.0	_____	<b>No Sub /C or Higher</b>
EDST 481	Educational Studies Capstone	3.0	_____	<b>No Sub /C or Higher</b>

**Concentration: Educational Foundations and Theory**

EDST 300	Historical and Cultural Fnds. of Education	3.0	_____	_____
HLTH 300	Human Sexuality and Gender Roles	3.0	_____	_____
EDST 450	Current Trends in ESL Instruction	3.0	_____	<b>No Sub /C or Higher</b>
PSYC 480	Theories of Learning	3.0	_____	<b>No Sub /C or Higher</b>
SOCL 380	Sociology of Education	3.0	_____	<b>No Sub /C or Higher</b>

**Concentration: Methods of Learning (PK-3)**

ECED 301	Teaching Reading I	3.0	_____	_____
ECED 410	Teaching Reading II	3.0	_____	_____
ELED 466	M/M Teaching Sci & Math in Elem	3.0	_____	_____
ELED 467	M/M Lang Arts & Soc. Studies in Elem	3.0	_____	_____
ELED 441	Reading Practicum	3.0	_____	_____

**Concentration: Methods of Learning (1-5)**

ELED 332	Elementary Reading Methods	3.0	_____	_____
ELED 352	Diagnostic & Prescriptive Reading	3.0	_____	_____
ELED 467	M/M Lang Arts & Soc. Studies in Elem	3.0	_____	_____
ELED 466	M/M Teaching Sci & Math in Elem	3.0	_____	_____
ELED 441	Reading Practicum	3.0	_____	_____

**Concentration: Methods of Learning (6th-12)**

EDSN 320	Adolescent Psychology	3.0	_____	_____
EDSN 350	Teaching Reading, Secondary Content Areas	3.0	_____	_____
EDSN 442	M/M for Secondary Math, Gr 6-12	3.0	_____	_____
EDSN 440	M/M for Secondary Content Areas	3.0	_____	_____
Content Area Course		3.0	_____	_____

(Senior Year Total: 30)

**Total Credit Hours: 120**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Advisor

\_\_\_\_\_  
Date

Bachelor of Science in Educational Studies  
Course Descriptions

**Educational Studies Courses**

**EDST 300 Historical and Cultural Foundations of Education (3.0)**

This course is designed to study the historical facts and philosophical ideas, which have influence modern education. The course will also include a study of representative topics in the philosophy of education that encompass teaching and moral issues in education.

**EDST 327 Foundations of Curriculum Development (3.0)**

This course is designed to study the foundations of curriculum development ranging from exploring the philosophies of curriculum design to the use of technology in today's K-12 schools. Principles and practices regarding the implementation and evaluation of goals and objectives in elementary, middle, and secondary school are discussed in addition to examining programming issues and research-based models proven to provide effective instruction in today's schools

**EDST 400 Foundations of Educational Research (3.0)**

This course is designed to cover the basics of research writing in the discipline. Students will learn the rudiments of researching in professional journals, submitting article abstracts and applying that knowledge in writing a paper using the American Psychological Association Writing Manual. A secondary goal of this course is to show students the importance of utilizing educational research for the development, evaluation, intervention and improvement of education. (*Can be substituted with CDFS 453*)

**EDST 450 Current Trends in ESL Instruction (3.0)**

This course will provide the foundations for language acquisition and methodology for Second Language Learners, including basic interpersonal communication skills and academic skills applicable in a school setting. This course is an introduction to the issues, principles, and practices of teaching English to speakers of other languages. It provides foundations for language acquisition and methodology for Second Language Learners, including basic interpersonal communication skills and academic skills applicable in a school setting. Students will have 15 hours of field experience.

**EDST 481 Educational Studies Senior Capstone Project (3.0)**

This course provides students with the opportunity to integrate and apply learning from their professional program of study in a comprehensive manner. Students will also assess the impact of their educational experiences on their ethical perspectives and critical thinking skills. The students will use digital tools to showcase their scholarly artifacts through the creation of a digital portfolio for course and professional related purposes.

**Early Childhood Education Courses**

**ECED 211 INTRO. TO EARLY CHILDHOOD AND DEVELOPMENT 3 credit hours**

This course surveys stages of growth and development and pertinent influences from prenatal into early childhood. It examines historical context of the modern conception of child development, emphasizing contemporary research in the developmental areas. Contextual approaches to the development of young children and families are also emphasized. Field experiences are a part of this course.

**ECED 301 TEACHING READING I 3 credit hours**

This course will focus on providing the body of knowledge in phonemic awareness, phonological awareness, vocabulary development, fluency, and comprehension for instruction in PK-Grade 3. This course will also focus on the fluency in reading and writing. Field experiences are a part of this course.

**ECED 410 TEACHING READING II****3 credit hours**

Continuation of ECED 301 and includes the teaching of reading in early childhood education, emphasizing developmentally appropriate active learning related to the reading process in the primary grades. Critical examination of current practices, content, procedures, and materials for beginning reading through third grade. Field experiences are a part of this course. **(Prerequisites: ECED 301 Teaching Reading I)**

**ECED 440 CLASSROOM ORG. AND MANAGEMENT IN ECE 3 credit hours**

This course is designed to integrate teaching the research on effective teaching and learning with theory and practice. Students will engage in micro-teaching and will be expected to demonstrate mastery of the competencies measured by the COMPASS State Teacher rubric. Students will also be introduced to classroom management strategies for effective classroom discipline and teaching routines.

**ECED 466 METH. FOR TEACH. MATH AND SCIENCE IN ECED 3 credit hours**

This methodology course is designed to help early childhood education majors put theory into practice, which includes content, methods, and materials for teaching mathematics and science. Teacher candidates will learn classroom management of activities/materials, planning lessons, using technology, and integrating mathematics and science into other content areas. **(Prerequisites: ECED 440 Classroom Organization & Management)**

**ECED 467 METH. FOR TEACH. ENGL/LANG ARTS & S.S. IN ECED 3 credit hours**

This course teaches early childhood education majors to: (1) develop and deliver integrated thematic Social Science and Language Arts instruction; (2) provide explicit instruction in vocabulary and Social Studies and English Language Arts concepts to enhance comprehension with an emphasis in contextual reading and writing across the curriculum; (3) vary strategies, methods, and classroom organization to expand understanding of social/civic efficacy and best practices for teaching Reading and Language Arts in elementary grades, and (4) discuss and explain the social content and the topics that are of interest and essential to all children. Field experiences are a part of this course. **(Prerequisites: ECED 440 Classroom Organization & Management)**

**Education Courses****EDUC 110 INTRODUCTION TO TEACHING****3 credit hours**

This is an introductory course for individuals pursuing a career as a teacher. Participants become familiar with the language of education, (e.g. vocabulary used in teacher education, teaching standards, dispositions, programs of study and program sequencing in the CoEHD, assessment in teacher education, field and clinical experiences), and other relevant concepts. This course also focuses on the philosophy, organization, and structure of the urban elementary school. Emphasis will be placed on the philosophical and socio-cultural perspectives of urban education, and ways in which urban education differs from traditional suburban schools. Candidates are introduced to philosophy in education and will develop their own philosophy of education. They will be required to develop a working portfolio and to engage in field experiences in the schools.

**EDUC 212 COMMUNICATION FOR TEACHERS****3 credit hours**

This course will survey the various types/aspects of communication (i.e., *listening, verbal, nonverbal, intra-personal, interpersonal, small group, public, mass, and intercultural*), with an emphasis on developing communication skills for teachers. Teacher candidates will learn the basic elements of the communication process and the role each of these elements plays in communication effectiveness in and outside the classroom. Candidates will also develop their skills in speech preparation and performance competency as they prepare a variety of speeches and present them before a live audience.

**EDUC 230 CHILD PSYCHOLOGY****3 credit hours**

This course addresses the growth and development of young children from birth through age eight. It provides opportunities for understanding the interdependency of physical cognitive and social-emotional development. It presents major principles, theories, concepts, assessment strategies and current research in child development. It provides opportunities to observe children in a variety of situations to develop understanding of the meaning and degree of variation and exceptionality.

**EDUC 275 FOUNDATIONS TO MULTICULTURAL EDUCATION****3 credit hours**

This course seeks to address student learning through a multicultural context. Historical, philosophical, and cultural foundations will be explored. Social concerns such as prejudice and stereotyping, cross cultural attitudes, bilingual issues, family and community involvement and their effect on student learning will be examined. Field experiences are a part of this course.

**EDUC 310 EDUCATIONAL PSYCHOLOGY****3 credit hours**

This course is designed to explore the contexts of principles and/or theories of psychology applied to teaching and learning. This course includes clinical field experiences. The course provides candidates with basic information that will be required for the professional examination in Principles of Teaching and Learning (PRAXIS II).

**EDUC 312 TECHNOLOGY AND MEDIA IN EDUCATION****3 credit hours**

This course is designed to explore the appropriate uses of technology and technology application for teaching and learning in PK-12 settings. Participants will gain practical experience in curriculum planning that takes specific advantage of technology to enhance and extend learning. Students will evaluate hardware and software. State academic standards and national technology standards will be used to make decisions about curriculum content and to plan technology-based activities. Participants will use databases and spreadsheets in support of inquiry learning. Writing and presentation software will be used for communication; and multimedia and web-tools will be used to design engaging learning environments.

**EDUC 315 DIVERSE LEARNERS****3 credit hours**

Historical trends and current issues related to providing appropriate and equitable experiences for diverse learners. Best pedagogical practices, specific needs and abilities of children are addressed. This course includes clinical field experiences.

**EDUC 330 ASSESSMENT, MEASUREMENT, AND EVALUATION****3 credit hours**

This course is an introduction to assessment and evaluation theories, the use of assessment to inform instruction, and best practices for assessment in student-centered classroom. This course incorporates technology applications appropriate for use in assessment and evaluation.

## ELEMENTARY EDUCATION (1-5) COURSE DESCRIPTIONS

### **ELED 332 ELEMENTARY READING METHODS**

**3 credit hours**

This course teaches elementary education majors how to: (1) plan for effective instruction; (2) maintain an environment which is conducive for learning; (3) maximize the amount of time available for instruction; (4) manage learner behavior. The course is based on balanced reading instruction. Field experiences are a part of this course.

### **ELED 352 DIAGNOSTIC READING**

**3 credit hours**

This methodology course teaches elementary education majors how to assess reading abilities in students, and how to use assessment results to provide effective instruction to expand existing reading abilities. Field experiences are a part this course. (Prerequisites: ELED 332 Elementary Reading Methods)

### **ELED 440 CLASSROOM ORGANIZATION AND MANAG. IN ELED**

**3 credit hours**

This course is designed to integrate teaching the research on effective teaching and learning with theory and practice. Students will engage in micro-teaching and will be expected to demonstrate mastery of the competencies measured by the current state teacher rubric. Students will also be introduced to classroom management strategies for effective classroom discipline and teaching routines.

### **ELED 441 READING PRACTICUM**

**3 credit hours**

This required methodology course is designed for the pre-professional development of a knowledge base and performance skills to deal effectively and reflectively with the urban multicultural contexts inherent to a clinical laboratory experience that is focused on the diagnostic, instructional, and evaluative nature of teaching and learning in reading. Field experiences are a part of this course. (Prerequisites: ELED 332 Elementary Reading Methods & ELED 352 Diagnostic Reading)

### **ELED 466 METH. FOR TEACH. MATH AND SCI. IN ELEM.**

**3 credit hours**

This methodology course is designed to help elementary education majors put theory into practice, which includes content, methods, and materials for teaching mathematics and science. Teacher candidates will learn classroom management of activities/materials, planning lessons, using technology, and integrating mathematics and science into other content areas. (Prerequisites: ELED 440 Classroom Management and Organization)

### **ELED 467 METH. FOR TEACH ENG/LANG ARTS & S.S.IN ELEM.**

**3 credit hours**

This course teaches elementary education majors to: (1) develop and deliver integrated thematic Social Science and Language Arts instruction; (2) provide explicit instruction in vocabulary and Social Studies and English Language Arts concepts to enhance comprehension with an emphasis in contextual reading and writing across the curriculum; (3) vary strategies, methods, and classroom organization to expand understanding of social/civic efficacy and best practices for teaching Reading and Language Arts in elementary grades, and (4) discuss and explain the social content and the topics that are of interest and essential to all children. Field experiences are a part of this course. (Prerequisites: ELED 440 Classroom Management and Organization)

**SOUTHERN UNIVERSITY and A&M COLLEGE  
FACULTY TENURE AND PROMOTION RECOMMENDATIONS  
Academic Year 2016-2017**

\*Only faculty who are recommended for a promotion receives a pay adjustment.

Name	Dept./College	Highest Degree	Current Rank	Requested Action
Dr. Joao Casarotti	Fine and Performing Arts	Ph.D.	Assistant Professor	Tenure Only
*Dr. Eduardo Martinez	Biology and Chemistry	Ph.D.	Associate Professor	Promotion to Full Professor
*Dr. Alex Hak-Chul Shin	Civil Engineering	Ph.D.	Associate Professor	Promotion to Full Professor
Dr. Shizhong Yang	Computer Science	Ph.D.	Assistant Professor	Tenure Only

**SOUTHERN UNIVERSITY AGRICULTURAL RESEARCH AND EXTENSION CENTER  
RESEARCH FACULTY PROMOTION RECOMMENDATIONS  
Academic Year 2016-2017**

Name	Institution	Highest Degree	Current Rank	Requested Action
*Dr. Renita Marshall	SUAREC	Ph.D.	Associate Professor	Promotion to Full Professor





SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM  
Office of the Executive Vice President for Academic Affairs and Provost  
J.S. CLARK ADMINISTRATION BUILDING, THIRD FLOOR  
BATON ROUGE, LOUISIANA 70813  
PHONE: (225) 771-4095

July 5, 2017

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

*Re: Request from the College of Business to Convert the James A. Joseph/United Companies Corporation Endowed Chair in Small and Minority Business Enterprise to Three Endowed Professorships*

Dear Dr. Belton:

On behalf of the College of Business, the Office of the Executive Vice President for Academic Affairs and Provost is requesting the conversion of the James A. Joseph/United Companies Corporation Endowed Chair in Small and Minority Business Enterprise into three endowed professorships. I have attached the letter from Dean Andrews for your review. I fully support this endeavor and I believe that this conversion will help strengthen the College of Business and better serve our students.

I respectfully seek favorable consideration of this request to convert the James A. Joseph/United Companies Corporation Endowed Chair in Small and Minority Business Enterprise to three endowed professorships. If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Luvia Young".

Luvia Young, Ph.D.

Interim Executive Vice President for Academic Affairs and Provost

Approved: \_\_\_\_\_

Dr. Ray L. Belton  
President-Chancellor

RECEIVED

MAY 31 2017

Office of the Executive Vice President  
for Academic Affairs and Provost



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

Voice: (225) 771-5640  
FAX: (225) 771-5262

May 31, 2017

Mr. J. Terrell Brown Sr.  
GMFS Mortgage, LLC  
7389 Florida Blvd #200A  
Baton Rouge, LA 70806

Dear Mr. J. Terrell Brown Sr.

The College of Business at Southern University in Baton Rouge would like to thank you again for your gift of the James A. Joseph/United Companies Corporation Endowed Chair in Small & Minority Business Enterprise. Due to the continuing financial difficulty with respect to low interest income returns on investments, we would like to convert the James A. Joseph/United Companies Corp. Endowed Chair in Small & Minority Business Enterprise to three Endowed Professorships. By converting the Endowed Chair to Endowed Professorships, we will be able to increase the impact of the endowment by providing more of our faculty with research support in the area of Small & Minority Business Enterprise. Budget reductions at the state level to higher education have made it difficult to attract an outside scholar to fill the endowed chair. Thus, by converting the Endowed Chair to Endowed Professorships, we can conduct an internal search within the current faculty at the College without the need to hire an outside faculty member, which is difficult given the continuing budget reductions by the state to higher education.

In our continuing effort to comply with the directive from the Louisiana Board of Regents concerning unfilled Endowed Chairs, I would like to officially obtain your permission to convert the Endowed Chair to Endowed Professorships at or above the Board of Regents minimum of \$250,000 for each Endowed Professorship without the requirement of a national search. The Endowed Professorships will continue to carry the same name as the Endowed Chair. This request is with the option to at some point reconstitute the Endowed Professorships to an Endowed Chair at the option of Mr. J. Terrell Brown Sr. or Mr. J. Terrell Brown Jr. (the non-state donor) of the James A. Joseph/United Companies Corporation Endowed Chair in Small & Minority Business Enterprise when financial conditions may improve. The non-state donor is requesting semi-annual reports on the financial performance of the endowment.

This action will increase the research productivity of the selected faculty members awarded the Endowed Professorships which will be a major benefit for our accreditation review on November 5-7, 2017. We will fill the Endowed Chair as three converted Endowed Professorships in the amount of \$333,333 each in the College with highly accomplished faculty. Three months prior to the expiration of the endowed professorships, the University and J. Terrell Brown Sr. or J. Terrell Brown Jr. (the non-state donor) will review the circumstances for deciding the course of

action with respect to continuing the converted Endowed Professorships or reconstituting the Endowed Chair. The Endowed Professorships will be designated as James A. Joseph/United Companies Corporation Endowed Professorship in Small & Minority Business Enterprise number one through three. The annual financial award for each endowed professorship will be \$20,000 per year for the duration of the three-year period in which the professor is eligible. This compensation will be generated from the earnings on the principal and the reduction of the principal amount that is above \$1,000,000 if necessary to provide the annual award.

The requirements for the holder of the professorships are provided below.

As the holder of an Endowed Professorship, our faculty will:

- (1) Participate fully in the academic units, in which the Endowed Professorship is awarded with particular emphasis on conducting research, delivering annual public lectures and producing results, which enhance the national visibility of Southern University.
- (2) Deliver an annual address to the faculty and public either individually or as part of a panel of other Endowed Professors.
- (3) Prepare an annual report of ongoing professional activities to be submitted to my office through normal administrative channels.
- (4) Provide the University with annual reports of academic activities and accomplishments undertaken during the period that the professorship is held. (Documentation may include copies of books and prints of articles.)

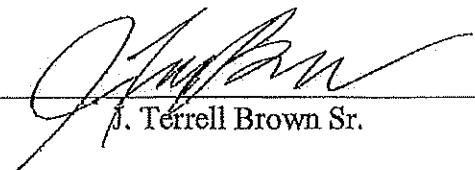
Please provide your approval by signing on the signature line below.

Sincerely,



Donald R. Andrews, Dean

Approved \_\_\_\_\_



J. Terrell Brown Sr.

Date

5/31/2017

Approved \_\_\_\_\_



J. Terrell Brown Jr.

Date

5/31/17

Southern University and A&M College • Baton Rouge, Louisiana

**NELSON MANDELA SCHOOL OF PUBLIC POLICY AND URBAN AFFAIRS**



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

To: Dr. Luria Young  
Exec Vice President and Provost

From: Damien Ejigiri  
Dean

A handwritten signature in black ink, appearing to read "Damien".

Date: 19th July 2017

I am pleased to forward a Letter of Intent to develop a PhD program in Criminal Justice. Your support and further action is requested. Thanks.

**OFFICE OF THE DEAN**

P.O. Box 9656 • Baton Rouge, Louisiana 70813 • Phone: (225) 771-3092/3094 • Fax: (225) 771-3105

LOUISIANA BOARD of REGENTS

LETTER OF INTENT to DEVELOP a NEW ACADEMIC PROGRAM [Oct 2015]

General Information

Date:

**Institution:** Southern University and A & M College, Baton Rouge, Louisiana.

**Requested CIP, Designation, Subject/Title:**  
**Doctoral Degree Program(PhD.) in Criminal Justice**  
**CIP 4301043002A**

Contact Person & Contact Info: Dr. Allison Anadi, Chair,  
Criminal Justice Department  
Nelson Mandela College of Government & Social Sciences  
225-771-0032 Office; 504-508-4040cell  
Email: [Allison\\_anadi@subr.edu](mailto:Allison_anadi@subr.edu) or [allisonanadi@yahoo.com](mailto:allisonanadi@yahoo.com)

### 1. Program Objectives and Content

Describe the program concept: purpose and objectives; basic structure and components/concentrations; etc. Include the draft curriculum.

Southern University and A & M College proposes to offer a Doctoral Degree program (PhD) in Criminal Justice with concentrations in Criminal Investigations, Corrections, Cyber Security and Homeland Security. This program offers a broad training in the field of criminal justice with primary focus on research and statistics, foundation courses and concentration courses. The program will be 100% traditional - face-to-face classroom delivery. The proposed Ph.D. program is designed to:

- a. Provide graduate level training in criminal justice to those who are already working in the criminal justice agencies who may need advanced degree to their career advancement.
- b. Provide graduate level training to those who want to teach in the academia.
- c. Provide graduate level training to enable students who wish to engage in research to acquire research skills and analytical skills, in addition to those who would like to engage in review and development of criminological theories.
- d. Develop in the graduates the ability to analyze and process complex problems challenging the criminal justice systems, as well as communities, to be able to help in find solutions
- e. Provide graduate level training that will enable students and graduates to apply their research skills and commitment toward criminal justice reform in the state of Louisiana in particular and USA in general.
- f. Develop in graduates the ability to conceptualize crime and justice problems from social, political, cultural and economic perspectives
- g. Provide higher education opportunities to all, regardless of gender, class, religion, age and national origin.

Students completing the Ph.D. Program in Criminal Justice will:

- (1) Demonstrate knowledge in the following areas: (i) key classical, positivist, critical and cultural conceptual frameworks that explain the causes and correlates of criminal behavior; (ii) methods of maintaining crime statistics, and (iii) key theories of punishments. Students will be able to read, discuss (orally and in writing) and analyze the relevant literatures.

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- (2) Demonstrate knowledge of the key frameworks that explain the causes and correlates of the criminal justice system's response to criminal behavior including how and why the police, courts and corrections systems function; and analyze the advantages and disadvantages of particular policies. Students will be able to read, discuss (orally and in writing) and analyze the relevant literatures.
- (3) Demonstrate the ability to identify the strengths and weaknesses of different research designs used in criminology and criminal justice, identify under what circumstances specific research designs are appropriate, and analyze and interpret empirical research.
- (4) Develop a scholarly specialization in the criminal justice field that provides a foundation for dissertation research and will enable them to contribute to solving the challenges that face criminal justice agencies and communities, especially in Louisiana and beyond. Explore a variety of subjects and methodologies that spark further and deeper inquiry.
- (5) Utilize elective courses to broaden their knowledge and skills in different areas of criminal justice. In addition, gain interdisciplinary experience in other related field that will also better equip them to function effectively in the community.
- (6) Demonstrate their research ability by engaging in and conducting original research in the criminal justice field, using computational statistical packages.

Program graduates should be capable of applying integrative and analytical thinking, competent at transmitting knowledge, able to engage in various accepted modes of research, and should possess skills in problem-solving.

### **Program Basic Structure:**

The proposed program will require the traditional face-to-face classroom delivery of instruction based on the structure already in place in the Department of Criminal Justice at Southern University and A & M College. The Department currently awards Bachelor's Degree in Criminal Justice and Master's Degree in Criminal Justice. The Doctoral Degree program in Criminal Justice is an advanced degree to the existing programs. All the graduates who have graduated from the department as well as from other departments in the Nelson Mandela College of Government & Social Sciences will have the opportunity to enroll in the new program. This is in addition to thousands of professionals who have earned their Master's degree in the state of Louisiana who are currently employed in the criminal justice field.

### **Components/Concentrations:**

The students who enroll in the Doctoral Program in Criminal Justice must complete 60 semester credit hours to graduate. These include – 15 semester credit hours in foundation(Core) courses; 12 semester credit hours of research skills, 12 semester credit hours of Concentration (**Criminal Investigation, Corrections, Cyber Security and Homeland Security**); and 9 semester credit hours of elective courses. The elective courses will provide opportunity for students to select courses in other areas such as Juvenile Justice, Forensic Science, Urban Crime, etc. All students in the program are required to complete 12 semester credit hours of Dissertation as well as pass the comprehensive examination.

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Doctoral level coursework in other related disciplines may be accepted as electives toward the program, but it must be case-by-case basis and approved by the Chair of the Criminal Justice department.

Some of the interdisciplinary outreach and collaboration will be with the Doctoral Program in Public Policy, Doctoral Program in Education and Doctoral Program in Toxicology, all at Southern University and A & M College. A maximum of 9 semester credit hours may be transferred from any of these programs or from any other accredited Program and University. The student must have earned a grade of "B" or better in the classes to be transferred.

**THE DOCTORAL PROGRAM DRAFT CURRICULUM**

The Doctoral degree requires 60 hours of coursework. Students must choose a plan of study from the following four areas of concentrations: Criminal Investigation, Corrections, Cyber Security and Homeland Security. Four courses (12crs) must be completed in each concentration area.

<b>Total Degree Credits Required (60cr hrs)</b>	
Core Courses	15 SCH
Research and Statistics	12 SCH
Concentration	12 SCH
Electives	9 SCH
Dissertation	12 SCH
<b>Total Hours</b>	<b>60 SCH</b>

**Ph.D. Degree Program in Criminal Justice  
Recommended Schedule**

<b>Year 1</b>	
Fall Semester	- 6 cr. hrs.
Spring Semester	-6cr.hrs.
Summer Semester	-3crs (optional)
	<b><u>Total 9crs</u></b>
<b>Year 2</b>	
Fall Semester	- 6 cr. hrs.
Spring Semester	-6cr.hrs.
Summer Semester	-3crs (optional)
	<b><u>Total 9crs</u></b>
<b>Year 3</b>	
Fall Semester	- 6 cr. hrs.
Spring Semester	-6cr.hrs.
Summer Semester	-3crs (optional)
	<b><u>Total 9crs</u></b>
<b>Year 4</b>	
Fall Semester	- 6 cr. hrs.
Spring Semester	-6cr.hrs.
Summer Semester	-3crs (optional)
	<b><u>Total 9crs</u></b>

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**Year 5**

<b>Fall Semester</b>	<b>- 6 cr. hrs.</b>
<b>Spring Semester</b>	<b>-6cr.hrs.</b>
<b>Summer Semester</b>	<b>-3crs (optional)</b>
	<b><u>Total 9crs</u></b>

**Year 6**

<b>Fall Semester</b>	<b>- 6 cr. hrs.</b>
<b>Spring Semester</b>	<b>-6cr.hrs.</b>
<b>Summer Semester</b>	<b>-3crs (optional)</b>
	<b><u>Total 9crs</u></b>

**Year 7**

<b>Fall Semester</b>	<b>- 3 cr. hrs.</b>
<b>Spring Semester</b>	<b>-3cr.hrs.</b>
	<b><u>Total 6 crs</u></b>

**Faculty:**

Allison Anadi, Ph.D., Professor and Chair of the Criminal Justice Department; received his Ph.D. in Criminal Justice from Michigan State University in 1994. Dr. Anadi helped to Develop the Master's Program in Criminal Justice at Southern University in New Orleans (SUNA) and the Master's Program in Criminal Justice at Southern University and A & M College (SUBR). His specialty areas include but not limited to – Corrections, Criminology, Comparative Criminal Justice, Human Resource Management, Criminal Justice Administration and Public Administration, Criminal Justice Policy and Public Policy.

Dr. Russell Dawkins, Ph.D., Professor of Criminal Justice and Criminology. Served as the Chair of the Department of Criminal Justice at SUBR for many years; received his Ph.D., in Criminal Justice and Criminology from University of Maryland in 1984. His specialty areas include but not limited to – Criminology, Statistics, Research Methods, Criminal Justice, Victimology and Corrections.

Dr. Chanika Jones, Associate Professor of Criminal Justice; received her Ph.D. in Sociology and Criminology from Louisiana State University. Her specialty include but not limited to Criminology, Research Methods and Statistics.

Dr. Sunday Anadi, Ph.D., Assistant Professor of Criminal Justice and Public Administration; received his Ph.D. in Political Science, from University of Zurich in 2015 and Masters in Criminal Justice in 2007 from SUBR. His specialty is in Criminal Justice Systems, Criminal Justice Policy, Victimology, Comparative Criminal Justice Systems, Public Administration and Public Policy.

Dr. Don Johnson, Ph.D., Adjunct Faculty in the Department of Criminal Justice; received his Ph.D. in Justice Administration in 2014 from University of Southern Mississippi. His specialty is in Constitutional Law, Criminal Law, Civil Law, Criminology, Justice Administration. Statistics and Research Methods

Dr. (Atty) Orscini Beard, Ph.D., Adjunct Faculty in the Department of Criminal Justice; received his Ph.D. in Public Policy with minor in Criminal Justice from Southern University and A & M College. His specialty is in Constitutional Law, Criminal Law and Civil Law, Criminal Justice, and Crime Prevention



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Dr. Damien Ejigiri, Ph.D., Professor and Dean, Nelson Mandela College of Government and Social Sciences; received his Ph.D. in Regional Science from Texas A & M University in 1981. His specialty is in Research Methods, Statistics, Public Policy and Public Administration.

Dr. Victor Mbarika, Ph.D. Endowed Professor, College of Business and Director of ICT and Cybercrime Center at SUBR; received his Ph.D. from Auburn University, Alabama in 2000. His specialty is in information Technology, Management Information System, Cybercrime.

Dr. Funminiyi Olajide, Ph.D. in Digital Forensics from University of Portsmouth, United Kingdom. His specialty include digital Forensics, Cyber Security, Criminology,

Dr. Kingsley Esedo, Professor of Political Science; received his Ph.D. in Political Science from Boston University in 1988. His specialty include Research Methods, Public Policy, Program Evaluation

Jarret Landor-Ngemi, Ph.D. Associate Professor in Department of Educational Leadership; received his PhD. in 2009 from University of Mississippi. His specialty is in Statistics, Research Methods, and Educational Leadership. Program and Evaluation.

Carlos Thomas, Ph.D. in Public Administration in 2006 from Tennessee University, and a second PhD in Information System and Decision Science in 2010 from Louisiana State University. He is Associate Professor in the Department of Public Policy. His specialty is in Program Evaluation, Organizational Development and Theory, Statistic and Research Methods.

Two new faculty positions will be hired this academic year. They two must hold a terminal degree in criminal justice and criminology or related field. The search for the positions has commenced. The hire will be at associate and full professor levels. The specialty for one of the new faculty will be in Juvenile Justice, Juvenile law and corrections. The second area for the other new faculty will be in Cybercrime, Digital Crime, Cyber Security, Cyber Terrorism, etc.

A pool of well-qualified adjunct professors has been assembled to take over some teaching duties in the undergraduate degree program and Master's degree program. This will release our senior faculty to concentrate on the Doctoral degree Program. If approved, we also have a good pool of visiting professors and consultants to support the Doctoral program

## 2. Need

Outline how this program is deemed essential for the wellbeing of the state, region, or academy (e.g., accreditation, contribution to economic development; related to current or evolving needs within state or region). Cite data to support need: employment projections; supply/ demand data appropriate to the discipline and degree level. Also, identify similar programs in the state and explain why the intended one should not be perceived as unnecessary duplication.

**Benefits to the State of Louisiana:**

The proposed doctoral program in Criminal Justice will provide a number of important benefits to Louisiana, the region and the Nation:

First, the program will train the next generation of faculty who will teach criminology and criminal justice in the state and in the state's community colleges and four-year institutions, as well as nationally. The academic job market in criminal justice is fiercely competitive and the number of undergraduate programs is expanding. Therefore, well-trained criminologists will enjoy an attractive job market for the near future.

Second, in light of the crime and criminal justice challenges in Louisiana and the region, graduates of the Ph.D. program will be positioned to pursue productive research agendas aimed at understanding crime problems in the State and to develop policies that are more effective. In fact, students and graduates will be able to contribute to the Criminal Justice Reform agenda in Louisiana as well as in the "Elevate Louisiana" Initiative.

Third, with the influx of doctoral students and continuing state of research-driven faculty studying important questions of crime, criminal justice, and prevention, the department will have the expertise to implement a nationally recognized program in criminal justice. In the next five years, it is the goal of the faculty and students to publish over 10 scholarly journal articles, 5 book chapters, 2 books, and engage in national and state policy initiatives and evaluations.

Fourth, both the students and faculty will fully participate in grant writing, which will help students to develop grant-writing skills as well as attract federal funds to the institution, state and criminal justice agencies.

**Occupational Opportunities for Graduates of this Program  
Occupational Outlook 2014-2024 Projections for Growth in the criminal justice field**

Professional, administrative, entry to senior level specialists and agents' career positions are plentiful and popular in the concentration areas of the new PhD degree program.. The Bureau of Labor Statistics, U.S. Department of Labor, *Occupational Outlook Handbook, (2016-17 Edition)* projections for the ten-year period 2014 to 2024 show an overall growth in the criminal justice workforce.

Wages and education requirements are also projected to vary with position types/ranks at entry to senior positions; for example: Law enforcement park ranger entry position average salary \$44,500 requires minimum high school education. A higher-level criminal investigator or detective average salary of \$81,490 calls for some college if not a degree. As salary range increases, education requirements increase commensurately. The higher salaries (median annual earning \$103,620 in Federal Government.

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Law enforcements careers, average wages, and higher education helpful:

State Trooper   Highway Patrol Officer	\$69,190
Detective	\$81,490

Federal Law enforcement careers, average annual wages, and degree minimum

ATF Special Agent	\$45,371
Border Patrol Agent	\$45,371
CIA Agent	\$69,630
DEA Agent	\$61,270
FBI Special Agent	\$68,662
Federal Air Marshall	\$50,600
Immigration and Customs Enforcement Agency (Homeland)	\$77,210
Secret Service Special Agent	\$59,428
U.S. Postal Service Inspector	\$77,210

**Projections for Growth in PhD Concentration Areas**

**Criminal Investigation**

1- Police and Detectives

- a. Job- Duties – Protect lives and property, gather facts, and collect evidence if possible crimes
- b. Job Outlook – projected growth 4% for 2014 to 2024
- c. Continued desire for public safety is expected to lead to new openings for officers, demand may vary by location

d- Pay

i. Detectives & criminal investigations	\$78,120
ii. Transit and railroad police	\$66,610
iii. Police and sheriff's patrol officers	\$59,680
iv. Fish and game wardens	\$51,730

2- Private Detectives and Investigators

- a. Job Duties - Search for information about legal, financial and personal matters
- b. Job Outlook – projected to grow 5% from 2014 to 2024
- c. Demands stems from security concerns and from the need to protect confidential information. Strong competition and be expected for jobs.

d. Pay (in top industries):

i. Finance and insurance	\$54,859
ii. Government	\$49,480
iii. Investigation, guard, & armored car service	\$48,250
iv. Retail trade	\$39,460

3- Probation Officers & Correctional Treatment Specialists

- a. Job Duties – monitor and work with probationers to prevent them from reoffending
- b. Job Outlook – Projected to grow 4% from 2014 to 2024
- c. Job openings plentiful
- d. Pay

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i. Median in May 2016	\$50,160
ii. Lowest 10 percent	\$33,630
iii. Highest 10 percent	\$88,930

**Law Enforcement**

1- Police and Sheriff's Patrol

a. Job- Duties – Maintain order and protect life and property by enforcing local, tribal, State, or Federal laws and ordinances

b. Pay by Industry (mean)

i. Local government	\$62,680
ii. State government	\$69,190
iii. Police and sheriff's patrol officers	\$59,680
iv. Fish and game wardens	\$51,730

2- Protective Service Occupations

a. Job Outlook

- i. Projected to grow 4 percent 2014-2024
- ii. Median annual wages of \$38,660 in May 2016, slightly higher than the median annual wage for all occupations of \$37,040

1. Correctional Officers & Bailiffs	\$42,820
2. Fire Inspectors	\$56,130
3. Firefighters	\$48,030
4. Police and Detectives	\$61,600
5. Private Detectives & Investigators	\$48,190
6. Guards, Gaming Surveillance Officers	\$25,840

**Corrections**

1- Correctional Officer Bailiffs

a. Job Duties – Overseeing individuals who have been arrested and are awaiting trial or who have been sentenced to serve time in jail or prison

b. Job Outlook – Projected to grow 4 percent from 2014 – 2024

c. Pay-

i. Law enforcement workers	\$53,240
ii. Correctional officers and bailiffs	\$42,820
iii. Correctional officers and jailers	\$42,820
iv. Bailiffs	\$42,670

d. First Line Supervisors Annual Wage National estimation for this occupation

i. 10 percent	\$39,360
ii. 25 percent	\$46,090
iii. 50%	\$60,560
iv. 75%	\$82,180
v. 90%	\$98,290

**Cybercrime**

- 1- information Security Analysts
  - a. Job Duties – Cyberattacks have grown, analysts will be needed to come up with innovative solutions to prevent hackers from stealing critical information or creating problems for computer networks
  - b. Projected to grow 36 percent in computer system design and related services for 2014 to 2024
    - i. Percent change
      - 1. Information security analysis +18%
      - 2. Computer occupations +12%
  - c. Pay (Median wages May 2016)
    - i. Management, scientific, & technical consulting \$101,400
    - ii. Computer systems design & related services \$93,490
    - iii. Information \$92,940
    - iv. Depository credit intermediation \$92,580
    - v. Management of companies & enterprises \$87,510
- 2- Similar Occupations
  - a. Computer & Information Research Scientist \$111,840
  - b. Computer and Information Systems Managers \$135,800
  - c. Computer Network Architects \$101,210
  - d. Computer Programmers \$79,840
  - e. Computer Support Specialist \$52,160
  - f. Computer Systems Analysts \$87,220
  - g. Database Administrators \$84,950
  - h. Information Security Analysts \$92,600
  - i. Network and Computer Systems administrator \$79,700
  - j. Software Developers \$102,280
  - k. Web Developers \$66,130

**Homeland Security**

A diverse career field employs over 154,00 federal workers in services to protect the Nation from natural pandemics to terrorism

- 1- The rate of pay based on Federal Government Schedule (GS) rate; factors position pay grade, position education, length of service, and located of position of service. For example: Statutory Pay Systems

General Schedule

GS-1	1 through 10	\$18,526 to \$23,171
GS-15	1 through 10	\$102,672 to \$134,776



## LOUISIANA BOARD of REGENTS

- k. U.S. Coast Guard
  - Contract specialist
  - Engineer
- l. U.S. Secret Service
  - Criminal investigator

SOURCE: Bureau of Labor Statistics, U.S. Department of Labor, *Occupational Outlook Handbook, 2016-17 Edition*, On the Internet at <http://www.bls.gov/ooh/protective-service/private-detectives-and-investigator.htm> (visited July 05, 2017)

### **Accreditation**

There is no accreditation body for Criminal Justice Degree Programs. However, our department strives to maintain the Standards recommended by the Academy of Criminal Justice Sciences (ACJS), as well as to meet the expectations of SACs.

### **Similar Programs in Louisiana**

To the best of our knowledge, there is no Criminal Justice Doctoral (PhD) program in the state of Louisiana at this time. This PhD program in Criminal Justice at Southern University and A & M College is therefore, not a duplication of any existing program in the state. Instead, it will be making history and practically will slow down the exodus of Louisiana Masters graduates to other states.

### **3. Relevance**

Explain why this program is an institutional priority at this time. How will it (a) further the mission of the institution and (b) increase the educational attainment or quality of life of the people of Louisiana.

#### **Institutional Priority**

The University has made it a priority to attain high level Carnegie status in five years and the addition of a doctoral degree program in criminal justice will certainly facilitate the realization of the goal. In addition, the degree will bridge the gap in producing workforce ready for Louisiana.

#### **Furthering University Mission**

The Doctoral program will further provide access to advanced degree to many citizens of Louisiana, which is a major mission of the Southern University. The program will support the University in producing graduates who will acquire the research and analytical skills needed to

be competitive in the economy.

**Increase in Educational attainment and Quality of life of Louisiana Citizens**

The graduates of the degree program will be well equipped to compete in the job market, especially those high paying jobs, which in turn will improve their socio-economic status/wellbeing. Collectively, the cadre of graduates produced will be huge assets to the community, as they will elevate Louisiana economically, socially, academically and community wise.

The problem of crime in Louisiana is pervasive and tops the list of important issues that demand state and national attention. The need to establish a fully-fledged, well-functioning criminal justice doctoral program capable of producing an array of criminal justice personnel who will address different dimensions of crime, research and policy issues is imperative. Given the size and number of criminal justice agencies that struggle to meet competing demands for public protection, correction of re-offender, protection of privacy, law and order, etc., the complexity of these tasks demand a continuous supply of well-educated personnel as well as skilled researchers in the field of criminal justice. Toward the goal of continuously producing well-educated personnel and researchers, the doctoral degree at the Baton Rouge campus will focus on **Criminal Investigations, Corrections, Cybersecurity, and Homeland Security.**

**4. Students**

Summarize student interest/demand for the proposed program.

The doctoral program will be the first of its kind in the State of Louisiana and will have primary focus on research, teaching, knowledge and skill acquisition, and advancement within the criminal justice field. Since this is the first criminal justice Ph.D. Program in Louisiana, there is no program implication or duplication. This doctoral program provides the opportunity to Louisiana graduates who possess master’s degrees in criminal justice, sociology, political science, public administration, social work, and other related fields, to pursue a criminal justice doctoral degree program at Southern University at Baton Rouge. Currently, Louisiana graduates who seek the doctoral degree in criminal justice usually go out of state. The exodus to other states has economic, educational, social, political and labor market implications for the State of Louisiana. Within Southern University system alone, Students who graduated from the Master’s Degree programs in criminal justice from SUNO and SUBR for the past 10 to 15 years have nowhere to go in the state of Louisiana for their Ph.D. degree program.

**Five Year Projected Enrollment and Graduation in the PhD Program**

Year	Recruitment/ Admissions	Enrollment at beginning of yr.	Dropout	Graduates	Enrollment at end of year	
1	15.	15	1	0	14	
2	20	34	2	0	34	
3	23	57	4	0	53	
4	25	78	6	8	70	
5	28	98	7	10	88	



### **Student Recruitment Sources**

This Ph.D. degree in criminal justice at SUBR is the only one in the State of Louisiana. It will draw students from social science programs such as criminal justice, public administration, sociology, political science, social work, law etc., from all the universities in Louisiana that offer the master's programs in the above areas. Many of the students that graduated from SUNO and SUBR have been asking and waiting for us to start the PhD program in Criminal Justice. Additionally, most of the courses will be offered during the evening period from 6:00-9:00 p.m. This will be very attractive to people who hold daytime jobs especially criminal justice agency professionals who may wish to improve their skills and knowledge. We already have a waiting list of several applicants who are awaiting to apply and enroll in the new program. In fact, records indicate that there are many Louisiana residents who are seeking the PhD Degree in Criminal Justice in other states. There is no doubt that this program will have more applicants than it could admit during the first year.

### **Feeder Programs/Universities**

The SUBR Doctor of philosophy in criminal justice will provide access and opportunity for the graduates of masters' programs in social science and other related fields from the following Universities in Louisiana and beyond:

1. Southern University and A&M College
2. Southern University at New Orleans
3. University of New Orleans
4. Loyola University at New Orleans
5. Grambling State University
6. Southeastern University
7. McNeese State University
8. University of Louisiana at Lafayette
9. Louisiana State University – B.R.
10. Louisiana State University at Alexandria
11. Louisiana State University-Shreveport
12. Nicholls State University
13. Northwestern State University of LA
14. Southern University Law Center
15. University of Louisiana at Monroe
16. University of Phoenix
17. Universities in the Region
18. Universities across the Country

### **5. Cost**

Estimate new/additional costs of the projected program for the first five years. Indicate amounts to be adsorbed out of current sources of revenue and needs for additional appropriations (if any). Commit to provide adequate funding to initiate and sustain the program. On the separate budget form, estimate new costs and revenues for the first four years.

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*Proposed 5 Year Budget Projections*  
***Criminal Justice Doctoral Program***  
*Nelson Mandela College of Government & Social Sciences*  
**Table I**

<b>Item</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	<b>Total</b>
<b>Salaries</b>						
<i>Professor/Chair</i>	\$ 73,148	\$ 73,148	\$ 74,610	\$ 74,610	\$ 76,102	\$371,618
<i>* Administrative Assistant</i>	\$ 30,000	\$ 30,000	\$ 30,600	\$ 30,600	\$ 31,212	\$ 152,412
<i>Professor</i>	\$69,000	\$69,000	\$70,380	\$70,380	\$71,787	\$350,547
<i>Associate Professor</i>	\$61,000	\$61,000	\$62,220	\$62,220	\$63,464	\$309,904
<i>Assistant Professor</i>	\$ 57,000	\$ 57,000	\$ 58,140	\$ 58,140	\$ 59,302	\$289,582
<i>New Professor</i>	\$ 70,000	\$ 70,000	\$ 71,400	\$ 71,400	\$ 72,828	\$355,628
<i>New Associate Professor</i>	\$ 60,000	\$ 60,000	\$ 61,200	\$ 61,200	\$ 62,424	\$304,824
<i>3 Adjuncts @, \$20,000 per sem.r</i>	\$ 50,000	\$ 50,000	\$ 51,000	\$ 51,000	\$52,020	\$ 254,020
<i>Placement Officer</i>	\$44,000	\$44,000	\$44,880	\$44,880	\$45,777	\$ 223,537
<i>Grad./Teaching Assists. .</i>	\$ 36,000	\$ 36,000	\$ 36,720	\$ 36,720	\$ 37,454	\$ 182,894
<b>Fringe Benefits 19.29%</b>	<b>\$106,123</b>	<b>\$106,123</b>	<b>\$108,245</b>	<b>\$108,245</b>	<b>\$110,410</b>	<b>\$539,146</b>
		\$ -	\$ -			
<b>Salaries Total</b>	<b>\$550,148</b>	<b>\$550,148</b>	<b>\$561,150</b>	<b>\$561,150</b>	<b>\$572,370</b>	<b>\$2,794,966 ***</b>
<b>Total Personnel Services</b>	<b>\$656,271</b>	<b>\$656,271</b>	<b>\$669,395</b>	<b>\$669,395</b>	<b>\$682,780</b>	<b>\$3,334,112</b>
<i>Operating Expenses</i>	\$ 10,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 70,000
<i>Supplies</i>	\$ 5,000	\$ 6,000	\$ 7,000	\$ 8,000	\$ 9,000	\$ 35,000
<i>Professional Services/Consultants</i>	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
<i>Acquisitions/Equipment</i>	\$ 15,000	\$ 12,000	\$ 10,000	\$ 20,000	\$ 10,000	\$ 67,000
<b>Total Budget</b>	<b>\$ 686,271</b>	<b>\$ 686,271</b>	<b>\$ 731,395</b>	<b>\$ 731,395</b>	<b>\$ 716,78000</b>	<b>\$3,536,112</b>

*All Faculty / staff salaries and other line items above are already committed / funded by the University*

**CERTIFICATION:**

\_\_\_\_\_  
 Chief Academic Officer

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Management Board

\_\_\_\_\_  
 Date of Approval by Board

**LOUISIANA BOARD of REGENTS**

**SUMMARY OF ESTIMATED ADDITIONAL COSTS/INCOME FOR INTENDED PROGRAM**

Institution: Southern University and A & M College

Date: \_\_\_\_\_

Degree Program, Unit: Doctoral Degree in Criminal Justice \_\_\_\_\_

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

EXPENDITURES								
INDICATE ACADEMIC YEAR:	FIRST		SECOND		THIRD		FOURTH	
	AMOUNT	FTE	Amount	FTE	AMOUNT	FTE	AMOUNT	FTE
Faculty	\$		\$		\$		\$	
Graduate Assistants								
Support Personnel								
Fellowships and Scholarships								
<b>SUB-TOTAL</b>	\$		\$		\$		\$	
REVENUES								
Revenue Anticipated From:	AMOUNT		AMOUNT		AMOUNT		AMOUNT	
*State Appropriations	\$		\$		\$		\$	
*Federal Grants/Contracts								
*State Grants/Contracts								
*Private Grants/Contracts	\$201,000		\$275,000		\$300,000		\$325,000	
Expected Enrollment	10		24		42		63	
Tuition								
Fees								
*Other (specify)								
<b>TOTAL REVENUES</b>	\$		\$		\$		\$	

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



**SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM**  
Office of the Executive Vice President for Academic Affairs and Provost  
J. S. CLARK ADMINISTRATION BUILDING, THIRD FLOOR  
BATON ROUGE, LOUISIANA 70813  
PHONE: (225) 771-4095

July 10, 2017

Dr. Ray L. Belton  
President – Chancellor  
Southern University System  
4<sup>th</sup> Floor, J. S. Clark Administration Bldg.  
Baton Rouge, Louisiana 70813

**Re: Southern University Laboratory School Scholarship Policy**

Dear Dr. Belton:

Attached is the Academic Scholarship Policy for Southern University Laboratory School.

This item is being submitted for your review and approval, and the approval of the SU Board at its July meeting.

Sincerely,

A handwritten signature in cursive script that reads "Luria Young".

Luria S. Young, Ph.D.  
Interim Executive Vice President for  
Academic Affairs and Provost

Approved: \_\_\_\_\_

Dr. Ray L. Belton  
President-Chancellor

### Academic Scholarship Award General Rules

1. Academic Scholarship awards cover the cost of tuition only. Academic scholarship award recipients are expected to pay all fees.
2. All Scholarships will be awarded on a year-to-year basis. Midyear and/or mid-semester applications will not be accepted for any reason.
3. Academic scholarship retention is not automatic.
4. The application period for the upcoming year will begin on May 30th and close June 30th of the prior school year. Notification of awards will begin as early as the awards are finalized, but no later than July 30th. If either of date falls on a weekend or holiday, the date will automatically move to the next school business day.
5. Applications will not be considered until all documentation substantiating the applicant meets or exceeds the all scholarship award criteria is submitted to the school.
6. Applications will not be accepted prior to the official start of the application period, and all applications and the required documentation must be submitted by 3:00 PM on or before the last day to apply.
7. Students earning less than a 2.5 GPA or 2 or more F's in any subjects in the first semester of the school year will **immediately forfeit** their scholarship award for the second semester of the school year.
8. Applicants must not have a negative prior balance for any semester they have attended Southern Lab.
9. All scholarship applicants must agree to follow the TOPS Core 4 Curriculum each year of enrollment.
10. Accepting this scholarship award waives any rights to any previously awarded scholarship s issued by SULLS.
11. The lower school academic scholarship award program is open to all students enrolled in 4th through 8th grade. The upper school academic scholarship award program is open to qualified new and returning students enrolled in 9th to 11th grade, qualified 12th grade students that attended SULLS the entire year prior to their 12th grade year. Students enrolling in the 12th grade for the first time enrollees and/or reenrolling after transferring to another school for any reason are excluded from receiving academic scholarship awards.
  1. A qualified student is defined as a student who meets all of the academic criteria and has been accepted for admission to SULLS or is already attending
  2. A new student is defined as a student who is enrolling for the first time. A student that was previously enrolled in the Southern University Laboratory School Virtual School is considered a new student to Southern University Laboratory School.
  3. A reenrolled student is a student who previously attended SULLS for a week or more, transferred to another school for any reason, and then seeks to reenroll and/or transfer back to SULLS at anytime.
12. Eligibility and actual scholarship awards will be determined by an independent scholarship award committee, that does not include any current SULLS employees, parents, recent graduates within the last five years, or their blood relatives within the first degree.
13. Enrollment in SULLS and meeting the application criteria for any grade does not guarantee a scholarship award. Meeting the academic requirements only determines an applicant's eligibility for a scholarship award if the academic scholarship program is offered. The offering of and/or the number of academic scholarships by SULLS will be based on:
  1. Yearly approval of the scholarship program by the Southern University System Board.
  2. The identification of a yearly funding source approved by the Southern University System Board.

14. The number of scholarship awards shall not exceed 10% of the total student enrollment for each grade level at the end of the previous school year.
  1. If the number of qualified applicants exceeds the number of available scholarship awards for students entering grades 4-9, priority will be given to those qualified applicants with the highest combined math, English, and science scores on the previous year's state assessments.
  2. If the number of qualified applicants exceeds the number of available scholarship awards for students entering grades 10-12, priority will be given to those qualified applicants with the highest combined scores from the previous year's state assessment.
  3. If the number of qualified applicants still exceeds the number of available scholarship awards after test scores are considered, a lottery system will be used to select which qualified applicants will receive academic scholarship awards.
15. Southern University Laboratory School reserves the right to discontinue providing academic scholarship awards at any time for any reason as directed by the Southern University System Board.

### **Academic Scholarship Award Criteria**

#### **Lower School (Entering Grades 4-8)**

- Must have a disciplinary record without any major disciplinary infractions as defined in the most recent SULT Student Handbook the school year prior to submitting an application.
- Have met or exceeded the state of Louisiana's attendance requirements for promotion the previous year.
- Have earned a cumulative GPA of 3.5 or higher in core content classes (English, Math, Science, and Social Studies)
- Demonstrate Exceptional Achievement on prior year ILEAP or LEAP assessments by scoring a combination of Mastery or higher in English and Math **and** a Basic or higher in Science or Social Studies of the three LEAP assessed subjects below prior to submitting an application.

#### **High School (Entering Grades 9-12)**

##### **9th Grade Scholarship Award Criteria:**

- Must have a disciplinary record without any major disciplinary infractions as defined in the most recent Southern University Laboratory School Student Handbook the school year prior to submitting an application.
- Have exceeded the state of Louisiana's attendance requirements for promotion to 9th grade.
- Cumulative GPA of 3.5 or higher in core content classes (English, Math, Science, and Social Studies)
- Demonstrate Exceptional Achievement on prior year ILEAP or LEAP assessments by scoring a combination of Mastery or higher in English and Math **and** a Basic or higher in Science or Social Studies of the three LEAP assessed subjects below prior to submitting an application.
- Bonus Points will be awarded to students applying for a scholarship entering this grade level based on meeting the additional criteria below:

- Submitting official scores from the ACT or SAT (1pt.)
- Having an 18 or higher composite score on the ACT or equivalent SAT score (1 pt.)
- Earned Carnegie Units on an official school transcript (1/2 pt. per Carnegie unit earned)
- Prior Laboratory School attendance (1/2 pt. per school year completed)
- Dual enrollment credit earned from an accredited higher education institution. (1/2 pt. per college credit earned)

**10th Grade Scholarship Award Criteria:**

- Must have a disciplinary record without any major disciplinary infractions as defined in the most recent Southern University Laboratory School Student Handbook the school year prior to submitting an application.
- Must have a cumulative GPA of 3.5 or higher in all core content classes (English, Math, Science, and Social Studies)
- Have met or exceeded the state of Louisiana's attendance requirements for promotion and/or the awarding of high school credit
- Must have already earned at least seven (7) Carnegie Units prior to submitting a scholarship application, which must include at least one unit from each of the following TOPS Core Curriculum subjects: English, Math, Science, Social Studies, and Foreign Language.
  - or at least 8 Carnegie units if the applicant attended a school on a 4x4 block schedule
- Demonstrate Exceptional Achievement on state assessments by scoring a 725 or higher on any EOC exam taken the school year prior to submitting this year's scholarship application and have passing scores, as defined by the state of Louisiana on the date of submission, on any other EOC exams taken before the school year if applicable.
- Bonus Points will be awarded to students applying for a scholarship at this grade level based on meeting the additional criteria below:
  - Submitting official scores from the ACT or SAT (1pt.)
  - Having earned an official composite score of 18 or higher on the ACT or the equivalent SAT score (2pt.)
  - Carnegie Units earned on an official school transcript in addition to the 7 required to apply for a scholarship at this grade level (1/2 pt. per Carnegie unit earned)
  - Dual enrollment credit earned from an accredited higher education institution. (1/2 pt. per college credit earned)

**11th Grade Scholarship Award Criteria:**

- Must have a disciplinary record without any major disciplinary infractions as defined in the most recent Southern University Laboratory School Student Handbook the school year prior to submitting an application.
- Have exceeded the state of Louisiana's attendance requirements for promotion and the awarding of high school credit
- Must have already earned at least 14 total Carnegie Units, which must include Alg. I; Geometry; English I; English II; Civics; World Geography; Physical Science or Life Science; Biology, 4 Elective units, 1 PE unit and 1/2 unit of Health.
- Cumulative GPA of 3.5 or higher in all core content classes (English, Math, Science, and Social Studies)
- Demonstrate Exceptional Achievement on state assessments by scoring a 725 or higher on all EOC exams taken during the previous year and have pass below prior to submitting an application:
  - Alg. I and/or Geometry
  - English II

- Bonus Points will be awarded to students applying for a scholarship at this grade level based on meeting the additional criteria below:
  - Submitting official scores from the ACT or SAT (1pt.)
  - Having earned an official composite score of 18 or higher on the ACT or the equivalent SAT score (2pt.)
  - Carnegie Units earned on an official school transcript in addition to the 14 required to apply for a scholarship at this grade level (1/2 pt. per Carnegie unit earned)
  - Dual enrollment credit earned from an accredited higher education institution. (1/2 pt. per college credit earned)

**12th Grade Scholarship Award Criteria:**

- Must have attended Southern University Laboratory School for 11th grade.
- No major disciplinary infractions as defined in the most recent Southern University Laboratory School Student Handbook the school year prior to submitting an application.
- Have exceeded the state of Louisiana's attendance requirements for promotion and the awarding of high school credit
- Must have already earned at least 21 total Carnegie Units, which must include Alg. I; Geometry; English I; English II; Civics; World Geography; Physical Science or Life Science; Biology, 4 Elective units, 1 PE unit and 1/2 unit of Health.
- Cumulative GPA of 3.5 or higher in all core content classes (English, Math, Science, and Social Studies)
- Demonstrate Exceptional Achievement on state assessments by scoring a 725 or higher on both of the tested EOC subjects below prior to submitting an application:
  - Alg. I and/or Geometry
  - English I and/or English II
- Must agree to take a full course load (taking either dual enrollment or Advance Placement classes)
- Bonus Points will be awarded to students applying for a scholarship at this grade level based on meeting the additional criteria below:
  - Submitting official scores from the ACT or SAT (1pt.)
  - Having earned an official composite score of 18 or higher on the ACT or the equivalent SAT score (2pt.)
  - Carnegie Units earned on an official school transcript in addition to the 21 required to apply for a scholarship at this grade level (1/2 pt. per Carnegie unit earned)
  - Dual enrollment credit earned from an accredited higher education institution. (1/2 pt. per college credit earned)

**Academic Scholarship Award Documents to Submit**

- Last report card from an accredited elementary, middle, or high school the applicant attended.
- Test scores from the most recent state assessment. High school applicants should submit all testing attained up the time of application.
- A student behavioral report from that includes the entire school year prior to the upcoming school year.
- Any supplemental documents substantiating eligibility for bonus points.



# PROCEDURE MANUAL



PROCEDURE #

Page 1 of 4

Last Revision Date:

Effective Date:

Section: Enrollment Mgmt - Admissions

Subject:

Admission of Transfer and Former Students

**Rational or Purpose:** The admission of transfer and former students is being defined and the procedures for handling of transcripts and transfer coursework are being described.

**Scope:** These procedures are applicable to transfer students and former SUSLA students.

**Definitions:**

**Former Transfer Student** - A former transfer student is one previously enrolled at SUSLA as a regular student who attended another regionally-accredited institution after leaving SUSLA. Official transcript(s) from such institutions are required. Former students will return to the same academic status when they were at SUSLA, unless he/she has earned additional college credits to alter his/her status.

**Regular Transfer Student** - A transfer student who enters SUSLA with at least a 2.00 cumulative GPA. *Note: Student must meet the minimum GPA that may be required by specific programs.*

**Probationary Transfer Student** - A student whose cumulative GPA on transfer coursework articulated at SUSLA is less than 2.00. Student must meet SUSLA's standard of academic good standing by the beginning of the second semester. Students excluded from another regionally-accredited college because of academic suspension may be considered for admission to SUSLA.

**Provisional Transfer Student** - A transfer student who is currently enrolled at another institution who has been admitted to SUSLA for the upcoming semester. Also include a transfer student admitted who has not paid the application fee and/or submitted the immunization records (or waiver). A provisional transfer student will be required to submit an updated transcript once grades for the current semester are posted from the transfer institution.

**Good Standing** - A transfer student is considered in good standing if the student is able to obtain an official transcript from a previous institution.

**Proof of Immunization** - a written record of the dates of required immunizations provided by a healthcare provider's office

**Immunization waiver** - an agreement which exempts students from providing proof of immunization for various reasons (medical, religious, personal, etc.) on the condition the student may be excluded from campus and from classes in the event of an outbreak of measles, mumps, rubella, or meningitis until the outbreak is over or until proof of immunization is received.

**Application Fee** - a non-refundable processing fee that is associated with all applications for admission regardless if applicant ultimately enrolls or not

**Registration Hold** - a hold which prohibits registration

### **Procedures:**

Transfer and former students who have applied for admission, submitted required college transcripts, paid appropriate application fee, and satisfied immunization requirements (shot records or waiver) will be granted acceptance to SUSLA.

Applicants who have submitted all required documents except the application fee and immunization requirements may be granted acceptance with a registration hold. Applicant will not be allowed to register until the application fee and immunization requirements have been met.

**Transcripts** – Former transfer students' transcripts will be logged into the student information system and forwarded to the Registrar's Office. The student may request participation in the transfer articulation process (see below) at the time of admission. Transfer credits earned will be added to the student's SUSLA record by the Registrar's Office at the request of the student.

Non-traditional credits (military credit, Life Experience Credit, CLEP exams) that have been granted by another accredited institution of higher education will be added by the Registrar's Office upon receipt of official transcript/exam results.

New transfer students' transcripts will be logged into the student information system and articulated by the Admissions Office at the request of the student.

### **Transfer Articulation**

- Transfer students may opt to include/exclude transfer coursework towards their degree at SUSLA at the time of admission. The student will complete a "Transfer Articulation Agreement" which indicates their desire to include/exclude transfer coursework. Students who opt to include transfer coursework will have all or none of the transfer credits articulated in accordance with SUSLA's transfer articulation policy.

If the transfer student opts to include transfer coursework at the time of admission, their transcripts will be articulated and added to their academic record by Admissions.

The student will be advised of their option to change majors only once per semester. In the event of a change of major the student will have the option to include/exclude transfer coursework for their new major.

- **Option to Include Transfer Coursework**
  - Transfer student will apply to the university and submit required admission documents and transcripts.
  - At the time of admission the transfer student must complete the "Transfer Credit Request Form" indicating their preference to include all transfer coursework in accordance with SUSLA's transfer articulation policy.
  - Students who opt to include transfer coursework will have all credits reviewed for articulation. SUSLA's transfer articulation policy will dictate which courses are recorded.
  - Only selected courses with grades of "C" or better will be accepted for credit.
  - A degree plan will be developed for the transfer student by the departmental advisor.
- **Option to Exclude Transfer Coursework**
  - Transfer student will apply to the university and submit required admission documents and transcripts.
  - At the time of admission the transfer student must complete the "Transfer Credit Request Form" indicating their preference to exclude all transfer coursework.

- Graduate level credits will not be articulated.
- Transfer articulation will not be performed with unofficial transcripts.
- Transcripts from foreign institutions must be professionally evaluated on a comprehensive course-by-course review. This must be done at the student's expense.
- Transfer credits from one institution cannot be articulated from another institution's transcript.
- The Transfer Analyst will articulate transfer credits as follows:

**Louisiana 2-yr/4-yr Institutions:**

- Use the Board of Regents Transfer Articulation Matrices for general education course equivalencies
- If no course equivalency exists, or if equivalency cannot be determined using course description, consult with academic department to establish course equivalencies/substitutions. Transfer Analyst will build the equivalency/substitution in the student information system.

**Out-of-state Institutions:**

- Use transfer institution(s) course catalog already built in the student information system.
- If catalog not built, or if equivalency cannot be determined using course description, consult with academic department to establish course equivalencies/substitutions.

Students admitted who opt to include transfer coursework can view their transfer articulation on their student information system Web. Students who have not been admitted but desire a transfer equivalency worksheet must request and allow 7-10 business days to receive a transfer equivalency worksheet. Transfer equivalency worksheets will not be generated during registration and peak processing periods.

**Forms:** The student information system forms that will be used:

**Admissions Application (SAAADMS)**  
**Hold Information (SOAHOLD)**  
**Prior College Form (SOAPCOL)**  
**Transfer Articulation Institution (SOABGTA)**  
**Transfer Grade Code Maintenance (SHATGRD)**  
**Transfer Course Information (SHATRNS)**  
**Transfer Course Articulation (SHATATR)**  
**Transfer Institution Catalog Entry (SHATATC)**  
**Transfer Articulation Evaluation (SHATAEQ)**  
**Transfer Equivalency Worksheet (SHRTAEQ)**

*Date of Implementation: August 1, 2017*

*Date of Adoption: This should be the date the policy is approved by the Chancellor*

*Responsible Division: This should be the Chief Officer responsible for the operational interpretation of this policy and responsible for conducting the periodic review of the policy.*

# Facilities and Property Committee

# **FACILITIES AND PROPERTY COMMITTEE**

*(Following the Academic Affairs Committee)*

**Friday, July 21, 2017**

**9:00AM**

Board of Supervisors' Meeting Room  
2<sup>nd</sup> Floor J.S. Clark Administration Building  
Southern University and A&M College  
Baton Rouge, Louisiana 70813

## **AGENDA**

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Information Items
  - A. Priority Projects Updates, by Campuses
  - B. Capital Outlay Funding for FY 2017-18
6. Other Business
7. Adjournment

## **MEMBERS**

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

# Southern University System

Office of Facilities Planning

## FACILITIES PROJECT UPDATES

July 10, 2017

### SU Baton Rouge

#### 1. Capital Outlay New Projects:

- SU System Campus Major Repairs and Deferred Maintenance Projects - Projects are in progress by campus Facility Director
  - **J. S. Clark Annex** Roof Replacement (\$136,000) - Partin Roofing  
Duration time to complete the project: 90 days / August 2017
  - **Benjamin Kraft Physical Plant** Roof Replacement (\$238,000)  
Duration time for bidding and construction July to November 2017
  - **W.W. Stewart Hall** Roof Replacement (\$300,000)  
Chatmon Construction bid amount \$258,580  
Duration time to complete the project: 90 days / October 2017
  - **Rodney G. Higgins Hall** Roof Replacement (\$358,220)  
Duration time for bidding and construction July to November 2017
  - **ADA** entrance door upgrades (\$50,000) - out for bids
  - **Central Plant** mechanical system upgrades/repairs (\$310,000)  
Construction repairs in progress by TRANE and CMC
- **A. W. Mumford Stadium ADA Compliance and Upgrades** – Phase 1 \$1,400,000 planning and Phase 2 \$6,500,000 for construction.
  - March 2017 planning phase, bidding Oct 2017, construction completion Aug 2018
- **T. T. Allain Hall ADA Compliance and Upgrades** – \$1,010,000 planning and construction. March 2017 planning phase, bidding Oct 2017, construction completion June 2018
- **F. G. Clark Activity Center ADA** (Americans with Disabilities Act) Compliance and Upgrades – Phase 1 \$3,600,000 planning & construction and Phase 2 \$3,850,000. April 2017 planning phase, bidding Jan 2018, construction completion Sept. 2018

#### 2. 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 for bid advertisement.

- **SU Lab School:** Chatmon Construction, \$104,530.08 lowest bidder, GC to return contract w/ performance & payment bond to be awarded a Notice to Proceed July 2017
- **SU Museum of Arts:** Chenevert Construction, \$257,517 lowest bidder, Re-roofing in progress July 2017.

**3. SUBR Collections & Receivables / Lottie Anthony - Hurricane Gustav repairs:**

- FP&C AFC \$121,834.00 – Designer: Jerry Campbell & Associates 225.381.9435
- Bid Aug 31, 2016 and Notice to Proceed September 30, 2016 with 270 days to complete the project (Oct 2016 to June 2017) (repairs of plaster, ceiling work, flooring and painting) (Abatement work is involved in this project).
- General Contractor- Honore Companies LLC, Bid amount \$126,000
- Construction duration time: Aug 2107
  - ORM approved additional abatement testing and air monitoring under Change Order

**4. John B. Cade Library Fire Alarm System Upgrade**

- FP&C State funded project (*FP&C Facility Planning & Control*)
- Mel Engineering designer
- AFC- \$240,800 (*AFC available funds for construction*)
- Advertisement for bids is set for March 2017 / bid April 2017
- Bid opening May 2, 2017. Facility Automation \$218,882  
Construction completion time set for October 2017

**5. 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 - State Capital Outlay Request for funding (\$5,700,000) FY 17-18 is pending approval
- Bridge / Ravine - State Capital Outlay Request for funding (\$7,000,000) FY 17-18, funding was approved in conjunction with DOTD office.

**SU New Orleans**

**1. Capital Outlay New Projects:**

- SU System Campus Major Repairs and Deferred Maintenance Projects, in progress by campus Facility Director
  - **Cafeteria Roof Replacement** (\$325,000) out for bids
  - **University Center Roof Replacement** (\$349,000) – in progress for bidding
  - **University Center HVAC 3 air handling unit upgrades** (\$199,025) in progress for bidding

## 2. New Natural Science Building

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

## 3. New Education and Human Development Building (*lake campus*)

- FP&C project manager: Mr. David Van Alstine 504 568 2414
- Verges Rome Architects – Awarded Education and Human Development Building,  
This building will be two stories in height and have a total of 49,114 square feet.  
Project will be located on the Lake Campus. Construction Documents 100% complete. Cost of the project is budgeted at \$11, 608,000.
- Bid Advertisement: pending for July 2017
- Construction duration time: 18 months

## 4. New Arts, Humanities and Social Sciences Building

- FP&C project manager: Mr. David Van Alstine 504-568-2414
- Chasm + Fusion Architects – Awarded Arts & Humanities and Social Science Bldg.  
Project will be located on the Park Campus. Building will consist of a three (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 (*Bid price is over the AFC by \$2,700,000*) FP&C will have Roy Anderson Corporation to the project to get the cost within the AFC and Designer's estimate (*bidding negotiation process will begin the week of November 14, 2016. If the cost negotiation process isn't successful FP&C will direct the Architect to*



*redesign the building within the AFC, which will delay the project 4-6 months until December 2, 2018/January 2019.*

- 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)

#### **5. SUNO New School of Social Work**

- FP&C project manager: Mr. David Van Alstine 504 568 2414
- Architect: Waggoner & Ball Architects
- AFC budget is \$10, 257,000
- Pre-bid meeting scheduled for October 15, 2015
- General Contractor: Lamar Contractors LLC
- Bid amount: \$9,910,000
- Construction has started: November 2015
- Completion scheduled for August 2017

#### **6. SUNO New Central Plant Building**

- FP&C project manager: Mr. David Van Alstine 504 568 2414
- Sq. Ft: 8100
- AFC: \$8,648,799.47
- Designer: AST Engineers 225-926-5600 Mr. Kirk J. Simoneaux, P.E.
- Bid date: 04/12/2016
- Low Bid amount: \$ 6,097,000
- General Contractor: Gallo Mechanical
- Executed Contract/Notice to proceed Date: 05/16/2016
- Construction duration time to complete the project: 365 days / May 16, / June 2017 - Completed

#### **7. SUNO Site Parking Lot Restoration – Temporary FEMA trailers (Lake Campus), Phase 1 of 2**

- FP&C project manager: Mr. David Van Alstine 504 568 2414
- Site work new/repairs parking, utilities upgrades: overhead electrical lines and power poles removal, storm water drainage, sewer lines, water lines.
- AFC: \$2,154,846
- Designer: All South Consulting Engineers, LLC of Metairie, LA
- Advertised for bids: June 29, 2016
- Bid date: August 4, 2016
- Bid amount: \$1,320,916.00
- General Contractor: Durr Heavy Construction, LLC (lic. No. 4674)
- Executed Contract/Notice to proceed Date: 08/ 19 /2016

- Phase 1 Construction duration time to complete the project: 120 days (Aug 2016 to January/Feb / April 2017 / May 2017, project completed)
- Phase 2 pending completion August 2018 after completion of the new Arts & Humanities and Social Science Bldg.

#### 8. SUNO University Center Swimming Pool repairs

- FP&C project manager: Mr. Tony Palotta (225-342-0827)
- Executed Contract/Notice to proceed Date: July 2017 is pending
- Construction duration time to complete the project: September 1, 2017

#### SUNO Campus lighting site inspection notes:

- *Recommend using 18,000 to 20,000 lumens for the 25 ft. poles (2 fixtures per pole)*
- *Recommend using 34,000 lumens on the upper buildings roofs (upgrade existing lighting on roofs)*
- *Recommend using 7,000 and/or higher for building wall packs – v.o.j. per additional light studies and measurements from the photometric readings (review lighting around trees (notes: to many trees that's blocking the main source of lighting high levels of illumination- typical around the campus buildings. Many of the trees need to be removed for safety issues for a safe passage way for pedestrians)*
- *Review Library lighting (2<sup>nd</sup> floor hallways and restrooms) – work in progress*
- *Review electrical power underground feed source for outdoor lights-in progress*
- *Review street lights (need to upgrade to LEDs with high lumens of about 18,000 each)*
- *Need to coordinate with the city to upgrade existing light fixtures in the front of the main campus entrance (Park Campus) with LEDs 18,000 lumens ea. and install 2 lights per pole.*
- *SUNO perimeter lights need to be upgraded w/ LEDs 18,000 lumens ea. 2 lights per pole (v.o.j. number of poles, see lighting campus map)*
- *Upgrade lighting around tennis courts w/ LEDs*
- *Additional lighting will be required for the Lake campus and lighting improvements on the Eastside of the Residential Apartment.*
- *Pending follow-up: Hire a full-time electrician and/or outsource a company for preventative maintenance electrical work.*
- *SUNO is renting 52 (1000 watts) street lights from Entergy at \$85 ea./mo. (\$4,420 / mo.) the new lights were installed on Entergy's street poles (Park campus / Lake campus)*
- *SUNO is renting (5) portable emergency lights (4 on the Park campus and 1 Lake campus) \$200/mo. ea. w/ diesel fuel cost about + - \$100/mo. (total cost \$1,500/mo.)*
- *Recommendation for phase one: SUNO to purchase electrical materials items and send out for bids to repair lighting (SUNO may receive a University discount by purchasing materials and no taxes to pay. Budget amount + - \$50,000 starting with the Park campus internal site lighting (30ft poles) upgrades to eliminate the portable emergency lights (cost savings of \$1,500/mo.) and the Lake Campus.*
- *Note: a quality LED light (+ - 18,000 lumens) fixture cost range will be about \$590 - \$850.*

- *Planning and bidding is underway (meeting with electrical contractor for estimated cost and troubleshooting existing underground and building wiring/fixture issues)*

## **SU Shreveport**

### **1. 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 – 85% complete
  - **Campus sidewalk** Safety Compliance, \$95,000 – reviewing bids
  - **Metro Downtown** 6<sup>th</sup> floor repairs, \$70,000 – complete
  - **Gymnasium** roofing repairs, \$155,000 – reviewing bids
  - **ADA Compliance** for doors and walkways, \$125,000 – repairs in progress
  - **Energy Conservation** of lighting upgrades, \$25,000 – 50% complete

### **2. SUSLA New Science and General Classroom “A. Jackson” Building - Main Campus**

- 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**
- **Furnishing budget \$420,000 by FP&C (SUSLA to provide list of furnishings and IT equipment, phone system at D-Mark) – 8 weeks out for installation, August 2017.**

### **3. Renovation to Allen Building / School of Nursing - 600 Texas Street, Shreveport, LA (Downtown)**

- FP&C project manager: Charles Robinson 318-676-7984 or 318-469-6658 cell
- Project No.: 19-618-07S-01, Part 01 – State ID S28020 – Site Code: 7-09-025
- AFC: \$3,500,000
- Architects: KSA, 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
- Construction project completion date set for: November 7, 2017

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

**4. SUSLA New Dental Hygiene (*Learning Center*) - 3050 Martin Luther King Jr. Drive Bldg N**

- Funding source: one-time State funding
- Budget AFC amount: \$900,000
- Designer: (*Bills & Partners*) / Whitlock & Shelton
- Bid date: 11/05/2014
- General Contractor: Whitlock & Shelton
- Bid amount: \$801,800
- Executed Contract/Notice to proceed date: 3/24/2015 / 4/01/2015
- Duration time to complete the project: 180 days
- Construction project completion date: Pending re-design / August 2017

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

**1. Horticulture Storage Building Renovations – SUAG main campus**

- Budget: \$291,046
- Williams and Williams Architecture designer fee \$27,000
- AFC: \$263,400
- Bid amount: \$263,000
- General Contractor: Thornville Services
- Pre-construction meeting is scheduled for 5/5/2016 (*180 days to complete project*)
- Construction project completion date: January/February/March 90% /April 95%/May 2017/ June 2017 98% / July 2017 pending punch list completion

**2. New Horticulture Equipment Storage Shed Building– SUAG main campus**

- Budget: \$90,000
- Architect – Byron J. Stewart & Associates designer
- AFC: \$77,400
- Construction Bid Documents: pending completion November 2016
- Bid Advertisement: March 2017
- Bid amount: \$77,000.00 April 2017
- General Contractor: E. Cornell Malone Corporation (Mr. Roman Malone)
- Duration time to complete the project: 120 days (*May 2017 to August 2017*) *construction in progress.*

**3. 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: June 2017 / July 2017

#### 4. A.O. Williams Hall Renovation

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

#### 5. New Multipurpose Building, Agriculture Research & Extension Center at the Experimental Lab Farm/North Campus

- 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 2018/April 2018

#### 6. Child Care Center Renovation upgrades

- Budget cost: \$252,000.
- Further code review in progress as required to upgrade existing playground equipment to meet code. upgrade playground surface to meet code (*new 2" rubber lay over new 4" concrete slab*).
- Construction bid documents are 90% complete (Mr. H. Thurman) for renovations (restroom upgrade to meet ADA code, Kitchen upgrade to meet code, upgrade 3 existing exterior doors for security access, metal covered walkway, covered entry at driveway, replace playground fencing to meet code, additional concrete sideway for ADA access.
- Bid Advertisement: pending for July 2017
- Duration time to complete the project: 90 days

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

**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

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**

Lynda M. Batiste, VC     SUAC 225-771-5707

James L. Mahomes        SUAC 225-771-2242

Christopher Rogers        SUAC 225-771-5669

**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

**SU Shreveport**

Brandy Jacobsen, VC     SUSLA 318-670-9371

Janice Sneed, VC         SUSLA 318-670-9471

Leslie McClellon         SUSLA 318-670-9300

David Fogleman          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

Southern University System  
 Priority Capital Outlay Projects (House Bill 2)  
 for 2017-2018 Fiscal Year

Priority	Description	Priority 1	Priority 2	Priority 5	Other	Total
1	SU System Campuses Deferred Maintenance Projects: Conditions are hazardous to life and property, leaking roofs, plumbing, unsafe, HVAC/Elect. issues	\$ 3,000,000			\$ 1,000,000	\$ 4,000,000
2	SUBR Repair Sloughing Of Ravine and Bluff	6,900		1,000,600		1,007,500
3	SUBR F.G. Clark Activity Center - ADA Consent Decree					
4	SUBR A.W. Mumford -ADA Consent Decree	7,450,000				7,450,000
5	SUBR T.T. Allain Hall - ADA Consent Decree	7,900,000				7,900,000
6	SUSLA Workforce Training and Technology Center	1,010,000	200,000	476,000		1,010,000
7	SUBR SU Lab. School Addition and Upgrades	54,100		6,600,000		6,654,100
8	SUAG A. O. Williams Hall Renovations	160,400				160,400
9	Major Repairs to F. G. Clark Activity Center (SUBR)	163,100				163,100
10	SUBR Fire Detection and Alarm System Upgrades	29,600				29,600
11	Provide Localized Boilers and Replace Chilled Water Loop (SUBR)				400	400
12	SUSLA Renovations of Allen Building	3,433,800				3,433,800
13	SUSLA New Classroom Building	641,900				641,900
	Total	\$ 23,849,800		\$ 8,076,600	\$ 1,000,400	\$ 33,126,800

# Finance Committee



**FINANCE COMMITTEE**  
*(Following the Facilities and Property Committee)*  
**Friday, July 21, 2017**

Board of Supervisors' Meeting Room  
2<sup>nd</sup> Floor J.S. Clark Administration Building  
Southern University and A&M College  
Baton Rouge, Louisiana 70813


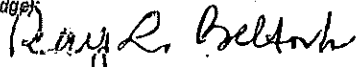
**AGENDA**

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Items
  - A. Request Ratification of Budget Adjustments (BA-7) Number 5 (Revised), Number 6 (Revised) and Number 7, SUS
  - B. Request Approval of Salary and Wage Increases, SUS
  - C. Request Approval of Salary and Wage Increases, SUBR
  - D. Request Approval of Salary and Wage Increases, SULC
  - E. Request Approval of Salary Equity Adjustment for SU Marching Band Personnel, SUBR
  - F. Request Approval of a Proposed Amendment to the 2014 Aramark Facility Lease Contract, SUS
  - G. Request Approval of Travel Policy, SUSLA
6. Informational Item
  - A. General Operating Budget Funding for FY 2017-18
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

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

<b>DEPARTMENT:</b> Higher Education	<b>FOR OPB USE ONLY</b>	
<b>AGENCY:</b> Southern University Board of Supervisors	4309	<b>AGENDA NUMBER</b>
<b>SCHEDULE NUMBER:</b> 19-615	Approval and Authority: <div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: 80%;">                     Division of Administration                      Office of Planning &amp; Budget                      JUN 23 2017                        APPROVED                 </div>	
<b>SUBMISSION DATE:</b> 6/19/2017		
<b>AGENCY BA-7 NUMBER:</b> 5 (Revised)		
<b>HEAD OF BUDGET UNIT:</b> Dr. Ray L. Belton		
<b>TITLE:</b> System President-Chancellor		
<b>SIGNATURE</b> <i>(Certifies that the information provided is correct and true to the best of your knowledge)</i> 	Act 21 of 2017 - R.M.E.S.	

MEANS OF FINANCING	CURRENT FY 2016-2017	ADJUSTMENT (+) or (-)	REVISED FY 2016-2017
<b>GENERAL FUND BY:</b>			
DIRECT	\$42,996,163	\$0	\$42,996,163
INTERAGENCY TRANSFERS	\$3,375,199	\$0	\$3,375,199
FEES & SELF-GENERATED	\$82,586,835	\$250,000	\$82,836,835
STATUTORY DEDICATIONS	\$4,986,616	\$0	\$4,986,616
Tobacco Tax Health Care Fund (E32)	\$1,000,000	\$0	\$1,000,000
Par-mutual Live Racing Facility Gaming Control Fund (G09)	\$50,000	\$0	\$50,000
Subtotal of Dedications from Page 2	\$3,916,616	\$0	\$3,916,616
INTERIM EMERGENCY BOARD		\$0	\$0
FEDERAL	\$3,654,209	\$0	\$3,654,209
<b>TOTAL</b>	<b>\$137,578,022</b>	<b>\$250,000</b>	<b>\$137,828,022</b>

PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
<b>PROGRAM NAME:</b>						
SU Board of Supervisors	\$2,910,717		\$0	0	\$2,910,717	0
SU Agricultural & Mechanical Coll	\$76,580,407		\$0	0	\$76,580,407	0
SU Law Center	\$13,222,121		\$250,000	0	\$13,472,121	0
SU New Orleans	\$20,762,409		\$0	0	\$20,762,409	0
SU Shreveport	\$15,082,032		\$0	0	\$15,082,032	0
SU - Agri Research/Extension Center	\$9,020,336		\$0	0	\$9,020,336	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
Subtotal of programs from Page 2:	\$0	0	\$0	0	\$0	0
<b>TOTAL</b>	<b>\$137,578,022</b>	<b>0</b>	<b>\$250,000</b>	<b>0</b>	<b>\$137,828,022</b>	<b>0</b>

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

DEPARTMENT: Higher Education	FOR OPB USE ONLY	
AGENCY: Southern University Board of Supervisors	OPB LOG NUMBER	AGENDA NUMBER
SCHEDULE NUMBER: 119615		
SUBMISSION DATE: 6/19/2017	<b>ADDENDUM TO PAGE 1</b>	
AGENCY BA-7 NUMBER: 5 (Revised)		

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

MEANS OF FINANCING	CURRENT FY 2016-2017	ADJUSTMENT (+) or (-)	REVISED FY 2016-2017
<b>GENERAL FUND BY:</b>			
STATUTORY DEDICATIONS			
Support Education In Louisiana First Fund (G10)	\$2,995,616 ✓	\$0	\$2,995,616
Southern Univerelly AgCenter Program Fund (G12)	\$920,000 ✓	\$0	\$920,000
Tobacco Tax Health Care Fund (E32)		\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
<b>SUBTOTAL (to Page 1)</b>	<b>\$3,915,616</b>	<b>\$0</b>	<b>\$3,915,616</b>



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

PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
<b>PROGRAM NAME:</b>						
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
<b>SUBTOTAL (to Page 1)</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>

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

1. What is the source of funding (if other than General Fund (Direct))? Specifically identify any grant or public law and the purposes of the funds, if applicable.

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

MEANS OF FINANCING OR EXPENDITURE	FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
<b>GENERAL FUND BY:</b>					
DIRECT	\$0	\$0	\$0	\$0	\$0
INTERAGENCY TRANSFERS	\$0	\$0	\$0	\$0	\$0
FEES & SELF-GENERATED	\$250,000	\$0	\$0	\$0	\$0
STATUTORY DEDICATIONS	\$0	\$0	\$0	\$0	\$0
INTERIM EMERGENCY BOARD	\$0	\$0	\$0	\$0	\$0
FEDERAL	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>250,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

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

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

Request is to increase spending authority for Southern University Law Center as a result of increased self-generated funds.

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

No

## PERFORMANCE IMPACT OF MID-YEAR BUDGET ADJUSTMENT

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

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

OBJECTIVE:				
LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE STANDARD		
		CURRENT FY 2016-2017	ADJUSTMENT (+) OR (-)	REVISED FY 2016-2017
JUSTIFICATION FOR ADJUSTMENT(S): Explain the necessity of the adjustment(s).				

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

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

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

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 1 NAME: SU Board of Supervisors

MEANS OF FINANCING:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT OUT-YEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
<b>GENERAL FUND BY:</b>							
Direct	\$2,910,717	\$0	\$2,910,717	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Statutory Deductions *	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interim Emergency Board	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL MOF</b>	<b>\$2,910,717</b>	<b>\$0</b>	<b>\$2,910,717</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXPENDITURES:</b>							
Salaries	\$1,147,805	\$0	\$1,147,805	\$0	\$0	\$0	\$0
Other Compensation	\$52,000	\$0	\$52,000	\$0	\$0	\$0	\$0
Related Benefits	\$629,922	\$0	\$629,922	\$0	\$0	\$0	\$0
Travel	\$225,000	\$0	\$225,000	\$0	\$0	\$0	\$0
Operating Services	\$70,062	\$0	\$70,062	\$0	\$0	\$0	\$0
Supplies	\$7,283	\$0	\$7,283	\$0	\$0	\$0	\$0
Professional Services	\$44,500	\$0	\$44,500	\$0	\$0	\$0	\$0
Other Charges	\$280,544	\$0	\$280,544	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$67,601	\$0	\$67,601	\$0	\$0	\$0	\$0
Acquisitions	\$386,000	\$0	\$386,000	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$2,910,717</b>	<b>\$0</b>	<b>\$2,910,717</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>POSITIONS</b>							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
<b>TOTAL T.O. POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
OTHER CHARGES POSITIONS	0	0	0	0	0	0	0
<b>* Statutory Deductions:</b>							
Higher Education Initiative Fund (E10)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Deduction]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Deduction]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Deduction]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Deduction]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Deduction]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Deduction]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 1 NAME: SU Board of Supervisors

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

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 2 NAME: SU Agricultural & Mechanical College

MEANS OF FINANCING:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT/OUT-YEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
<b>GENERAL FUND BY:</b>							
Direct	\$20,643,836	\$0	\$20,643,836	\$0	\$0	\$0	\$0
Interagency Transfers	\$3,375,199	\$0	\$3,375,199	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$50,599,983	\$0	\$50,599,983	\$0	\$0	\$0	\$0
Statutory Dedications *	\$1,961,409	\$0	\$1,961,409	\$0	\$0	\$0	\$0
Interim Emergency Board	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL MOF</b>	<b>\$76,580,407</b>	<b>\$0</b>	<b>\$76,580,407</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXPENDITURES:</b>							
Salaries	\$36,305,482	\$0	\$36,305,482	\$0	\$0	\$0	\$0
Other Compensation	\$213,477	\$0	\$213,477	\$0	\$0	\$0	\$0
Related Benefits	\$17,189,669	\$0	\$17,189,669	\$0	\$0	\$0	\$0
Travel	\$227,000	\$0	\$227,000	\$0	\$0	\$0	\$0
Operating Services	\$8,145,724	\$0	\$8,145,724	\$0	\$0	\$0	\$0
Supplies	\$901,561	\$0	\$901,561	\$0	\$0	\$0	\$0
Professional Services	\$807,997	\$0	\$807,997	\$0	\$0	\$0	\$0
Other Charges	\$8,895,699	\$0	\$8,895,699	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$3,712,617	\$0	\$3,712,617	\$0	\$0	\$0	\$0
Acquisitions	\$181,181	\$0	\$181,181	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$76,580,407</b>	<b>\$0</b>	<b>\$76,580,407</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>POSITIONS</b>							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
<b>TOTAL T.O. POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OTHER CHARGES POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>* Statutory Dedications:</b>							
Higher Education Initiatives Fund (E1a)		\$0	\$0	\$0	\$0	\$0	\$0
Support Education in Louisiana First Fund (G10)	\$1,961,409	\$0	\$1,961,409	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 2 NAME: SU Agricultural & Mechanical College

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

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 3 NAME: SU Law Center

MEANS OF FINANCING:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT/OUTYEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
<b>GENERAL FUND BY:</b>							
Direct	\$3,934,145	\$0	\$3,934,145	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$9,073,847	\$250,000	\$9,323,847	\$0	\$0	\$0	\$0
Statutory Dedications *	\$214,129	\$0	\$214,129	\$0	\$0	\$0	\$0
Interim Emergency Board	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>FEDERAL FUNDS</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL MOF</b>	<b>\$13,222,121</b>	<b>\$250,000</b>	<b>\$13,472,121</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

<b>EXPENDITURES:</b>							
Salaries	\$7,135,828	\$181,160	\$7,316,988	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$2,645,236	\$68,840	\$2,714,076	\$0	\$0	\$0	\$0
Travel	\$150,000	\$0	\$150,000	\$0	\$0	\$0	\$0
Operating Services	\$1,543,729	\$0	\$1,543,729	\$0	\$0	\$0	\$0
Supplies	\$100,000	\$0	\$100,000	\$0	\$0	\$0	\$0
Professional Services	\$605,291	\$0	\$605,291	\$0	\$0	\$0	\$0
Other Charges	\$479,823	\$0	\$479,823	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$262,214	\$0	\$262,214	\$0	\$0	\$0	\$0
Acquisitions	\$300,000	\$0	\$300,000	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$13,222,121</b>	<b>\$250,000</b>	<b>\$13,472,121</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

<b>POSITIONS</b>							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
<b>TOTAL T.O. POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
OTHER CHARGES POSITIONS	0	0	0	0	0	0	0

<b>* Statutory Dedications:</b>							
Higher Education Initiatives Fund (E18)		\$0	\$0	\$0	\$0	\$0	\$0
Support Education Initiatives First Fund (G10)	\$214,129	\$0	\$214,129	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 3 NAME: SU Law Center

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Interim Emergency Board	Federal Funds	TOTAL
AMOUNT	\$0	\$0	\$260,000	\$0	\$0	\$0	\$260,000
<b>EXPENDITURES:</b>							
Salaries	\$0	\$0	\$181,160	\$0	\$0	\$0	\$181,160
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$68,840	\$0	\$0	\$0	\$68,840
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$260,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$260,000</b>
<b>OVER / (UNDER)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 4 NAME: Southern University at New Orleans

MEANS OF FINANCING:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT ON YEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
<b>GENERAL FUND BY:</b>							
Direct	\$6,497,577	\$0	\$6,497,577	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$13,654,187	\$0	\$13,654,187	\$0	\$0	\$0	\$0
Statutory Dedications *	\$610,645	\$0	\$610,645	\$0	\$0	\$0	\$0
Interim Emergency Board	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL MOF</b>	<b>\$20,762,409</b>	<b>\$0</b>	<b>\$20,762,409</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXPENDITURES:</b>							
Salaries	\$10,922,104	\$0	\$10,922,104	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$4,914,366	\$0	\$4,914,366	\$0	\$0	\$0	\$0
Travel	\$151,500	\$0	\$151,500	\$0	\$0	\$0	\$0
Operating Services	\$1,713,526	\$0	\$1,713,526	\$0	\$0	\$0	\$0
Supplies	\$368,500	\$0	\$368,500	\$0	\$0	\$0	\$0
Professional Services	\$162,000	\$0	\$162,000	\$0	\$0	\$0	\$0
Other Charges	\$1,743,132	\$0	\$1,743,132	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$672,281	\$0	\$672,281	\$0	\$0	\$0	\$0
Acquisitions	\$125,000	\$0	\$125,000	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$20,762,409</b>	<b>\$0</b>	<b>\$20,762,409</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>POSITIONS</b>							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
<b>TOTAL T.O. POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OTHER CHARGES POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>* Statutory Dedications:</b>							
Higher Education Initiatives Fund (E18)		\$0	\$0	\$0	\$0	\$0	\$0
Parimutuel Live Racing Facility Gaming Control Fund (G08)	\$50,000	\$0	\$50,000	\$0	\$0	\$0	\$0
Support Education in Louisiana First Fund (G10)	\$560,645	\$0	\$560,645	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 4 NAME: Southern University at New Orleans

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

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 5 NAME: Southern University at Shreveport

MEANS OF FINANCING:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT/OUT-YEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
<b>GENERAL FUND BY:</b>							
Direct	\$5,622,636	\$0	\$5,622,636	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$9,258,838	\$0	\$9,258,838	\$0	\$0	\$0	\$0
Statutory Deductions *	\$200,658	\$0	\$200,658	\$0	\$0	\$0	\$0
Interim Emergency Board	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL MOF</b>	<b>\$15,082,032</b>	<b>\$0</b>	<b>\$15,082,032</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXPENDITURES:</b>							
Salaries	\$8,002,188	\$0	\$8,002,188	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$3,250,243	\$0	\$3,250,243	\$0	\$0	\$0	\$0
Travel	\$43,700	\$0	\$43,700	\$0	\$0	\$0	\$0
Operating Services	\$1,710,564	\$0	\$1,710,564	\$0	\$0	\$0	\$0
Supplies	\$144,033	\$0	\$144,033	\$0	\$0	\$0	\$0
Professional Services	\$41,000	\$0	\$41,000	\$0	\$0	\$0	\$0
Other Charges	\$1,410,260	\$0	\$1,410,260	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$472,044	\$0	\$472,044	\$0	\$0	\$0	\$0
Acquisitions	\$8,000	\$0	\$8,000	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$15,082,032</b>	<b>\$0</b>	<b>\$15,082,032</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>POSITIONS</b>							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
<b>TOTAL T.O. POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OTHER CHARGES POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>* Statutory Deductions:</b>							
Higher Education Initiatives Fund (E1B)		\$0	\$0	\$0	\$0	\$0	\$0
Support Education in Louisiana First Fund (E1C)	\$200,658	\$0	\$200,658	\$0	\$0	\$0	\$0
[Select Statutory Deduction]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Deduction]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Deduction]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Deduction]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Deduction]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Deduction]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 5 NAME: Southern University at Shreveport

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

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 6 NAME: Southern University Agricultural Research/Extension Center

MEANS OF FINANCING:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT/OUT-YEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
<b>GENERAL FUND BY:</b>							
Direct	\$3,387,352	\$0	\$3,387,352	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Statutory Dedications *	\$1,978,775	\$0	\$1,978,775	\$0	\$0	\$0	\$0
Interim Emergency Board	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$3,654,209	\$0	\$3,654,209	\$0	\$0	\$0	\$0
<b>TOTAL MOF</b>	<b>\$9,020,336</b>	<b>\$0</b>	<b>\$9,020,336</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXPENDITURES:</b>							
Salaries	\$4,338,740	\$0	\$4,338,740	\$0	\$0	\$0	\$0
Other Compensation	\$33,500	\$0	\$33,500	\$0	\$0	\$0	\$0
Related Benefits	\$1,958,119	\$0	\$1,958,119	\$0	\$0	\$0	\$0
Travel	\$155,239	\$0	\$155,239	\$0	\$0	\$0	\$0
Operating Services	\$792,773	\$0	\$792,773	\$0	\$0	\$0	\$0
Supplies	\$116,388	\$0	\$116,388	\$0	\$0	\$0	\$0
Professional Services	\$21,638	\$0	\$21,638	\$0	\$0	\$0	\$0
Other Charges	\$639,875	\$0	\$639,875	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$900,000	\$0	\$900,000	\$0	\$0	\$0	\$0
Acquisitions	\$64,064	\$0	\$64,064	\$0	\$0	\$0	\$0
Major Repairs	\$100,000	\$0	\$100,000	\$0	\$0	\$0	\$0
UNALLOTTED		\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$9,020,336</b>	<b>\$0</b>	<b>\$9,020,336</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>POSITIONS</b>							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
<b>TOTAL T.O. POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OTHER CHARGES POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>* Statutory Dedications:</b>							
Tobacco Tax Health Care Fund (E32)	\$1,000,000	\$0	\$1,000,000	\$0	\$0	\$0	\$0
Southern University AgCenter Program Fund (G12)	\$920,000	\$0	\$920,000	\$0	\$0	\$0	\$0
Support Education in Louisiana First Fund (G10)	\$58,775	\$0	\$58,775	\$0	\$0	\$0	\$0
Higher Education Initiative Fund (E18)		\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0




**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 6 NAME: Southern University Agricultural Research/Extension Center

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

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

DEPARTMENT: Higher Education		FOR OPB USE ONLY					
AGENCY: Southern University Board of Supervisors		440				AGENDA NUMBER	
SCHEDULE NUMBER: 19-615		Approval and Authority: <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;">           Division of Administration            Office of Planning &amp; Budget            JUN 23 2017              APPROVED         </div>					
SUBMISSION DATE: 6/19/2017							
AGENCY BA-7 NUMBER: 6 (Revised)							
HEAD OF BUDGET UNIT: Dr. Ray L. Belton							
TITLE: System President-Chancellor							
SIGNATURE (Certifies that the information provided is correct and true to the best of your knowledge): <i>Ray L. Belton</i>		Act 2 of 2017 R.S.					
MEANS OF FINANCING		CURRENT FY 2016-2017		ADJUSTMENT (+) or (-)		REVISED FY 2016-2017	
GENERAL FUND BY:							
DIRECT		\$42,996,163		\$0		\$42,996,163	
INTERAGENCY TRANSFERS		\$3,375,199		\$278,559		\$3,653,758	
FEES & SELF-GENERATED		\$82,586,835		\$0		\$82,586,835	
STATUTORY DEDICATIONS		\$4,965,616		\$0		\$4,965,616	
Tobacco Tax Health Care Fund (E32)		\$1,000,000		\$0		\$1,000,000	
Peri-mutuel Live Racing Facility Gaming Control Fund (G09)		\$50,000		\$0		\$50,000	
Subtotal of Dedications from Page 2		\$3,915,616		\$0		\$3,915,616	
INTERIM EMERGENCY BOARD				\$0		\$0	
FEDERAL		\$3,654,209		\$0		\$3,654,209	
<b>TOTAL</b>		<b>\$137,578,022</b>		<b>\$278,559</b>		<b>\$137,856,581</b>	
PROGRAM EXPENDITURES		DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
PROGRAM NAME:							
SU Board of Supervisors		\$2,910,717	0	\$0	0	\$2,910,717	0
SU Agricultural & Mechanical Coll		\$76,580,407	0	\$278,559	0	\$76,858,966	0
SU Law Center		\$13,222,121	0	\$0	0	\$13,222,121	0
SU New Orleans		\$20,762,409	0	\$0	0	\$20,762,409	0
SU Shreveport		\$15,082,032	0	\$0	0	\$15,082,032	0
SU - Agri-Research/Extension Cente		\$9,020,336	0	\$0	0	\$9,020,336	0
		\$0	0	\$0	0	\$0	0
		\$0	0	\$0	0	\$0	0
		\$0	0	\$0	0	\$0	0
		\$0	0	\$0	0	\$0	0
Subtotal of programs from Page 2:		\$0	0	\$0	0	\$0	0
<b>TOTAL</b>		<b>\$137,578,022</b>	<b>0</b>	<b>\$278,559</b>	<b>0</b>	<b>\$137,856,581</b>	<b>0</b>

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

DEPARTMENT: Higher Education	FOR OPB USE ONLY	
AGENCY: Southern University Board of Supervisors	OPB LOG NUMBER	AGENDA NUMBER
SCHEDULE NUMBER: 19-615		
SUBMISSION DATE: 6/19/2017	ADDENDUM TO PAGE 1	
AGENCY BA-7 NUMBER: 6 (Revised)		

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

MEANS OF FINANCING	CURRENT FY 2016-2017	ADJUSTMENT (+) or (-)	REVISED FY 2016-2017
<b>GENERAL FUND BY:</b>			
STATUTORY DEDICATIONS			
Support Education In Louisiana First Fund (G10)	\$2,995,616 ✓	\$0	\$2,995,616
Southern University AgCenter Program Fund (G12)	\$920,000 ✓	\$0	\$920,000
Tobacco Tax Health Care Fund (E32)		\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
<b>SUBTOTAL (to Page 1)</b>	<b>\$3,915,616</b>	<b>\$0</b>	<b>\$3,915,616</b>



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

PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
<b>PROGRAM NAME:</b>						
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
<b>SUBTOTAL (to Page 1)</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>

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

1. What is the source of funding (if other than General Fund (Direct))? Specifically identify any grant or public law and the purposes of the funds, if applicable.

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

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

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

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

Request is to increase budget to reflect increased in Minimum Foundation Funding for Laboratory School.

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

No

## PERFORMANCE IMPACT OF MID-YEAR BUDGET ADJUSTMENT

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

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

OBJECTIVE:

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE STANDARD		
		CURRENT FY 2016-2017	ADJUSTMENT (+) OR (-)	REVISED FY 2016-2017

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

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

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

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

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 1 NAME: SU Board of Supervisors

MEANS OF FINANCING:	CURRENT FY 2018-2017	REQUESTED ADJUSTMENT	REVISED FY 2018-2017	ADJUSTMENT/OUT-YEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
<b>GENERAL FUND BY:</b>							
Direct	\$2,910,717	\$0	\$2,910,717	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Statutory Dedications *	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interim Emergency Board	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL MOF</b>	<b>\$2,910,717</b>	<b>\$0</b>	<b>\$2,910,717</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXPENDITURES:</b>							
Salaries	\$1,147,805	\$0	\$1,147,805	\$0	\$0	\$0	\$0
Other Compensation	\$52,000	\$0	\$52,000	\$0	\$0	\$0	\$0
Related Benefits	\$629,922	\$0	\$629,922	\$0	\$0	\$0	\$0
Travel	\$225,000	\$0	\$225,000	\$0	\$0	\$0	\$0
Operating Services	\$70,062	\$0	\$70,062	\$0	\$0	\$0	\$0
Supplies	\$7,283	\$0	\$7,283	\$0	\$0	\$0	\$0
Professional Services	\$44,500	\$0	\$44,500	\$0	\$0	\$0	\$0
Other Charges	\$280,544	\$0	\$280,544	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$67,601	\$0	\$67,601	\$0	\$0	\$0	\$0
Acquisitions	\$386,000	\$0	\$386,000	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$2,910,717</b>	<b>\$0</b>	<b>\$2,910,717</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>POSITIONS</b>							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
<b>TOTAL T.O. POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OTHER CHARGES POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>* Statutory Dedications:</b>							
Higher Education Initiatives Fund (EIF)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(Select Statutory Dedicallon)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(Select Statutory Dedicallon)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(Select Statutory Dedicallon)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(Select Statutory Dedicallon)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(Select Statutory Dedicallon)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(Select Statutory Dedicallon)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(Select Statutory Dedicallon)	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 1 NAME: SU Board of Supervisors

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

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 2 NAME: SU Agricultural & Mechanical College

MEANS OF FINANCING:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT OUT YEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
<b>GENERAL FUND BY:</b>							
Direct	\$20,643,836	\$0	\$20,643,836	\$0	\$0	\$0	\$0
Interagency Transfers	\$3,376,199	\$278,559	\$3,653,758	\$0	\$0	\$0	\$0
Fees & Self Generated	\$50,599,963	\$0	\$50,599,963	\$0	\$0	\$0	\$0
Statutory Dedications *	\$1,961,409	\$0	\$1,961,409	\$0	\$0	\$0	\$0
Interim Emergency Board	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL MOF</b>	<b>\$76,580,407</b>	<b>\$278,559</b>	<b>\$76,858,966</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXPENDITURES:</b>							
Salaries	\$36,305,482	\$0	\$36,305,482	\$0	\$0	\$0	\$0
Other Compensation	\$213,477	\$0	\$213,477	\$0	\$0	\$0	\$0
Related Benefits	\$17,189,669	\$0	\$17,189,669	\$0	\$0	\$0	\$0
Travel	\$227,000	\$0	\$227,000	\$0	\$0	\$0	\$0
Operating Services	\$8,145,724	\$0	\$8,145,724	\$0	\$0	\$0	\$0
Supplies	\$901,561	\$0	\$901,561	\$0	\$0	\$0	\$0
Professional Services	\$807,997	\$278,559	\$1,086,556	\$0	\$0	\$0	\$0
Other Charges	\$8,895,699	\$0	\$8,895,699	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$3,712,617	\$0	\$3,712,617	\$0	\$0	\$0	\$0
Acquisitions	\$181,181	\$0	\$181,181	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$76,580,407</b>	<b>\$278,559</b>	<b>\$76,858,966</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>POSITIONS</b>							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
<b>TOTAL T.O. POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
OTHER CHARGES POSITIONS	0	0	0	0	0	0	0
<b>* Statutory Dedications:</b>							
Higher Education Initiatives Fund (E18)		\$0	\$0	\$0	\$0	\$0	\$0
Support Education Initiatives Fund (G10)	\$1,961,409	\$0	\$1,961,409	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 2 NAME: SU Agricultural & Mechanical College

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Interim Emergency Board	Federal Funds	TOTAL
AMOUNT	\$0	\$278,559	\$0	\$0	\$0	\$0	\$278,559
<b>EXPENDITURES:</b>							
Salaries	\$0		\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0		\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0		\$0	\$0	\$0	\$0	\$0
Travel	\$0		\$0	\$0	\$0	\$0	\$0
Operating Services	\$0		\$0	\$0	\$0	\$0	\$0
Supplies	\$0		\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$278,559	\$0	\$0	\$0	\$0	\$278,559
Other Charges	\$0		\$0	\$0	\$0	\$0	\$0
Debt Services	\$0		\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0		\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0		\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0		\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0		\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	\$0	\$278,559	\$0	\$0	\$0	\$0	\$278,559
<b>OVER / (UNDER)</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 3 NAME: SU Law Center

MEANS OF FINANCING:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT/OUT-YEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
<b>GENERAL FUND BY:</b>							
DI	\$3,934,145	\$0	\$3,934,145	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$9,073,847	\$0	\$9,073,847	\$0	\$0	\$0	\$0
Statutory Dedications *	\$214,129	\$0	\$214,129	\$0	\$0	\$0	\$0
Interim Emergency Board	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL MOF</b>	<b>\$13,222,121</b>	<b>\$0</b>	<b>\$13,222,121</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

EXPENDITURES:							
Salaries	\$7,135,828	\$0	\$7,135,828	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$2,646,236	\$0	\$2,646,236	\$0	\$0	\$0	\$0
Travel	\$150,000	\$0	\$150,000	\$0	\$0	\$0	\$0
Operating Services	\$1,543,729	\$0	\$1,543,729	\$0	\$0	\$0	\$0
Supplies	\$100,000	\$0	\$100,000	\$0	\$0	\$0	\$0
Professional Services	\$605,291	\$0	\$605,291	\$0	\$0	\$0	\$0
Other Charges	\$479,823	\$0	\$479,823	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$262,214	\$0	\$262,214	\$0	\$0	\$0	\$0
Acquisitions	\$300,000	\$0	\$300,000	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$13,222,121</b>	<b>\$0</b>	<b>\$13,222,121</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

POSITIONS							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
<b>TOTAL T.O. POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
OTHER CHARGES POSITIONS	0	0	0	0	0	0	0

* Statutory Dedications:							
Higher Education Initiatives Fund (E10)		\$0	\$0	\$0	\$0	\$0	\$0
Support Education in Louisiana Fiscal Fund (G10)	\$214,129	\$0	\$214,129	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 3 NAME: SU Law Center

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

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 4 NAME: Southern University at New Orleans

MEANS OF FINANCING:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT/OUT-YEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
<b>GENERAL FUND BY:</b>							
Direct	\$6,497,577	\$0	\$6,497,577	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$13,654,187	\$0	\$13,654,187	\$0	\$0	\$0	\$0
Statutory Dedications *	\$810,645	\$0	\$810,645	\$0	\$0	\$0	\$0
Interim Emergency Board	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL MOF</b>	<b>\$20,762,409</b>	<b>\$0</b>	<b>\$20,762,409</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXPENDITURES:</b>							
Salaries	\$10,922,104	\$0	\$10,922,104	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$4,914,366	\$0	\$4,914,366	\$0	\$0	\$0	\$0
Travel	\$151,500	\$0	\$151,500	\$0	\$0	\$0	\$0
Operating Services	\$1,713,526	\$0	\$1,713,526	\$0	\$0	\$0	\$0
Supplies	\$368,500	\$0	\$368,500	\$0	\$0	\$0	\$0
Professional Services	\$152,000	\$0	\$152,000	\$0	\$0	\$0	\$0
Other Charges	\$1,743,132	\$0	\$1,743,132	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$672,281	\$0	\$672,281	\$0	\$0	\$0	\$0
Acquisitions	\$125,000	\$0	\$125,000	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$20,762,409</b>	<b>\$0</b>	<b>\$20,762,409</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>POSITIONS</b>							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
<b>TOTAL T.O. POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OTHER CHARGES POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>* Statutory Dedications:</b>							
Higher Education Initiatives Fund (E18)		\$0	\$0	\$0	\$0	\$0	\$0
Parimutuel Live Racing Facility Gaming Control Fund (G09)	\$50,000	\$0	\$50,000	\$0	\$0	\$0	\$0
Support Education in Louisiana First Fund (G10)	\$560,645	\$0	\$560,645	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 4 NAME: Southern University at New Orleans

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

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 5 NAME: Southern University at Shreveport

MEANS OF FINANCING:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT/OUT-YEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
<b>GENERAL FUND BY:</b>							
Direct	\$5,622,536	\$0	\$5,622,536	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$9,258,838	\$0	\$9,258,838	\$0	\$0	\$0	\$0
Statutory Deductions*	\$200,658	\$0	\$200,658	\$0	\$0	\$0	\$0
Interim Emergency Board	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL MOF</b>	<b>\$15,082,032</b>	<b>\$0</b>	<b>\$15,082,032</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXPENDITURES:</b>							
Salaries	\$8,002,188	\$0	\$8,002,188	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$3,250,243	\$0	\$3,250,243	\$0	\$0	\$0	\$0
Travel	\$43,700	\$0	\$43,700	\$0	\$0	\$0	\$0
Operating Services	\$1,710,564	\$0	\$1,710,564	\$0	\$0	\$0	\$0
Supplies	\$144,033	\$0	\$144,033	\$0	\$0	\$0	\$0
Professional Services	\$41,000	\$0	\$41,000	\$0	\$0	\$0	\$0
Other Charges	\$1,410,260	\$0	\$1,410,260	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$472,044	\$0	\$472,044	\$0	\$0	\$0	\$0
Acquisitions	\$8,000	\$0	\$8,000	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$15,082,032</b>	<b>\$0</b>	<b>\$15,082,032</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>POSITIONS</b>							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
<b>TOTAL T. O. POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
OTHER CHARGES POSITIONS	0	0	0	0	0	0	0
<b>* Statutory Deductions:</b>							
Higher Education Initiatives Fund (E10)		\$0	\$0	\$0	\$0	\$0	\$0
Support Education In Louisiana First Fund (G10)	\$200,658	\$0	\$200,658	\$0	\$0	\$0	\$0
[Select Statutory Deduction]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Deduction]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Deduction]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Deduction]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Deduction]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 5 NAME: Southern University at Shreveport

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

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 6 NAME: Southern University Agricultural Research/Extension Center

MEANS OF FINANCING:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT/OUT-YEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
<b>GENERAL FUND BY:</b>							
Direct	\$3,387,352	\$0	\$3,387,352	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Statutory Dedications *	\$1,978,775	\$0	\$1,978,775	\$0	\$0	\$0	\$0
Interim Emergency Board	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$3,654,209	\$0	\$3,654,209	\$0	\$0	\$0	\$0
<b>TOTAL MOF</b>	<b>\$9,020,336</b>	<b>\$0</b>	<b>\$9,020,336</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXPENDITURES:</b>							
Salaries	\$4,338,740	\$0	\$4,338,740	\$0	\$0	\$0	\$0
Other Compensation	\$33,500	\$0	\$33,500	\$0	\$0	\$0	\$0
Related Benefits	\$1,958,119	\$0	\$1,958,119	\$0	\$0	\$0	\$0
Travel	\$155,239	\$0	\$155,239	\$0	\$0	\$0	\$0
Operating Services	\$792,773	\$0	\$792,773	\$0	\$0	\$0	\$0
Supplies	\$116,388	\$0	\$116,388	\$0	\$0	\$0	\$0
Professional Services	\$21,638	\$0	\$21,638	\$0	\$0	\$0	\$0
Other Charges	\$539,875	\$0	\$539,875	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$900,000	\$0	\$900,000	\$0	\$0	\$0	\$0
Acquisitions	\$64,064	\$0	\$64,064	\$0	\$0	\$0	\$0
Major Repairs	\$100,000	\$0	\$100,000	\$0	\$0	\$0	\$0
UNALLOTTED		\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$9,020,336</b>	<b>\$0</b>	<b>\$9,020,336</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>POSITIONS</b>							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
<b>TOTAL T.O. POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OTHER CHARGES POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>* Statutory Dedications:</b>							
Tobacco Tax Health Care Fund (E32)	\$1,000,000	\$0	\$1,000,000	\$0	\$0	\$0	\$0
Southern University AgCenter Program Fund (G12)	\$920,000	\$0	\$920,000	\$0	\$0	\$0	\$0
Support Educator in Louisiana First Fund (G10)	\$58,775	\$0	\$58,775	\$0	\$0	\$0	\$0
Higher Education Initiatives Fund (E18)		\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

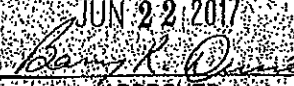


**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 6 NAME: Southern University Agricultural Research/Extension Center

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

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

DEPARTMENT: Higher Education		FOR OPB USE ONLY				
AGENCY: Southern University Board of Supervisors		453		AGENDA NUMBER		
SCHEDULE NUMBER: 1 9615		Approval and Authority: <div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: 80%;">                     Division of Administration                      Office of Planning &amp; Budget                      JUN 22 2017                        APPROVED                 </div>				
SUBMISSION DATE: 6/22/2017						
AGENCY BA-7 NUMBER: 7						
HEAD OF BUDGET UNIT/ Dr. Ray L. Belton						
TITLE: System President-Chancellor of SU						
SIGNATURE (Certify that the information provided is correct and true to the best of your knowledge):		Act 17 of 2016 RLS, Preamble Section 11				
MEANS OF FINANCING	CURRENT FY 2016-2017	ADJUSTMENT (+) or (-)	REVISED FY 2016-2017			
<b>GENERAL FUND BY:</b>						
DIRECT	\$42,996,163	\$0	\$42,996,163			
INTERAGENCY TRANSFERS	\$3,375,199	\$31,219	\$3,406,418			
FEES & SELF-GENERATED	\$82,586,835	\$0	\$82,586,835			
STATUTORY DEDICATIONS	\$4,965,616	\$0	\$4,965,616			
Tobacco Tax Health Care Fund (E32)	\$1,000,000	\$0	\$1,000,000			
Parl-mutuel Live Racing Facility Gaming Control Fund (G09)	\$50,000	\$0	\$50,000			
Subtotal of Dedications from Page 2	\$3,915,616	\$0	\$3,915,616			
INTERIM EMERGENCY BOARD		\$0	\$0			
FEDERAL	\$3,654,209	\$0	\$3,654,209			
<b>TOTAL</b>	<b>\$137,578,022</b>	<b>\$31,219</b>	<b>\$137,609,241</b>			
<b>PROGRAM EXPENDITURES</b>	<b>DOLLARS</b>	<b>POS</b>	<b>DOLLARS</b>	<b>POS</b>	<b>DOLLARS</b>	<b>POS</b>
<b>PROGRAM NAME:</b>						
SU Board of Supervisors	\$2,910,717	0	\$0	0	\$2,910,717	0
SU Agricultural & Mechanical Coll	\$76,580,407	0	\$31,219	0	\$76,611,626	0
SU Law Center	\$13,222,121	0	\$0	0	\$13,222,121	0
SU New Orleans	\$20,762,409	0	\$0	0	\$20,762,409	0
SU Shreveport	\$15,082,032	0	\$0	0	\$15,082,032	0
SU - Agril Research/Extension Center	\$9,020,336	0	\$0	0	\$9,020,336	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
Subtotal of programs from Page 2:	\$0	0	\$0	0	\$0	0
<b>TOTAL</b>	<b>\$137,578,022</b>	<b>0</b>	<b>\$31,219</b>	<b>0</b>	<b>\$137,609,241</b>	<b>0</b>

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

DEPARTMENT: Higher Education	FOR OPB USE ONLY	
AGENCY: Southern University Board of Supervisors	OPB LOG NUMBER	AGENDA NUMBER
SCHEDULE NUMBER: 19-615		
SUBMISSION DATE: 6/21/2017	ADDENDUM TO PAGE 1	
AGENCY BA-7 NUMBER: 7		

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

MEANS OF FINANCING	CURRENT FY 2016-2017	ADJUSTMENT (+) or (-)	REVISED FY 2016-2017
<b>GENERAL FUND BY:</b>			
<b>STATUTORY DEDICATIONS</b>			
Support Education in Louisiana First Fund (G10)	\$2,995,616	\$0	\$2,995,616
Southern University AgCenter Program Fund (G12)	\$920,000	\$0	\$920,000
Tobacco Tax Health Care Fund (E32)		\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
<b>SUBTOTAL (to Page 1)</b>	<b>\$3,915,616</b>	<b>\$0</b>	<b>\$3,915,616</b>



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

PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
<b>PROGRAM NAME:</b>						
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
<b>SUBTOTAL (to Page 1)</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>

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

1. What is the source of funding (if other than General Fund (Direct))? Specifically identify any grant or public law and the purposes of the funds, if applicable.

IAT from Department of Education.

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

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

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

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

Request is to increase budget to reflect increased in Minimum Foundation Funding for Laboratory School.

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

No

## PERFORMANCE IMPACT OF MID-YEAR BUDGET ADJUSTMENT

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

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

OBJECTIVE:

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE STANDARD		
		CURRENT FY 2016-2017	ADJUSTMENT (+) OR (-)	REVISED FY 2016-2017

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

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

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

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

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 1 NAME: SU Board of Supervisors

MEANS OF FINANCING:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT OUT YEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
<b>GENERAL FUND BY:</b>							
Direct	\$2,910,717	\$0	\$2,910,717	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Statutory Dedications *	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interim Emergency Board	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL MOF</b>	<b>\$2,910,717</b>	<b>\$0</b>	<b>\$2,910,717</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXPENDITURES:</b>							
Salaries	\$1,147,806	\$0	\$1,147,806	\$0	\$0	\$0	\$0
Other Compensation	\$52,000	\$0	\$52,000	\$0	\$0	\$0	\$0
Related Benefits	\$629,922	\$0	\$629,922	\$0	\$0	\$0	\$0
Travel	\$225,000	\$0	\$225,000	\$0	\$0	\$0	\$0
Operating Services	\$70,062	\$0	\$70,062	\$0	\$0	\$0	\$0
Supplies	\$7,283	\$0	\$7,283	\$0	\$0	\$0	\$0
Professional Services	\$44,500	\$0	\$44,500	\$0	\$0	\$0	\$0
Other Charges	\$280,544	\$0	\$280,544	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$67,601	\$0	\$67,601	\$0	\$0	\$0	\$0
Acquisitions	\$386,000	\$0	\$386,000	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$2,910,717</b>	<b>\$0</b>	<b>\$2,910,717</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>POSITIONS</b>							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
<b>TOTAL T.O. POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
OTHER CHARGES POSITIONS	0	0	0	0	0	0	0
<b>* Statutory Dedications:</b>							
Higher Education Initiatives Fund (E18)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(Select Statutory Dedication)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(Select Statutory Dedication)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(Select Statutory Dedication)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(Select Statutory Dedication)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(Select Statutory Dedication)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(Select Statutory Dedication)	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 1 NAME: SU Board of Supervisors

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

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 2 NAME: SU Agricultural & Mechanical College

MEANS OF FINANCING:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT OUT YEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
<b>GENERAL FUND BY:</b>							
Direct	\$20,643,838	\$0	\$20,643,838	\$0	\$0	\$0	\$0
Interagency Transfers	\$3,375,199	\$31,219	\$3,406,418	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$50,599,963	\$0	\$50,599,963	\$0	\$0	\$0	\$0
Statutory Dedications *	\$1,961,409	\$0	\$1,961,409	\$0	\$0	\$0	\$0
Interim Emergency Board	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL MOF</b>	<b>\$76,580,407</b>	<b>\$31,219</b>	<b>\$76,611,626</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXPENDITURES:</b>							
Salaries	\$36,305,482	\$0	\$36,305,482	\$0	\$0	\$0	\$0
Other Compensation	\$213,477	\$0	\$213,477	\$0	\$0	\$0	\$0
Related Benefits	\$17,189,669	\$0	\$17,189,669	\$0	\$0	\$0	\$0
Travel	\$227,000	\$0	\$227,000	\$0	\$0	\$0	\$0
Operating Services	\$8,145,724	\$0	\$8,145,724	\$0	\$0	\$0	\$0
Supplies	\$901,561	\$0	\$901,561	\$0	\$0	\$0	\$0
Professional Services	\$807,997	\$31,219	\$839,216	\$0	\$0	\$0	\$0
Other Charges	\$8,895,699	\$0	\$8,895,699	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$3,712,617	\$0	\$3,712,617	\$0	\$0	\$0	\$0
Acquisitions	\$181,181	\$0	\$181,181	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$76,580,407</b>	<b>\$31,219</b>	<b>\$76,611,626</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>POSITIONS</b>							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
<b>TOTAL T.O. POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OTHER CHARGES POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>* Statutory Dedications:</b>							
Higher Education Initiative Fund (E18)		\$0	\$0	\$0	\$0	\$0	\$0
Support Education in Louisiana First Fund (G10)	\$1,961,409	\$0	\$1,961,409	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 2 NAME: SU Agricultural & Mechanical College

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Interim Emergency Board	Federal Funds	TOTAL
AMOUNT	\$0	\$31,219	\$0	\$0	\$0	\$0	\$31,219
<b>EXPENDITURES:</b>							
Salaries	\$0		\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0		\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0		\$0	\$0	\$0	\$0	\$0
Travel	\$0		\$0	\$0	\$0	\$0	\$0
Operating Services	\$0		\$0	\$0	\$0	\$0	\$0
Supplies	\$0		\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$31,219	\$0	\$0	\$0	\$0	\$31,219
Other Charges	\$0		\$0	\$0	\$0	\$0	\$0
Debt Services	\$0		\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0		\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0		\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0		\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0		\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$31,219</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$31,219</b>
<b>OVER / (UNDER)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

*This funding is used for the professional services contract that runs and maintains the student online educational programs.*

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 3 NAME: SU Law Center

MEANS OF FINANCING:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT OUT YEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
<b>GENERAL FUND BY:</b>							
Direct	\$3,934,146	\$0	\$3,934,146	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$9,073,847	\$0	\$9,073,847	\$0	\$0	\$0	\$0
Statutory Dedications *	\$214,129	\$0	\$214,129	\$0	\$0	\$0	\$0
Interim Emergency Board	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL MOF</b>	<b>\$13,222,121</b>	<b>\$0</b>	<b>\$13,222,121</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

EXPENDITURES:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT OUT YEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
Salaries	\$7,135,828	\$0	\$7,135,828	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$2,645,236	\$0	\$2,645,236	\$0	\$0	\$0	\$0
Travel	\$150,000	\$0	\$150,000	\$0	\$0	\$0	\$0
Operating Services	\$1,543,729	\$0	\$1,543,729	\$0	\$0	\$0	\$0
Supplies	\$100,000	\$0	\$100,000	\$0	\$0	\$0	\$0
Professional Services	\$605,291	\$0	\$605,291	\$0	\$0	\$0	\$0
Other Charges	\$479,823	\$0	\$479,823	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$262,214	\$0	\$262,214	\$0	\$0	\$0	\$0
Acquisitions	\$300,000	\$0	\$300,000	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$13,222,121</b>	<b>\$0</b>	<b>\$13,222,121</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

POSITIONS	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
<b>TOTAL T.O. POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OTHER CHARGES POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 3 NAME: SU Law Center

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

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 4 NAME: Southern University at New Orleans

MEANS OF FINANCING:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT OUT YEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
<b>GENERAL FUND BY:</b>							
Direct	\$6,497,577	\$0	\$6,497,577	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$13,654,187	\$0	\$13,654,187	\$0	\$0	\$0	\$0
Statutory Deductions *	\$610,645	\$0	\$610,645	\$0	\$0	\$0	\$0
Interim Emergency Board	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL MOF</b>	<b>\$20,762,409</b>	<b>\$0</b>	<b>\$20,762,409</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXPENDITURES:</b>							
Salaries	\$10,922,104	\$0	\$10,922,104	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$4,914,366	\$0	\$4,914,366	\$0	\$0	\$0	\$0
Travel	\$151,500	\$0	\$151,500	\$0	\$0	\$0	\$0
Operating Services	\$1,713,526	\$0	\$1,713,526	\$0	\$0	\$0	\$0
Supplies	\$368,500	\$0	\$368,500	\$0	\$0	\$0	\$0
Professional Services	\$162,000	\$0	\$162,000	\$0	\$0	\$0	\$0
Other Charges	\$1,743,132	\$0	\$1,743,132	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$672,281	\$0	\$672,281	\$0	\$0	\$0	\$0
Acquisitions	\$125,000	\$0	\$125,000	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$20,762,409</b>	<b>\$0</b>	<b>\$20,762,409</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>POSITIONS</b>							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
<b>TOTAL T.O. POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OTHER CHARGES POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>* Statutory Deductions:</b>							
Higher Education Initiatives Fund (E18)		\$0	\$0	\$0	\$0	\$0	\$0
Per-mituel Live Racing Facility Gaming Control Fund (G09)	\$50,000	\$0	\$50,000	\$0	\$0	\$0	\$0
Support Education in Louisiana First Fund (G10)	\$560,645	\$0	\$560,645	\$0	\$0	\$0	\$0
(Select Statutory Deduction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(Select Statutory Deduction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(Select Statutory Deduction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(Select Statutory Deduction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(Select Statutory Deduction)	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 4 NAME: Southern University at New Orleans

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

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 5 NAME: Southern University at Shreveport

MEANS OF FINANCING:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT/OUT-YEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
<b>GENERAL FUND BY:</b>							
Direct	\$5,622,536	\$0	\$5,622,536	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$9,258,838	\$0	\$9,258,838	\$0	\$0	\$0	\$0
Statutory Dedications *	\$200,658	\$0	\$200,658	\$0	\$0	\$0	\$0
Interim Emergency Board	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL MOF</b>	<b>\$15,082,032</b>	<b>\$0</b>	<b>\$15,082,032</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXPENDITURES:</b>							
Salaries	\$8,002,188	\$0	\$8,002,188	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$3,250,243	\$0	\$3,250,243	\$0	\$0	\$0	\$0
Travel	\$43,700	\$0	\$43,700	\$0	\$0	\$0	\$0
Operating Services	\$1,710,564	\$0	\$1,710,564	\$0	\$0	\$0	\$0
Supplies	\$144,033	\$0	\$144,033	\$0	\$0	\$0	\$0
Professional Services	\$41,000	\$0	\$41,000	\$0	\$0	\$0	\$0
Other Charges	\$1,410,260	\$0	\$1,410,260	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$472,044	\$0	\$472,044	\$0	\$0	\$0	\$0
Acquisitions	\$8,000	\$0	\$8,000	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$15,082,032</b>	<b>\$0</b>	<b>\$15,082,032</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>POSITIONS</b>							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
<b>TOTAL T.O. POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OTHER CHARGES POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>* Statutory Dedications:</b>							
Higher Education Initiatives Fund (E18)		\$0	\$0	\$0	\$0	\$0	\$0
Support Education in Louisiana First Fund (G10)	\$200,658	\$0	\$200,658	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 5 NAME: Southern University at Shreveport

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

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 6 NAME: Southern University Agricultural Research/Extension Center

MEANS OF FINANCING:	CURRENT FY 2016-2017	REQUESTED ADJUSTMENT	REVISED FY 2016-2017	ADJUSTMENT/OUTYEAR PROJECTIONS			
				FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
<b>GENERAL FUND BY:</b>							
Direct	\$3,387,352	\$0	\$3,387,352	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Statutory Dedications *	\$1,978,775	\$0	\$1,978,775	\$0	\$0	\$0	\$0
Interim Emergency Board	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$3,654,209	\$0	\$3,654,209	\$0	\$0	\$0	\$0
<b>TOTAL MOF</b>	<b>\$9,020,336</b>	<b>\$0</b>	<b>\$9,020,336</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXPENDITURES:</b>							
Salaries	\$4,338,740	\$0	\$4,338,740	\$0	\$0	\$0	\$0
Other Compensation	\$33,500	\$0	\$33,500	\$0	\$0	\$0	\$0
Related Benefits	\$1,958,119	\$0	\$1,958,119	\$0	\$0	\$0	\$0
Travel	\$155,239	\$0	\$155,239	\$0	\$0	\$0	\$0
Operating Services	\$792,773	\$0	\$792,773	\$0	\$0	\$0	\$0
Supplies	\$116,388	\$0	\$116,388	\$0	\$0	\$0	\$0
Professional Services	\$21,638	\$0	\$21,638	\$0	\$0	\$0	\$0
Other Charges	\$539,875	\$0	\$539,875	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$900,000	\$0	\$900,000	\$0	\$0	\$0	\$0
Acquisitions	\$64,064	\$0	\$64,064	\$0	\$0	\$0	\$0
Major Repairs	\$100,000	\$0	\$100,000	\$0	\$0	\$0	\$0
UNALLOTTED		\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$9,020,336</b>	<b>\$0</b>	<b>\$9,020,336</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>POSITIONS</b>							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
<b>TOTAL T.O. POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OTHER CHARGES POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>* Statutory Dedications:</b>							
Tobacco Tax Health Care Fund (E32)	\$1,000,000	\$0	\$1,000,000	\$0	\$0	\$0	\$0
Southern University AgCenter Program Fund (G12)	\$920,000	\$0	\$920,000	\$0	\$0	\$0	\$0
Support Education in Louisiana First Fund (G10)	\$58,775	\$0	\$58,775	\$0	\$0	\$0	\$0
Higher Education Initiatives Fund (E18)		\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 6 NAME: Southern University Agricultural Research/Extension Center

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

**BA-7 QUESTIONNAIRE ANALYSIS**

**BA-7 #7 SUBR - MFP**

**FY2017**

(Please reference question numbers, provide detailed information and use continuation sheets as needed.)

**GENERAL PURPOSE**

Southern University Laboratory School had an increase in student enrollment for the academic year. Accordingly, the University is due additional minimum foundation funding.

**REVENUES**

The funding source for this BA-7 is interagency transfers. The sending agency is Department of Education. Revision is based the amount of funds allocated based on final enrollment numbers for the 2016-17 academic year.

**EXPENDITURES**

The increase in school funding will provide be used to offset operational costs.

**OTHER**

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SOUTHERN UNIVERSITY AND A & M COLLEGE SYSTEM  
BATON ROUGE, LOUISIANA 70813

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AND  
COMPTROLLER

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FAX: (225) 771-2807

June 22, 2017

Mr. Barry Dusse  
Office of Planning and Budget  
LA Division of Administration  
Attention: Ms. Ternisha Hutchinson  
7<sup>th</sup> Floor, Claiborne Building  
Baton Rouge, LA 70802

Dear Mr. Dusse:

Transmitted herewith is BA-7 Number: 7 for the Southern University Board of Supervisors as follows:

- **BA-7 Number 7 - To reflect increase in Inter-Agency Funds**

If you should have any questions, please advise.

Sincerely,

A handwritten signature in cursive script that reads "Flandus McClinton, Jr.".

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

/kdk

Enclosure



# SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

J.S. CLARK ADMINISTRATION BUILDING  
4TH FLOOR  
BATON ROUGE, LOUISIANA 70813

OFFICE OF THE  
PRESIDENT - CHANCELLOR  
(225) 771-4680

FAX NUMBER  
(225) 771-5522

July 13, 2017

Mrs. Ann Smith, Chairlady  
Southern University Board of Supervisors  
Office of the Board of Supervisors  
4<sup>th</sup> Floor, J.S. Clark Administration Building  
Baton Rouge, LA 70813

Madame Chairlady and Members of the Board:

We are requesting approval to provide a 4% across-the-board pay increase to all full-time permanent Southern University System non-administrative employees. The estimated cost of this proposed increase is \$94,718.00.

The System finance staff has reviewed the 2017-2018 funding for the Southern University System and determined that funds are available to grant the 4% pay increase. If approved, this will be the first across-the-board pay increase system employees have received since the 2008-2009 fiscal year.

If you have any questions or need additional information, please let me know.

Sincerely,



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

---

Vice Chancellor for Finance and Administration  
Post Office Box 9212  
Baton Rouge, LA 70813  
Fax: 225 771-2018  
Office: 225 771-5021

July 18, 2017

Dr. Ray L. Belton  
President- Chancellor  
Southern University  
Baton Rouge, LA 70813

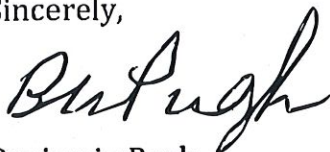
Dear Dr. Belton:

The purpose of this correspondence is to request approval to grant across-the-board pay increases to general fund Civil Service employees, full-time faculty, and unclassified administrative personnel on the Southern University – Baton Rouge campus.

Funding derived from the five-percent (5%) tuition increase will be utilized to offset this expense. This salary adjustment advances a four-percent (4%) increase for all non-administrative full-time general fund personnel. Pay increases for grant in aid funds will be based on approval of funding agencies and availability of funds. We are also requesting pay increases for auxiliary and agency fund accounts at the four-percent (4%) level.

If you should have any questions or require additional documentation, please feel free to call.

Sincerely,



Benjamin Pugh  
VICE CHANCELLOR FOR FINANCE AND ADMINISTRATION

cc: Flandus McClinton, Jr., System Vice President for Finance and Business Affairs  
Pamela Jones, Budget Officer



## 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

July 12, 2017

### VIA HAND DELIVERY

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

RE: Salary and Wage Increases

Dear Dr. Belton:

In accordance with and pursuant to your announcement on June 27, 2017 at the Employee Appreciation Day Celebration Program, and your discussion with the Southern University System Board of Supervisors on June 16, 2017, we engaged in a review of finances for the Southern University Law Center for the 2017-2018 fiscal year. Based upon that review, the Law Center desires to award all of its eligible employees an increase in salary and wages of at least four percent (4%). Where applicable, the 4% increase will be computed as required by Louisiana State Civil Service rules. The costs of the salary and wage increases will be approximately \$321,747, with the following distribution:

Faculty	\$187,656
Unclassified Staff	94,684
Classified Staff	<u>39,407</u>
Total	<u>\$321,747</u>

The Law Center's Budget for the fiscal year 2017-2018 will be sufficient to fund the proposed salary and wage increase.

I respectfully request that this item be placed on the July 21, 2017 Board Meeting agenda for discussion and approval.


Thank you and with kind regards, I am

Sincerely,

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

Vice Chancellor for Finance and Administration  
Post Office Box 9212  
Baton Rouge, LA 70813  
Fax: 225 771-2018  
Office: 225 771-5021

TO: Mr. Flandus McClinton  
System Vice President for Finance and Business Affairs

  
FROM: Benjamin W. Pugh  
Vice Chancellor for Finance and Administration

DATE: July 19, 2017

**RE: S.U. BAND SALARY EQUITY ADJUSTMENTS**

As you are aware, the SUBR Band Director has requested salary increases for himself and his assistants for at least the last two years from President-Chancellor Belton. Unfortunately, due to the University's budget situation, we were unable to approve any pay increases for Band staff.

In the Spring semester of 2017, students approved a referendum creating an additional fifty-dollar fee (Human Juke Box Fee), for support of the SU Marching Band. **This fee was later ratified by the S.U. Board of Supervisors on April 21, 2017.**

The following observations are being submitted to provide additional clarity to the process:

1. The band director 's salary was computed by averaging a list of SWAC and other HBCU's band director's salary (See Attached) and rounded up to the requested salary on the EPAF. Original salary adjustment requested by the director was **\$120,000.**
2. All salary increases requested will be paid from student generated funds. **No state general fund dollars will be used to support pay increases.**
3. The band director and assistants have agreed to be exempted from the 4% across the board increases. **(\$3,060 for Director)**
4. Bayou Classic band bonuses (See Attached) are included in salary increase effective FY 17-18. **(\$7,000 for Director)**
5. Funding for travel to all away games is included in proposed budget for FY 17-18.

cc: Mrs. Ann A. Smith, Chair  
Dr. Ray L. Belton, President-Chancellor  
Dr. Luria Young, Interim Executive Vice-President for Academic Affairs & Provost



SOUTHERN UNIVERSITY AND A & M COLLEGE SYSTEM  
BATON ROUGE, LOUISIANA 70813

OFFICE OF THE  
VICE PRESIDENT FOR  
FINANCE AND BUSINESS AFFAIRS  
AND  
COMPTROLLER

TELEPHONE: (225) 771-5550  
FAX: (225) 771-2807

June 8, 2017

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

Dear Dr. Belton:

We are requesting approval of the attached proposed amendment to the 2014 Aramark Facilities Lease contract. The Aramark amendment provides for a new \$584,000 financial commitment for construction and renovation in 2017. The 2017 financial commitment is comprised of a new \$292,000 financial commitment from Aramark and shifting \$292,000 from the 2019 financial commitment to 2017. This will lower the 2019 financial commitment from \$750,000 to \$458,000 but increase Aramark's overall financial commitment to the University by \$292,000. The financial commitments will continue to be amortized over the remaining years of the contract.

The purpose of creating a \$584,000 financial commitment in 2017 is to construct a Chick-fil-A franchise prior to the start of the fall semester. The former Popeyes franchise vacated its retail outlet on campus at the close of the 2017 academic year. A student survey conducted by Aramark indicated that Chick-fil-A was the overwhelming preference out of six other franchises. The total costs of constructing and equipping a Chick-fil-A franchise in the former space held by Popeyes is \$584,000. Aramark agreed to assist the school in funding the new facility by providing an additional financial commitment for half the costs (\$292,000) and advancing the other half of the cost from the 2019 financial commitment (\$292,000). This additional \$292,000 financial commitment will increase Aramark's remaining financial commitment dedicated to construction and renovation at SUBR from \$750,000 to \$1,042,000.

This will not alter any other obligations in the contract. If you have any questions or need additional information, please let me know.

Sincerely,

A handwritten signature in black ink that reads "Flandus McClinton, Jr." with a stylized flourish at the end.

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

Attachment

Approval:

---

Ray Belton, Ph.D.  
President-Chancellor

*"An Equal Educational Opportunity Institution"*





[DATE], 2017

Flandus McClinton  
Vice Chancellor for Finance and Administration  
Southern University and A&M College  
3rd Floor J. S. Clark Administration Building  
P.O. Box 9212  
Baton Rouge, LA 70813

Dear Mr. McClinton:

This Letter Amendment shall confirm the understanding between you and our representatives that, effective as of July 1, 2017, that certain Facilities Lease Agreement between the Board of Supervisors of the Southern University and Agricultural and Mechanical College System on behalf of **SOUTHERN UNIVERSITY AT BATON ROUGE, SOUTHERN UNIVERSITY AT NEW ORLEANS, AND SOUTHERN UNIVERSITY AT SHREVEPORT** ("Southern") and **ARAMARK EDUCATIONAL SERVICES, LLC** ("Aramark") dated as of July 1, 2014, (the "Agreement"), shall be amended as follows:

1. A new Subparagraph 14.H, 2017 Baton Rouge Financial Commitment, shall be added to the Agreement as follows:

**"14. BATON ROUGE CAMPUS UNRESTRICTED GRANT; FINANCIAL COMMITMENTS;  
BRAND REFRESH FUNDING:**

**H. 2017 Baton Rouge Financial Commitment:** In consideration of the mutual covenants set forth herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Aramark shall make a financial commitment (the "2017 Baton Rouge Financial Commitment") to Southern in an amount up to Five Hundred Eighty-Four Thousand Dollars (\$584,000). Southern agrees to invest the 2017 Baton Rouge Financial Commitment for food service facility renovations and the purchase and installation of food service equipment, area treatment, signage and marketing materials and other costs associated with cafeteria upgrades for the Campus Food Service Program on Southern's Baton Rouge campus. Any equipment purchased by Aramark on Southern's behalf shall be purchased as a "sale-for resale" to Southern. Southern shall hold title to all such equipment (with the exception of those items which bear the name of Aramark, its logo, or any of its logo, service marks or trademarks or any logo, service marks or trademarks of a third party) upon such resale. Southern acknowledges that it is a tax-exempt entity and will provide Aramark with a copy of the appropriate tax-exempt certificate.

The 2017 Baton Rouge Financial Commitment shall be amortized on a straight-line basis over the number of months remaining between complete expenditure of the 2017 Baton Rouge Financial Commitment June, 2029.

Upon expiration or termination of this Agreement by either party for any reason whatsoever prior to the complete amortization of the 2017 Baton Rouge Financial Commitment, Southern shall reimburse Aramark for the unamortized balance of the 2017

outstanding 2019 Baton Rouge FC Segments as of the date of expiration or termination. In the event such amounts owing to Aramark are not paid to Aramark within 45 days of expiration or termination, Southern agrees to pay interest on such amounts at the Prime Rate plus one and one-half percentage points (1.5%) per annum, computed each Accounting Period on the declining balance. In the event such amounts owing to Aramark are not paid to Aramark within 45 days of expiration or termination, Southern agrees to pay interest on such amounts at the Prime Rate plus one and one-half percentage points per annum, compounded monthly from the date of expiration or termination, until the date paid. The right of Aramark to charge interest for late payment shall not be construed as a waiver of Aramark's right to receive payment of invoices within 30 days of the invoice date."

In all other respects the Agreement shall remain unmodified and in full force and effect. This Letter Amendment is hereby attached to, and made part of, the Agreement.

If the foregoing is in accordance with your understanding, please sign and date a copy of this Letter Amendment and return it to Aramark at your earliest convenience.

Very truly yours,

**ARAMARK EDUCATIONAL SERVICES, LLC**

By: \_\_\_\_\_  
Christian Dirx  
Vice President

The above is accepted and agreed to this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

**SOUTHERN UNIVERSITY BOARD OF  
SUPERVISORS**

By: \_\_\_\_\_  
Name:  
Title:


Spring 2017 Student Survey Results QA #2

253 students responded

2. If you could replace Popeye's on Campus, what location would you replace it with?

- Chick-Fil-A: 160
- Raising Canes: 49
- Moe's Burrito's: 3
- Pizza Hut: 22
- Taco Bell: 12
- Wing Zone: 7

These results were taken at the Food Court during Spring Semester during peak service hours for approximately 45 minutes. We retained all hard copies for back up if requested for review.

 <p><i>Excellence · Integrity · Accountability · Service · Diversity</i></p>		<b>POLICY #</b>
		Page 1 of 1
		Last Revision/Origin Date:
		Effective Date: 8/1/17
		Review Date:
<b>Section:</b>		<b>Subject:</b> Travel

**Policy Statement:**

**A. Travel eligibility**

To be eligible for official university travel in a state-owned, personally owned, or rented vehicle, an employee must meet the following criteria which are verified annually. Part-time employees may travel under special circumstances with sufficient written justification.

1. Pass the state's driver safety course (update required every three years)
2. Have a valid U.S. driver's license
3. Have proof of insurance (personal vehicles only)
4. Have no DUI on record
5. Official Driving Record (ODR) on file with the University Police Department

**B. Travel authorization and approval notification**

1. Authorization to travel – All employees on official university travel must submit a "Request for Authorization to Travel Form" (travel request form) approved by all required personnel at least 90 (ninety) days prior to the date of travel. Until the form has been processed by the Travel Office and the traveler has been notified as such, a travel is not considered approved.
  - a. Required regardless of funding source (state, grant, auxiliary, 3<sup>rd</sup> party, etc)
2. International travel – International travel must be approved by the Chancellor.
3. Open travel authorizations may be submitted for senior administrators and recruiters only (Chancellor, Vice Chancellors, Executive Administrators).
4. Approval notification – The Travel Office will communicate approval, denial, or adjustment to an employee's travel request form via email once received.
5. Registration, Hotel, Airfare, Rental Car charges will be processed after approved travel request has been received.

**C. Funds for Travel Expenses**

1. Self-funded – Employees have the option to self-fund all approved travel expenses or all expenses excluding lodging and airfare and request reimbursement upon return. The university's corporate business account (CBA) must be used for airfare, lodging, registration, and rental.
2. Travel Advance – Qualified employees may apply for and receive travel advances to manage travel expenses if the following criteria are met.
  - a. Eligibility – The following employees may be eligible:
    - i. Chaperones – student group travel
    - ii. Coaches – student team travel (basketball, intramural sports, cheerleading)

- iii. Employees with an annual salary of less than \$30,000
- b. Request – The request must be facilitated as follows:
  - i. A travel request form must be received in the Division of Finance ninety (90) days prior to the date of travel.
  - ii. All supporting documentation, i.e. conference/meeting notification, agenda, airfare quotes, hotel quotes, student travel list, etc. must be attached.
  - iii. The field signifying an advance request must be clearly checked.
  - iv. Consideration may be given for conference/meeting less than the required deadline. Travel request and supporting documentation, including meeting notification, must be submitted as soon as notification has been received.
- c. Qualifying expenses – Meals and laundry services (athletics only) qualify for a travel advance.
- d. Travel advances should be cleared the following business day or the first day the employee returns to work. Additional advances will not be released until all prior advances are cleared.

#### D. Transportation

When selecting a mode of transportation, the most cost effective means should always be selected. If a lesser cost effective means of travel is chosen, reimbursement will be made based on the most cost effective means.

1. Air Travel – All airfare reservations are to be scheduled through the state's contracted travel agency. Prior approval must be obtained from the State Travel Office to (a) make arrangements or purchases through another travel agency, or (b) purchase a conference package that includes airfare.
2. State Owned Vehicle – Use is authorized at the discretion of the appropriate department head. Only gas and emergency repairs are reimbursable with original receipts.
3. Rented Vehicle – Employees should rent a vehicle for travel destinations greater than 99 miles from the University. Insurance on a rental vehicle is not required and is not a reimbursable expense. Reimbursement for fuel expense may not exceed the lessor of (1) State Contract airfare or (2) the lowest logical airfare obtained at least 14 days prior to departure. Per the Louisiana Travel Guide, *"Only the rental of compact or intermediate model is reimbursable, unless non-availability is documented, or the vehicle will be used to transport more than two persons. Written approval from the department head prior to departure is required."* Full size vehicles may be allowed for groups of 3-4.
4. Personally Owned Vehicles
  - a. Travel must not exceed 99 miles from the University.
  - b. May **not** be used for team travel (athletics, cheerleaders, intramural, SGA)
  - c. Mileage is reimbursed per the rate stated in the Louisiana State Travel Guide
  - d. Mileage shall be calculated using actual odometer readings or a noted mileage calculation software or web site, i.e. map quest
  - e. Reimbursable mileage shall be calculated using the university as a point of origin. An employee's official domicile may be used when (a) documented as necessary and having prior approval from the department head, or (b) the official domicile is closer to the destination.
  - f. Multiple vehicle travel to the same point of destination is not reimbursable unless documented, justified, and approved by the Chancellor.



Individuals who violate this policy are subject to the following repercussions:

1. Ineligible to receive travel advances
2. Full travel advance amount payroll deducted
3. Ineligible to receive reimbursement of travel expenses incurred, including registration, transportation, hotel, etc.
4. Disciplinary actions

**Rational or Purpose:** *To establish guidelines to ensure adherence to the State of Louisiana Travel Guide (PPM 49) as set forth by the Division of Administration for the State of Louisiana.*

**Scope:** This policy applies to all Southern University at Shreveport employees and applies to all types of travel regardless of funding type.

**Definitions:** Meal Allowance – The maximum amount an employee may be reimbursed for meal expenses incurred during travel time.

Travel request – Document requesting authorization to travel. Request may be approved or denied regardless of funding source (grant, state, auxiliary, 3<sup>rd</sup> party, etc.)

**Procedures:**

1. Employees requesting to travel should complete a Travel Request Form and submit to their supervisor for review and approval.
2. The traveler must check funding to ensure the cost is covered and is allowable within the funding type.
3. The travel request is submitted to the Travel Office for review ensuring accuracy, completeness, compliance, and timeliness.
4. The Chief Finance Officer reviews the travel request and approves.
5. The Chancellor has the final approval.
6. Once approved, the Travel Office will communicate with the traveler to complete final travel arrangements.
7. Once the traveler returns from the trip, a travel expense report is required to be completed.
8. The travel expense report is submitted to the employee's supervisor.
9. The Travel Office receives the travel expense report and reviews it for accuracy, completeness, compliance, and timeliness.
10. The Chief Finance Officer reviews and submits the travel expense report to Accounts Payable for processing.

**Forms:** *Travel Request Form and Travel Expense Report*

*Date of Implementation: August 1, 2017 (if approved at July 2017 board meeting)*

*Date of Adoption: \_\_\_\_\_*

*Responsible Division: Chief Finance Officer in the Division of Finance*

\_\_\_\_\_  
Chancellor's Signature

\_\_\_\_\_  
Approval Date

## Southern University System

Change in State General Fund for FY'18 as Compared to Funding for FY' 2017

For Fiscal Year Ending June 30, 2018

Campus	State General Fund for FY' 17 as of 12/1/2016	Projected General Fund Budget for FY'2018	Net Change in State General Fund Allocation **	Percentage of General Fund Reductions for FY' 2018
SUBR	\$ 20,979,791	\$ 19,378,311	\$ (1,601,480)	-7.63%
SUNO	6,603,318	6,169,908	(433,410)	-6.56%
SUSLA	5,714,036	5,518,427	(195,609)	-3.42%
SUAREC	3,442,477	3,448,222	5,745	0.17%
SULC	3,998,169	4,016,328	18,159	0.45%
SUBS	2,958,087	2,959,185	1,098	0.04%
<b>TOTAL</b>	<b>\$ 43,695,878</b>	<b>\$ 41,490,381</b>	<b>\$ (2,205,497)</b>	<b>-5.05%</b>

### \*\*Breakdown of Net Change in State General Fund Allocation

Campus	Change in State General Fund Allocation	Civil Service Adjustment	Net Change in State General Fund Allocation
SUBR	\$ (1,772,640)	\$ 171,160	\$ (1,601,480)
SUNO	(488,090)	54,680	(433,410)
SUSLA	(224,225)	28,616	(195,609)
SUAREC	(2,320)	8,065	5,745
SULC	(2,694)	20,853	18,159
SUBS	(1,993)	3,091	1,098
<b>TOTAL</b>	<b>\$ (2,491,962)</b>	<b>\$ 286,465</b>	<b>\$ (2,205,497)</b>



## Southern University System

Change in General Operating Budget for FY'18 as Compared to Funding for FY' 2017  
for Fiscal Year Ending June 30, 2018

Campus	General Operating Budget for FY' 17 as of 12/1/2016	General Operating Budget FY'2018	Net Change in General Operating Budget **	Percentage Reductions for FY' 2018
SUBR	\$ 76,916,362	\$ 77,381,991	\$ 465,629	0.61%
SUNO	20,868,150	20,421,730	(446,420)	-2.14%
SUSLA	15,173,532	15,271,872	98,340	0.65%
SUAREC	9,075,461	8,909,434	(166,027)	-1.83%
SULC	13,286,145	13,765,075	478,930	3.60%
SUBS	2,958,087	2,959,185	1,098	0.04%
<b>TOTAL</b>	<b>\$ 138,277,737</b>	<b>\$ 138,709,287</b>	<b>\$ 431,550</b>	<b>0.31%</b>

### \*\*Breakdown of Net Change in General Operating Budget

Campus	Change in State General Fund Allocation	Change in Statutory Dedications	Change in Interagency Transfer	Change in Self-Generated	Net Change in General Operating Budget **
SUBR	\$ (1,601,480)	\$ (59,147)	\$ 36,588	\$ 2,089,668	\$ 465,629
SUNO	(433,410)	(16,906)		3,896	(446,420)
SUSLA	(195,609)	(6,051)		300,000	98,340
SUAREC	5,745	(171,772)		-	(166,027)
SULC	18,159	(6,457)		467,228	478,930
SUBS	1,098	-		-	1,098
<b>TOTAL</b>	<b>\$ (2,205,497)</b>	<b>\$ (260,333)</b>	<b>\$ 36,588</b>	<b>\$ 2,860,792</b>	<b>\$ 431,550</b>

# Personnel Affairs Committee

# PERSONNEL AFFAIRS COMMITTEE

(Following the Finance Committee)

Friday, July 21, 2017

Board of Supervisors' Meeting Room  
2<sup>nd</sup> Floor J.S. Clark Administration Building  
Southern University and A&M College  
Baton Rouge, Louisiana 70813

## AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Items
  - A. Approval of Personnel Actions on positions greater than \$60,000

Name	Position/Campus	Salary
<b>NEW APPOINTMENTS</b>		
1. Herman Brister, Jr.	Director of Southern University Laboratory New Appointment, SUBR	<b>\$125,000</b>
2. LaShonda Stirgus	Athletics Chief Financial Officer New Appointment, SUBR	<b>\$68,000</b>
3. Trayvean Scott	Executive Associate Athletics Director New Appointment, SUBR	<b>\$85,000</b>
4. Latricia Greggs	Interim BSN Chair New Appointment, SUBR	<b>\$95,000</b>
6. Eduardo Martinez-Ceballos	Professor, Biology and Chemistry Promotion, SUBR	<b>\$69,746</b>
7. Alex Hak-Chul Shin	Professor, Civil Engineering Promotion, SUBR	<b>\$81,791</b>
8. Renita Marshall	Research Professor/Interim Director of SIOHOM Promotion, SUBR	<b>\$84,680</b>
9. Bernard W. Griffith	Athletic Director New Appointment, SUNO	<b>\$60,000</b>
10. Rosemary Harris	Director of Residential Life New Appointment, SUNO	<b>\$63,000</b>
11. Vincent Johnson	Interim Director, Honore' Center New Appointment, SUNO	<b>\$72,000</b>

Name	Position/Campus	Salary
12. Marla Dickerson	Academic Counselor/ADA Coordinator New Appointment, SULC	<b>\$75,000</b>
13. Shawn Vance	Academic Vice Chancellor of Academic Support, Academic Counseling and Bar Prep Programs New Appointment, SULC	<b>\$138,000</b>
14. Terry Hall	Vice Chancellor of Finance and Administration New Appointment, SULC	<b>\$110,600</b>
15. Adrian Shields	Associate Librarian of Reference & Faculty Services New Appointment, SULC	<b>\$72,000</b>
16. Kedric Taylor	Associate Director of Bands New Appointment, SUBR	<b>\$65,000</b>
17. Nathan Haymer	Director of Bands Salary Adjustment, SUBR	<b>\$110,000</b>

B. Request Approval of Medical Leave (10 months with pay) for Ruby Jean Simms, SUBR

C. Request Approval of Implementation of Special Entrance Rate (SER) for  
 Police Officers effective July 1, 2017, SUNO

6. Other Business

7. Adjournment

**MEMBERS**

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



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

Office of the Executive Vice President for Academic Affairs and Provost

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

RECEIVED
OFFICE OF THE
PRESIDENT-CHANCELLOR
2017 JUL 19 PM 3:54

SOUTHERN UNIVERSITY
SYSTEM

July 18, 2017

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

Re: Appointment of Principal/Director of the Southern University Laboratory School

Dear Dr. Belton:

As you know, a search committee was charged with identifying and vetting applicants for the position of Principal/Director for the Southern University Laboratory School ("SULS"). The committee conducted an expeditious, yet intensive, search process. The committee received and reviewed applications from many highly qualified applicants from across the country and conducted on-campus interviews of finalists whose interviews, credentials and professional experiences and accomplishments distinguished them from other applicants.

The Office of Academic Affairs met to reassess the applications of the finalists, and consider each candidate's strengths based on the position description and the emergent needs of SULS. It is critical that SULS continue to prosper with the auspice of capable, visionary, and stable leadership. There are clear and public expectations of the students, parents, teachers, administrators, alumni, and community for Southern University to identify and recruit an effective and visionary principal/director for the SULS.

Given the above, I recommend that we employ Mr. Herman Brister, Jr. to serve as Principal/Director of the SULS at an annual salary of \$125,000. The Search Committee members were satisfied that Mr. Brister possesses the necessary experience and institutional familiarity to lead the SULS into the future. Having received the committee's recommendation and reviewed his accompanying curriculum vita, I am in agreement that Mr. Brister is the ideal candidate to serve as Principal/Director of the Southern University Laboratory School. I request favorable consideration of this request.

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

Sincerely,

Luria Young (handwritten signature)

Luria Young
Interim Executive Vice President and Provost

Approval:

(Handwritten signature of Ray L. Belton)

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

3rd
19/17



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

Office of the Executive Vice President for Academic Affairs and Provost

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

2017 JUL 19 PM 3: 54

SOUTHERN UNIVERSITY SYSTEM

July 14, 2017

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

Re: Salary Justification- Southern University Laboratory School Principal/Director

Dear Dr. Belton:

Mr. Herman Brister was recently selected to serve as the Principal/Director of the Southern University Laboratory School. We are honored that Mr. Brister has chosen to bring his vision and leadership to the Laboratory School because his body of work and accomplishments are truly exceptional.

Mr. Brister served as Principal at McKinley Middle Academic Magnet School and McKinley High School. Under his tutelage, these schools flourished and student performance scores increased. A few of his achievements include:

- 2012 National Blue Ribbon Award Winner
2013 EBRPSS Middle School Principal of the Year
2013 Region IV Magnet Schools of America Principal of the Year
2013 Magnet Schools of American Principal of the Year Finalist

Mr. Brister's breadth and depth of knowledge and experience makes him the ideal candidate to lead the Laboratory School. A leader of his caliber merits competitive compensation. Based on the salaries of other leaders in the surrounding areas, the offer of \$125,00 is fair.

In order for the Laboratory School to survive and thrive, we must invest in the school and its leadership. Mr. Brister has proven that he is a successful leader and we are confident that he will help to propel the Southern University Laboratory School to new heights.

I am requesting your approval of Mr. Brister's salary. If you have any questions, please feel free to contact me.

Sincerely,

Luria Young (handwritten signature)

Luria Young, Ph.D.
Interim Executive Vice President and Provost

Approval:

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

Bel
7/19/17

JOB CLASS				
JOB CODE				
CAL ID				

**SOUTHERN UNIVERSITY SYSTEM**

**Personnel Action Form**

POSITION NUMBER: \_\_\_\_\_ RECEIVED OFFICE OF THE PRESIDENT-CHANCELLOR: \_\_\_\_\_

CAMPUS: SUS \_\_\_\_\_ SUBR X SULAC \_\_\_\_\_ SUAREC \_\_\_\_\_ SONG 2017 JUL 19 PM 3:54 SUSLA \_\_\_\_\_

EMPLOYMENT CATEGORY: 9-MONTH \_\_\_\_\_ 12-MONTH X OTHER \_\_\_\_\_

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

Previous Employee Averil Sanders Reason Left \_\_\_\_\_  
 Date Left July 4, 2017 Salary Paid \$90,000

**Profile of Person Recommended**

Length of Employment July 01, 2017 To June 30, 2018  
 Effective Date July 24, 2017

Name Herman Brister, Jr S# \*\*\*.\*\*-8472 Sex M Race\* B  
 (Last 4 digits only)

Position Title: Director of SU Laboratory School Department: Office of Academic Affairs

Check One  Existing Position \*Visa Type (See Reverse Side): U S  
 New Position Expiration Date: \_\_\_\_\_  
 (Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience 16 Southern University Experience 0  
 Degree(s): Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge): Year:  
MEd-Administration and Supervision Southern University and A&M, Baton Rouge, LA 2002  
BEd-Secondary Education Southern University and A&M, Baton Rouge, LA 2001

Current Employer McKinley High School

**Personnel Action**

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

Recommended Salary \$125,000/annual Salary Budgeted \$125,000

Source of Funds SU Laboratory School

Identify Budget: \_\_\_\_\_ Location Laboratory School  
 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
21100-22281-61002-24100	\$125,000

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

\*See Reverse Side

Graduate School signature (if, applicable):

Luvia Young 7-19-17 \_\_\_\_\_ Date \_\_\_\_\_  
 Supervisor Dean/Unit Head  
 \_\_\_\_\_ Date \_\_\_\_\_  
 Vice Chancellor \_\_\_\_\_ Date \_\_\_\_\_  
 \_\_\_\_\_  
 Director/Personnel \_\_\_\_\_ Date \_\_\_\_\_  
 \_\_\_\_\_  
 President \_\_\_\_\_ Date 7/19/17 \_\_\_\_\_  
 \_\_\_\_\_  
 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:**

Mr. Brister will serve as the Director of the SU Laboratory School at an annual salary of \$125,000. He will report directly to the Office of the Provost.

EMPLOYEE REGULAR WORK SCHEDULE: 8 am - 5 pm Monday-Friday

EMPLOYEE DIRECT SUPERVISOR: Dr. Luria Young

SUPERVISOR/DEPARTMENT CONTACT NUMBER 771-4582

NUMBER OF EMPLOYEES SUPERVISED, (if any) \_\_\_\_\_

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

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

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

**CLASS OF EMPLOYMENT (VISA STATUS):**

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

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

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

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



POS CLASS				
EMP CLASS				
HI	RT	LV		

**SOUTHERN UNIVERSITY SYSTEM**

**Personnel Action Form**

POSITION NUMBER

CAMPUS: SUS \_\_\_\_\_ SUBR  SULAC \_\_\_\_\_ SUAREC \_\_\_\_\_ SUNO \_\_\_\_\_ SUSLA \_\_\_\_\_

EMPLOYMENT CATEGORY: 9-MONTH \_\_\_\_\_ 12-MONTH \_\_\_\_\_ 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)	<input type="checkbox"/> Restricted
<input type="checkbox"/> Tenured	(must be indicated if less than 100%)	<input type="checkbox"/> Detail # of mos
<input type="checkbox"/> Tenured Track	<input type="checkbox"/> Undergraduate Student	<input type="checkbox"/> Job Appointment
<input type="checkbox"/> Other (Specify)	<input type="checkbox"/> Graduate Assistant	<input type="checkbox"/> Probationary
	<input type="checkbox"/> Retiree Return To Work	<input type="checkbox"/> Permanent Status

SOUTHERN UNIVERSITY  
 HUMAN RESOURCES  
 2017 JUN - 8 PM 1:58

Previous Employee \_\_\_\_\_ Reason Left \_\_\_\_\_  
 Date Left \_\_\_\_\_ Salary Paid \_\_\_\_\_

**Profile of Person Recommended**

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

Name LaShonda Sturgus SS# [REDACTED] Sex F Race\* B  
 (Last 4 digits only)

Position Title: Athletics Chief Financial Officer Department: Athletics

Check One  Existing Position  New Position  
 \*Visa Type (See Reverse Side):     
 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 6 years Southern University Experience 6 years  
 Degree(s): Type/Discipline (BA-Education): B.S. Accounting Institution/Location (SU-Baton Rouge): Grambling State University Year: 2003  
M.S. Sports Administration Grambling State University 2003

Current Employer Southern University

**Personnel Action**

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

Annual Salary \$48,000.00 Salary Budgeted \$68,000.00 Hourly Rate, if applicable: \_\_\_\_\_

Pay Cycle:  Biweekly  Monthly  Faculty

Source of Funds: \_\_\_\_\_ Identify Budget: \_\_\_\_\_ Location: \_\_\_\_\_

**Change of:**

Position: Assistant Athletic Director for Compliance/Budget Affairs From To Athletics Chief Financial Officer

Status: \_\_\_\_\_  
 Salary Adjustment: \$48,000.00 \$68,000.00

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

Source of Funds (Current)	Amount	Date
227027-21800-25000	\$20,000.00	6/6/17
218900-21801-61002-29000	\$3,000.00	6-8-17
211001-21816-61002-26000	\$45,000.00	6/8/17

Comments: (Use back of form)

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

Supervisor: [Signature] Date: 6/8/17  
 Vice Chancellor: [Signature] Date: 6/8/17  
 Director/Personnel: [Signature] Date: 6/8/17  
 President: [Signature] Date: 6-8-2017

Dean/Unit Head: [Signature] Date: 6/8/17  
 Chancellor: [Signature] Date: 6-8-2017  
 Vice President/Finance: [Signature] Date: 6/8/17  
 Business Affairs/Comptroller: [Signature] Date: 6/8/17  
 Chairman/S.U. Board of Supervisors: \_\_\_\_\_ Date: \_\_\_\_\_

## Athletics Chief Financial Officer

### Job Description

Responsible for effective and efficient operations of athletic department business office. Ensure all areas of the athletics department demonstrate a commitment to maintaining compliance with NCAA, SWAC, Southern University and the State of Louisiana rules and regulations. Work with head coaches and director of athletics in projecting and compiling budget requests for the fiscal year. Provide appropriate data to ensure gender equality is a consideration during the budget formulation. Check all purchase requisitions and travel expense accounts for athletics personnel for accuracy in preparation, coding, and to make sure Southern Board and NCAA rules are adhered to. Prepare monthly budget summary sheets showing expenditures in each category for each budget unit. Approve for payment all expensed accounts, request for team travel advances, purchase requisitions, etc., in the absence of the Director of Athletics. Attend Athletics Council meetings and provide quarterly budget updates. Responsible for evaluating recruiting budgets for all sports to ensure equitable distribution of funding across comparable sports. During the budgeting process, ensure that equipment and supplies will be allocated equitably within the department. Ensure ticket office policies and procedures follow NCAA, State auditors and University policies. Review monthly ledger against daily deposits from the ticket office. Ensure system of checks and balances within the athletic department's expenditures and income. Provide departmental reports as needed. Oversee business operations assistant. Advise Director of Athletics on financial related matters, including budget forecast.

2017 JUN - 8 PM 1:58

SOUTHERN UNIVERSITY  
HUMAN RESOURCES

# LaShonda Stirgus

629 Magnolia Avenue • Laplace • Louisiana • 70068  
lstirgus@yahoo.com • (504) 782-0582

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## PROFESSIONAL PROFILE

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An accomplished professional with proven experience in Intercollegiate Athletic Compliance. Broad knowledge of the National Collegiate Athletic Association and the Southwestern Athletic Conference rules and regulations. Excellent communicator and presenter.

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## PROFESSIONAL EXPERIENCE

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### Assistant Athletics Director of Budget Affairs

February 2011 – Present

Southern University A & M College

- Analyzes a variety of financial information for the purpose of providing direction and support, making recommendations, maximizing use of funds
- Assists a variety of external agency personnel
- Compiles data from a wide variety of sources
- Conducts internal audits
- Directs department operations, the maintenance of services and the implementation of new programs and/or processes for the purpose of achieving organizational objectives and ensuring compliance with legal, financial and district requirements within established timeframes.
- Maintains a variety of manual and electronic fiscal information, files and records for the purpose of providing an up-to-date reference and audit trail.
- Monitors budget allocations, expenditures, fund balances and related financial activities for the purpose of ensuring that allocations are accurate, revenues are recorded, expenses are within budget limits and/or fiscal practices are followed.

### Director of Compliance

February 2005-August 2010

Grambling State University, Grambling, Louisiana

- Administer rules education programs to Coaches, University Administration, Staff, and Student-athletes in the area of compliance, rules, and regulation.
- Conduct research and compile data for the completion of all reports required by governing bodies.
- Coordinate and administrate the operational process and procedures governing National Collegiate Athletic Association (NCAA) compliance as it relates to the University and the Athletic Department.
- Establish and maintain an effective system for monitoring student-athletes satisfactory academic progress and graduation rates.
- Act as a principle co-advisor to the Athletic Department on matters pertaining to the governing bodies' rules, interpretation, and compliance.
- Monitor the recruitment and practice activities of the coaching staff amongst prospective and current student-athletes.
- Assist the Enhancement Staff with pre-advisement for incoming freshmen and transfer student-athletes' transcript evaluation processes.

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SOUTHERN UNIVERSITY  
HUMAN RESOURCES

- Act as the Compliance Director in the absence of the director to ensure that compliance day-to-day operations were completed in a timely manner.

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**EDUCATION**

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**Grambling State University**, Grambling, Louisiana: Master of Science in Sport Administration (2004)

**Grambling State University**, Grambling, Louisiana: Bachelor of Science in Accounting (2003)

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**COMPUTER SKILLS**

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Peachtree, Microsoft Word, Microsoft Excel, Microsoft PowerPoint, Microsoft Access, Microsoft Publisher, Internet Explorer, Desktop Publishing, Banner 7.4

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**ACTIVITIES**

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**Student-Athlete Advisory Committee/CHAMPS Lifeskills**

Grambling State University, Grambling, Louisiana

Co-advisor, 2005-2008

- Supervise and conduct meetings with the student-athletes.
- Appoint individuals to offices within the organizations.
- Supervise the organization's conference and community services activities.
- Solicit sponsorship from the National Collegiate Athletic Association (NCAA) and local organizations.

**Academic Performance Rate (APR) Committee**

Grambling State University, Grambling, Louisiana

Committee member, 2007-Present

- Collaborate with other committee members to compose a plan to improve Grambling State University's student-athletes academic performance rate.
- Educate campus wide committee members about the APR and its effect on the athletics department and university as a whole.

2017 JUN -9 PM 1:58  
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**VOLUNTEER SERVICES**

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**USA Volleyball Website Judging Committee**

USA Volleyball, Colorado Spring, Colorado

Committee Chairperson, 2004

**Angels Solution Hurricane Relief Volunteer**

Ruston Civic Center, Ruston, Louisiana

Grambling State University Intramural Center, Grambling, Louisiana

Committee Chairperson, 2008

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**AFFILIATIONS/HONORS**

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**Alpha Lambda Delta Honor Society** – academic honorary

**Earl Lester Cole Honors College** – academic honorary

**Golden Key International Honor Society** – academic honorary

**Cum Laude Graduate**, Grambling State University



Department of Athletics

(225) 771-5609 Voice

Southern University and A&M College

(225) 771-4890 Fax

P.O. Box 9942, Baton Rouge, LA 70813

<http://www.gojagsports.com>

May 31, 2017

Dr. Belton

This letter is to serve as a recommendation for salaries for new positions. The summary of salaries is based off the new organizational chart for senior and support staff for the athletic administration. Please see the recommendations below.

Trayvean Scott (Executive Associate Athletic Director) \$85,000

LaShonda Stirgus (Athletics CFO) \$68,000

- **Increase of Salary is Contingent on Approval of NCAA Accelerating Academic Success Program Grant**

Christopher Jones (Associate Athletic Director of Media Relations & Communication) \$55,000

Rodney Kirschner (Assistant to the Athletic Director) \$50,000

Savannah Smith (Assistant Director of Development) \$40,000

- **Salary will come from the General Budget**

All positions are approved starting July 1, 2017.

Sincerely,

A handwritten signature in black ink that reads "Roman Banks".

Roman Banks -- Director of Athletics

Southern University--Baton Rouge

An NCAA Division I Member of the Southwestern Athletic Conference

SOUTHERN UNIVERSITY  
HUMAN RESOURCES  
2017 JUN -8 PM 1:57

#StandUnited  
<http://www.gojagsports.com>

Vice Chancellor for Finance and Administration  
Post Office Box 9212  
Baton Rouge, LA 70813  
Fax: 225 771-2018  
Office: 225 771-5021

June 7, 2017

Dr. Ray L. Belton  
President-Chancellor  
Southern University System  
Baton Rouge, LA 70813

Dear Dr. Belton:

The purpose of this correspondence is to request your approval of a five percent increase in fees for the Southern University – Baton Rouge campus (SUBR), beginning Fall 2017.

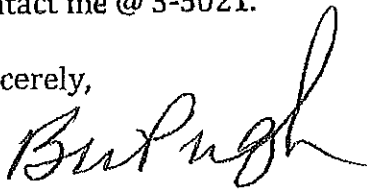
The implementation of this fee increase is in alignment with System and Board of Regents Policy.

Based on our preliminary projections, the total amount generated by this fee in fiscal year 2017-18 is two million, four hundred twenty-four thousand, and nine hundred sixty-two dollars (\$2,424,962).

Your urgent consideration of this request is appreciated.

Should you have any questions or require additional information, please feel free to contact me @ 3-5021.

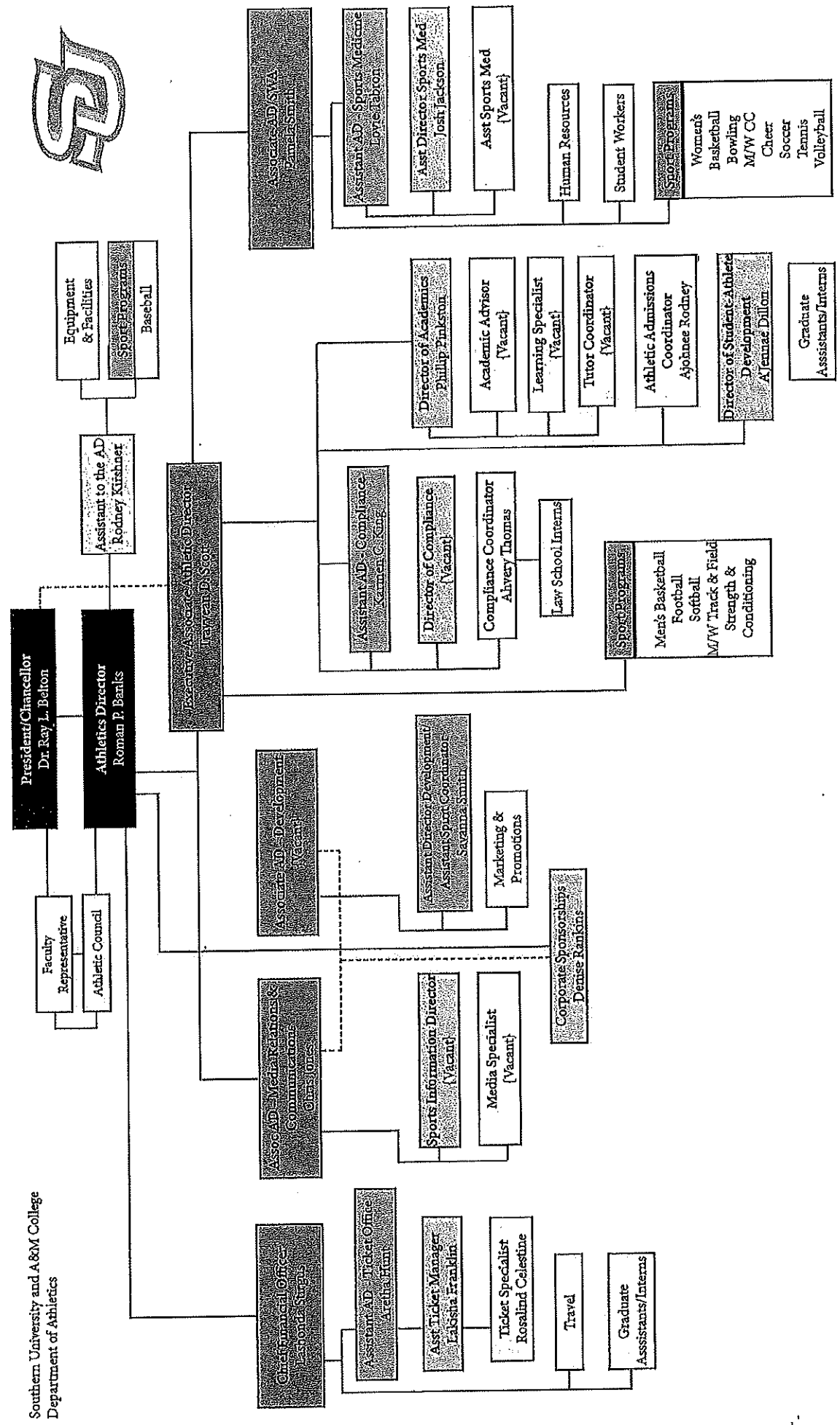
Sincerely,



Benjamin W. Pugh  
Vice Chancellor for Finance and Administration

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

RECEIVED  
OFFICE OF THE  
PRESIDENT-CHANCELLOR  
2017 JUN -7 PM 1:52  
SOUTHERN UNIVERSITY  
SYSTEM



POS CLASS					
EMP CLASS					
HI		RT		LV	

**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) \_\_\_\_\_

TYPE OF APPOINTMENT:

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

SOUTHERN UNIVERSITY  
 HUMAN RESOURCES  
 2017 JUN -8 PM 1:51

Previous Employee \_\_\_\_\_ Reason Left \_\_\_\_\_  
 Date Left \_\_\_\_\_ Salary Paid \_\_\_\_\_

**Profile of Person Recommended**

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

Name Trayvean Scott SS# \_\_\_\_\_ Sex M Race\* B  
 (Last 4 digits only)

Position Title: Executive Associate Athletics Director Department: Athletics

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

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

Years Experience 6 years Southern University Experience 6 years

Degree(s)	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
B.S.		South em University	2003
M.S.		Southern University	2005
M.A.		Sout hern Uni versity	2005

Current Employer Southern University

**Personnel Action**

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

Annual Salary \$59,000.00 Salary Budgeted \$85,000.00 Hourly Rate, if applicable: \_\_\_\_\_

Pay Cycle: \_\_\_ Biweekly X Monthly \_\_\_ Faculty

Source of Funds: \_\_\_\_\_ Identify Budget: \_\_\_\_\_ Location: \_\_\_\_\_

Change of:

Position:	<u>Director of Institutional Compliance</u>	From	<u>Executive Associate Athletics Director</u>	To
Status:				
Salary Adjustment:	<u>\$59,000.00</u>		<u>\$85,000.00</u>	

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

Source of Funds (Current)	Amount
227027-21800-25000	\$26,000.00
211001-21816-61002-26000	\$59,000.00

Comments: (Use back of form)

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

<u>Roman Banks</u> Supervisor Date <u>6/8/17</u>	<u>Roman Banks</u> Dean/Unit Head Date <u>6-8-2017</u>
<u>Joe D. Durcia</u> Vice Chancellor Date <u>6/8/17</u>	<u>Blair Day</u> Chancellor Date <u>6/8/17</u>
<u>Roy R. Bell</u> Director/Personnel Date <u>6-8-2017</u>	<u>Handy McCant</u> Vice President/Finance Business Affairs/Comptroller Date <u>6/8/17</u>
<u>Roy R. Bell</u> President Date <u>6-8-2017</u>	<u>_____</u> Chairman/S.U. Board of Supervisors Date _____



**Southern University and A&M College**

**Department of Athletics**

SOUTHERN UNIVERSITY  
HUMAN RESOURCES  
2017 JUN -8 PM 1:57

**Job Description**

**Executive Associate Athletic Director**

**Description:**

The Executive Associate Athletic Director - is responsible for the supervision, coordination, evaluation and execution of services for the department's intercollegiate athletics program. This position reports directly to the Director of Athletics and serves on his current Senior /Executive staff.

**Characteristic Duties and Responsibilities:**

Oversees the entire Southern University Department of Athletics staff; Manages, supervises and leads staff in all areas along with serving as the supervisor to the Compliance, Academics, & Student-Athlete Development staffs. Directs oversight of Football, Men's Basketball, Baseball, Compliance, Academics, Student-Athlete Development, Strength and Conditioning, game contacts, and adherence to Southwestern Athletic Conference (SWAC) and NCAA policies and procedures; Takes Responsibility for daily communication with the coaching staff, acting as a liaison between the coaching staff and Department heads in the areas related to scheduling, procurement and problem-solving; Handles entire evaluation of as a liaison between the coaching staff and Department heads in the areas related to scheduling, procurement and problem solving; Handles entire evaluation of program at the end of every season; Serves on the Director of Athletics' Senior and Executive Staff(s), as well as a serve in the absence of the A.D, in SWAC conference and Presidential cabinet meetings. Assists in budget planning for intercollegiate programs that this position will oversee; Recommends annual salary increases for personnel under direct supervision; Assists in handling disciplinary problems with student-athletes; Acts as an official representative of the Department of Athletics at University, Conference, and national organizations as directed by the Director of Athletics. Attends athletic events when directed and feasible; Handles special projects as initiated by the Director of Athletics; Works closely with the Director of facilities/equipment and all services provided for department; Supervises director as well as entire operation; Performs other duties as assigned by the Director of Athletics.

**Qualifications:**

A bachelor's degree or the equivalent combination of education and experience from which comparable knowledge and abilities can be acquired; Previous experience working in a collegiate athletics department; Demonstrated knowledge and ability in the areas of facilities management, capital projects, student-athlete development, community relations, academics and compliance. Experience in strategic planning and execution; Knowledge of contracting, negotiating and change management; Ability to facilitate and participate in group meetings; Professional written and verbal communication and interpersonal skills; Previous experience in overseeing sport programs; Must be willing to work weekends, evenings and some holidays; Must be able to work cooperatively with the Department's administrative, coaching and support staff as well as various entities and constituents on and off-campus; A master's degree preferred or the equivalent combination of education and experience from which comparable knowledge and abilities can be acquired; Experience in NCAA AMA and Compliance related matters preferred; Previous experience in a Division I collegiate athletics department preferred.

**Southern University and A&M College**

**Department of Athletics**

**Office of Athletics Compliance & Student-Athlete Services**

SOUTHERN UNIVERSITY  
HUMAN RESOURCES

2017 JUN -8 PM 1:58

**Job Descriptions**

**Executive Associate Athletic Director**

**Description:**

The Executive Associate Athletic Director - is responsible for the supervision, coordination, evaluation and execution of services for the department's intercollegiate athletics program. This position reports directly to the Director of Athletics and serves on his current Senior/Executive staff.

**Characteristic Duties and Responsibilities:**

Oversees the entire Southern University Department of Athletics staff; Manages, supervises and leads staff in all areas along with serving as the supervisor to the Compliance, Academics, & Student-Athlete Development staffs. Directs oversight of Football, Men's Basketball, Baseball, Compliance, Academics, Student-Athlete Development, Strength and Conditioning, game contacts, and adherence to Southwestern Athletic Conference (SWAC) and NCAA policies and procedures; Takes Responsibility for daily communication with the coaching staff, acting as a liaison between the coaching staff and Department heads in the areas related to scheduling, procurement and problem-solving; Handles entire evaluation of as a liaison between the coaching staff and Department heads in the areas related to scheduling, procurement and problem solving; Handles entire evaluation of program at the end of every season; Serves on the Director of Athletics' Senior and Executive Staff(s), as well as a serve in the absence of the A.D. in SWAC conference and Presidential cabinet meetings. Assists in budget planning for intercollegiate programs that this position will oversee; Recommends annual salary increases for personnel under direct supervision; Assists in handling disciplinary problems with student-athletes; Acts as an official representative of the Department of Athletics at University, Conference, and national organizations as directed by the Director of Athletics. Attends athletic events when directed and feasible; Handles special projects as initiated by the Director of Athletics; Works closely with the Director of facilities/equipment and all services provided for department; Supervises director as well as entire operation; Performs other duties as assigned by the Director of Athletics.

**Qualifications:**

A bachelor's degree or the equivalent combination of education and experience from which comparable knowledge and abilities can be acquired; Previous experience working in a collegiate athletics department; Demonstrated knowledge and ability in the areas of facilities management,

# Trayvean D. Scott, M.A.

6772 Eliza Drive  
(225) 270-1801

Addis, La. 70710  
trayveano0@yahoo.com

## EDUCATION

---

- Pursuant: Fall 2012  
Anticipated Graduation Date: December 2017  
Ed.D. Education/Sport Management  
North Central University, Prescott Valley, AZ.
- Dissertation *The Effect of University Sponsored Student Athletics on Academic Performance at Historic Black Colleges and Universities: A Mixed Methods Approach*
- Completed May 2005  
M.A. Mass Communications/Public Relations  
Southern University and A&M College, Baton Rouge
- Completed August 2003 in two and a half years (six semesters)  
College of Business Student Marshal (Summer 2003)  
B.S. Business Management  
Business Marketing (Sales Concentration)  
Southern University and A&M College, Baton Rouge

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## ADMINISTRATIVE EXPERIENCE

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Southern University at Baton Rouge  
Department of Athletics

**Associate Athletics Director—Institutional Compliance & Student-Athlete Services** November 2014-Present

- 1) **Provide direct oversight of the following student-athlete support areas:** Compliance, Academics, Student-Athlete Development, Strength & Conditioning, Student-Athlete Advisory Committee (SAAC), Residential Housing, & Financial Aid
- 2) **Supervise the following Direct Reports:** Director of Athletics Compliance, Director of Athletics Academic Services, Associate Director for Student-Athlete Development, Director of Strength & Conditioning,
- 3) **Sport Supervision of the following sport programs:** Football, Men's Basketball, Softball, Men's Indoor/Outdoor Track & Field, and Women's Indoor/ Outdoor Track & Field.
- 4) **Serves on Department** of Athletics Senior Staff
- 5) **Primarily responsible** for football game scheduling
- 6) **Provides support in making executive decisions** and completing projects related to staffing, business contracts, meeting deadlines and implementation of efficiency strategies and systems related to the Department of Athletics strategic plan and program goals.

**Assistant Athletics Director-- Institutional Compliance/Student Services** July 2014-  
Nov 2014

- 1) **Provide day-to-day oversight** of all Department of Athletics, initiatives for compliance with NCAA and SWAC Conference rules.
- 2) **Maintain and conduct creative, proactive and comprehensive rules** training programs for coaches, staff and student-athletes.
- 3) **Holds administrative oversight** over multiple athletic programs/departments (Track & Field, Strength & Conditioning, Sports Medicine, Academics, Compliance & day-to-day operations) related to planning, fiscal responsibilities, troubleshooting issues, and communication to the conference office.
- 4) **Develop effective programming** within athletics academic support geared towards the positive matriculation and graduation of student-athletes.
- 5) **Provide direction and day-to-day oversight** of the athletics annual fund (Jamboree Athletics Association) to strengthen the Athletics program and unrestricted giving.
- 6) **Responsibilities include operational planning**, set-up, and management for all game days including Football, Men's Basketball, and Women's Basketball
- 7) **Assists in the execution** of football game scheduling.
- 8) **Supervise and evaluate** employees within areas of authority.

Southern University at Baton Rouge

July 2014- Nov 2014

**Assistant Athletics Director/Director of Academics**

- 1) **Provides support in making executive decisions** and completing projects related to staffing, business contracts, meeting deadlines and implementation of efficiency strategies and systems related to the Department of Athletics strategic plan and program goals.
- 2) **Responsible for leading** the Sport Administration Intern Program that includes mentoring, advising and leading seminars on various facets of sport administration.
- 3) **Assist the Director in planning and carrying out** a variety of strategic plans and policy activities.
- 4) **Performs public relations duties** with faculty, students, contributors, alumni, University administrators and SWAC & NCAA conference representatives.
- 5) **Represents the Athletic Department** and Athletic Director on various University, SWAC and NCAA committees.
- 6) **Provides stewardship** of donors to the athletics program
- 7) **Responsibilities include operational planning**, set-up, and management for all game days including Football, Men's Basketball, and Women's Basketball

Southern University at Baton Rouge

July 2013-June 2014

**Special Assistant to the Athletics Director/Director of Academics**

- 1) **Responsibilities include operational planning**, set-up, and management for all game days including Football, Men's Basketball, and Women's Basketball
- 2) **Prepares and presents speaking engagements** for special interest groups to advance better understanding of the goals and direction of the athletic department.
- 3) **Assists administration in strategic planning**, development, and implementation of new athletic programs and university initiatives.
- 4) **Primarily responsible for organizing**, implementing, facilitating, overseeing and evaluating all facets of the Athletic Academic Program.

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Southern University at Baton Rouge

Aug 2011-June 2013

**Director of Special Projects/Academic Counselor**

- 1) **Responsible for Coordinating academic** plans and outcomes for various sport programs.
- 2) **Authored & Developed academic waiver** which contributed to the removal of men's basketball from level 3 APR Penalties.
- 3) **Meet with assigned student-athletes** weekly to offer academic coaching in areas of study skills, time management, monitoring eligibility standards, developing academic support for students by designing individualized academic plans.
- 4) **Compile reports** (independent study hours, tutor schedules, academic performance, academic progress reports, class schedules, weekly meeting records).
- 5) **Coordinates data management** and processing program evaluations and assessments

**TEACHING/RESEARCH EXPERIENCE**

**Adjunct Faculty**

2014-2015

College of Business/Department of Management & Marketing, Southern University, Baton Rouge, La.

**Courses Taught:**

Mgmt 100-Introduction to Business--Fall 2014

Mgmt 300-Principles of Management--Spring 2015, Summer 2015, Spring 2016

**SALES/MANAGEMENT EXPERIENCE**

State Farm Insurance Company

June 2009-August 2011

Agency Intern

Baton Rouge/Houston

2010-2011 Highlights

- (1) **National Leader** for yearly life insurance premium (\$75,000+)
- (2) **Fall Life Campaign Winner** (\$25,000+ in 60 days)
- (3) **Area Leader** for financial services (100,000+)
- (4) **Promoted to Agency Intern** for exemplary sales/management ability.

2009-2010 Highlights

- (1) **Regional Leader** for yearly life insurance premium (\$40,000+)
- (2) **Promoted to Financial Services Representative** for exemplary production.
- (3) **Area Leader** for financial services (70,000+)

Regions Bank

July 2006 - April 2008

Assistant Vice President

Baton Rouge, La.

2007-2008 Highlights

- (1) **Area Leader** in Home Equity Line of Credit (\$ 1 million+)
- (2) **Managed Branch with \$3 Million** in deposits.
- (3) **Promoted to AVP** for exemplary production (\$4 million in yearly production)

Countrywide Home Loans

July 2005-July 2006

Team Leader

Baton Rouge, La.

2005-2006 Highlights

- (1) **Team Ranked top 15 nationally** in closings and loan volume
- (2) **Averaged 1.5 million** in personal monthly loan volume
- (3) **Averaged 9 closings** a month in personal production

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### Conference Presentations/Workshops

*"Whom do we serve? When NCAA and HBCU Missions Clash."* Scott, Trayvean D., Broussard, William J. & Fletcher, Ventric D. co-presenters. *The Association of Public and Land-grant Universities National Conference. Paper accepted, not presented. Atlanta, Ga. 2015.*

*"Athletics & Academics: Tl Death Do Us Part."* Scott, Trayvean D., Broussard, William J., Wiggins, Urban, & Fletcher, Ventric D. co-presenters. *Southern Association for Institutional Research (SAIR) Conference. Paper accepted, not presented. Savannah, Ga. 2015.*

### Awards/Fellowships/Grants

- 
- NCAA SSF Grant (Largest in Department History) (\$21,300)-2012
- Turner Industries Grant (\$500)-2012
- Take a kid to the Game Grant (\$1500)-2012
- NAADD Diversity Initiative Scholarship Recipient (\$1000)-2015, 2016

### PROFESSIONAL Memberships

- Member--National Association of Athletics Academic Advisors (N4A)-2011, 2015, 2016
- Member--Greater Baton Rouge Area Sports Foundation--Board Member, 2012, 2013, 2014, 2015, 2016
- Member--National Association of Athletics Development Directors (NAADD)-2014, 2015, 2016
- Member--National Association of Collegiate Directors of Athletics (NACDA), 2014, 2015, 2016
- Member--Minority Opportunities in Athletics Association (MOAA), 2016
- Member--National Association for Athletics Compliance (NAAC), 2015, 2016

### Conferences/Seminars/Professional Memberships

- National Association for Athletics Academic Advisors (N4A)--Baton Rouge, La., 2011
- NCAA Supplemental Support Fund (SSF) Workshop--Atlanta, Ga., 2011
- NCAA Regional Rules Seminar--Denver, Co., 2013
- NCAA Regional Rules Seminar--Atlanta, Ga., 2014
- NCAA Regional Rules Seminar--Indianapolis, IN., 2015
- NACDA Annual Conference--Orlando, Fl., 2014, 2015
- NACDA Annual Conference--Dallas, Tx., 2016
- NCAA Minority Leadership Institute--Pittsburgh, Pa., 2015
- NCAA Minority Leadership Institute(Graduate)--Phoenix, Az., 2016
- NCAA Effective Facilitation Workshop--Baltimore, Md., 2016
- NCAA Student Athlete Leadership Symposium (Facilitator)--Baltimore, Md., 2016
- NCAA C.H.A.M.P.S. Lifeskills Symposium--Dallas, Tx., 2016
- NCAA Accelerating Academic Success Seminar--New Orleans, La., 2016
- Moderator--MOAA, Speed networking session--Dallas, Tx., 2016
- Sports Management Institute--Chapel Hill, NC./ Los Angeles, Ca., 2017

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## References

### ***Supervisor***

Roman Banks  
Director of Athletics  
Southern University Baton Rouge  
P.O. Box 9942  
Baton Rouge, La. 70813  
[Roman\\_Banks@subr.edu](mailto:Roman_Banks@subr.edu)  
318.286.9353

### ***Supervisees***

Coach Teremine White  
Head Track & Field Coach (Men's & Women's)  
Southern University Baton Rouge  
Baton Rouge, La. 70813  
[Teremine\\_White@subr.edu](mailto:Teremine_White@subr.edu)  
225.717.2791

Coach John Garris  
Head Softball Coach  
Department of Athletics  
Southern University Baton Rouge  
Baton Rouge, La. 70813  
[John\\_Garris@subr.edu](mailto:John_Garris@subr.edu)  
848.565.0310

Ms. Karmen King  
Director of Athletics Compliance  
Southern University, Baton Rouge  
Baton Rouge, La. 70813  
[Karmen\\_King@subr.edu](mailto:Karmen_King@subr.edu)  
985.520.2181

Mr. Phillip Pinkston  
Director of Academic Advising  
Department of Athletics  
Southern University Baton Rouge  
Baton Rouge, La. 70813  
[Phillip\\_Pinkston@subr.edu](mailto:Phillip_Pinkston@subr.edu)  
985.381.1995

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***Trustees/Volunteers***

Mr. Collis Temple, III  
National Sales Director--Primerica Financial Services  
Member--Louisiana Board Regents  
Author--*Work Like a Slave, Think Like a Master*  
[Ct3pfssnsd@gmail.com](mailto:Ct3pfssnsd@gmail.com)  
225.939.1327

Mr. Donald Minor  
Vice President-Merrill Lynch (Pierce, Fenner, & Smith)  
[Dminor@pclient.ml.com](mailto:Dminor@pclient.ml.com)  
225.253.1817

Edward "Ted" James  
State Representative  
State of Louisiana  
House of Representatives  
District 101  
225.445.4240

Mr. Marcus Spears  
Sports Analyst  
ESPN/SEC Network  
214.927.1287

***Institutional Colleagues***

Dr. Ronyelle B. Ricard  
Special Assistant to the Executive Vice President/Provost  
Southern University Baton Rouge  
Baton Rouge, La. 70813  
[Ronyelle\\_Ricard@subr.edu](mailto:Ronyelle_Ricard@subr.edu)  
225.400.7290

Dr. Vaneshette T. Henderson  
Executive Director of Student Achievement & Retention Services  
Southern University Baton Rouge  
Baton Rouge, LA 70813  
[Vaneshette\\_Henderson@subr.edu](mailto:Vaneshette_Henderson@subr.edu)  
504.704.9467

***Professional Peers***

Kenneth O. Miles  
Executive Director  
Cox Academic Center for Student Athletes  
Louisiana State University  
100 Gym Armory  
Baton Rouge, LA 70803  
225-328-2341

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Josh Pastner  
Head Men's Basketball Coach  
Georgia Tech University  
Georgia Tech Athletic Association  
150 Bobby Dodd Way, N.W.  
Atlanta, GA 30332-0455  
[jpastner@athletics.gatech.edu](mailto:jpastner@athletics.gatech.edu)  
520-235-2372

Edgar Gantt  
Associate Commissioner  
Southwestern Athletics Conference (SWAC)  
205.470.2994  
[e.gantt@swac.org](mailto:e.gantt@swac.org)

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*\*all addresses listed are business, unless otherwise noted\**

JOB CLASS			
JOB CODE			
CAL ID			

**SOUTHERN UNIVERSITY SYSTEM**

RECEIVED  
Personnel Action Form

SOUTHERN UNIVERSITY  
HUMAN RESOURCES  
2017 JUN 20 11 08 07  
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2017 JUN 20 11 08 07

CAMPUS: SUS \_\_\_\_\_ SUBR X SULA \_\_\_\_\_ SUNO \_\_\_\_\_ SUSLA \_\_\_\_\_

EMPLOYMENT CATEGORY: 9-MONTH \_\_\_\_\_ 12-MONTH \_\_\_\_\_ OTHER X (Specify) 1 semester

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

Previous Employee N/A Acquiline Hill Reason Left N/A  
 Date Left N/A 6/30/2017 (oh) Salary Paid N/A 411,100.00 (oh)

**Profile of Person Recommended**

Length of Employment 07/01/2017 To 06/30/2018  
 Effective Date 07/01/2017

Name Latricia Greggs SS# \_\_\_\_\_ Sex Female Race\* Black

Position Title: Interim BSN Chair Department: Nursing

Check One X 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	<u>37.00</u>	Southern University Experience	<u>15.00</u>
Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>PhD-Nursing Research</u>	<u>Southern University-Baton Rouge</u>	<u>2014</u>
	<u>MSN- Family Health: Education</u>	<u>Southern University-Baton Rouge</u>	<u>1999</u>
	<u>BSN-Nursing</u>	<u>Northeast Louisiana University - Monroe</u>	<u>1978</u>

Current Employer Southern University A&M College School of Nursing

**Personnel Action**

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

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

Source of Funds General Funds

Identify Budget: 21101-22403-61000 Location \_\_\_\_\_  
 Form Code: \_\_\_\_\_ Page \_\_\_\_\_ Item # \_\_\_\_\_

Change of:  
 Position Assistant Professor/Graduate Nursing From To Interim BSN Chair  
 Status \_\_\_\_\_  
 Salary Adjustment \$66,000 \$95,000

Financial Aid signature (if, applicable):

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

Source of Funds	Amount
<u>21101-22406-61000</u>	<u>\$66,000</u>
<u>21101-22403-61003-21000</u>	<u>0</u>

Comments: (Use back of form)

\*See Reverse Side

Graduate School signature (if, applicable):

James Ramez 6/12/17  
 Supervisor Date  
James Ramez 6/12/17  
 Dean/Unit Head Date

Laura Young 6/20/17  
 Vice Chancellor Date  
Scott Souvaine 6/26/17  
 Director/Personnel Date

James Ramez 6/12/17  
 Vice President/Finance Date  
Brandon McCarty 6/12/17  
 Business Affairs/Comptroller Date

President \_\_\_\_\_ Date \_\_\_\_\_ Chairman/S.U. Board of Supervisors \_\_\_\_\_ Date \_\_\_\_\_

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

**ETHNIC ORIGIN (Please check one):**

Hispanic or Latino  Non-Hispanic or Non-Latino

**RACE (Please check all that apply):**

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

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

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

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

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

**COMMENTS:** Dr. Latricia Greggs will be replacing Dr. Jacqueline Hill as Interim BSN Chairperson until Chair selections are held by *Contingent upon availability of funds*

EMPLOYEE REGULAR WORK SCHEDULE: Monday - Friday 8am-5 pm.

EMPLOYEE DIRECT SUPERVISOR: Dr. Janet Rami

SUPERVISOR/DEPARTMENT CONTACT NUMBER 771-2164

NUMBER OF EMPLOYEES SUPERVISED, (if any) 41

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

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

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

**CLASS OF EMPLOYMENT (VISA STATUS):**

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

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

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

SOUTHERN UNIVERSITY SYSTEM  
BUDGET OFFICE  
2110 01-22403-61002-21000  
JUN 28 2017  
*[Signature]*  
FUNDS AVAILABLE

LATRÍCIA G. GREGGS, PhD, RN  
3415 Lavey Lane  
Baker, LA 70714  
lgreggs30@aol.com  
(225) 223-3441

Dear Dean Rami,

I have a strong interest in and would like to apply for the upcoming position of the Southern University and A & M College School of Nursing Undergraduate Chair. Since I began my nursing career 37 years ago, I have gained an immense wealth of experience in nursing. I have successfully completed work in planning, and management of course activities in a pre-licensure BSN program. I was recently promoted to a faculty position in the graduate school of nursing. My experiences also include providing quality professional medical-surgical nursing care in the clinical setting in the military, state, federal and private sector, public health nursing, quality assurance, and infection control.

I have gained valuable knowledge and have encountered many more experiences that makes me a qualified candidate for this position. Therefore, I would like to offer you my expertise and professionalism that I guarantee will aid in your department's continued success.

Below you will find other pertinent information regarding my qualifications for this position.

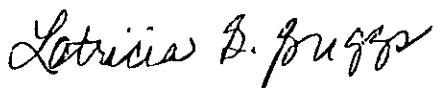
**CURRENT POSITION:** Assistant Professor of nursing in undergraduate and graduate programs – Southern University and A & M College, Baton Rouge, LA

**EXPERIENCE:** Plan and develop instructional experiences for students. Prepare interim and annual reports of courses and admissions and progression for Southern University School of Nursing. Research, prepare and produce school reports for CCNE and LSBN accreditation.

**EDUCATION:** PhD Degree in Philosophy of Nursing, Master's Degree in Nursing, B.S. Degree in Nursing

Please feel free to contact me to discuss how my skills could benefit your department. I look forward to speaking with you soon.

Sincerely,



Latricia G. Greggs, Ph.D., RN

**CURRICULUM VITAE**

**Name:** Latricia Greggs, PhD, RN

**Address:** Southern University and A&M College  
 School of Nursing  
 P.O. Box 11784  
 Baton Rouge, Louisiana 70813

**Home:** 3415 Lavey Lane  
 Baker, Louisiana 70714

**Telecommunications:** Home Telephone (225) 774-3777  
 Cell Telephone (225) 223-3441  
 Office Telephone (225) 771-5041

Email: [latricia\\_greggs@subr.edu](mailto:latricia_greggs@subr.edu)

**Licensure:** 1978-Present Louisiana State Board of Nursing RN 40419

**EDUCATION**

<u>Year</u>	<u>School</u>	<u>Degree</u>	<u>Major</u>
1972-74	Grambling State University Grambling, Louisiana		Pre-Nursing
1978	Northeast Louisiana University, Monroe, Louisiana	BSN	Nursing
1999	Southern University and A & M College Baton Rouge, Louisiana	MSN	Family Health Nursing Role: Education
2014	Southern University and A & M College Baton Rouge, Louisiana	PhD	Nursing Research

**WORK EXPERIENCE**

<u>Agency</u>	<u>Title/Area of Specialty</u>	<u>Date</u>
Our Lady of the Lake Regional Medical Center Baton Rouge, Louisiana	RN/Staff Nurse Charge Nurse, 5 North/ NAN/Part Time Med/Surg Unit	January 1998 – Present

Eastern Louisiana Mental Health System Jackson, Louisiana	RN/Staff Nurse/WAB	June 2009-June 2011
Nursing Agencies (The Staffing Company, American Nursing, Alpha Nursing) New Orleans, Louisiana & Shreveport, Louisiana	RN/Agency Nurse Rehabilitation, Telemetry, Medical/Surgical Nursing Psychiatric Nursing	January 2003 – 2007
Earl K Long Medical Center Baton Rouge, Louisiana	RN/Staff Nurse 2 South Med/Surg Unit Part-time	2001 – 2003
Louisiana State University Medical Center	Staff Nurse & Supervisor I Med/Surg Nursing	1994 – 1997
Overton Brooks VA Medical Center Shreveport, Louisiana	QA & I Specialist & Charge Nurse	1989 – 1994
North Louisiana Rehabilitation Hospital Ruston, Louisiana	Staff Nurse Rehab Nursing	1989
VA Medical Center Dallas, Texas	Staff Nurse Medical Unit	1987 – 1988
US Army-HO & Med Co. USA Meddac US Reynolds Army Hospital Fort Sill, Oklahoma	Staff Nurse (Medical Unit) & Head Nurse, Certified Chemotherapy Nurse (Internal Medicine Clinic)	1986 – 1987
US Army-HO & Med Co. USA Meddac US Reynolds Army Hospital Fort Sill, Oklahoma	Clinical Nurse/1 <sup>st</sup> LT & CPT Army Nurse Corp	1981 – 1985
Jerry L. Pettis Memorial VAMC Loma Linda, California	Staff Nurse Surgical/Orthopedic Ward	1981
Loma Linda University Medical Center Loma Linda, California	Staff Nurse NICU	1981
Southeast Region Health Department Los Angeles, California	Public Health Nurse	1980
VA Medical Center, Wadsworth Los Angeles, California	Staff Nurse Respiratory Unit	1979 – 1980
Overton Brooks VA Medical Center Shreveport, Louisiana	GNT/RN Staff Nurse Medical Unit	1978 – 1979

Teaching Experience and Academic Administration Experience

<u>Institution – Location</u>	<u>Position</u>	<u>Subject</u>	<u>Date</u>
Southeastern Louisiana University School of Nursing Baton Rouge, Louisiana	Instructor: Clinical	Adult/Geriatric Health Nursing	April – May 2003
Southeastern Louisiana University School of Nursing Baton Rouge, Louisiana	Instructor: Theory & Clinical	Adult/Geriatric Health Nursing	Fall 2000-Dec. 2002
Southern University and A & M College School of Nursing Baton Rouge, Louisiana	Instructor: Clinical	Nursing 418 – Nursing Leadership	March – May 2002
Southern University and A & M College School of Nursing Baton Rouge, Louisiana	Assistant Professor Course Coordinator Level I Coordinator	Adult Health Care	Aug. 2003 – Present
Louisiana Technical College Baton Rouge Campus Practical Nurse Program Baton Rouge, Louisiana	Clinical Instructor	Medical/Surgical Clinical II	Summer 2008 & 2010
Southern University and A & M College School of Nursing Baton Rouge, Louisiana	Assistant Professor Graduate School of Nursing	Issues Clinical Research Project	January 2016 – Present

**SCHOLARSHIP**

Podium, Poster Presenter and Research Panelist	“Critical Thinking Abilities of Senior Level Nursing Students as a Predictor of Success,” 2015 Annual Research Symposium Southern University and A & M College, Baton Rouge, Louisiana	April 2015
Dissertation	Critical Thinking Abilities of Senior Level Nursing Students as a Predictor of Success	Spring 2014
Podium Presenter: Association Conference, Las Vegas, Nevada	“Mentor Assistance Program: A Guide for Success in Peer Mentoring,” 21 <sup>st</sup> International Mentoring	April 2008

Thesis: Retrospective Study of Health Promotion Practices Among Urban and Rural Older Adults Residing in South Louisiana, Southern University and A & M College, Baton Rouge Fall 1999

### ACADEMIC SERVICE

#### Committees – Southern University and A & M College

##### Southern University and A & M College School of Nursing

2003 – 2015 Student Affairs  
 2015 - 2016 BSN Progression & Admissions Committee Chair  
 2016 – Present Graduate Progression & Admissions Committee Member

##### University Committee

2017 Southern University and A & M College Committee on Academic Honors  
 Committee Member

#### Graduate Master's Degree Clinical Research Project

Name	Year	Role
Shamelle Beaulieu	Fall 2016	Faculty, Nonmedical Prescription Drug Abuse and Misuse Among Adolescence and Young Adults: An Integrated Review of Literature
Ashley N. Haney	Fall 2016	Faculty, Non-Compliance Among Hemodialysis Patients and Its Effect on Patient Outcome: An Integrated Review of the Literature
Brittany Austin	Spring 2017	Faculty, Music Therapy Outcomes on Patients Experiencing Pain and Anxiety: An Integrated Review of Literature
Katrece Barber	Spring 2017	Faculty, Nurse Practitioners Closing the Gap as Primary Care Providers: An Integrated Review of Literature
Tywanda Whitfield Barrow	Spring 2017	Faculty, Contributing factors for Pressure Ulcer formation in Patients in Acute Care setting: An Integrated Review of Literature
Kristen Collins	Spring 2017	Faculty, Breast Cancer Mortality Rates in African American Women: An Integrated Review of Literature
Latasha Shavers	Spring 2017	Faculty, Excessive Gestational Weight Gain Among African American Adolescents and Young Adults: An Integrated Review of Literature



**Dissertation Member**

<b>Name</b>	<b>Title of Dissertation</b>	<b>Year</b>	<b>Role</b>	<b>School/University</b>
Tonya Washington Nash	The Effects of Functional Health Literacy in African American Women With Incidence of Stroke and their Self-Administration of Medication	2017	Member	SUBR - SON

**ATTENDANCE AT CONFERENCES/PROFESSIONAL MEETINGS**

2003, October	Testing Strategies, Southern University, Baton Rouge, LA
2004, April	Improving Quality Care through Health Disparities 4 <sup>th</sup> Annual Research Symposium, Southern University, Baton Rouge, LA Breakfast Session: Nursing Leadership Development Breakfast Session: Women's and Children's Health
2004, February	Mardi Gras Cardiovascular Symposium, 2004 Pennington Biomedical Research Center, Conference Center, Baton Rouge, LA
2004, May	Workshop with Donna Ignatavicious Writing Test Questions LSU @ Eunice, Eunice, LA
2005	None R/T Wavier Hurricane Katrina
2006, August	Diabetes Update & Patient Education MedED center.com
2006, September	"Cath Lab Critical Care Advanced Training" St Tammany Parish Hospital
2007, March	Writing for Publication and Issues Surrounding Data Analysis Southern University A & M College
2007, March	Collaboration: A strategy for Nursing Education, Practice, and Research "Reducing Health Disparities in Vulnerable Populations" Southern University A & M College
2007, Fall Semester	Advanced Pharmacology Course Southern University A & M College
2008, April	Reducing Health Disparities in Vulnerable Population
2008, November	LACANE Fall 2008 Education Meeting: The Future Aspects of Nursing in Louisiana
2009, January	Faculty Day of Learning: Relationship Based Care Faculty Day of Learning: Clinical Implications of Heart Disease in Women

2009, February	The Basics of the Omaha System
2009, August	Customer Relations – PO
2010, January	Review for Certification: CNE
2011, May	2011 Trauma Symposium
2011, May	Developing Nurse Scientist Course
2012, March	“The Future of Nursing in Louisiana, Campaign for Action” Baton Rouge District Nurses Association
2012, March	“Louisiana Nursing Summit 2012: Nursing and Nursing Champions Leading Change and Advancing Health”
2012, April	“Louisiana Nurses: Promoting Change through Knowledge and Action”
2012, April	CAE Healthcare METI Learning: PNC1 Day #20-183965
2012, August	Transforming Research into Practice
2013, April	LSNA Link to the Legislature
2010 June – Spring 2014	Enrolled in PhD program at Southern University A & M College
2015 July	NLN/LLN Basic Guidelines for Test Construction, Item Writing, and Evaluation
2016 December	Heart Code BLS Online Portion
2016 December	Understanding Substance Use Disorder in Nursing

**PROFESSIONAL MEMBERSHIPS/ORGANIZATIONS**

Member, Southern University School of Nursing 2006 - Present  
 Sigma Theta Tau International Honor Society  
 of Nursing, Tau Pi Chapter  
 Baton Rouge, Louisiana

Member, American Nurses Association 2007 - Present  
 Baton Rouge District Nurses Association  
 LSNA

**PROFESSIONAL ACTIVITIES /SERVICE & AWARDS**

Outstanding Service Award for Exemplary Service in the 2015  
 Area of Honors Thesis Research Supervision  
 Delores Margaret Richard Spikes Honors College,  
 Southern University and A & M College, Baton Rouge, LA

PhD Student Nursing 2010 – May 2014  
 Southern University A & M College  
 Baton Rouge, Louisiana  
 “Celebrate Nursing Award” 2010  
 Baton Rouge District Nurses Association Banquet  
 Baton Rouge, LA

Paralyzed Veterans of America 1992  
 Registered Nurse of the Month – February 1992  
 Overton Brooks VA Medical Center  
 Shreveport, Louisiana

Southern University Academic Honors 2017  
 Program Committee Member

**COMMUNITY SERVICE**

SUSON Mobile Health Unit

Berean SDA Community Health Fairs

American Heart Association – Heart Walk

Alzheimer’s Association Fund Raising

## JOB DESCRIPTION – DEPARTMENTAL CHAIRPERSON

**Qualifications:** Minimum rank at the level of Assistant Professor, hold a terminal degree in the field or related field. Minimum of two years teaching experience at the level of assistant professor, and a current license or certification in the field.

**Responsibilities:** Responsible for adherence to the following standards in their academic areas with the advice of the departmental council: ensuring that their departments meet the highest academic standards and are made aware of the most current and acceptable thinking and techniques in their fields; preparing and executing departmental budgets; recommending to the deans of their respective areas considerations concerning faculty personnel actions to ensure that students receive the guidance and counseling required to maximize their growth and development; supervising administrative and instructional activities; and encouraging experimentation in the instructional program. Teaches 3 - 6 credit hours as required by the Dean.

### The Departmental Chairperson

1. Should be committed to excellence in teaching, scholarship and continuing professional growth;
2. Should be willing to assume and be capable of assuming responsibilities and be cognizant of the extent and limitations of his/her authority;
3. Should have the rank of professor, but not less than assistant professor;
4. Should have equal allegiance to faculty and administration;
5. Should be knowledgeable concerning all affairs of his/her department;
6. Should be a person of sound judgment, be poised, committed to human values, capable of independent thought, and have the courage of his/her convictions. He/She should have an informed vision of his/her department's discipline and of its contribution to education.

Provides leadership for faculty and students;

1. Supervises the instructional program for optimal effectiveness;
2. Keeps abreast of the goals, contents, and instructional program for each course offered in the department;
3. Encourages experimentation in the instructional program;
4. Promotes the general welfare of faculty members in the department;
5. Assumes leadership in the promotion of research and service activities;
6. Assumes responsibility for the improvement of instruction, for program development, and for maintaining academic excellence in the department;
7. Promotes a program of effective advisement for majors in the department;
8. Promotes an effective program of faculty and student recruitment; and
9. Seeks the use of relevant outside resources for the support of the educational program.

### The Departmental Chairperson

1. Arranges for a formal faculty meeting at least once per month;
2. Prepares the departmental schedule of course offerings with the assistance of members of the department;
3. Evaluates the effectiveness of members of the department;
4. Assures that classes are met by faculty members in accordance with the approved schedule;

5. Maintains accurate records of all students enrolled in the department;
6. Meets with faculty members and students;
7. Assures proper maintenance of all departmental equipment;
8. Assists in clearing and approving candidates for degrees;
9. Assists the dean, the registrar, and director of admissions in obtaining final grades for students;
10. Recommends faculty members for retention, tenure, promotions, and merit raises;
11. Meets with the dean and other administrative officers;
12. Keeps the faculty and students informed on University developments;
13. Promptly performs administrative routines;
14. Assists in the preparation and administration of departmental budget;
15. Prepares recommendations on library acquisitions;
16. Assists in the career placement of graduates;
17. Assists in the orientation of new faculty members.

JOB CLASS			
JOB CODE			
CAL ID			

**SOUTHERN UNIVERSITY SYSTEM**

**Personnel Action Form**

POSITION NUMBER	2F9724
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CAMPUS: SUS \_\_\_\_\_ SUBR  SULAC \_\_\_\_\_ SUAREC \_\_\_\_\_ SUNO \_\_\_\_\_ SUSLA \_\_\_\_\_

EMPLOYMENT CATEGORY: 9-MONTH \_\_\_\_\_  12-MONTH \_\_\_\_\_ OTHER \_\_\_\_\_ (Specify) \_\_\_\_\_

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

**RECEIVED**  
JUN 14 2017  
Active Vice President  
for Academic Affairs and Provost

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

**Profile of Person Recommended**

Length of Employment 8/1/2017 To 5/31/2018 (and continuing thereafter)  
Effective Date 8/1/2017

Name Eduardo Martinez-Ceballos SS# \_\_\_\_\_ Sex Male Race\* \_\_\_\_\_  
(Last 4 digits only)

Position Title: Professor Department: Biology and Chemistry

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

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

Years Experience	21	Southern University Experience	11
Degree(s):	Type/Discipline (BA-Education): PhD-Cell and Molecular Biology	Institution/Location (SU-Baton Rouge): Tulane University, New Orleans	Year: 2001
	MS-Biochemical Engineering	Technological Institute of Durango, Mexico	1995
	BS-Chemical Engineering	Technological Institute of Durango, Mexico	1991

Current Employer \_\_\_\_\_

**Personnel Action**

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

Recommended Salary \$69,746/nine months Salary Budgeted \$69,746/nine months

Source of Funds State Funds (Biology)

Identify Budget: 211001-22475-61003-21000 Location Biology  
Form Code: \_\_\_\_\_ Page 1 Item # 1

Change of:  
Position Associate Professor From Professor To  
Status \_\_\_\_\_  
Salary Adjustment \$53,853 \$69,746

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

\*See Reverse Side

Source of Funds	Amount
211001-22475-61003-21000	69,746

Comments: (Use back of form)

\*See Reverse Side

Graduate School signature (if, applicable):

<i>Patricia Cameron</i> 6/14/17 Supervisor Date	<i>Patricia Cameron</i> 6/14/17 Dean/Unit Head Date
<i>Diana Young</i> 6/14/17 Vice Chancellor Date	<i>Patricia Cameron</i> 6/14/17 Cancellor Date
<i>Patricia Cameron</i> 6/14/17 Director/Personnel Date	<i>Patricia Cameron</i> 6/14/17 Vice President/Finance Date
<i>Patricia Cameron</i> 6/14/17 President Date	<i>Patricia Cameron</i> 6/14/17 Business Affairs/Comptroller Date
	<i>Patricia Cameron</i> 6/14/17 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:** This PAF is a card copy of an BPAF that has been submitted for approval of the specified tenure-track position by the SUS Board of Supervisors. Approval of his PAF is for Promotion.

**EMPLOYEE REGULAR WORK SCHEDULE:** 8:00 AM -- 5:00 PM  
**EMPLOYEE DIRECT SUPERVISOR:** Dr. Patrick Carriere, Dean, College of Sciences and Engineering  
**SUPERVISOR/DEPARTMENT CONTACT NUMBER:** (225) 771-5290  
**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")	FO	

SOUTHERN UNIVERSITY SYSTEM  
BUDGET OFFICE  
JUN 14 2017  
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 Campus Police with Criminal/Background Check form)
  - \_\_\_\_\_ Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
  - \_\_\_\_\_ Exemptions Survey Form (signed by employee and budget head)
  - \_\_\_\_\_ Proposed Employee Appointment
  - \_\_\_\_\_ Proposed Employee Clearance
  - \_\_\_\_\_ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

JOB CLASS				
JOB CODE				
CAL ID				

**SOUTHERN UNIVERSITY SYSTEM**

**Personnel Action Form**

POSITION NUMBER **2 F 9 8 2 5**

CAMPUS: SUS \_\_\_\_\_ SUBR  SULAC \_\_\_\_\_ SUAREC \_\_\_\_\_ SUNO \_\_\_\_\_ SUSLA \_\_\_\_\_

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

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

**RECEIVED**  
JUN 14 2017  
Office of the Vice President for Academic Affairs and Provost

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

**Profile of Person Recommended**

Length of Employment 8/1/2017 To 5/31/2018 (and continuing thereafter)  
Effective Date 8/1/2017

Name Hak-Chul Shin SS# [REDACTED] Sex Male Race\* Asian  
(Last 4 digits only)

Position Title: Professor Department: Civil Engineering

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

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

Years Experience <u>15</u>	Southern University Experience <u>11</u>
Degree(s): Type/Discipline (BA-Education): <u>PhD-Environmental Engineering</u>	Institution/Location (SU-Baton Rouge): <u>University of Illinois</u> Year: <u>2002</u>
<u>MS-Civil Engineering</u>	<u>Asian Institute of Technology</u> <u>1997</u>
<u>BS-Civil Engineering</u>	<u>Yonsei University</u> <u>1993</u>

Current Employer \_\_\_\_\_

**Personnel Action**

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

Recommended Salary \$81,791/nine months Salary Budgeted \$81,791/nine months

Source of Funds State Funds (Civil Engineering)

Identify Budget: 211001-22683-61003-21000 Location Civil Engineering  
Form Code: \_\_\_\_\_ Page 1 Item # 1

Change of:  
Position Associate Professor From Professor To  
Status \_\_\_\_\_  
Salary Adjustment \$71,000 \$81,791

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

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

Source of Funds	Amount
<u>211001-22683-61003-21000</u>	

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

<u>[Signature]</u> 6/14/17 Supervisor	<u>[Signature]</u> 6/14/17 Dean/Unit Head
<u>[Signature]</u> 6/14/17 Vice Chancellor	<u>[Signature]</u> 6/14/17 Chairman
<u>[Signature]</u> 6/14/17 Director/Personnel	<u>[Signature]</u> 6/14/17 Vice President/Finance
<u>[Signature]</u> 6/14/17 President	<u>[Signature]</u> 6/14/17 Business Affairs/Comptroller
	<u>[Signature]</u> 6/14/17 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                        X   Non-Hispanic or Non-Latino

**RACE (Please check all that apply):**

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

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

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

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

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

**COMMENTS:** Dr. Renita Marshall will be promoted to full Research Professor with tenure status effective August 1, 2017. Dr. Marshall will also be the Interim Director of the Southern Institute for One Health, One Medicine (SIOHOM). This appointment will be a 12 month joint appointment with 75% research and 25% teaching responsibilities.

**EMPLOYEE REGULAR WORK SCHEDULE:** Monday – Friday; 8:00am – 5:00pm

**EMPLOYEE DIRECT SUPERVISOR:** Dr. Andra Johnson

**SUPERVISOR/DEPARTMENT CONTACT NUMBER** (225) 771-2242

**NUMBER OF EMPLOYEES SUPERVISED, (if any)** 0

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

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

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

**CLASS OF EMPLOYMENT (VISA STATUS):**

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

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

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

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

JOB CLASS			
JOB CODE			
CAL ID			

# SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER

CAMPUS: SUS \_\_\_\_\_ SUBR \_\_\_\_\_ SULAC \_\_\_\_\_ SUAREC \_\_\_\_\_ SUNO X SUSLA \_\_\_\_\_

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

Academic  Non-Academic  
 Temporary  Part-Time ( % of Full Time)  
 Tenured  Undergraduate Student  
 Tenured Track  Graduate Assistant  
 Other (Specify)  Retiree Return To Work

Civil Service  
 Restricted  
 Job Appointment  
 Probationary  
 Permanent Status

Previous Employee Ybann S. Plummer Reason Left Terminated  
 Date Left 05/18/2017 Salary Paid \$50,000.00

### Profile of Person Recommended

Length of Employment 07/01/2017 To 06/30/2018

Effective Date 07/01/2017

Name Bernard W. Griffith SS# xxx-xx-3246 Sex Male Race\* Black

Position Title: Athletic Director Department: Athletics

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

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

Years Experience 25 Southern University Experience 0

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	MA & Teaching in History & Education	Tulane University	1975
	BA in Social Studies Education	Xavier University	1971
	Diploma	Bishop McNamara High School	1967

Current Employer SUNO

### Personnel Action

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

Recommended Salary \$60,000.00 Salary Budgeted \$60,000.00

Source of Funds State

Identify Budget: General Location 418900-41310-61002-49000  
 Form Code: \_\_\_\_\_ Page \_\_\_\_\_ Item # \_\_\_\_\_

Change of: From \_\_\_\_\_ To \_\_\_\_\_

Position \_\_\_\_\_  
 Status \_\_\_\_\_  
 Salary Adjustment \_\_\_\_\_

Financial Aid signature (if applicable):

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

Source of Funds	Amount

Comments: (Use back of form)

\*See Reverse Side

Graduate School signature (if applicable):

[Signature] 7-5-17 Jullia Benthage 7-5-2017  
 Supervisor Date Dean/Unit Head Date

[Signature] 7-5-2017 [Signature] 7/5/17  
 Vice Chancellor Date Chancellor Date

[Signature] 07-05-17 \_\_\_\_\_  
 Director/Personnel Date Vice President/Finance Date  
 Business Affairs/Comptroller

President \_\_\_\_\_ Date Chairman/S.U. Board Of Supervisor \_\_\_\_\_ Date

BUDGET OFFICER: [Signature]  
 DATE: 7-5-17

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

**ETHNIC ORIGIN (Please check one):**

Hispanic or Latino \_\_\_\_\_ X \_\_\_\_\_ Non-Hispanic or Non-Latino

**RACE (Please check all that apply):**

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

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

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

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

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

**COMMENTS: CERTIFICATIONS:**

**EMPLOYEE REGULAR WORK SCHEDULE:**

M-F, 8:00 am TO 5:00 pm

**EMPLOYEE DIRECT SUPERVISOR:**

Dr. Lisa Mims-Devezin

**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):**

**TYPE**

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

**CODES**

**EXPIRES**

**FUNDS AVAILABLE**  
 RA  
 HI JUL 05-2012  
 JI  
 FI  
 ADMINISTRATION & FINANCE  
 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)
- \_\_\_\_\_ Pre-Employment Application Form (Civil Service Application for classified employees)
- \_\_\_\_\_ Supervisory Criminal/Background Check Forms and Authority to Release (signed by employee)
- \_\_\_\_\_ Exemptions Survey Form
- \_\_\_\_\_ Proposed Employee Appointment
- \_\_\_\_\_ Proposed Employee Clearance
- \_\_\_\_\_ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

## Bernard W. Griffith

### Objective

To motivate and educate the students you come in contact with to prepare them for the rest of their lives.

### Work experience

**2015-Present Social Studies Instructor, Department Chair Person and 2016-2017 Athletic Director**

**2011-2015 Herd Men's Basketball Coach Dillard University in New Orleans, Louisiana. A unique season to be stated mildly. A changing of a culture.**

It was truly a work in progress we improved our record each year.

**Adjunct Instructor: Teaching Basketball, Tennis, and Beginning Swimming Class each semester.**

**2010 - 2011 L.B. Landry High School New Orleans, Louisiana  
Class room teacher, Chairperson Social Studies Department, Athletic Director and Head Boys Basketball Coach**

**2007 -2010 Sarah T. Reed High School New Orleans, Louisiana**

**Class room teacher and Head boys Basketball Coach**

**2005 - 2007 Dallas Maverick Dallas, Texas**

**Developmental Coach**

**Instructing fundamentals teaching team offenses, defenses reinforcing system, game plan and individual tendencies. Rated top defensive team in the NBA, Participated in the NBA Finals 2005 - 2006, Best overall record in the NBA 2006 2007**

**2003 - 2005 St. Augustine High School New Orleans, Louisiana**

**Athletic Director, Class Room Teacher, Head Basketball Coach**

**2004 - 2005 Record 16 wins 14 losses**

**2003 - 2004 Record 31 wins 9 losses, Tri champion District 10 5A**

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1995 – 2003

St. Augustine High School

New Orleans, Louisiana

Assistant Principal in Charge of Attendance, Discipline and Student Affairs  
Head Basketball Coach

2002 – 2003 Record 22 wins 12 losses, State Playoff, Regional  
2001 – 2002 Record 16 wins 14 losses  
2000 – 2001 Record 19 wins 14 losses  
1999 – 2000 We were declared ineligible for the State Playoffs after  
Qualifying for the semifinals. A residence technicality cost a chance at  
repeating as State Champions, our 11<sup>th</sup> District title in 13 years, our  
13<sup>th</sup> straight state playoff appearance, 8<sup>th</sup> Final four appearances in 13 years.  
1998 – 1999 Record 26 wins 3 losses, District Champions,  
State Champion Featured Hollis Price State 5A MVP  
1997 – 1998 Record 29 wins 5 losses, District Champions, Regional  
1996 – 1997 Record 30 wins 4 losses, District Champions, Regional  
1995 – 1996 Record 29 wins 7 losses, District Champions, Semi- Finalist

1987 – 1995 Class Room Teacher Head Basketball coach

1994 – 1995 Record 37 wins 1 loss, District Champions, State Champions  
USA Today and ESPN National Champions

1993 – 1994 Record 36 wins 4 losses, District Champions, State Runner Up  
1992 – 1993 Record 29 wins 6 losses, District Champions, State  
Quarterfinalist

1991 – 1992 Record 33 wins 3 losses, District Champions, State Champions  
Featured Kerry Kittles State 5A Player of the Year and Louisiana  
Player of the Year

1990 – 1991 Record 35 wins 2 losses, District Champions, State Finalist  
Featured Pointer Williams Gator Aid Player of the Year

1989 – 1990 Record 36 wins 1 loss, District Champions, State Semifinalist  
Featured Torrey Andrews Louisiana Player of the Year

1988 – 1989 Record 21 wins 9 losses

1987 – 1988 Record 20 wins 10 losses, District Champions, State Quarterfin

1986 – 1987 Class Room Teacher Assistant Basketball Coach

1984 – 1986 Southern University Baton Rouge Louisiana

Assistant basketball coach, responsible for NCAA compliance, team travel and  
related reports. Formulated scouting reports, oversaw scheduling, the recruitment  
student athletes. Corresponding secretary and office administration.  
Team record 38 wins 19 losses. Two seasons of 19 wins, One SWAC Tournament  
Championship, one NCAA Tournament bid and SWAC Co- Champions.

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1978 - 1984 St. Augustine High School New Orleans Louisiana

Social Studies Department Chairperson, classroom teacher and assistant basketball coach responsible for handling college recruiters and contacting Colleges to help student athletes obtain scholarships, placed 98% of our seniors successfully.

Team Record 154 wins 41 losses, three seasons of 20 or more wins

Three seasons of 30 or more wins. Three District Championships, two runner up titles and five State Playoff appearances, one Quad A State Championship Posting 35 win 0 loss season 1983.

January 1977 - June 1978 Xavier University New Orleans Louisiana

Head Basketball Coach and Swimming Instructor. Took over position at midyear with a record of 2 wins 6 losses, finished season 20 wins and 10 losses. Overall Record 37 wins 26 losses. Responsible for scheduling, recruiting and budgeting. Wrote the Athletic handbook and rewrote Grant-in-Aid contracts for student athletes.

August 1974 - January 1977 Jesuit High School New Orleans Louisiana  
Xavier University Part time

Jesuit High School American History and world Cultures instructor, assistant basketball coach eight-grade team 22 wins 9 losses. 1975 - 1976 junior varsity Coach 18 wins 4 losses.

Part time assistant coach at Xavier University responsible for freshman team, scheduling and local recruiting and team travel.

1972 - 1974 Xavier University New Orleans Louisiana

Assistant Dormitory Director while pursuing Master's Degree at Tulane University. Responsible for operation and supervision of St. Michaels Hall.

Graduate assistant basketball coach over freshman basketball team. Responsible for office management, scheduling, team transportation, recruiting coordinator and Et Coast recruiter, counsel student athletes

Overall freshman team record 39 wins 5 losses

1971 - 1972 Ramsey Junior High School Minneapolis, Minnesota

American History instructor, organized intra-mural program. Coached park League girls basketball won Winter Carnival Tournament and City Championship Record 17 wins 1 loss.

1967 - 1971 Recreation Department Washington D.C.

Summer position employed in the District of Columbia at the Dunbar High School Pool. Assistant manager responsible for office management, payroll, Equipment, and work schedule. Coached 3 City Championship swim teams.

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1974 – 1976 Young Adult Sports Association New Orleans, Louisiana

Summer position, organized sports programs for the inner city youth of New Orleans. Coached girls 16 years old AAU basketball to two Southern Regional Championship

1974 – 1984 New Orleans Recreation Department

Summer Position ranging from Lifeguard, pool manager to area coordinator Lifeguard instructor.

1986 – 1987 New Orleans Recreation Department

Pool Manager at Whitney Young Swimming Pool

1988 – 2014 New Orleans Recreation Department

Summer Position; Aquatic's Director of Swimming Program for the City of New Orleans. Responsible for training, staffing, administration of recreational and instructional swimming for the recreation department.

**Education**

1972 – 1975 Tulane University New Orleans, Louisiana  
Masters of Arts and Teaching in History and Education

1967 – 1968 Kansas State University Manhattan, Kansas

1968 – 1971 Xavier University New Orleans, Louisiana  
Bachelor of Arts Degree in Social Studies Education

1963 – 1965 Mackin High School Washington, D.C.

1965 – 1967 Bishop McNamara High School Forestville, Maryland

**Community activities**

Kappa Alpha Psi Fraternity

Nike Grass Root Basketball Program

NBA Players Association

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**Awards received**

2003 -- 2004 District Coach of the Year

Coach The Jordan City Classic in Washington, D.C.

1997 -- 1998 District Coach of the Year, City Coach of the Year, Metro Coach of the Year

1994 -- 1995 District Coach the Year, City Coach of the Year, State Coach of the Year, National Coach of the Year, Nokia Sugar Bowl Prep Coach for the State of Louisiana, UNCF Award For Excellence, Coach Derby Classic in Lexington Kentucky, Coach Reebok Classic In Fort Wayne Indiana

1993 -- 1994 District Coach of the Year, City Coach of the year

1991 -- 1992 District Coach of the Year

1990 -- 1991 District Coach of the Year, Coach State All -- Star game

1989 -- 1990 District Coach of The Year, Metro Coach of the Year State Coach of the Year

1987 -- 1988 District Coach of The Year

5 Certificates of Merit City Council

3 Certificates of Appreciation from Mayors Morial and Bartholomey

Proclamation from the City Council

State Of Louisiana House Of Representative Honorary State Representative

Louisiana State Senate Honorary State Senator

Resolution of the Louisiana Legislature Resolution Number 10

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**References**

**Father Joseph Doyle, President  
St Augustine High School  
2600 A.P. Tureaud Ave.  
New Orleans, Louisiana 70119**

**Coach Dale Brown  
Dale Brown Enterprises Inc.  
2354 S. Acadian Thruway  
Baton Rouge, Louisiana 70808**

**Mr. Purvis Short  
NBA Players Association  
1700 Broadway, Suit1400  
New York, New York 10019**

**Coach Avery Johnson  
University of Alabama  
Tuscaloosa Alabama**

**.....  
Mr. Vidal Easton  
1220 Gardena Dr.  
New Orleans, Louisiana 7012**

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**ST. AUGUSTINE HIGH SCHOOL**

Office of the President  
2600 A. P. Tureaud Avenue  
New Orleans, Louisiana 70119  
(504) 949-3113 • FAX (504) 945-4134

June 6, 2017

Mr. Harry Doughty  
Executive Associate to the Chancellor  
Southern University at New Orleans  
Bashful Administration Building, Room 302  
6400 Press Drive  
New Orleans, LA 70126

Dear Mr. Doughty:

I am delighted to have been asked to write a letter of reference for Mr. Bernard W. Griffith, who is applying for the Athletic Director position with Southern University of New Orleans. I have known Mr. Griffith for nearly forty years and have always been impressed with his professionalism and dedication.

Mr. Griffith has a wealth of educational, coaching, administrative, and teaching experience that I believe uniquely qualifies him for the rigors associated with this position. He explicitly understands the intricacies of working in an educational environment, especially as it relates to instilling in student athletes the qualities of leadership, responsibility, and the attainment of excellence.

In his capacity as a head coach and athletic director at the secondary and college level, I personally observed his dedication and personal commitment to a wide array of student athletes and was always amazed with how effortlessly he was able to help these students achieve success and belief in their athletic abilities. His motivation, attention to details, compassion for individual players, and outstanding organizational skills led to his producing multiple championship teams and programs.

As a leader, Coach Griffith has the administrative experience and moral character that will be crucial in allowing the SUNO athletic program to continue to prosper and grow. I believe that given the opportunity Mr. Griffith will be a definite asset to your University and I fully support his employment as your next Athletic Director. Please call me at 504-949-3113 if I may be of further assistance.

Sincerely,

A handwritten signature in cursive script that reads "Kenneth A. St. Charles".

Kenneth A. St. Charles, Ph.D.  
President and CEO



June 2, 2017

Mr. Harry Doughty  
Executive Associate to the Chancellor  
SOUTHERN UNIVERSITY AT NEW ORLEANS  
Bashful Administration Building  
6400 Press Drive  
Room 302  
New Orleans, LA 70126

Dear Mr. Doughty

It gives me great pleasure to write this letter of recommendation on behalf of Bernard Griffith for the Athletic Director position at Southern University at New Orleans.

I have known Coach Griffith for many years, as he was my high school and college basketball coach. He continues to consistently demonstrate outstanding leadership and work ethic, not just as an individual, but as a contributing member of a team. He recognizes the significance of preparation and cohesiveness while maximizing the talents of those around him.

Coach Griffith is a conscientious professional exemplifying notable character and integrity. He possesses outstanding communication skills with people of all ages and backgrounds and would be a valuable asset to any organization.

I am confident that Bernard Griffith is a most worthy candidate for the Athletic Director position at Southern University at New Orleans and I urge your serious consideration of his application. Please contact me if I can be of further assistance.

Sincerely,

Avery Johnson  
Head Coach, Men's Basketball  
University of Alabama

Mr. Harry Doughty  
Executive Associate to the Chancellor  
Bashful Administration Building, Room 302  
6400 Press Drive, New Orleans, La 70126

RE: A RECOMMENDATION OF BERNARD W.  
GRIFFITH FOR ATHLETIC DIRECTOR OF  
SOUTHERN UNIVERSITY NEW ORLEANS

Mr. Doughty

I have known Bernard from his enrollment as a student/athlete at Xavier University of New Orleans in the '70s to the present.

After an impressive and successful tenure as an instructor and coach at Jesuit High School in New Orleans he transferred to St Augustine High school at the time when the athletic associations of Louisiana were being legally forced to merge.

Coach Griffith's teams were legendary; winning an abundant number of tournaments city, league and state championships, as well as regional and national recognition and rankings. Athletes coached and supervised by Bernard were sought and recruited by institutions known for strict academics as well as athletic prowess which is a testament to his insistence that athletes must be students first and foremost. It also explains his rise to athletic director and administrative positions.

Immediately after Hurricane Katrina Coach Griffith was summoned to Dallas by Coach Avery Johnson, one of his former players, to assist the Mavs of the National Basketball Association. Returning to the local college level he has served as a clinician for many programs including LSU and the University of Alabama.

As a retired principal, charter member of New Orleans Sport Foundation and retired certified official I heartily recommend as Athletic Director of our Southern University of New Orleans.

Sincerely,

Vidaí C. Easton

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JOB CLASS			
JOB CODE			
CAL ID			

**SOUTHERN UNIVERSITY SYSTEM**

**Personnel Action Form**

POSITION NUMBER

CAMPUS: SUS \_\_\_\_\_ SUBR \_\_\_\_\_ SULAC \_\_\_\_\_ SUAREC \_\_\_\_\_ SUNO X SUSLA \_\_\_\_\_

EMPLOYMENT CATEGORY: 9-MONTH \_\_\_\_\_ 12-MONTH \_\_\_\_\_ 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 Adrell Pickney Reason Left Personal  
 Date Left August 9, 2009 Salary Paid \$54,000.00

**Profile of Person Recommended**

Length of Employment 07/01/2017 To 06/30/2018

Effective Date 06/19/2017

Name Rosemary Harris SS# xxx-xx-23573 Sex Female Race\* Black

Position Title: Director of Residential Life Department: Residential Life

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

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

Years Experience	<u>20</u>	Southern University Experience	<u>0</u>
Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>B.S.-Education</u>	<u>Northeastern University, Boston, MA</u>	<u>1999</u>
	<u>M.S.-Student Development/Counseling</u>	<u>Northeastern University, Boston, MA</u>	<u>2003</u>
	<u>Certificate Performance Management</u>	<u>Northeastern University, Boston, MA</u>	<u>2004</u>

Current Employer SUNO

**Personnel Action**

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

Recommended Salary \$63,000.00 Salary Budgeted \$63,000.00

Source of Funds State  
 Identify Budget: General Location 416030-41900-61002-490002  
 Form Code: \_\_\_\_\_ Page \_\_\_\_\_ Item # \_\_\_\_\_

Change of: From \_\_\_\_\_ To \_\_\_\_\_  
 Position \_\_\_\_\_  
 Status \_\_\_\_\_  
 Salary Adjustment \_\_\_\_\_

**Financial Aid signature (if, applicable):**

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

Comments: (Use back of form)

Source of Funds	Amount

\*See Reverse Side

**Graduate School signature (if, applicable):**

<u>David M. [Signature]</u> Supervisor	<u>7/5/17</u> Date	<u>[Signature]</u> Dean/Unit Head	<u>7-5-2017</u> Date
<u>[Signature]</u> Vice Chancellor	<u>7-5-2017</u> Date	Chancellor:	Date
<u>[Signature]</u> Director/Personnel	<u>6/20/17</u> Date	Vice President/Finance Business Affairs/Comptroller	Date
President	Date	Chairman/S.U. Board Of Supervisor	Date

BUDGET OFFICER: [Signature]  
 DATE: 7-5-17

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

**ETHNIC ORIGIN (Please check one):**

Hispanic or Latino \_\_\_\_\_  Non-Hispanic or Non-Latino

**RACE (Please check all that apply):**

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

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

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

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

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

**COMMENTS: CERTIFICATIONS:**

**EMPLOYEE REGULAR WORK SCHEDULE:**

M-F, 8:00 am TO 5:00 pm

**EMPLOYEE DIRECT SUPERVISOR:**

Dr. Donna Grant

**NUMBER OF EMPLOYEES SUPERVISED, (if any)**

0

**HR USE ONLY:**

**STATUS (circle one):**

EXEMPT

NON-EXEMPT

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

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

**CLASS OF EMPLOYMENT (VISA STATUS):**

**TYPE**

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

**CODES**

**EXPIRES**

US	<b>FUNDS AVAILABLE</b> JUL 05 2017 <i>Kenneth Anthony</i> ADMINISTRATION & FINANCE
RA	
H1	
J1	
F1	
F0	

**Do Not Write Below This Area**

**For Human Resource And Budgetary Control Use Only!**

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

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



**ROSEMARY  
HARRIS**  
860.997.9758  
reharris0495@gmail.com

I am a strategist, expert communicator and master problem solver. I know how to lead a diverse team to success and provide my organization with champion-level results. I have a competitive streak and love a good win. I thrive by keeping abreast of new technologies and emerging trends. I have the insight and business acumen to help you take your business to the next level.

**My Experience Includes:**

**MANAGEMENT & SUPERVISION**

Managing daily operations for a 816 residential bed facility  
Supervising a team of 200 employees  
Providing and entering all data for billing and financial reports  
Updating departmental databases and distributing requested information to other departments  
Serving on a senior staff duty rotation for an emergency on-call response team  
Overseeing summer conference program logistics and execution  
Maintaining multiple budgets and ensuring their fiscal solidity  
Providing front-line customer service

**ORAL AND WRITTEN COMMUNICATION**

Creating and designing departmental manuals for all employees  
Completing a Standard Operating Procedures manual for my department  
Providing and creating all written housing process materials for students  
Selecting and designating all room assignments  
Addressing and following up with all parental concerns and inquiries  
Forecasting departmental needs for the following quarters  
Designing a leadership series focused on the promotion of diversity and ethics  
Creating a weekly newsletter  
Organizing national speakers for the campus community

**OPERATIONS AND LEADERSHIP OPPORTUNITIES**

Making sure capacity quotas are met for every term  
Updating and adjusting inventory reports for facilities  
Inspecting facilities for safety and cleanliness weekly  
Planning and implementing seamless opening and closing processes  
Programming institution wide all-access cards

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Administering the room assignment process

Providing membership services for 3000+ patrons

Collaborating with multiple departments

Instructing numerous courses at the college level

Presentation at the 2010 Association of College and University Housing Officers- International entitled *Professionals of Color Working at Predominantly White Institutions: Their Contributions and Obstacles*

#### **PROFESSIONAL HISTORY**

General Manager, Campus Living Villages-Privateer Place, New Orleans, LA (2016-2017)

Director/Assistant Director of Residence Life, Fulton-Montgomery Community College, Johnstown, NY (2011-2016)

Area Coordinator, Central Connecticut State University, New Britain, CT (2008-2011)

Consultant and Residence Manager, Boston University, Boston, MA (2007-2008)

Director of Multicultural Affairs, Regis College, Weston, MA (2006-2007)

Building Supervisor, Northeastern University, Boston, MA (2004-2007)

Leased Properties Residence Director, Northeastern University, Boston, MA (2000-2005)

Admissions Counselor, Northeastern University, Boston, MA (1995-2000)

#### **EDUCATION & CERTIFICATION**

NORTHEASTERN UNIVERSITY, Boston, MA  
Master of Science, College Student Development and Counseling, 2003

NORTHEASTERN UNIVERSITY, Boston, MA  
Bachelor of Science, Education  
Specialization in Art, 1999

NORTHEASTERN UNIVERSITY, Boston, MA  
Certificate in High Performance Management, 2004

---

**REFERENCES**

Anita Harrison- Financial Administrator  
Professional Colleague  
(504) 905-2945  
[anita.harrison@clvusa.com](mailto:anita.harrison@clvusa.com)

Nicoy Pusey- Associate Director of Residence Life  
Professional Colleague  
(518) 364-4132  
[nicoypusey@gmail.com](mailto:nicoypusey@gmail.com)

Nicole M. Parisi  
Professional Colleague  
(917) 838-3474  
[nicole.parisi@gmail.com](mailto:nicole.parisi@gmail.com)

Christine Smith- Director of Residence Life  
Former Supervisor  
(518) 762-7136  
[cmsmith@fmcc.edu](mailto:cmsmith@fmcc.edu)

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JOB CLASS				
JOB CODE				
CAL ID				

**SOUTHERN UNIVERSITY SYSTEM**

**Personnel Action Form**

POSITION NUMBER

CAMPUS: SUS \_\_\_\_\_ SUBR \_\_\_\_\_ SULAC \_\_\_\_\_ SUAREC \_\_\_\_\_ SUNO X SUSLA \_\_\_\_\_

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

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

Previous Employee Warren Bell Reason Left Terminated  
 Date Left 05/31/2017 Salary Paid \$80,000.00

**Profile of Person Recommended**

Length of Employment 07/01/2017 To 06/30/2018

Effective Date 06/01/2017

Name Vincent Johnson SS# xxx-xx-5198 Sex Male Race\* Black

Position Title: Interim Director Department: Honore Center

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

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

Years Experience: 30 Southern University Experience 30

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
PHD		Kansas State University	1996
MA		Central Michigan University	1979
BA		Southern University	1971

Current Employer SUNO

**Personnel Action**

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

Recommended Salary \$72,000.00 Salary Budgeted \$72,000.00

Source of Funds State  
 Identify Budget: General Location 111006-11170-61002-14100  
 Form Code: \_\_\_\_\_ Page \_\_\_\_\_ Item # \_\_\_\_\_

Change of:  
 Position Associate Professor From Interim Director To  
 Status Active Active  
 Salary Adjustment \$60,697.14 \$72,000.00

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

\*See Reverse Side

Comments: (Use back of form)

Source of Funds	Amount

\*See Reverse Side

Graduate School signature (if, applicable):

Supervisor AA Mc 07-05-17 Date Janelle Beath... 7-5-2017 Date  
 Vice Chancellor AA Mc 07-05-17 Date Chancellor 7/5/17 Date  
 Director/Personnel Louisa Masters 7-5-17 Date Vice President/Finance Business Affairs/Comptroller Date  
 President \_\_\_\_\_ Date Chairman/S.U. Board Of Supervisor Date

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

**ETHNIC ORIGIN (Please check one):**

Hispanic or Latino \_\_\_\_\_  Non-Hispanic or Non-Latino

**RACE (Please check all that apply):**

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

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

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

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

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

**COMMENTS: CERTIFICATIONS:**

**EMPLOYEE REGULAR WORK SCHEDULE:** M-F, 8:00 am TO 5:00 pm

**EMPLOYEE DIRECT SUPERVISOR:** Dr. Lisa Mims-Devezin

**NUMBER OF EMPLOYEES SUPERVISED, (if any)** 0

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

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

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

**CLASS OF EMPLOYMENT (VISA STATUS):**

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

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

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

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



**F. MEMBERSHIPS**

1. Executive Committee -- Gulf Coast Athletic Conference (FAR)
2. National Intercollegiate Athletic Association

**G. COMMUNITY SERVICE**

1. Work with Seniors at Wipah Methodist
2. Tutored high school students
3. Participated in high school career day at McDonogh 35 2008 & 2009

**H. CONFERENCE PRESENTATIONS (Short I)**

1. ABIS The Use of the Computer in the classroom as a Virtual Reality Tool March, 2005
  2. Computer usage in the classroom March, 2005
-

JOB CLASS			
JOB CODE	M		
CAL ID	U		

# SOUTHERN UNIVERSITY SYSTEM

## Personnel Action Form

POSITION NUMBER							
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CAMPUS: SUS \_\_\_\_\_ SUBR \_\_\_\_\_ SULAC  SUAREC \_\_\_\_\_ SUNO \_\_\_\_\_

EMPLOYMENT CATEGORY: 9-MONTH \_\_\_\_\_ 12-MONTH  OTHER \_\_\_\_\_ (Specify)

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

Previous Employee \_\_\_\_\_ Reason Left \_\_\_\_\_  
 Date Left \_\_\_\_\_ Salary Paid \_\_\_\_\_

RECEIVED  
 OFFICE OF THE  
 CHIEF OF POLICE  
 2017 JUN -8 AM 9:36  
 1017 JUN -2 PM 3:07

### Profile of Person Recommended

Length of Employment 07/01/2017 To 09/30/2017  
 Effective Date 07/01/2017

Name Marla L. Dickerson SS# xxx-xx-6870 Sex FEMALE Race\* B  
(Last 4 digits only)

Position Title: Academic Counselor/ADA Coordinator Department: Southern University Law Center

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

Expiration Date: \_\_\_\_\_

Years Experience 10 Southern University Experience 4.5

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

Current Employer Southern University Law Center

### Personnel Action

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

Recommended Salary \$75,000.00 Salary Budgeted \$75,000.00

Source of Funds Strengthening HBG1

Identify Budget: Grant Location 320132-32030-61002-34100  
 Form Code: BOR10 Page \_\_\_\_\_ Item # \_\_\_\_\_

Change of: \_\_\_\_\_ To \_\_\_\_\_

Position Academic Counselor Academic Counselor/ADA Coordinator  
 Status \_\_\_\_\_  
 Salary Adjustment \$65,000.00 \$75,000.00

SOUTHERN UNIVERSITY  
 SHARRES  
 2017 JUN -2 PM 3:07

List total funds currently paid this employee by Southern University:  
 \*See Reverse Side  
 Comments: (Use back of form)

Source of Funds	Amount
320132-32030-61002-34100	\$65,000.00

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

<u>R. White / dep</u> <u>6/1/17</u> Supervisor Date	<u>George Hall</u> <u>6-1-17</u> Dean/Unit Head Date
<u>R. White / dep</u> <u>6/1/17</u> Vice Chancellor Date	<u>William K. Pierre</u> <u>6/1/17</u> Chancellor Date
<u>[Signature]</u> <u>7/17/17</u> Director/Personnel Date	<u>[Signature]</u> Vice President/Finance Date
<u>[Signature]</u> President Date	<u>[Signature]</u> Chairman/S.U. Board of Supervisors Date



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

**ETHNIC ORIGIN (Please check one):**

Hispanic or Latino  Non-Hispanic or Non-Latino

**RACE (Please check all that apply):**

- White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.
- Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.
- Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.
- Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.
- American Indian or Alaskan Native. A person having origins in any of the original peoples of North American, and who maintains cultural identification through tribal affiliation or community recognition.

**COMMENTS:**

Marla Dickerson is continuing in her current position but has assumed additional duties as SULC ADA Coordinator on a permanent basis effective July 1, 2017.

**EMPLOYEE REGULAR WORK SCHEDULE:** 8:00 am – 5:00 pm Monday thru Friday

**EMPLOYEE DIRECT SUPERVISOR:** Roederick White, Vice- Chancellor

**SUPERVISOR/DEPARTMENT CONTACT NUMBER:** 225-771-4913

**NUMBER OF EMPLOYEES SUPERVISED, (if any):** 0

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

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

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

**CLASS OF EMPLOYMENT (VISA STATUS):**

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

SOUTHERN UNIVERSITY LAW CENTER

ENCUMBERED / FUNDS AVAILABLE

DOC. ID # US

DATE RA 6/17

BY DR Verger

F1

F0

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

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

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



## SOUTHERN UNIVERSITY 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 27, 2017

### **VIA HAND DELIVERY**

Dr. Ray L. Belton  
System President and Chancellor  
Southern University System  
J.S. Clark Administration Building, 4<sup>th</sup> Floor  
Baton Rouge, Louisiana 70813

***Re: Position Vacancy Authorization/Announcement Waiver/Salary Adjustment***

Dear Dr. Belton:

The Law Center is mandated by the US Department of Education to maintain a campus ADA office staffed by an ADA Coordinator. Due to budget constraints, we have decided that it would be cost efficient to add these mandated responsibilities to a current employee instead of hiring an additional full-time employee. Merging these responsibilities with the duties of a current full time employee will allow the Law Center to realize personnel cost savings. Michelle Jackson my former executive assistant handled ADA responsibilities as part of her duties. She was paid \$84,000 to handle these duties, as well as Title IX Coordinator duties. Those duties of ADA Coordinator and Title IX Coordinator are being split between two staff members at a cost of \$19,000. The executive assistant position once held by Mrs. Jackson currently pays \$24,600 less than what Mrs. Jackson received in compensation. Hence, there is an overall savings of \$5,600. The Title IX Coordinator duties and corresponding salary adjustment was approved at the June 16, 2017 Board of Supervisor's meeting.

Marla L. Dickerson, Academic Counselor and Instructor of Law, has been functioning as the ADA Coordinator since November 2016. Ms. Dickerson's current annual salary is set at \$65,000.00 as the Academic Counselor and Instructor of Law. She has agreed to accept the ADA coordinator duties in addition to her duties at an annual salary adjustment of \$10,000.00. Together, Ms. Dickerson's total annual compensation for both roles would be \$75,000.00 effective July 1, 2017.

Therefore, this letter is to request a Position Authorization/Vacancy Announcement Waiver and salary adjust for the Academic Counselor and ADA Coordinator, and an authorization to waive an employment search. This would allow us to permanently appoint

Page 2

Dr. Ray L. Belton  
System President and Chancellor  
Southern University System

Ms. Dickerson to this position and negate the long and unnecessary process of conducting interviews and screenings. I respectfully request that this item be placed on the July Board Meeting agenda.

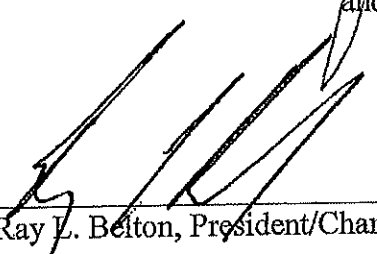
Thank you and with kind regards, I am...

Sincerely



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

APPROVED: \_\_\_\_\_



Dr. Ray L. Belton, President/Chancellor

## **Marla Dickerson**

419 Willow Oak Drive, Brusly, LA 70719  
(225) 802-8234  
marlald@aol.com

### **EDUCATION**

Louisiana State University, Department of Education, Baton Rouge, LA  
*Ph.D. Student in Higher Education Administration, Expected May 2018*

Southern University Law Center, Baton Rouge, LA  
*Juris Doctor, Cum Laude, May 2007*  
GPA 3.35 ♦ Rank 34/145

Texas A&M University, College Station, TX  
*M.S., Agricultural Economics, December 2003*  
*Thesis: Analysis of Farm-to-Retail Price Spread for Whole and Two Percent Milk in Seven Selected Cities*

North Carolina A&T State Univ., Greensboro, NC  
*B.S. Summa Cum Laude, Agricultural Economics, December 2001*

### **TEACHING EXPERIENCE**

Southern University Law Center Baton Rouge, LA  
*Academic Counselor and Instructor of Law* 12/12 – Present

- Help students identify learning styles
- Instruct students on study strategies, time management, and exam taking techniques
- Develop and implement academic action plans
- Provide feedback regarding writing samples
- Conduct individual and group workshops and tutorial sessions
- Proctor students with testing accommodations
- Provide course planning guidance
- Pre Law Instructor – Academic Skills
- Developed and implemented 2016 Summer Pre Law Program
- Instructor for Lawyering Process II (Spring 2017)
- Coordinate Disability Services

Southern University Law Center Baton Rouge, LA  
*Teaching Assistant* 07/05-04/06

- Assisted professors and conducted review sessions with students

TAMU Agricultural Econ. Dept. College Station, TX  
*Teaching Assistant* 01/02-05/03

- Assisted students through one-on-one sessions and organized group study sessions
- Taught classes in basic microeconomic principles pertaining to agriculture

### **WORK EXPERIENCE**

The Law Offices Dickerson, Leblanc, and Woods Addis, LA  
*Managing Partner* 02/11 – 12/16

- Perform day-to-day management of all aspects of law practice
- Interview clients and perform in depth analysis of claims
- Research issues of family law, personal injury, contract disputes, and disputed ownership
- Prepare pleadings for family and civil cases
- Engage in negotiations in both family and civil cases with opposing counsel
- Attend status conferences and hearings on both family and civil cases

The Law Office of Victor J. Woods, Jr. Baton Rouge, LA  
*Associate* 10/07 – 02/11

## **ADA Coordinator**

### **BASIC FUNCTION:**

An ADA Coordinator is responsible for overseeing compliance with the state and federal regulations.

### **Position Description/Essential Job Responsibilities:**

- Assure compliance with federal, state, and local laws, regulations and standards
- Coordinate activities amount a number of departments
- Define and implement policies and procedures
- Establish and oversee grievance procedures
- Provide guidance and make determinations
- Identify and utilize appropriate resources
- Work with individuals with disabilities
- Coordinate compliance efforts
- Serve as point of contact
- Communicate policy
- Coordinate programs

### **Requirements:**

- Juris Doctor from an ABA accredited law school
- Candidate must have extensive knowledge of ADA regulations and guidelines. .

JOB CLASS 3	2	0	1	0
JOB CODE	M			
CAL ID	U			

# SOUTHERN UNIVERSITY SYSTEM

## Personnel Action Form

POSITION NUMBER	3	M	9	9	7	5
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CAMPUS: SUS \_\_\_\_\_ SUBR \_\_\_\_\_ SULAC X SUAREC \_\_\_\_\_ SUNO \_\_\_\_\_ SUSLA \_\_\_\_\_

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

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

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

### Profile of Person Recommended

Length of Employment 08/01/2017 To 06/30/2018  
 Effective Date 08/01/2017

Name Shawn Vance SS# [REDACTED] Sex\* M

Position Title: The Associate Vice Chancellor of Academic Support, Academic Counselling and Bar Prep Programs Department: Law Center - Institution

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

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

Years Experience 17 Southern University Experience 17

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>J.D.</u>	<u>Southern University Law Center</u>	<u>1996</u>
	<u>LLM</u>	<u>George Town University Law Center</u>	<u>1999</u>
	<u>BS</u>	<u>Southern University</u>	<u>1993</u>

Current Employer Southern University Law Center

### Personnel Action

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

Recommended Salary \$138,000.00 Salary Budgeted \$138,000.00

Source of Funds General Appropriation  
311001-32030-61002-34100 (83%) and 392007-32020-61002-31000 (17%)

Identify Budget: State Location \_\_\_\_\_  
 Form Code: BOR10 Page 1 Item # 1

Change of: \_\_\_\_\_  
 Position Associate Professor From Associate Vice Chancellor of Academic Support, Academic Counselling and Bar Prep Programs To

Status \_\_\_\_\_  
 Salary Adjustment \$97,443 \$138,000

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

Source of Funds	Amount
311 001-32020-61003	97,443.00

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

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

Supervisor <u>[Signature]</u> Date <u>6/5/17</u>	Dean/Unit Head <u>[Signature]</u> Date <u>6.5.17</u>
Vice Chancellor <u>[Signature]</u> Date <u>6/5/17</u>	Chairman <u>[Signature]</u> Date <u>6-5-17</u>
Director/Personnel <u>[Signature]</u> Date <u>6/7/17</u>	Vice President/Finance <u>[Signature]</u> Date _____
President <u>[Signature]</u> Date _____	Business Affairs/Comptroller <u>[Signature]</u> Date _____
	Chairman/S.U. Board of Supervisors _____ Date _____

SOUTHERN UNIVERSITY SYSTEM  
 HUMAN RESOURCES OFFICE  
 2017 JUN - 6 AM 10:30  
 2017 JUN - 8 AM 9:35  
 RECEIVED  
 PRESIDENT'S OFFICE  
 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 America, and who maintains cultural identification through tribal affiliation or community recognition.

**COMMENTS:**

Under the new position, Professor Vance, who holds a tenured faculty position would continue to teach doctrinal/substantive courses while taking on additional duties as an administrator.

**EMPLOYEE REGULAR WORK SCHEDULE:**

8:00 am – 5:00 pm Monday thru Friday

**EMPLOYEE DIRECT SUPERVISOR:**

Chancellor, John Pierre

**NUMBER OF EMPLOYEES SUPERVISED, (if any)**

5

**HR USE ONLY: STATUS (circle one):**

EXEMPT

NON-EXEMPT

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

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

**CLASS OF EMPLOYMENT (VISA STATUS):**

**TYPE**

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

CODE	EXPIRES
US	6/5/17
RA	

DATE  
DOC. I.D. #  
ENCUMBERED / FUNDS AVAILABLE  
SOUTHERN UNIVERSITY LAW CENTER  
F0

**Do Not Write Below This Area**

**For Human Resource and Budgetary Control Use Only!**

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

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



**SOUTHERN UNIVERSITY LAW CENTER**

261 A. A. LENOIR HALL

POST OFFICE BOX 9294

BATON ROUGE, LOUISIANA 70813-9294

OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

May 26, 2017

RECEIVED  
OFFICE OF THE CHANCELLOR  
PRESIDENTIAL OFFICE  
2017 JUN -8 AM 9:36  
SOUTHERN UNIVERSITY SYSTEM

**VIA HAND DELIVERY**

Dr. Ray L. Belton  
System President and Chancellor  
Southern University System  
J.S. Clark Administration Building, 4<sup>th</sup> Floor  
Baton Rouge, Louisiana 70813

SOUTHERN UNIVERSITY  
HUMAN RESOURCES  
2017 JUN -6 AM 10:20

**Re: *Position Request for Associate Vice Chancellor of Academic Support, Academic Counseling, and Bar Preparatory Programs and Request for Waiver of Search***

Dear Dr. Belton:

By way of this letter, I am requesting the creation of the position of Associate Vice Chancellor of Academic Support, Academic Counseling, and Bar Preparatory Programs. I believe that this position will greatly improve and enhance the efficiency of our overall operations and provide our students with a greater level of focus on academic preparation for the bar.

Dr. Berryl Thompson, the Associate Vice Chancellor for Academic Support formerly oversaw the operations of academic support and academic counseling programs. However, she retired in December, 2016, and the position remains vacant. Therefore, at this time there is a need to fill the position as well as merge in to it the duties of bar preparatory programs. Professor Shawn Vance currently serves as the Director of Bar Preparatory programs.

The Associate Vice Chancellor of Academic Support, Academic Counseling, and Bar Preparatory Programs position is an important/critical position and needs to be filled immediately. The proposed compensation for this position is \$138,000.00. Due to the fact that the Associate Vice Chancellor that formerly held the position was not replaced the funding is available for the salary recommended for the position. The salary will be taken from the vacant position of Associate Vice Chancellor for Academic Counseling and Academic Support programs. During the 2016-2017 budget year, the salary budgeted for that position is \$98,000. Dr. Thompson did not hold a faculty rank and therefore did not teach any doctrinal/substantive courses in her role.

Under the new position, Professor Vance, who holds a tenured faculty position would continue to teach doctrinal/substantive courses while taking on additional duties as an administrator. His current compensation on a 9 month basis is approximately \$97,000. He also has received an administrative stipend for coordinating the summer supplemental bar review and



Page 2

Dr. Ray L. Belton  
System President and Chancellor  
Southern University System

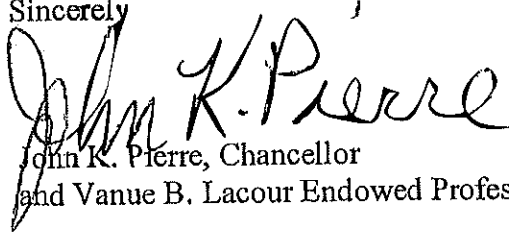
the winter supplemental bar review in the amount of \$28,000.00. Hence, by combining and collapsing the multiple positions into one, the Law Center saves approximately \$85,000.00. Consolidating the multiple positions into one is consistent with national trends with respect to other ABA accredited law schools.

Therefore, this letter is to request a Position Authorization and Vacancy Announcement Waiver for a search to fill the position. Professor Shawn Vance currently serves as Director of Bar Prep Programs and is eminently qualified to assume this position. Utilizing Professor Vance would enable us to transfer/hire him into the position and negate the long drawn out process of interviews and screening.

After your review, I request your approval of the position of Associate Vice Chancellor of Academic Support, Academic Counseling, and Bar Preparatory Programs and I would like for this request to be presented to the Southern University Board of Supervisors for their approval at its June 16, 2017 Board meeting. The appointment, if approved would become effective August 1, 2017.

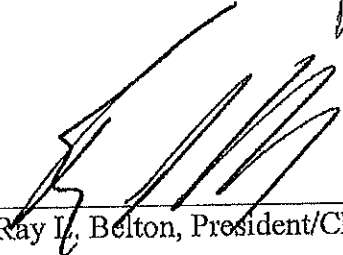

Thank you for your consideration and with kind regards, I am...

Sincerely

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

SOUTHERN UNIVERSITY  
HUMAN RESOURCES  
2017 JUN -6 AM 10:20

APPROVED:

  
Dr. Ray L. Belton, President/Chancellor 

# **SOUTHERN UNIVERSITY LAW CENTER**

## **Position Description**

Associate Vice Chancellor of Academic Support, Academic Counseling, and Bar Preparatory Programs

**FLSA STATUS:** Exempt  
**REPORTS TO:** SULC Chancellor  
**SUPERVISES:** Academic Counselors/Professors, Student Mentors, Teaching Assistants, and Administrative/Clerical Staff

### **General Responsibilities:**

The Associate Vice Chancellor of Academic Support, Academic Counseling, and Bar Preparatory Programs is a full-time, 12-month, tenure-track faculty position with administrative level responsibilities. The Associate Vice Chancellor will report directly to the Chancellor of SULC and coordinate the functions and activities of the position with the Vice Chancellor of Academic Affairs. The Associate Vice Chancellor will also work closely with the law faculty to develop, enhance, and implement academic support, academic counseling, and bar preparatory courses and/or programs to assist students in the transition to law school, improve students' academic performance within the law school's program of legal education, and aid students in the development of successful strategies for passing the bar exam. The Associate Vice Chancellor will be responsible for proposing programs that establish an integrated approach to assisting students in their academic efforts in law school while simultaneously preparing students to gain admission to the practice of law.

### **Minimum Qualifications:**

- A. Juris Doctor degree;
- B. Admission to the practice of law, preferably within the State of Louisiana;
- C. Minimum of five years of teaching at the collegiate and/or post-graduate level;
- D. Minimum of three years of working experience in a bar preparatory program;
- E. Availability to travel; and
- F. Availability to work during the normal work day, evening hours, and weekend hours.

### **Preferred Qualifications:**

- A. Bachelor or Masters degree in education (or related degree);
- B. Experience teaching law students (including experience during law school);
- C. Experience working with a bar admission committee of a state or bar association; and
- D. Experience with accommodations required under state and/or federal laws.

### **Primary Job Duties and Responsibilities:**

- A. Prepare and oversee the Title III Activity 6 Budget for academic support programs and academic counseling.

- B. Assists SULC administration in the development and implementation of programs and/or methods of assessing the analytical, critical thinking, and reasoning skills of incoming law students;
- C. Coordinates the instruction in academic assessment courses, such as Lawyering Principles or selected electives for upper level students evidencing academic and/or analytical deficiencies, and evaluates student matriculation during such courses;
- D. Regularly attends and develops relationships at state, regional, and/or national bar support professionals meetings;
- E. Coordinates individual student counseling and mentoring activities;
- F. Coordinates the creation of individual plans of study for students after one-on-one meetings with 2L, 3L, and 4L students and provides advice on course selection for such students;
- G. Coordinates the instruction in for-credit par preparation course(s) and evaluates student matriculation during such courses;
- H. Develops, coordinates, implements, evaluates, and enhances bar-preparation activities for students;
- I. Supervises Supplemental Bar Review programs, evaluates the effectiveness of such programs, and enhances the delivery of the programs;
- J. Coordinates institutions interactions with commercial bar review companies serving students, primarily in Louisiana with and appropriate level of contact with programs in other states based on the number of graduates taking bar exams in those states;
- K. Provides bar-related information to faculty members, specifically suggesting minimum course coverage topics based on the frequency that items are tested on bar exams, as well as distributing to appropriate faculty members Louisiana bar exams after the administration of each exam;
- L. Collect faculty feedback, comments, and/or critiques of bar exams and provide that information to the relevant state committee on bar admissions;
- M. Analyzes bar exam results (including statistical analysis) and produces regular reports concerning results;
- N. Provide daily supervision professional Academic Counselors/Professors and Administrative Assistant; and
- O. Perform other duties as assigned.

**Knowledge, Skills, and Abilities Required:**

- A. Strong interpersonal, organizational, analytical and public speaking skills;
- B. Ability to develop and manage higher education programs;
- C. Knowledge of academic programs pertaining to law school students;
- D. Knowledge of educational theories and learning styles/disabilities;
- E. Knowledge of and ability to perform research and statistical analysis;
- F. Ability to work independently and be a self-starter, and demonstrate initiative; and
- G. Ability to relate to students, faculty, University personnel, and external constituents.

**SHAWN D. VANCE**

**Date of Birth:** [REDACTED]

1131 Marlbrook Drive · Baton Rouge, LA 70815 · (225) 771-4900 (work) or (225) 246-8301  
E-mail: [shawnvance@cox.net](mailto:shawnvance@cox.net) or [svance@sulc.edu](mailto:svance@sulc.edu)

## **SUMMARY OF QUALIFICATIONS**

- Member of the Louisiana State Law Institute;
- Member of the Louisiana State Bar Association since 1996;
- Appointed Faculty Representative of the Louisiana Supreme Court's Bar Admission Advisory Committee;
- Member of the Board of Directors for the Louisiana Resource Center for Educators;
- Published scholarly articles in the *Hofstra Labor and Employment Law Journal* titled Trying To Give A Private Sector Employee A Break: Congress's Efforts to Amend the Fair Labor Standards Act; and in the *Cal-Berkeley Journal of Employment and Labor Law* titled How the Supreme Court's Toyota Decision Impacted the View of EEOC's Regulatory Authority; and in the *Legislation & Policy Brief* titled How Reforming the Tort of Negligent Hiring Can Enhance the Economic Activity of a State, Be Good for Business and Protect the Victims of Certain Crimes;
- Conducted employment law training seminars for private sector employers and conferences;
- Experienced in teaching analysis, reasoning, and writing skills to law students;
- Experienced in teaching doctrinal subject matter to law students, to include Civil Law Property, Basic Civil Procedure, Sales and Lease, as well as Labor and Employment Law;
- Possess a keen interest in Civil Law and Employment Discrimination;
- Outstanding educational training in the Louisiana Civil Code; extensive training in the fields of Civil Rights, Employment and Labor Laws; including experience in the practicable application of the laws of these fields in the federal government and private industry;
- Excellent writing, research, leadership, and organizational skills;
- Comprehensive knowledge and experience in drafting federal civil rights claims;
- Experienced in conducting civil rights training of federal employees across the nation;
- Capable of managing and organizing the operation of professional legal staff;
- Experienced in providing guidance to private-sector employees and employers regarding employment law, payroll procedures, personnel decisions, HIPPA compliance, leave procedures, disability rights of employees and obligations of employers, and application of Louisiana's At-Will Doctrine in light of federal and state law;
- Excellent communication skills, both oral and written, for briefing all levels of senior management (to include briefing the: Chancellor of the Southern University Law Center, Director of the Office of Civil Rights, United States Department of Agriculture (USDA), Assistant Secretary of Administration, USDA, and Special Assistant to the Secretary, USDA); and
- Outstanding ability to organize and establish operational manuals, procedures, and policies for the operation of governmental agencies and private employers to comply with various legal standards.

## **PUBLICATIONS**

Trying To Give A Private Sector Employee A Break: Congress's Efforts to Amend the Fair Labor Standards Act, 19 *HOFSTRA LAB. & EMP. L.J.* 311 (2002).

How the Supreme Court's *Toyota* Decision Impacted the View of EEOC's Regulatory Authority, 26 *BERKELEY JOURNAL OF EMP. & LAB. LAW* 475 (2005).

What Happened to the Louisiana Bar Exam, Around the Bar 12 (Feb. 2014).

How Reforming the Tort of Negligent Hiring Can Enhance the Economic Activity of a State, Be Good for Business and Protect the Victims of Certain Crimes, Legis. & Pol. Brief: Vol. 6, Iss. 1, Article 4 (2014).

## EDUCATION

*Georgetown University Law Center*, Washington, D.C. **Master of Laws (Labor and Employment Law)**, May 1999.

*Southern University Law Center*, Baton Rouge, LA. **Juris Doctor**, May 1996.  
Graduated *Cum Laude*. Served as Associate Editor of the *Southern University Law Review*, member of Moot Court Board 1995-96 (Outstanding Oral Advocate, Best Brief, Best Team awards 1995), and President of the Student Bar Association 1995-96.

*Southern University A & M College*, Baton Rouge, LA. **Bachelor of Science (Chemistry)**, July 1993.

## PROFESSIONAL EXPERIENCE

*Southern University Law Center*, Baton Rouge, LA. **Associate Professor of Law**, from 8/14 to present.

- Provide instruction to law students in the areas of civil law property, sales and lease, and statutory analysis;
- Provide lectures and issue writing assignments in the area of Louisiana Civil Law Property, Sales and Leases, as well as in Statutory Analysis and Statutory Analysis II;
- Evaluate individual students and provide specific instruction and counseling regarding aspects of their mastery of the subject matter; and
- Coordinate and provide advice and counseling to students with respect to their preparation for the Louisiana Bar Examination, to include study methods, a critique of the questions previously tested, the development of sound analytical arguments, and a discussion regarding substantive laws and legal concepts tested.

Southern University Law Center, Baton Rouge, LA. **Assistant Professor of Law**, from 8/08 to 7/14.

- Provide instruction to law students in the areas of civil law property, sales and lease, labor and employment law and statutory analysis;
- Provide lectures and issue writing assignments in the area of Louisiana Civil Law Property;
- Evaluate individual students and provide specific instruction and counseling regarding aspects of their mastery of the subject matter; and
- Coordinate and provide advice and counseling to students with respect to their preparation for the Louisiana Bar Examination, to include study methods, a critique of the questions previously tested, the development of sound analytical arguments, and a discussion regarding substantive laws and legal concepts tested.

Southern University Law Center, Baton Rouge, LA. **Visiting Assistant Professor**, from 01/07 to 8/08.

- Provided instruction to law students in the areas of civil law property and statutory analysis;
- Provided lectures and issued writing assignments in the area of Louisiana Civil Law Property;
- Evaluated individual students and provided specific instruction and counseling regarding aspects of the student's mastery of the subject matter; and
- Provided advice and counseling to students with respect to their preparation for the Louisiana Bar Examination, to include study methods, a critique of the questions previously tested, the development of sound analytical arguments, and a discussion regarding substantive laws and legal concepts tested.

Southern University Law Center, Baton Rouge, LA. **Instructor**, from 01/01 to 01/07.

- Provided instruction to law students in the areas of writing, analysis, basic civil procedure, and civil law property;
- Issued writing assignments which allowed for an assessment of students' ability to master basic components of legal writing, analysis, federal civil procedure, Louisiana property law;
- Evaluated individual students and provided specific instruction and counseling regarding aspects of the students' writing style which may have required modification; and
- Provided advice and counseling to improve student's analytical skills and substantive understanding of various legal concepts.

Private Practice of Law, Baton Rouge, LA **Attorney/Consultant**, from 10/96 to present.

- Provide legal representation in the areas of labor and employment law;
- Served as Of Counsel with the law firm of Jackson Bell, Attorneys at Law, LLC from 2002 to 2010;
- Provide consultation to clients and other attorneys in the area of labor and employment law;
- Represent clients before the Equal Employment Opportunity Commission, the Merit System Protection Board, both state and federal courts, as well as administrative bodies;
- Provide advice to clients on issues concerning employment related matters, to include: compliance with the Fair Labor Standards Act, Title VII of the Civil Rights Act of 1964, Americans with Disabilities Act, Pregnancy Discrimination Act, Age in Employment Discrimination Act, and Family Medical Leave Act; application of personnel policies, time and attendance practices, disciplinary standards, and training practices;
- Develop training modules to be used by employers with respect to the training of managerial and non-managerial employees in various areas of employment law;
- Conduct training sessions of managerial and non-managerial employees in various areas of employment law; and
- Provide advice and consultation with respect to HIPPA compliance.

USDA, Office of Civil Rights, Program Adjudication Division, Washington, D.C.  
**Adjudicator**, from 03/00 to 12/00.

- Performed legal analysis in civil rights complaints consistent with rulings issued by courts of law interpreting various civil rights laws (i.e., Title VI, Title VII, Title IX, Section 504 of the Rehabilitation Act, and the Equal Credit Opportunity Act);
- Reviewed and analyzed investigative reports to determine whether they contained sufficient information to prepare final agency decisions;
- Drafted final agency decisions on discrimination complaints filed with the USDA;
- Drafted legal documents for submission to Administrative Law Judges concerning claims of discrimination filed with USDA;
- Prepared recommendations to the Director, Office of Civil Rights, USDA regarding settlement of certain discrimination complaints;
- Composed sensitive correspondence to members of Congress;
- Managed, as Acting Chief of Division from 09/99 to 02/00, four (4) Adjudicators (Investigator/Examiner) and one (1) Support Staff Employee (Equal Opportunity Assistant);

- Developed procedures for adjudicating program discrimination complaints; and
- Compiled procedural manuals and resource materials for the adjudication of claims.

USDA, Office of Civil Rights, Program Investigation Division, Washington, D.C. **Intake Manager**, from 04/99 to 08/99.

- Managed the daily operations and activities of six (6) employees (GS-5 – GS-13);
- Developed standard operating procedure for determining USDA's jurisdiction with respect to complaints of discrimination filed with the Office of Civil Rights;
- Created automated procedure for processing program complaints of discrimination;
- Drafted final agency decisions based on procedural matters for the signature of the Director, Office of Civil Rights, USDA; and
- Conducted training of USDA employees/contractors on various civil rights laws.

USDA, Office of Civil Rights, Washington, D.C. **Equal Opportunity Specialist**, from 01/97 to 03/99.

- Conducted inquiries into claims of discrimination filed by USDA program participants;
- Drafted Administrative Opinions regarding discrimination claims;
- Developed administrative procedures and guidelines;
- Served on Special Task Force teams at the request of the Secretary of Agriculture;
- Supervised law interns from law schools in the Washington, D.C. area; and,
- Developed staffing plans for various units within the Office of Civil Rights.

#### **ACADEMIC ENHANCEMENT ENDEAVORS**

- Developed the SULC Supplemental Bar Review Program  
Along with Professor Regina Ramsey James and Cynthia Reed developed a comprehensive supplemental bar review program that addresses student deficiencies in performing on the Louisiana Bar Examination.
- Developed and Presented an Examination Writing Workshop  
In conjunction with other members of the SULC faculty, a comprehensive workshop was developed and conducted to enhance a law student's ability to answer essay examinations in such a manner that would allow the student to maximize the points he or she would earn on the exam.
- Served as a member of Ad Hoc Legal Writing Committee  
The committee researched alternative means of enhancing the Legal Writing



program at the Law Center and submitted suggested changes to the Chancellor that were subsequently implemented;

- Assisted in the drafting of two federal grants awarded to SULC  
The first grant (\$309,000) allows the Law Center, in conjunction with the Southern University Agricultural Research and Extension Center (SUAREC), to provide mediation services to Small and Limited-Resource Farmers who participate in programs offered by the USDA; and (2) The second grant (\$64,900) allows the Law Center, in conjunction with SUAREC, provide Risk Management Education to minority farmers in a five-state area.
- Provided guidance and counseling to SULC graduates  
This service is rendered, free of charge, in an effort to mentor graduates as they prepare for the Louisiana State Bar Examination. The focus of this work is on the development of a detailed study plan. In addition, the service involves administering practice examinations under bar-like conditions and critiquing the answers prepared by the participants.
- Served on Hiring Committees  
For the following: Louisiana Agriculture Mediation Program staff members and Career Counselor for the SULC Career Service Office.

#### **AFFILIATIONS**

- Member of the Louisiana State Law Institute;
- Member of Louisiana State Bar Association;
- Faculty Representative to the Louisiana Bar Admissions Advisory Committee;
- Member of Board of Directors for the Louisiana Resource Center for Educators;
- Faculty Representative to the Louisiana Bar Association Committee that developed proposals for changes to the Louisiana Bar Exam;
- Member of American Bar Association, Labor & Employment Law Section;
- Member of Baton Rouge Bar Association;
- Member of the Southern University Law Center Alumni Association;
- Member (Lifetime) of the Southern University Alumni Association; and
- Member (Lifetime) of the Capitol High Alumni Association.

#### **PROFESSIONAL PRESENTATIONS AND/OR DEVELOPMENT**

- Southern University Law Center's Take a Knee or Take a Stand: Exploration of Legal Issues Related to the First Amendment – Continuing Legal Education Seminar – Baton Rouge, Louisiana, April 5, 2017;
- Louisiana State Law Institute, Council Meeting – Baton Rouge, Louisiana, March 17, 2017;
- Louisiana State Law Institute, Lesion Beyond Moiety Committee Meeting – Baton

- Rouge, Louisiana, February 24, 2017;
- Louisiana State Law Institute, Private Use of Levee Roads Committee Meeting – Baton Rouge, Louisiana, July 15, 2016;
- Louisiana State Bar Association Annual Meeting & LSBA/LJC Summer School’s Strengthening Our Profession Continuing Legal Education Seminar – Sandestin, Florida, June 5, 2016;
- Louisiana State Law Institute, Council Meeting – New Orleans, Louisiana, March 11, 2016;
- Louisiana State Law Institute, Council Meeting – New Orleans, Louisiana, February 12-13, 2016;
- Louisiana State Law Institute, Council Meeting – New Orleans, Louisiana, January 8-9, 2016;
- Southern University Law Center’s End of the Year Recent Developments – Continuing Legal Education Seminar – Baton Rouge, Louisiana, December 11-12, 2015;
- Southern University Law Center’s End of the Year Recent Developments – Continuing Legal Education Seminar (Taught – Ethics) – Baton Rouge, Louisiana, December 12, 2015;
- Louisiana State Law Institute, Council Meeting – New Orleans, Louisiana, November 6-7, 2015;
- Southern University System Training on new Sexual Harassment Policy for Southern University System, Baton Rouge, Louisiana, October 30, 2015, November 5, 2015, November 13, 2015, November 19, 2015, and November 20, 2015;
- Louisiana State Law Institute, Council Meeting – New Orleans, Louisiana, October 9-10, 2015;
- Louisiana State Law Institute, Lesion Beyond Moiety Committee Session – Baton Rouge, Louisiana, October 2, 2015;
- Louisiana State Bar Association Annual Meeting & LSBA/LJC Summer School’s Strengthening Our Profession Continuing Legal Education Seminar – Sandestin, Florida, June 7, 2015;
- Southern University Law Center’s End of the Year Recent Developments – Continuing Legal Education Seminar – Baton Rouge, Louisiana, December 12, 2014;
- Southern University Law Center’s End of the Year Recent Developments – Continuing Legal Education Seminar (Taught – Professionalism and Ethics) – Baton Rouge, Louisiana, December 12, 2014;
- Review of Recent Louisiana Tort and Admiralty Law Developments Continuing Legal Education Seminar – Sandestin, Florida, June 4, 2015;
- Louisiana State Bar Association Annual Meeting & LSBA/LJC Summer School’s Strengthening Our Profession Continuing Legal Education Seminar – Sandestin,

- Florida, June 1, 2014;
- National Conference of Bar Examiners' Invitational Conference – Preparing for the Bar Exam: How Law Schools Can Help – Madison, Wisconsin, October 3-5, 2013;
- Louisiana's Committee on Bar Admission – Exam Writing Workshop for the Louisiana Bar Examination – New Orleans, Louisiana, June 15, 2013;
- Louisiana State Bar Association Annual Meeting & LSBA/LJC Summer School's Strengthening Our Profession Continuing Legal Education Seminar – Sandestin, Florida, June 2, 2013;
- Southern University Law Center's Recent Developments Continuing Legal Education Seminar – Baton Rouge, Louisiana, December 14, 2012;
- Southern University Law Center's Recent Developments Continuing Legal Education Seminar (Taught – Employment Law Updates) – Baton Rouge, Louisiana, December 9, 2011;
- Southern University Law Center's Recent Developments Continuing Legal Education Seminar – Baton Rouge, Louisiana, December 9, 2011;
- National Conference of Bar Examiners' Invitational Conference – Anatomy of the Bar Examination: Helping Students Prepare – Madison, Wisconsin, October 2-4, 2011;
- Annual Bayou Classic Continuing Legal Education Seminar – New Orleans, Louisiana, November 25, 2010;
- Southern University Law Center's Recent Developments Continuing Legal Education Seminar – Baton Rouge, Louisiana, December 12, 2010;
- Louisiana State Bar Association's Gulf Coast Oil Spill Litigation Continuing Legal Education Seminar – Sandestin, Florida, June 11, 2010;
- Southern University Law Center's Addressing Louisiana's Health Care Crisis Continuing Legal Education Seminar – Baton Rouge, Louisiana, April 8, 2010;
- Southern University Law Center's Recent Development Continuing Legal Education Seminar (Taught – Professionalism and Ethics with Professor Regina Ramsey James) – Baton Rouge, Louisiana, December 12, 2009;
- Annual Bayou Classic Continuing Legal Education Seminar (Taught – Perils of Metadata) – New Orleans, Louisiana, November 27-28, 2009;
- Equal Employment Opportunity Training for Management Team at Blue Cross Blue Shield of Louisiana – Recent Amendments to ADA and FMLA – Baton Rouge, Louisiana, April 1, 2009;
- National Bar Association – Labor and Employment Law – Continuing Legal Education Seminar (Panelist: Evolving Theories of Discrimination) – New Orleans, Louisiana, March 26-27, 2009;
- Southern University Law Center's Annual Recent Development Seminar – Recent Changes to the Americans with Disabilities Act (Taught) – Baton Rouge, Louisiana, December 12, 2008;
- AICPA Controllers Workshop East – Challenges of Managing Today's Workforce

- in the Face of Discrimination Charges (Taught) – Orlando, Florida, November 13-14, 2008;
- Health of a Nation: Is Health Care a Right or a Privilege? – Continuing Legal Education Seminar – Baton Rouge, Louisiana, September 24, 2008;
  - AICPA Controllers Workshop West – Challenges of Managing Today’s Workforce in the Face of Discrimination Charges (Taught) – Las Vegas, Nevada, July 17-18, 2008;
  - Southern University Law Center’s Annual Recent Development Seminar – Continuing Legal Education (Taught – Professionalism and Ethics) – Baton Rouge, Louisiana, December 8, 2007;
  - Equal Employment Opportunity Training for Management Team at Blue Cross Blue Shield of Louisiana – Reasonable Accommodations, Family Medical Leave Act, and Title VII Claims – Baton Rouge, Louisiana, November 2007;
  - Annual Bayou Classic Recent Development Seminar – Continuing Legal Education (Taught – Professionalism and Ethics) – New Orleans, Louisiana, November 23, 2007;
  - Equal Employment Opportunity Training for Management Team at Blue Cross Blue Shield of Louisiana – Harassment Claims – Baton Rouge, LA, July 2007;
  - Southern University Law Center’s Annual Recent Development Seminar – Continuing Legal Education – Baton Rouge, Louisiana, December 8, 2006;
  - Annual Bayou Classic Recent Development Seminar – Continuing Legal Education (Taught – Professionalism and Ethics) – New Orleans, Louisiana, November 25, 2006;
  - Tips & Tools to Stay in the Game – Continuing Legal Education (Taught – Nuts and Bolts of an Employment Discrimination Claim) – Baton Rouge, Louisiana, October 16, 2004;
  - Tips & Tools to Stay in the Game – Continuing Legal Education – Baton Rouge, Louisiana, October 16, 2004;
  - Ethics and Professionalism Seminar – Continuing Legal Education – Baton Rouge, Louisiana, May 6, 2003;
  - Annual Bayou Classic Seminar – Continuing Legal Education – New Orleans, Louisiana, November 28-29, 2003;
  - Recent Developments in Employment Law – Continuing Legal Education (Taught) – New Orleans, Louisiana, November 28, 2003;
  - Recent Developments in Legislation and Jurisprudence – Continuing Legal Education – Baton Rouge, Louisiana, December 6, 2002;
  - Basic Mediation and Conflict Resolution Training - completed forty-hour certification training - July 2002;
  - Assoc. of American Law Schools, New Teacher Seminar - June of 2001 and 2002;
  - The American Bar Association (ABA) Regional Institute - Employment Litigation Skills Training - Hamden, Connecticut, April 26, 2002;

- The 16<sup>th</sup> Annual Julia M. Martin College of Sciences Symposium - Presenter; topic: Chemistry as a Background for a Career in Law, March 21, 2002;
- The American Bar Association (ABA) Section of Labor and Employment Law Annual Seminar - Washington, D.C., February 14-15, 2002;
- The Annual Meeting of the Association of American Law Schools - New Orleans, Louisiana, January 2-6, 2002;
- The Health Law Seminar - Continuing Legal Education - hosted by Southern University Law Center, November 16, 2001;
- The Family Law Seminar - Continuing Legal Education - hosted by Southern University Law Center, October 19, 2001; and
- Institute for Law School Teaching, Gonzaga University School of Law, Conference on Assessment, Feedback, and Evaluation - July of 2001.

JOB CLASS 3	2	0	1	0
JOB CODE	M			
CAL ID	U			

**SOUTHERN UNIVERSITY SYSTEM**

**Personnel Action Form**

POSITION NUMBER	3	M	9	9	0	5
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CAMPUS: SUS \_\_\_\_\_ SUBR \_\_\_\_\_ SULAC X SUAREC \_\_\_\_\_ SUNO \_\_\_\_\_ SUSLA \_\_\_\_\_

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

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

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

**Profile of Person Recommended**

Length of Employment 07/01/2017 To 06/30/2018  
 Effective Date 07/01/2017

Name Terry R. Hall XXX-XX-1198 Sex M Race\* B  
 (Last 4 digits only)

Position Title: Vice Chancellor For Finance and Administration Department: Law Center Finance and Business 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 PAE, if applicable.)

Years Experience 42 years Southern University Experience 7.5 years  
 Degree(s): Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge):  
B.S. Business (Major: Accounting) Southern University Baton Rouge

2017 Year: 1971  
 6 AM 9:00  
 SOUTHERN UNIVERSITY  
 HUMAN RESOURCES

Current Employer Southern University Law Center

**Personnel Action**

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

Recommended Salary \$ 110,600 Salary Budgeted \$ 110,600

Source of Funds General Appropriation

Identify Budget: State Location 311001-36110-61002-36000  
 Form Code: BOR10 Page 1 Item # 1

Change of:  
 Position From Assoc V/Chan for Fin & Bus Affairs To Vice Chancellor for Finance & Administration  
 Status \_\_\_\_\_  
 Salary Adjustment \$98,750 \$110,600

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

\*See Reverse Side

Source of Funds	Amount
311001-36110	\$98,750

Comments: (Use back of form)

\*See Reverse Side

Graduate School signature (if, applicable):

John K. Pierre 7/5/17  
 Supervisor / Date  
John K. Pierre 7/5/17  
 Vice Chancellor / Date  
John K. Pierre 7/5/17  
 Director/Personnel / Date

John K. Pierre 7/5/17  
 Assoc. V/C for Fin. Affairs / Date  
John K. Pierre 7/5/17  
 Chancellor / Date  
John K. Pierre 7/5/17  
 Vice President/Finance / Date  
John K. Pierre 7/5/17  
 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 Phillipine Islands, and Samoa.

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

**COMMENTS:**

Salary Adjustment and title change effective 07/01/2017

**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.

**CLASS OF EMPLOYMENT (VISA STATUS):**

**TYPE**

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

SOUTHERN UNIVERSITY LAW CENTER  
**ENCUMBERED / FUNDS AVAILABLE**  
 CODE \_\_\_\_\_  
 DOC. ID. # \_\_\_\_\_  
 DATE \_\_\_\_\_  
 RA \_\_\_\_\_  
 BY: HL \_\_\_\_\_  
 J1 \_\_\_\_\_  
 F1 \_\_\_\_\_  
 F0 \_\_\_\_\_

**Do Not Write Below This Area**

**For Human Resource and Budgetary Control Use Only!**

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

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

**CONTINGENT UPON AVAILABILITY OF FUNDS**



## 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

July 5, 2017

SOUTHERN UNIVERSITY  
HUMAN RESOURCES  
2017 JUL -6 AM 9:01

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

Re: Position Request Authorization for Vice Chancellor of Finance and  
Administration at the Southern University Law Center and Request  
For Waiver of Search

Dear Dr. Belton:

The Southern University Law Center is the only constituent institution within the Southern University System that does not have the position of Vice Chancellor of Finance in its organizational chart. Currently, the Law Center has an Associate Vice Chancellor of Finance and Administration position, which has been ably filled by Mr. Terry Hall, C.P.A. Mr. Hall has been very instrumental in financially shepherding the Law Center through unprecedented legislative budget cuts and a national decline in demand for legal education by prospective students.

He has led the Law Center in organizing the accounting and finance functions at the Law Center to be responsive to law students, the Law Center faculty and staff as a whole, and the Southern University System. During his tenure as Associate Vice Chancellor, he has overseen the reorganization and growth of the Finance and Business Affairs office from an accounting and budgeting operation with three (3) employees to an office that now includes 14 employees. The Finance and Business Affairs Office encompasses an Accounting and Budget Department, an HBGI Title III section, a Financial Aid Department, a Purchasing Department, and a Facilities and Property Management Section.

Mr. Hall has been instrumental in helping the Law Center (a) receive a highly favorable financial stability rating with the Louisiana Board of Regents that is equal to the financial stability rating of the Paul M. Hebert Law School; (b) receive favorable financial stability ratings in membership and accreditation reviews by SACSCOC, ABA, and the AALS; (c) develop innovative and creative ideas to manage costs, avoid furloughs and position the Law Center to be

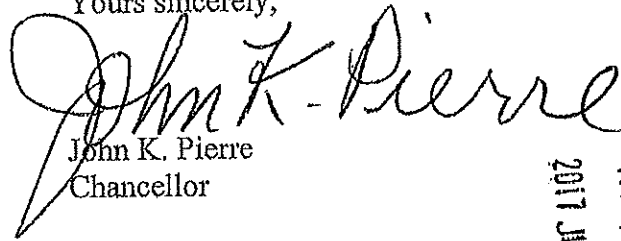


Dr. Ray Belton  
July 5, 2017  
Page -2-

strategically responsive to budgetary challenges; and (d) transition the Law Center in developing financial reporting and business systems independent of the Southern University Baton Rouge campus.

Under this request, the Associate Vice Chancellor position would be eliminated, and replaced by the Vice Chancellor position. I respectfully request that Mr. Hall be elevated to the Vice Chancellor position without the need for a search and that a search for a Vice Chancellor of Finance and Administration be waived. I also respectfully request that the salary for this position be set at \$110,600, which is well below national and or regional salaries for such a position. It is my hope that this request be placed on the July 21, 2017 Southern University Board of Supervisors Agenda.

Yours sincerely,



John K. Pierre  
Chancellor

SOUTHERN UNIVERSITY  
HUMAN RESOURCES  
2017 JUL -6 AM 9:07

# Southern University Law Center

## Position Description

SOUTHERN UNIVERSITY  
HUMAN RESOURCES  
2017 JUL -6 AM 9:07

**Title: Vice Chancellor for Finance and Administration**

**Department/Division: Office of Finance and Business Affairs**

**Reports to: Chancellor**

### SECTION ONE: POSITION SUMMARY.

The Associate Vice Chancellor for Financial Affairs is responsible for timely and cost efficient administration of the Office of Finance and Business Affairs. The Office of Finance and Business Affairs include the departments and offices of Finance and Accounting, Grants Management, Budgeting, Purchasing, Financial Aid, Facilities Operations and Property Management.

### SECTION TWO: ESSENTIAL RESPONSIBILITIES.

#### Accounting, Financial, and Facilities Administration

1. **Accounting and Budgetary control** - Manage and participate in the financial processes and inform and advise the Chancellor in a timely manner regarding budgetary and financial matters. Anticipate and prepare material needed by the Chancellor for Board presentations and legislative hearings.
2. **Strategic Planning** - Meet and engage with the executive management committee and others to recognize and develop approaches to present and future opportunities or challenges which may affect the Law Center.
3. **Financial Reporting** - Participate and manage internal and external financial reporting, periodically and annually, to state, federal, and compliant agencies, ensuring that we in compliance with state and federal laws and regulations.
4. **Financial Records Maintenance** - Manage and participate in the operations of the office of Finance and accounting to ensure the maintenance of accurate financial records.
5. **Information Reporting** - Respond to inquiries and questionnaires from internal and external management boards, and compliance organizations.
6. **Grants Management** - Engage in and manage grant budgeting, operations and compliance reporting, ensuring that we are in compliance with federal laws and regulations.
7. **Policies and Procedures** - Develop, approve, and implement Law Center and departmental policies and procedures for all offices in the Office of Finance and Business Affairs. Also, ensure that SU System policies are implemented where applicable.
8. **Purchasing - Procurement and Contract management** - Manage and participate in the procurement services office within the policies and procedures promulgated by the State of Louisiana, the SU Law Center and the SU System, to ensure the availability resources.
9. **Resource Management** - Ensure that all departments have resources to accomplish their program goals and objectives to properly support the mission of the Law Center.
10. **Financial Aid** - Participate in the management of the Financial Aid Office operations to ensure its availability to the student population.
11. **Facilities Maintenance and Operations** - Manage the operations of facilities maintenance to ensure student, faculty, and staff access to a safe, progressive, and clean and hygienic facility that is continually upgraded for their benefit.

**SOUTHERN UNIVERSITY SYSTEM**

JOB CODE	M		
CAL ID	U		

Personnel Action Form

POSITION NUMBER	3	M	9	9	9	6
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CAMPUS: SUS \_\_\_\_\_ SUBR \_\_\_\_\_ SULAC X SUAREC \_\_\_\_\_ 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 Harold Isadore Reason Left Retirement  
 Date Left August 30, 2015 Salary Paid \$85,510.33

**Profile of Person Recommended**

Length of Employment 07/01/2017 To 06/30/2018  
 Effective Date 07/01/2017

Name Adrienne Shields XXX-XX-0792 Sex F Race\* B  
(Last 4 digits only)

Position Title: Associate Librarian of Reference & Faculty Services Department: Law Center - Instructional Support

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

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

Years Experience 19 Southern University Experience 14

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>B.A.</u>	<u>Southern University A&amp;M College</u>	<u>1992</u>
	<u>JD</u>	<u>Southern University Law Center</u>	<u>2002</u>

SOUTHERN UNIVERSITY  
 HUMAN RESOURCES  
 2017 JUL - 6  
 2002

Current Employer Southern University Law Center

**Personnel Action**

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

Recommended Salary \$ 72,000.00 Salary Budgeted \$ 72,000.00

Source of Funds General Appropriation

Identify Budget: State \_\_\_\_\_ Location 311001-32050-61002-34500  
 Form Code: BOR10 Page 1 Item # 1

Change of: From To  
 Position Interim Director of Library Services Associate Librarian of Reference & Faculty Services  
 Status \_\_\_\_\_  
 Salary Adjustment \_\_\_\_\_

Financial Aid signature (if applicable):

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

Source of Funds	Amount
311001-32050-61002-34500	\$72,000.00

Comments: (Use back of form)

\*See Reverse Side

Graduate School signature (if applicable):

Phile Anderson 7/5/17  
 Supervisor Date  
Lejeda Diamond 7/5/17  
 Vice-Chancellor Date  
Ed Bourcain 7/7/17  
 Director/Personnel Date

Curry Hall 7/5/17  
 Assoc. V/C for Ext. Affairs Date  
Walt K. Presse 7/5/17  
 Chancellor Date  
Blaine McCo 7/7/15  
 Vice President/Finance Date  
 Business Affairs/Comptroller

President \_\_\_\_\_

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:**

Adrienne Shields is transferring from Interim Director of Library Services to Associate Librarian of Reference & Faculty Services, effective July 1, 2017.

**EMPLOYEE REGULAR WORK SCHEDULE:**

Daily

**EMPLOYEE DIRECT SUPERVISOR:**

Phobe Poydras

**NUMBER OF EMPLOYEES SUPERVISED, (if any)**

15

**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):**

SOUTHERN UNIVERSITY LAW CENTER

ENCUMBERED / FUNDS AVAILABLE

DOC. I.D. # \_\_\_\_\_ CODE \_\_\_\_\_ EXPIRES \_\_\_\_\_

**TYPE**

United States Citizen/Certificate of Naturalization

DATE US

Resident Alien

RA

H-1 Visa (Distinguished Merit & Ability)

BY HI

J-1 Visa (Exchange Visitor Program)

J1

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

F1

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

F0

**Do Not Write Below This Area**

**For Human Resource and Budgetary Control Use Only!**

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

- \_\_\_\_\_ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- \_\_\_\_\_ Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- \_\_\_\_\_ Application for Employment Form Admin/Fac/Uncl Positions (Civil Service Application for classified employees)
- need Authority to Release (signed by employee) (submitted to Campus Police with Criminal/Background Check form)
- need 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 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

July 5, 2017

SOUTHERN UNIVERSITY  
HUMAN RESOURCES  
2017 JUL -6 AM 9:06

**VIA HAND DELIVERY**

Dr. Ray L. Belton  
System President and Chancellor  
Southern University System  
J.S. Clark Administration Building, 4<sup>th</sup> Floor  
Baton Rouge, Louisiana 70813

RE: Position Vacancy Authorization/Announcement Waiver/Salary Adjustment

Dear Dr. Belton:

The Law Center recently hired Ms. Phebe Poydras as its new law librarian effective July 1, 2017. The interim law librarian, Ms. Adrian Shields filled in admirably after the untimely passing of Ms. Ruth Hill in May 2015. Because of the recent hiring of Ms. Poydras, Ms. Shields needs to be reassigned as the Associate Librarian.

The Associate Librarian position was previously held by Mr. Harold Isadore prior to his retirement in June 2015. Therefore, this letter is to request a Position Authorization Vacancy Announcement for the Associate Librarian position and an authorization to waive an employment search. This would allow us to permanently appoint Ms. Shields to the position and negate a long and unnecessary process of conducting interviews and screenings. Her salary would be \$72,000, which is the same salary she has received since July 1, 2015.

I respectfully request that this request be placed on the July 21, 2017 Southern University Board of Supervisors meeting agenda.

Thank you and with kind regards, I am

Sincerely,

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

# JOB DESCRIPTION

Title: *Associate Librarian of  
Reference & Faculty Services*

Function: To coordinate the overall operation of the Reference Section; and the maintenance of the materials contained therein.

DUTIES AND RESPONSIBILITIES FOR REFERENCE ARE:

1. Reports directly to the Assistant Director for Public Services.
2. Head the Reference Desk Team; and monitor the desk at peak hours of the day.
3. Assist students and faculty with research using both in-house and on-line resources.
4. Supervises and coordinates the maintenance of the Stacks Areas, and Reading Rooms with Stacks Maintenance Coordinator, Public Services Assistant, and Looseleaf Assistant.  
  
(Example: shelving books, filing pocket parts, discarding obsolete pocket parts, reading the collection, and any other thing necessary to keep these areas in order.)
5. Instruct students and faculty on the basic research techniques of using Westlaw and Lexis-Nexis.
6. Assist the Director in book selection; and Chair the Collection Development Committee.
7. Responsible for secondary supervision of the Government Documents and Media area.
8. Supervise and train all students assigned to the Reference Section.
9. Assist students and faculty with interlibrary loans.
10. Assign and/or coordinate work with the Evening and Weekend Reference Librarian.
11. Responsible for weeding all *obsolete* materials from the library collection and maintaining *Discard* records for the Assistant Director for Technical Services.
12. Maintain satellite libraries.
13. Assist the Assistant Director for Public Service, and the Director in policy making.
14. Responsible for the operation of the library in the absence of the Director, and Assistant Director for Public Services.
15. Performs other related duties, as assigned by the Director.

SOUTHERN UNIVERSITY  
HUMAN RESOURCES  
2017 JUL -6 AM 9:06

ADRIENNE M. SHIELDS, J.D.  
3452 E. Forest Dr. Baton Rouge, LA 70814  
225.235.4540 adrienneshields@yahoo.com

### CAREER PROFILE

*Experienced law reference librarian and legal research professional with a proven track record in fostering and nurturing long-term goals. Ability to develop and implement feasible timelines and budgets, along with the ability to effectively write and edit copy toward an ongoing career progression. Seeking a legal researching position to apply strong analytical and technical skills to the growth of a top tier firm.*

### AREAS OF STRENGTH AND EXPERTISE

- Legal Research
- Conducting Trainings
- Proofreading
- Grant Writing
- Microsoft Office
- Public Speaking
- Statistics
- Legal Writing
- Strategic Planning & Analysis
- Copy Editing
- LexisNexis
- HeinOnline
- Problem Solving
- Contracts
- Project Management
- Relationship Building
- Westlaw
- Fastcase
- Analyzing data

### PROFESSIONAL EXPERIENCE

**Oliver B. Spellman Law Library, Southern University Law Center**  
**Associate Director of Library Services**

2015 to 2017

***Interim Director of Library Services***

Responsible for the day-to-day operations of the law library. Interview and hire staff. Monitor budgets and approve purchases. Attend administrative meetings. Conduct meetings with library staff. Compile library statistics for reports. Conduct and plan trainings.

**Oliver B. Spellman Law Library, Southern University Law Center**  
***Law Reference Librarian***

2003 to 2015

Assist attorneys, paralegals, and other patrons with legal research. Develop instructional legal research guides and training for law school graduate students. Create and design library's newsletter and other promotional materials. Write and copy edit for the law library's website page. Served on the Legal Education Subcommittee for the American Bar Association site visit.

- Responsible for interviewing, hiring, supervising, training, and evaluating team of research assistants.
- Present services to students, faculty and staff, arranging accurate data basis for research while maintaining collection through updates, collection development, and weeding of obsolete materials.
- Speak with prospective students at various law center events.

**Southern University Law Center**  
***Adjunct Professor of Law***

2003 to Present

Teach legal research to first-year law students and teach advanced legal research to second and third-year law students. Organize, prepare and revise course materials as needed in order to teach class. Design curriculum, administer and grade quizzes and exams. Maintain student confidentiality with regards to grades and other matters.

- Establish relationship with students and provide them with counseling.
- Engaged with students to best teach an ambitious course.

**Gail McKay, Attorney at Law**  
***Law Clerk***

2001

Provided assistance with legal research and oversight for all phases of courtroom proceedings. Prepared bench memos, drafted orders and opinions, proofread the judge's orders and opinions, verified citations, and communicate with counsel regarding case management and procedural requirements.

- Drafted memoranda of law, analyzed client files, and trial preparation.
- Attended trials and depositions.
- Reviewed legal documentations.

### EDUCATION AND TRAINING

**Juris Doctor, Southern University Law Center, Baton Rouge, LA**

---

**Bachelor of Arts, *magna cum laude*, Journalism, Southern University and A&M College, Baton Rouge, LA**  
*Human Resources Management Certificate, Baton Rouge, LA*



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	<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 N/A Reason Left \_\_\_\_\_  
 Date Left \_\_\_\_\_ Salary Paid \_\_\_\_\_

**Profile of Person Recommended**

Length of Employment July 2017 To On going  
 Effective Date July 2017

Name Kedric Taylor SS# [REDACTED] Sex M Race\* Black

(Last 4 digits only)

Position Title: Associate Director of Bands Department: Band

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

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X New Position Expiration Date: None

(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 11 Southern University Experience 4

Degree(s): Type/Discipline (BA-Education): Already on file Institution/Location (SU-Baton Rouge): \_\_\_\_\_ Year: \_\_\_\_\_

Current Employer Southern University and A&M College

**Personnel Action**

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

Recommended Salary \$65,000.00 Salary Budgeted \$65,000.00

Source of Funds General Funds/Students Assessed Fee

Identify Budget: \_\_\_\_\_ Location \_\_\_\_\_  
 Form Code: \_\_\_\_\_ Page \_\_\_\_\_ Item # \_\_\_\_\_

Change of:

Position Assistant Director of Bands From Associate Director of Bands To

Status \_\_\_\_\_

Salary Adjustment \$45,000.00 \$65,000.00

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

\*See Reverse Side

Comments: (Use back of form)

Source of Funds	Amount
211001-27054-61000-25000	\$ 45,000.00
292043-27154-25000	\$ 20,000.00

\*See Reverse Side

Graduate School signature (if, applicable):

<u>[Signature]</u> 7/11/17 Supervisor Date	<u>[Signature]</u> 7/11/17 Dean/Unit Head Date
<u>[Signature]</u> 7/11/17 Vice Chancellor Date	<u>[Signature]</u> 7-12-17 Chancellor Date
<u>[Signature]</u> 7/12/17 Director/Personnel Date	<u>[Signature]</u> 7/12/17 Vice President/Finance Date
<u>[Signature]</u> 7-12-17 President Date	<u>[Signature]</u> Business Affairs/Comptroller
	<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:**

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

EMPLOYEE DIRECT SUPERVISOR: Nathan Haymer

SUPERVISOR/DEPARTMENT CONTACT NUMBER 225.771.3528

NUMBER OF EMPLOYEES SUPERVISED, (if any) \_\_\_\_\_

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

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

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

**CLASS OF EMPLOYMENT (VISA STATUS):**

<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 Bmp. 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/Pac/Uncl Positions (Civil Service Application for classified employees)
- \_\_\_\_\_ Authority to Release (signed by employee) (submitted to Human Resources with Criminal/Background Check form)
- \_\_\_\_\_ Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- \_\_\_\_\_ Exemptions Survey Form (signed by employee and budget head)
- \_\_\_\_\_ Proposed Employee Appointment
- \_\_\_\_\_ Proposed Employee Clearance
- \_\_\_\_\_ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

FUNDS AVAILABLE  
OFFICE OF THE COMPTROLLER  
SOUTHERN UNIVERSITY SYSTEM

JUL 12 2017

*Jim* \$20,000 242043-21154-25000  
COMPTROLLER OFFICE

Rev. 07/24/2007

*Contingent upon the availability of funds*

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) \_\_\_\_\_

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

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

### Profile of Person Recommended

Length of Employment July 2017 To On going  
 Effective Date July 2017

Name Nathan B. Haymer SS# ██████████ Sex M Race\* Black  
 (Last 4 digits only)

Position Title: Director of Bands Department: Band

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

--	--	--

New Position Expiration Date: None  
 (Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience 17 Southern University Experience 12

Degree(s): Type/Discipline (BA-Education): Already on file Institution/Location (SU-Baton Rouge): \_\_\_\_\_ Year: \_\_\_\_\_

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 \$110,000.00 Salary Budgeted \$110,000.00

Source of Funds General Funds/Students Assessed Fee

Identify Budget: \_\_\_\_\_ Location \_\_\_\_\_  
 Form Code: \_\_\_\_\_ Page \_\_\_\_\_ Item # \_\_\_\_\_

Change of: From \_\_\_\_\_ To \_\_\_\_\_

Position \_\_\_\_\_

Status \_\_\_\_\_

Salary Adjustment \$76,500.00 \$110,000.00

Financial Aid signature (if applicable): \_\_\_\_\_

List total funds currently paid this employee by Southern University:

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

Source of Funds	Amount
211021-27654-61000-25000	\$ 76,500.00
292043-27654-25000	\$ 33,500.00

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

Lurita Young 7/11/17  
 Supervisor - Date  
Lurita Young 7/11/17  
 Vice Chancellor Date  
Ray R. Belton 7/12/17  
 Director/Personnel Date  
Ray R. Belton 7-12-17  
 President Date

Lurita Young 7/11/17  
 Dean/Visit Head Date  
Ray R. Belton 7-12-17  
 Chancellor Date  
Brandon McCant 7/12/17  
 Vice President/Finance Date  
 Business Affairs/Comptroller  
 Chairman/S.U. Board of Supervisors Date

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

**ETHNIC ORIGIN (Please check one):**

Hispanic or Latino \_\_\_\_\_ Non-Hispanic or Non-Latino \_\_\_\_\_

**RACE (Please check all that apply):**

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

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

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

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

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

**COMMENTS:**

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 AM -5:00 PM  
EMPLOYEE DIRECT SUPERVISOR: Luria Young  
SUPERVISOR/DEPARTMENT CONTACT NUMBER 225.771.4582  
NUMBER OF EMPLOYEES SUPERVISED, (if any) 4

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

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

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

**CLASS OF EMPLOYMENT (VISA STATUS):**

<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)

FUNDS AVAILABLE  
OFFICE OF THE COMPTROLLER  
SOUTHERN UNIVERSITY SYSTEM

JUL 12 2011

*Ymj* \$33,500 202043-27164-25000  
COMPTROLLER OFFICE

Rev. 07/24/2007

*Contingent upon the availability of funds*

JOB CLASS

SOUTHERN UNIVERSITY SYSTEM

JOB CODE

Personnel Action Form

POSITION NUMBER

2 F 9 9 1 3

CAL ID

CAMPUS: SUS SUBR X SULAC SUAREC SUNO SUSLA

EMPLOYMENT CATEGORY: 9-MONTH 12-MONTH X OTHER (Specify) FMLA/Paid Leave

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

Previous Employee Reason Left
Date Left Salary Paid

RECEIVED JUL 05 2017
Office of the Executive Vice President for Academic Affairs and Provost

Profile of Person Recommended

Length of Employment August 1, 2017 To May 11, 2018
Effective Date August 1, 2017

Name Ruby Jean Simms SH Sex F Race\* B
(Last 4 digits only)

Position Title: Professor Department: History

Check One X 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 PAE, if applicable.)

Years Experience 50 Southern University Experience 50

Degree(s): Type/Discipline: Institution/Location:
ED.D Louisiana State University
M.Ed. Southern University & A&M College
B.A., B.S. Southern University & A&M College

Current Employer Southern University and A&M College

Personnel Action

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

Recommended Salary \$68,683.00 Salary Budgeted \$ 68,683.00

Source of Funds 2170

Identify Budget: 2170 Location History
Form Code: Page Item #

Change of: From To

Position Full-Time Leave of Absence
Status
Salary Adjustment

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

Table with 2 columns: Source of Funds, Amount. Row 1: General Funds, 68,683.00

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

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

Supervisor 7/5/2017 Date
Vice Chancellor 7/5/17 Date
Director/Personnel 7/7/17 Date
President 7/10/17 Date
Dean/Unit Head 7/5/17 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: FMLA/Paid Leave

EMPLOYEE REGULAR WORK SCHEDULE: MONDAY-FRIDAY; 8am-5pm  
EMPLOYEE DIRECT SUPERVISOR: Shawn Comminey  
SUPERVISOR/DEPARTMENT CONTACT NUMBER 225-771-3260  
NUMBER OF EMPLOYEES SUPERVISED, (if any) 8

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

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

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

**CLASS OF EMPLOYMENT (VISA STATUS):**

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

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

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

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

2017 JUL 01 10 39 AM

SOUTHERN UNIVERSITY SYSTEM  
BUDGET OFFICE

JUL 06 2017

*[Signature]*  
FUNDS AVAILABLE

**REQUEST FOR LEAVE OF ABSENCE FORM  
SOUTHERN UNIVERSITY SYSTEM**

CAMPUS: SUS \_\_\_\_\_ SUBR X SULAC \_\_\_\_\_ SUAREC \_\_\_\_\_ SUNO \_\_\_\_\_ SUSLA \_\_\_\_\_

Name of Employee: Ruby Jean Simms SSN: [REDACTED]

Address: 1290 Oriole St, Baton Rouge, LA 70807 Phone: [REDACTED]

Title: Professor Highest Degree: Ed.D.

Birth Date: [REDACTED]

NO. OF CONSECUTIVE FISCAL YEARS ACTIVE SERVICE AT THIS INSTITUTION: 49

EFFECTIVE DATE OF LEAVE: August 1, 2017 ANTICIPATED RETURN DATE: May 11, 2018

**EIVED**  
JUL 05 2017  
Office of the Executive Vice President  
for Academic Affairs and Provost

Purpose of leave Requested (click one):

- a. Professional or Cultural Improvement (Must have prior approval from Chancellor) \_\_\_\_\_
- b. Rest and Recuperation (Statement from two (2) physicians\* must be attached) X
- c. Independent Study or Research Statement \_\_\_\_\_
- d. Military \_\_\_\_\_
- e. Maternity (Statement from one (1) physician\* must be attached) \_\_\_\_\_

\*must be attending physician

TYPE OF LEAVE REQUESTED (check one):

- a. with pay X
- b. without pay \_\_\_\_\_

SOUTHERN UNIVERSITY  
HUMAN RESOURCES  
2017 JUL -6 AM 9:08

LENGTH OF LEAVE REQUESTED: (No. of weeks, not to exceed 36 weeks) 36

MANNER IN WHICH THIS LEAVE, IF GRANTED, WILL BE SPENT:

Rest & Recuperation

\*\*\*\*\*  
DO YOU WISH TO RETAIN FRINGE BENEFITS? (if yes, total contribution of premium must be paid to Human Resources/Comptroller's Office in Advance)

Teacher Retirement	Yes	<u>X</u>	No	_____
State Retirement	Yes	<u>X</u>	No	_____
Group Insurance	Yes	<u>X</u>	No	_____
Elected Supplemental Benefits	Yes	<u>X</u>	No	_____

I hereby agree to comply with the provisions of the Southern University Board of Supervisors' policy on leaves of absence.

5-10-17  
DATE

Ruby Jean Simms  
SIGNATURE OF APPLICANT

\*\*\*\*\*  
PRIOR LEAVE RECORD FROM THIS INSTITUTION:

Date of Last Leave: N/A  
Purpose of Last Leave: N/A

TYPE OF LAST LEAVE:

With pay \_\_\_\_\_ Amount: \_\_\_\_\_  
Without Pay \_\_\_\_\_  
Length of last leave: \_\_\_\_\_

\*\*\*\*\*  
Signature of Chairperson: [Signature]  
Signature of College Dean: [Signature]  
Signature of Chief Academic Officer: [Signature]

Signature of Campus Chancellor: [Signature]

Signature of System President: [Signature]

DATE

DATE

Signature of Appropriate Committee Chairperson

Signature of Chairman of the Board

Date

Date



**SOUTHERN UNIVERSITY AT NEW ORLEANS**  
**6400 PRESS DRIVE**  
**NEW ORLEANS, LOUISIANA 70126**  
**PHONE: (504) 286-5118**  
**FAX: (504) 284-5482**

**MEMORANDUM**

**SUBJECT:** Special Entrance Rate (SER) for Police Officers

**EFFECTIVE DATE:** July 1, 2017

In accordance with C. S. Rule 6.5 (b) the following SER policy for titles in the Police Officer series is being established.


**AUTHORITY:** Under the authority of C. S. Rule 6.5 (b), Southern University is updating the following policy as it relates to the hire rate of pay for titles in the Police Officer series.

**PURPOSE:** To establish the titles in our current SER with the official Civil Service titles.

**APPLICABILITY:** This policy will be applicable to *Southern University at New Orleans (SUNO) Campus only.*

**IMPLEMENTATION:** The SER will be set at the rates listed below for all new hires employed after the effective date of this policy. A corresponding adjustment will occur for those officers that currently do not meet the salaries structure listed below.

Title	C. S. Pay Level	SER/ Bi-weekly	SER/ Hourly
Police Officer 1-A	PS 107	\$1,153.60	\$14.42
Police Officer 2-A	PS 108	\$1,270.40	\$15.88
Police Officer 3-A	PS 109	\$1,450.40	\$18.13
Police Investigator	PS 110	\$1,508.80	\$18.86
Police Sergeant- A	PS-111	\$1,526.40	\$19.08
Police Lieutenant	PS-113	\$1,655.20	\$20.69

  
**Lisa Mims-Devezil, Ph. D.**  
 Chancellor  
 Southern University at New Orleans



# Student Affairs Committee

# **STUDENT AFFAIRS COMMITTEE**

*(Following the Personnel Affairs Committee)*

**Friday, July 21, 2017**

Board of Supervisors' Meeting Room  
2<sup>nd</sup> Floor J.S. Clark Administration Building  
Southern University and A&M College  
Baton Rouge, Louisiana 70813

## **AGENDA**

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Informational Items
  - A. Update on Campus Security, all Campuses
  - B. Update on New Student Orientation, all Campuses
6. Other Business
7. Adjournment

## **MEMBERS**

Mr. Raymond M. Fondel, Jr.—Chair, Dr. Curman L. Gaines—Vice Chair  
Rev. Joe R. Gant, Jr., Mr. Mike A. Small, Rev. Samuel C. Tolbert, Jr.  
Mrs. Ann A. Smith- Ex Officio

# Board of Supervisors

# SOUTHERN UNIVERSITY BOARD OF SUPERVISORS

*(Following the Student Affairs Committee)*

Friday, July 21, 2017

Board of Supervisors' Meeting Room  
2<sup>nd</sup> Floor J.S. Clark Administration Building  
Southern University and A&M College  
Baton Rouge, Louisiana 70813

## AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Special Presentation
  - A. *Presentation of Tolor E. White Portrait*
  - B. *Above and Beyond Award*
6. Action Items
  - A. Minutes of the June 16, 2017, Regular Meeting of the Board of Supervisors
  - B. Approval of Committee Reports and Recommendations
  - C. Approval of Conditional Admissions Policy, SUBR
  - D. Evaluation of President-Chancellor, SUS *(Executive Session may be required)*
  - E. Resolutions
  - F. Notice of Termination Appeal - Dr. Brandon K. Dumas  
*(Executive Session may be required)*
7. Informational Items
  - A. Medical Marijuana Update
  - B. Update on Investigation-Division of Student Affairs, SUBR  
*(Executive Session may be required)*
  - C. Update on Customer Service Initiative, SUBR
  - D. System President's Report
  - E. Campus Reports
8. Other Business
9. Adjournment

**Southern University and A&M College System**

**BOARD OF SUPERVISORS MEETING**

SUNO Conference Center

Southern University at New Orleans

New Orleans, Louisiana 70126

**9 a.m.**

**Friday, June 16, 2017**

**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 the Rev. Roederick White.

**PRESENT**

Mrs. Ann Smith, Mr. John L. Barthelemy, Atty. Tony Clayton, Dr. Leroy Davis, Mr. Raymond Fondel, Dr. Curman Gaines, Atty. Patrick Magee, Atty. Domoine Rutledge, Mr. Michael A. Small, and Dr. Leon R. Tarver II.

**ABSENT**

Atty. Tony Clayton, Rev. Joe R. Gant, Jr., Mr. Richard Hilliard, Rev. Samuel Tolbert and Dr. Rani Whitfield

**UNIVERSITY PERSONNEL ATTENDING**

System President Ray Belton, Chief of Staff Robyn Merrick, Interim Executive Vice President and Provost Luria Young, Vice President for Finance and Business Affairs Flandus McClinton, Chancellors -- Dr. Lisa Mims Devezin (SUNO), Dr. Bobby Phills (SUAREC), Dr. Rodney Ellis (SUSLA), and Atty. John Pierre (SULC).

**BOARD COUNSEL**

Attys. Winston DeCuir, Jr., and Tracie Woods

## ACADEMIC AFFAIRS COMMITTEE

Friday, June 16, 2017

9:00 A.M.

SUNO Conference Center  
Southern University at New Orleans  
New Orleans, Louisiana 70126

### MINUTES

Board Chair Mrs. Ann A. Smith announced the convening of the Academic Affairs Committee and added Mr. John Barthelemy to the committee.

Academic Affairs Committee Chair Dr. Curman Gaines called the committee meeting to order.

**Roll Call:** Dr. Curman Gaines, Mr. John Barthelemy, Dr. Leon R. Tarver II, Dr. Leroy Davis, Mrs. Ann A. Smith

**Absent:** Atty. Tony M. Clayton and Rev. Joe R. Gant, Jr.

#### AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Dr. Davis and seconded by Dr. Tarver the agenda was amended to include a Legislative Update and was recommended for adoption.

Motion passed unanimously.

#### AGENDA ITEM 4: PUBLIC COMMENTS

Dr. Nigel Gwee, President of the SUBR Faculty Senate, spoke in support of the recommendations for faculty promotions and tenure at SUBR.

#### AGENDA ITEM 5: ACTION ITEMS

##### A. Approval of Faculty Tenure and Promotion, SUBR

Upon the motion by Dr. Tarver and seconded by Dr. Davis action on the recommendations for faculty promotions and tenure at SUBR was deferred until next month's meeting.

Motion passed.

##### B. Approval of Policy and Procedure, SUSLA

###### 1. Admission-New First-time Freshmen

Chancellor Rodney Ellis stated that the administrative staff at SUSLA are evaluating all policies to make sure they are relevant. The proposed changes are being recommended to expedite registration for new first time freshmen at SUSLA.

Upon the motion by Dr. Davis and seconded by Dr. Tarver the policy and procedure changes for new first time freshmen at SUSLA was recommended for approval.

**AGENDA ITEMS 6: OTHER BUSINESS**

**Legislative Update**

Mr. Rodney Braxton of the Southern Strategy Group presented information to Board members about legislation affecting higher education.

**AGENDA ITEM 7: ADJOURNMENT**

Upon the motion by Dr. Tarver and seconded by Dr. Davis the Academic Affairs Committee adjourned.

Motion passed.

**FACILITIES AND PROPERTY COMMITTEE**

*(Following the Academic Affairs Committee)*

SUNO Conference Center  
Southern University at New Orleans  
New Orleans, Louisiana 70126

**MINUTES**

The Facilities and Property Committee was called to order by Committee Chair Rev. Donald R. Henry.

**Present:** Rev. Donald R. Henry, Dr. Leroy Davis, Mr. Raymond Fondel, Jr., Dr. Leon R. Tarver II, Mrs. Ann A. Smith

**Absent:** Mr. Richard Hilliard and Dr. Rami Whitfield

**AGENDA ITEM 3: ADOPTION OF THE AGENDA**

Upon the motion by Mr. Fondel and seconded by Mrs. Ann Smith the agenda was recommended for adoption.

Motion passed.

**AGENDA ITEM 4: PUBLIC COMMENTS**

NONE

**AGENDA ITEM 5: INFORMATION ITEMS**

**A. Priority Projects Updates, by Campuses**

Director of Facilities Planning Eli Guillory prepared a listing of the projects currently in progress that was included in the meeting packet. Mr. Guillory reviewed the status of each project listed.

**B. Update on Governor's Tour of Facilities of the SUBR Campus**

Mr. Guillory stated that the visit by Gov. Edwards was productive. The Department of Transportation and Development (DOTD) has already been in contact with campus administrators for work to commence on the bridge project.

Mr. McClinton stated that the Louisiana senate passed the appropriations bill. The cost of the bridge repair is \$1,825,000. The University has to match 25% of the total cost which is \$730,000. Already the Board of Regents has committed \$520,000, DOTD has committed \$200,000, the City of Baton Rouge committed \$187,500 and SUBR must provide \$187,500.

Dr. Davis recommended that thank you notes be sent to all of the agencies who assisted in the bridge project.

**AGENDA ITEM 6: OTHER BUSINESS**

**AGENDA ITEM 7: ADJOURNMENT**

Upon the motion by Mr. Fondel and seconded by Dr. Davis the Facilities and Property Committee adjourned.

Motion passed.



**FINANCE COMMITTEE**  
*(Following the Facilities and Property Committee)*  
SUNO Conference Center  
Southern University at New Orleans  
New Orleans, Louisiana 70126

**MINUTES**

The Finance Committee was called to order by Committee Chair Atty. Domoine Rutledge.

Board Chair Mrs. Ann Smith added Mr. John L. Barthelemy to the Finance Committee.

**Present:** Atty. Rutledge, Mr. John Barthelemy, Rev. Donald R. Henry, Dr. Leon R. Tarver II, Mrs. Ann A. Smith

**Absent:** Atty. Tony Clayton, Rev. Joe R. Gant, Jr., and Mr. Richard Hilliard

**AGENDA ITEM 3: ADOPTION OF THE AGENDA**

Upon the motion by Rev. Henry and seconded by Dr. Tarver the agenda was recommended for adoption.

Motion passed.

**AGENDA ITEM 4: PUBLIC COMMENTS**

NONE

**AGENDA ITEM 5: ACTION ITEMS**

**A. Request Approval to Extend Credit Hours Limit for Technology Fees at SU System Campuses, SUS**

President Belton asked System Vice President for Finance and Business Affairs Flandus McClinton to explain the assessment of the technology fee. Mr. McClinton stated that the proposal is to maximize the fee to an amount that is similar to other higher education institutions in the state. SU students are charged \$5.00 per credit hour up to 12 credit hours. The credit hour limit would change to 20 credit hours instead of 12.

Upon the motion by Mr. Barthelemy and seconded by Dr. Tarver the credit hour limit for technology fees at SU System campuses was recommended for approval.

Motion passed.

**B. Request Approval of Fee Increase, SUBR, SUNO, SUSLA & SULC per HB 113**

Dr. Belton stated that the request to increase fees for SU system campuses no more than 5% for the Fall 2017 semester is presented because current legislation extends HB 113 allowing an increase in fees. Each campus will allocate a portion of the revenues from fees to need-based financial assistance to students eligible to receive Pell grants.

Upon the motion by Dr. Tarver and seconded by Rev. Henry the fee increase for SUBR,

SUNO, SUSLA, and SULC was recommended for approval.

Motion passed.

Atty. Magee asked whether data is used to make decisions about fee increases because he is concerned that the University might lose students because of the cost to attend. Dr. Belton stated that Southern Regional Education Board (SREB) data is used to determine the University's position in relation to other Universities. He also stated that SUBR is on average about \$1,000 less than other institutions. He assured Board members that he along with finance administrators closely monitor fees.

Dr. Tarver stated that it is not a good reason to increase fees because it is allowable. He asked all campus Chancellors to be prepared to give a fiscal impact statement and explain what will be accomplished whenever a fee increase is proposed.

#### **C. Request Approval to Increase 2017-2018 Non-Resident fee, SULC**

Chancellor Pierre requested authorization to increase the non-resident fee for SU Law students by \$500 beginning the Fall 2017 semester. Chancellor Pierre stated that the additional fees would aid in support services for students preparing for the bar exam and for other support services including software and other training for students.

Upon the motion by Rcv. Henry and seconded by Dr. Tarver the non-resident fee increase, SULC was recommended for approval.

Motion passed.

#### **D. Request Approval to Increase Field Fees for Social Work, SUNO**

Chancellor Lisa Mims Devezin requested authorization to increase field fees for students in the Social Work program because the cost to manage the program has increased along with the number of students in the program. The expenses related to building community partners has increased and new sites will be required to accommodate the students. Undergraduate fees will increase from \$50.00 to \$80.00 and graduate students fees will increase from \$100.00 to \$150.00.

Upon the motion by Mr. Barthelemy and seconded by Dr. Gaines the field fees for Social Work, SUNO was recommended for approval.

Motion passed.

### **AGENDA ITEM 6: INFORMATION ITEMS**

#### **A. Interim Financial Report as of April 2017, SUS**

System Vice President McClinton informed members of the Board that all System campuses are working to close the fiscal year and all should close the year with a balanced budget.

### **AGENDA ITEM 7: OTHER BUSINESS**

NONE

**AGENDA ITEM 8: ADJOURNMENT**

Upon the motion by Rev. Henry and seconded by Dr. Tarver the Finance Committee adjourned.

Motion passed.

## **PERSONNEL AFFAIRS COMMITTEE**

*(Following the Finance Committee)*

SUNO Conference Center  
Southern University at New Orleans  
New Orleans, Louisiana 70126

### **MINUTES**

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

**Present:** Atty. Magee, Rev. Donald R. Henry, Dr. Curman Gaines, Dr. Leon R. Tarver II, and Mrs. Ann A. Smith

**Absent:** Atty. Tony Clayton, Rev. Joe R. Gant, Jr.

### **AGENDA ITEM 3: ADOPTION OF THE AGENDA**

Upon the motion Dr. Tarver and seconded by Dr. Gaines the agenda was recommended for adoption.

Motion passed unanimously.

### **AGENDA ITEM 4: PUBLIC COMMENTS**

SUBR Faculty Senate President Dr. Nigel Gwcc stated that he would reserve comments on the recommendations for Tenure and Promotion until the items appear on the agenda.

### **AGENDA ITEM 5: ACTION ITEMS**

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

Atty. Magee asked each campus chancellor to discuss the personnel actions for their respective campuses.

SUNO – Dr. Lisa Mims Devezin stated that Dr. Evelyn Harrell has served as interim dean and the action presented would remove the temporary status of the position. Dr. Rebecca Chaisson is being recommended to serve as the new Dean of the School of Social Work. Dr. Chaisson was in attendance at the meeting and greeted members of the Board thanking them for their attendance at the groundbreaking ceremony and stating that she is pleased to serve as dean and eager to begin work with SUNO students.

SULC – Chancellor John Pierre stated that Susan Nelson has been serving as director of external affairs at the law center since the retirement of Dr. Rachel Emanuel in December of 2016. He said that Ms. Nelson has been successful in the position securing funding for various projects. Also Tavares Walker who currently serves as Director in the Office of Career Services has agreed to take on more responsibility as the Title IX Coordinator for the SULC. Chancellor Pierre stated that he is realigning the position for more effective outcomes.

SUSLA – Chancellor Rodney Ellis stated that the personnel action for the chief advancement officer is the final executive level position to be filled in the reorganization plan for SUSLA. He stated that he would like to increase development/fundraising so that the campus would not rely on state funding.

SUAREC – Dr. Bobby Phillips stated that the personnel action is being presented for Sanjay Palle so that the SUAREC can retain him as an employee and so that they are in compliance with immigration requirements.

Name	Position/Campus	Salary
<b>NEW APPOINTMENTS</b>		
1. Evelyn Harrell	Dean, Arts & Science/Director, ABCP Program/Tenured Professor, SUNO	\$ 88,620
2. Rebecca Chaisson	Dean of Social Work/Associate Professor New Appointment, SUNO	\$ 85,000
3. Susan Nelson	Director, External Affairs, SULC	\$ 84,975
4. Tavares Walker	Director, Office of Career Services and Title IX Coordinator, SULC	\$ 84,000
5. Stephanie Rogers	Chief Advancement Officer, SUSLA	\$ 70,000
6. Sanjay Palle	Network Database Administrator/Web Specialist, SUAREC	\$ 62,400

**AGENDA ITEM 6: INFORMATION ITEM**

**A. Personnel Action Items Not Requiring Board Approval**

Atty. Magee stated that he had received the report of all personnel actions that fall below \$60,000 and all faculty members falling below \$75,000. The documents are available in the Board office for review.

**AGENDA ITEM 6: OTHER BUSINESS**

NONE

**AGENDA ITEM 7: ADJOURNMENT**

Upon the motion by Rev. Henry and seconded by Dr. Tarver the Personnel Affairs Committee adjourned.

Motion passed.

## **SOUTHERN UNIVERSITY BOARD OF SUPERVISORS**

*(Following the Personnel Affairs Committee)*

SUNO Conference Center  
Southern University at New Orleans  
New Orleans, Louisiana 70126

### **MINUTES**

The meeting of the Southern University Board of Supervisors was called to order by Board Chair Mrs. Ann A. Smith. All members were present except Atty. Tony Clayton, Rev. Joe R. Gant, Jr., Mr. Richard Hilliard, Rev. Samuel Tolbert and Dr. Rani Whitfield

#### **AGENDA ITEM 3: ADOPTION OF THE AGENDA**

Upon the motion by Rev. Henry and seconded by Atty. Magee the agenda was recommended for adoption.

Motion passed unanimously.

#### **AGENDA ITEM 4: PUBLIC COMMENTS**

NONE

#### **AGENDA ITEM 5: SPECIAL PRESENTATION**

The *Above and Beyond Award* was presented to Angela Scott Gaines of the SU Law Center. Mrs. Smith presented a plaque and Dr. Belton presented a certificate to Mrs. Gaines along with Chancellor John Pierre. Chancellor Pierre spoke about Mrs. Gaines' work ethic and willingness to assist in many areas at the Law Center. Mrs. Gaines thanked Chancellor Pierre, members of the Board and Board Chair Smith for the recognition.

#### **AGENDA ITEM 6: ACTION ITEMS**

Upon the motion by Mr. Fondel and seconded by Atty. Magee items A, B, and C were recommended for approval in globo.

Motion passed.

##### **A. Approval of Minutes of the May 12, 2017, meeting**

**RESOLVED** by the Board of Supervisors for the Southern University System that the minutes of the May 12, 2017, 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, and Personnel Affairs Committee be and they are hereby approved.

**1. Academic Affairs**

**a. Approval of Policy and Procedure, SUSLA**

**i. Admission-New First-time Freshmen**

**RESOLVED** by the Board of Supervisors for Southern University, that the policy and procedure changes for new first time freshmen, SUSLA, be and it is hereby approved.

**2. Facilities and Property Committee**

No action items were presented. The information items presented will be filed for auditing purposes.

**3. Finance Committee**

**a. Request Approval to Extend Credit Hours Limit for Technology Fees, SUS**

**RESOLVED** by the Board of Supervisors for the Southern University System that the recommendation to extend the credit hour limit for technology fees, SUS, be and it is hereby approved.

**b. Request Approval to Increase 2017-18 Non-Resident Fee, SULC**

**RESOLVED** by the Board of Supervisors for the Southern University System that non-resident fees for students at the SU Law Center, be and they are hereby approved.

**c. Request Approval to Increase Field Fees for Social Work, SUNO**

**RESOLVED** by the Board of Supervisors for the Southern University System that field fees for students in the Department of Social Work, SUNO, be and they are hereby approved.

**4. Personnel Affairs Committee**

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

**1. Evelyn Harrell**

**RESOLVED** by the Board of Supervisors for Southern University, that the new appointment of Evelyn Harrell as Dean, Arts and Science/Director, ABCP Program/Tenured Professor, SUNO, at a salary of \$88,620 be and it hereby is approved.

**2. Rebecca Chaisson**

**RESOLVED** by the Board of Supervisors for Southern University, that the new appointment of Rebecca Chaisson as Dean of Social Work/Associate Professor, SUNO, at a salary of \$85,000 be and it hereby is approved.

**3. Susan Nelson**

**RESOLVED** by the Board of Supervisors for Southern University, that the new appointment of Susan Nelson as Director, External Affairs at a salary of \$84,975 be and it hereby is approved.

**4. Tavares Walker**

**RESOLVED** by the Board of Supervisors for Southern University, that the new appointment of Tavares Walker as Director, Office of Career Services and Title IX Coordinator, SULC, at a salary of \$84,000 be and it hereby is approved.

**5. Stephanie Rogers**

**RESOLVED** by the Board of Supervisors for Southern University, that the new appointment of Stephanie Rogers as Chief Advancement Officer, SUSLA, at a salary of \$70,000 be and it hereby is approved.

**6. Sanjay Palle**

**RESOLVED** by the Board of Supervisors for Southern University, that the appointment of Sanjay Palle as Network Database Administrator/Web Specialist, SUAREC, at a salary of \$62,400 be and it hereby is approved.

**C. Resolutions**

President Belton offered resolutions as follows:

**Commendations**

Congratulations were extended to **Mr. Artis M. Davenport II** a native of Monroe currently residing in San Antonio, TX. He recently celebrated his 90th birthday. Mr. Davenport was hired at SUNO in 1961 as a physical education professor when no athletics program existed. The program was approved in 1972 and he continued to work at SUNO in several capacities including track coach for 38 years, Chairman of the Health, Physical Education and Recreation Department for 28 years and as Director of Athletics for 18 years. He was the first black to receive a doctorate of Education degree from the College of Physical Education at Louisiana State University in 1971.

Congratulations to **Rev. Donald Ray Henry**, Vice Chairman of the Southern University Board of Supervisors, on his recent appointment as Executive Director of the Lafourche Basin Levee District Board of Commissioners. He is the first African-American to be named Executive Director in the State of Louisiana since the creation of the Commission 125 years ago in 1892.

**Condolences**

**The Althea Coleman-Cox Family.** Mrs. Cox, retired educator, native of Baton Rouge, graduate of the 1968 class of Capitol High School and an SUBR graduate passed away Friday, May 26, 2017.



**The Larry McGhee Family.** Mr. McGee, retired Director of Facilities Planning at SUBR for more than 40 years, passed away on Thursday, June 1, 2017.

**The Danny Edwards Family.** Mr. Edwards, a native of Decatur, Georgia and former SU National Alumni Federation Officer passed away on Saturday, June 10, 2017.

**The Carl "Butch" Baloney Sr. Family.** Mr. Baloney, general manager of the Baloney Funeral Home in LaPlace, founding administrator of the Funeral Science Program at Southern University at Shreveport, and a masters of social work graduate of Southern University at New Orleans, passed away on Monday, June 12.

**The Lolalisa King Family.** Ms. King, an alumna of SUBR and former chair of the SU National Alumni Federation's Housing Committee, passed away on Tuesday, June 13, 2017.

#### **Well-wishes**

A resolution of get well wishes and speedy recovery was offered for **Congressman Steve Scalise**, United States House of Representatives Majority Whip and representative for Louisiana's 1st congressional district.

Upon the motion by Dr. Davis and seconded by Dr. Tarver the resolutions were recommended for approval.

Motion passed

#### **AGENDA ITEM 7: INFORMATIONAL ITEMS**

##### **a. Medical Marijuana Update**

Chancellor Bobby Phillips stated that the request for proposals (RFP) was released May 8<sup>th</sup> and on May 19<sup>th</sup> he attended a pre-conference meeting. The contractor is expected to be identified by the end of August for presentation to the Board.

##### **b. Legislative Update**

Update given during the Academic Affairs committee meeting.

##### **c. System President's Report**

President-Chancellor Belton invited Athletic Director Roman Banks to give an update to members of the Board on the progress made with NCAA. Coach Banks stated that he and staff member Trayvean Scott attended the administrative meeting of the NCAA in Orlando, Florida. He also stated that the NCAA was complimentary of the leadership that he and Trayvean Scott have provided. He stated that the athletics department is on track and they are continuing to build the department's infrastructure. Additional positions are needed. He stated that an organizational chart would be available at the next Board meeting. The NCAA was pleased that Board members attended the site visit. The Athletics Department has applied for a \$900,000 multi-year grant from the NCAA and Banks is confident that they will receive it. Banks stated that the SWAC will no longer hold the championship game in football and that no more basketball games would be played in the Toyota center.

Dr. Belton also invited Dr. Robyn Merrick to give an update on the customer service initiative. Dr. Merrick presented a PowerPoint presentation on the initiative giving information about the next phase of implementation.

Dr. Belton also acknowledged Governor Edwards and state legislators for identifying revenue for repair of the bridge on the SUBR campus. He also informed Board members that the investigation of the Student Affairs department was almost complete.

**d. Campus Reports**

Each Campus Chancellor submitted written reports that were included in the meeting packet.

**SUNO** – Chancellor Mims-Devezin thanked Board members for their attendance at the groundbreaking ceremony; stated that the SUNO track team won 4 national championships May 25-27 at NAIA; SUNO hosted the national sponsored program technical workshop; SUNO was awarded more than \$410,000 for its Upward Bound program; and distributed copies of the program that was held to confer and present the honorary degree to Mrs. Katherine Johnson of the true story featured in the film *Hidden Figures*.

**SUSLA** – Chancellor Ellis thanked the SUAREC for their support and announced that \$1.4 million was awarded for the Upward Bound program.

**SUAREC**- Dr. Bobby Phills stated that the BAYOU program was in session and more than 40 students were participants. He also announced that the SUAREC is working with the New Orleans Public School System to develop an agricultural high school; Board members should receive an invitation to the SUAREC land grant campus retreat.

**SULC** – Chancellor Pierre announced that two former students had been named to the National Bar Association's Top 40 under 40 list. He also stated that the SULC is preparing for its Incoming Students Day event which will host approximately 55 students and he announced that the Economic Development Conference was underway. The event is a collaborative event with the College of Business.

**SUBR** – Dr. Luria Young stated that student groups are studying abroad in Belize and Ghana and that SUBR is a finalist for several HBCU Digest awards. She also announced that more information would be presented to members of the Board about the proposed Freshmen Academy program.

**AGENDA ITEM 8: OTHER BUSINESS**

NONE

**AGENDA ITEM 9: ADJOURNMENT**

Upon the motion by Atty. Magee and seconded by Dr. Tarver the meeting adjourned.

**SOUTHERN UNIVERSITY AND A&M COLLEGE  
CONDITIONAL ADMISSIONS POLICY**

Purpose

The purpose of this policy is to broaden the educational opportunities offered by Southern University and A&M College with a focus on increasing student success towards degree completion. This specialized program will serve as a pilot and will be monitored closely based on the imposed additional educational requirements. Only first-time freshman who are degree-seeking applicants will be considered for this program.

Current and Proposed Revisions

<b>CURRENT</b>	<b>PROPOSED (revisions in bold)</b>
Obtain a minimum high school cumulative GPA of 2.0	Obtain a minimum high school cumulative GPA of 2.0
Obtain a 2.0 BoR Core GPA	Obtain a 2.0 BoR Core GPA
Obtain the BoR Core Curriculum	Obtain the BoR Core Curriculum
Have at least an ACT score of 18 in English or 19 in Math	Have at least an ACT score of 18 in English or 19 in Math
Have no less than an ACT score of 16 in Math or English - for developmental course placement (students can only take one developmental course)	Have no less than an ACT score of <b>15</b> in Math or English - for developmental course placement (students can only take one developmental course)
	<b>Remove the need for ACCUPLACER</b>
	<b>Require participation/completion in the Freshman Academy</b>

The Freshman Academy

The Freshman Academy is an initiative that focuses on strengthening the knowledge, skills and professional dispositions of incoming freshman with specific emphasis on mathematics and English. The goal of the Freshman Academy is to provide students with the necessary foundation and fundamental knowledge base so that they are anchored and prepared to move on the next level of learning and development. Freshman will have greater access to courses in the general education curriculum taught by faculty who are trained to teach in this curriculum. The Freshman Academy will foster the development of essential skills such as critical thinking, analytical reasoning, speaking and writing. It is expected that the Freshman Academy will increase student enrollment, retention, successful progression towards degree completion and ultimately lead to gainful employment.

The Freshman Academy consists of the following components:

- A focus on coordinating and strengthening the general education curriculum, with explicit attention on mathematics and English classes
- Mathematics and English classes will have a lab (or recitation) included and will be taught during a 2-hour block
- Class sizes will be reduced (reduced number of students per class section, 20-25 students per section)
- Students will not be allowed to enroll in co-requisites
- Course content will be standardized across all course sections
- Selected faculty will teach the general education courses and will receive ongoing professional development
- The Timbuktu Academy's "Ten-Strand Systemic Mentoring Model" will be replicated
- Every college will have its own Learning Center that will focus on developing and strengthening the skills of students that are germane to specific disciplines in the unit. Supplemental Instruction will occur in these learning centers.

#### Application Process

All applicants must submit the following for consideration:

- (a) Application to Southern University and A&M College
- (b) High School Transcript
- (c) Test Scores
- (d) Immunization Records
- (e) Letter of Intent/Signed Contract for the Freshman Academy

# Chancellor's Report



SOUTHERN UNIVERSITY  
BATON ROUGE

**LURIA S. YOUNG,  
PH.D.**

Interim Executive Vice  
President for Academic Affairs  
and Provost

**July 21, 2017**



## Southern University and A&M College at Baton Rouge **CHANCELLOR'S REPORT**

### *Significant Accomplishments/Achievements*

#### **Governor Edwards Gets First-hand Look at Physical Impact of Long-term Budget Cuts to SUBR campus**



Governor John Bel Edwards, joined by DOTD Secretary Shawn Wilson, State Senator W. Jay Luneau, and some members of his staff, recently visited the Southern University Baton Rouge campus to gain a greater perspective of the University's critical capital outlay needs.

The campus tour was led by SU System President-Chancellor Ray L. Belton, and SU Board of Supervisors Chair Ann A. Smith, Vice Chair Donald R. Henry, and members Leroy Davis and Domoine Rutledge.

"After eight consecutive years of responding to significant reoccurring budgetary reductions, state public institutions are challenged to maintain environments conducive to learning. The effect on buildings and grounds at Southern University Baton Rouge over a prolonged period of unfunded neglect can only be described as devastating," Dr. Belton stated.

Last year, the legislature appropriated \$3 million for deferred maintenance for the SU System. From that point, an action plan was developed to address deficiencies in buildings, giving priority to roof repairs. At least 18 buildings needed roof replacement or repairs on the Baton Rouge landmass, including W.W. Stewart Hall. HVAC upgrades to

address student and staff comfort were given priority and are in progress as well. The age of historic buildings, and the large number of buildings, present management with significant maintenance challenges.

The University also received a special \$16 million appropriation to mitigate longstanding ADA projects on the SUBR landmass last year.



"We acknowledge and appreciate the significant investment Governor Edwards and the legislature made to the SU System last year. However, our inability to consistently and timely address longstanding deferred maintenance issues have a direct correlation to our crumbling infrastructure and compromises our ability to carry out our role, scope, and mission with fidelity," said SU Board Chair Ann A. Smith.

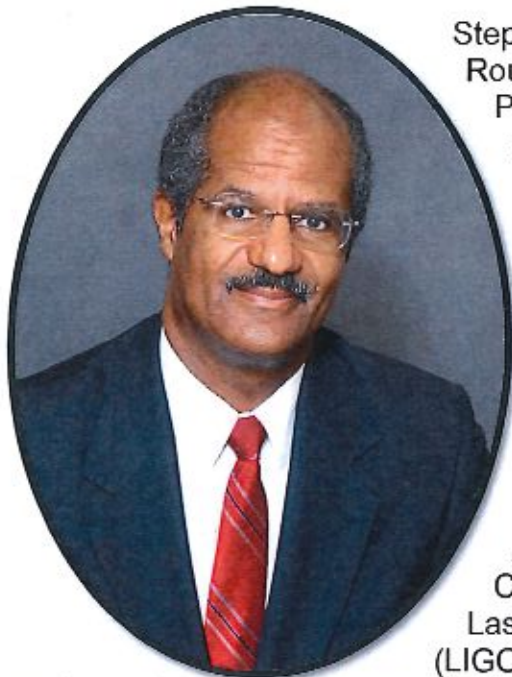
The physical condition of System campuses from a standpoint of safety, functionally, and aesthetics constitutes one of the highest priorities for the University.

Governor Edwards has continuously emphasized his commitment to supporting higher education and the state's public colleges and universities. Working with the legislature, the governor has pledged to help address the tremendous backlog of deferred campus maintenance projects. The total deferred maintenance backlog across the state's two- and four-year public colleges is nearly \$2 billion.

"When they (deferred maintenance) impacts student safety, I think we have an obligation to see what we can do to rectify the problems very quickly. I had the opportunity to interact with President Belton last Friday, and he was telling me what a priority this is for him and the Board and Southern University. So I just wanted to take this opportunity to come out and see first-hand. And we are going to get to work to see if we can find a solution to the most pressing problems," said Governor Edwards. "We are not going to be able to fix everything we see today that ought to be fixed right away, but those things that are most pressing we are going to work very hard to find a solution."

The System is further hopeful and continues to work with the Division of Administration for funding that will become recurring and where the backlog of deferred maintenance projects can be systematically eliminated.

## SU Physics Professor Contributes to Third Publication on the Detection of Gravitational Waves



Stephen C. McGuire, the Southern University Baton Rouge James and Ruth Smith Endowed Professor of Physics, is now a co-author on the first three publications reporting the observations of binary black hole collisions via the direct detections of gravitational waves by the Laser Interferometer Gravitational-Wave Observatory (LIGO).

All three papers have been published in the journal *Physical Review Letters* with the most recent, "GW170104: Observation of a 50-Solar-Mass Binary Black Hole Coalescence at Redshift 0.2," appearing the week of June 2, 2017.

According to the official LIGO Scientific Collaboration/LIGO Laboratory press release, "The Laser Interferometer Gravitational-wave Observatory (LIGO) has made a third detection of gravitational waves, ripples in space and time, demonstrating that a new window in astronomy has been firmly opened. As was the case with the first two detections, the waves were generated when two black holes collided to form a larger black hole."

Southern University has been an active member in LIGO in the areas of optical materials research and science education since 1999. Dr. McGuire is the Southern University principal investigator to the LIGO Scientific Collaboration. He is a co-principal investigator on the SUBR-LIGO Partnership Project in science education and directs the on-campus Southern University LIGO Advanced Optical Materials Laboratory. The National Science Foundation funds his research.

Earlier this year Dr. McGuire was honored to serve as the National Institute of Science (NIS) Memorial Lecturer for the 74th Joint Beta Kappa Chi – NIS Meeting held March 15-18, 2017, in Baton Rouge. He lectured on the topic: "LIGO: Changing our View of the Universe," describing the science of LIGO, SU's role in the LIGO project, and emphasized opportunities afforded by LIGO for participation in STEM careers.



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"These observations are enabling significant advances in our understanding of the physical universe while providing ongoing professional and educational opportunities for our faculty and students. Indeed, it is a very exciting time in the history of science," Dr. McGuire said.

The LIGO Laboratory is funded by the NSF, and operated by Caltech and MIT, which conceived and built the observatory. The NSF led in financial support for the Advanced LIGO project with funding organizations in Germany (MPG), the U.K. (STFC) and Australia (ARC) making significant commitments to the project. More than 1,000 scientists from around the world participate in the effort through the LIGO Scientific Collaboration, which includes the GEO Collaboration. LIGO partners with the Virgo Collaboration, which is supported by Centre National de la Recherche Scientifique (CNRS), Istituto Nazionale di Fisica Nucleare (INFN) and Nikhef, as well as Virgo's host institution, the European Gravitational Observatory, a consortium that includes 280 additional scientists throughout Europe.

## **SU System Receives Nine HBCU Award Nominations for Second Year in a Row**



The Southern University System has nominations in eight categories for the 2017 HBCU Awards. HBCU Digest, recently announced the finalists in 28 categories for the seventh installment of the national award ceremony that acknowledges and celebrates achievements at historically black colleges and universities throughout the United States.

The 2017 SU nominees include: Best Marching Band, Southern University Human Jukebox; Best Student Newspaper, Southern Digest; Best Research Center, Southern University Agricultural Research and Extension Center; Best Nursing Program, Southern University; National Alumni Association of the Year, Southern University Alumni Federation; Male Athlete of the Year, Lenard Tillery; Male Student of the Year, Lenard Tillery, Perry White; and Male Faculty Member of the Year, Moustapha Diack.

"These nominations indicate a huge achievement for the SU System. This recognition exemplifies the quality and dedication of our faculty, staff, students, and alumni," said SU System President Ray L. Belton.

## SUBR Students Help Raise Funds for Classmates Impacted by Fire



Eleven Southern University graduate students were left with nothing but the clothes on their back after a fire broke out at their apartment complex on Highland Road in Baton Rouge on May 6, 2017. At least five of the students were candidates in the May 12th Spring 2017 Commencement. The students were computer science majors and a part of the Indian Students Organization.

The Red Cross immediately stepped in to assist the 21 families in all that were left without a place to stay or lost belongings as a result of the Hub apartment complex fire. At Southern University, the coordinator for Student Organization and Campus Involvement, Jael Gordon, stepped in to help their fellow Jaguars.

"As soon as I received the email notification from Dr. Sudhir Trivedi (computer science professor) regarding the students and the unfortunate fire, I immediately began to get to work on finding ways to assist. I created a donation solicitation message requesting help and posted it in every single GroupMe thread, group text, and social media page that I had active," said Jael Gordon. "Being an August 2016 flood victim myself who lost everything in the flood, I completely understood the urgency in which these students needed help. I also have a special affinity for our international students so I try to make it a purpose every semester to build friendly relationships with them."



Jael Gordon said once she submitted the information to the Student Organization GroupMe, the African Student Organization decided to assist in creating a GoFundMe account for the affected students, since they are a part of the international community as well.

"It is an important project, we are international students like them, so we feel that if we were in their shoes we wouldn't know what to do. We took it upon ourselves to raise funds that would allow them to be able to come back to their lives. Our initial goal was to raise \$1,500 but we saw people were interested in contributing and today we have \$4,515. It will go a long way," said Foluso Ayeni, President of the African Students Organization. They raised the funds in eight days with 80 donors.

Once Jael Gordon had the African Student Organization on board she contacted Kristan Gordon, assistant to the dean, Study Aboard and Service Learning coordinator for the office of International Affairs and University Outreach, to partner in this matter.



"We appreciate her (Jael Gordon) reaching out to our office, but to see the two organizations come together makes our hearts smile, we actually handle the paperwork part, so to see them raise money for another organization, two different countries, two different nationalities come together and see them smile and laugh, and to see them hand off money makes a world of difference. We are just happy that we were all able to be a part of this process, and help make this thing bigger and beyond the fire," said Kristan Gordon.

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On Friday, May 19, 2017 the African Student Organization met with the SU Indian Student Organization to present the check from the donations to the 11 students that were affected by the fire.

"I am feeling very happy and thankful for the African Students Organization from Southern, they have taken a good initiative. They just came forward and visited our apartment when it happened. Five to six people came and stayed with us for about half an hour. By looking into our situation they responded fast and started raising funds. We are all especially thankful for them helping," said Sharath Teja Aila, SU student affected in fire and member of the Indian Students Organization. He also thanked the International Student Center for their assistance in recovering lost documents such as visas and passports and making the process seamless.



"Our office has met with the students and helped get visas and passports together by helping find the templates that the India Embassy uses and required. We have handled it in order to make it a seamless process for them. We helped with locating apartment complexes," Kristan Gordon stated.

The organization also thanks Southern University for donating and giving back some of their basic needs. Computer science professor Mohammad Abdus Salam reached out to ICNA Relief USA after hearing about the students to provide some relief as well. On May 16, 2017, ICNA Relief and Dr. Salam presented the students with new computer bags and funds to help get supplies. ICNA Relief USA strives to uplift the underserved in the US through a nationwide network of shelters, food pantries, health clinics, skill development programs, disaster relief service, refugee services, and more.

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Southern students came together to help out their fellow Jaguars. They started with a small amount but were overwhelmed with the response of others who wanted to help. Southern University organizations that pitched in included student athletes, Greek organization members, and alumni. Outside organizations that assisted included Louisiana State University Multicultural Affairs Office, professional athletes, other Student Affairs Professionals across the United States, and politicians.

## **SUBR Students Travel to Tokyo**



Southern University Baton Rouge students recently traveled to Tokyo, Japan for an opportunity to interact and network with Japanese students from various universities in Tokyo. Through the First Year Experience's SU Leads program in collaboration with the Office of Dean of Students, and Criminal Justice department, nine students from an array of majors were able to travel abroad for two weeks and create a once in a lifetime experience.

The trip to Tokyo was the first of the SU Travels portion of the SU Leads program, looking to offer experiences outside the classroom for students. Dr. Chanika Jones, associate professor in the criminal justice department, wanted students to experience new cultures and languages, but to also get the feel of what being a college student in Tokyo was like.

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Students that attended included Ebony Freeman, criminal justice major; Darylon Joy Walters, psychology major and minor in mass communications; Carlrick Slaughter, marketing major; Karl Phillips, nursing major; Megan Pendergrass, criminal justice major; Michael Mitchell, criminal justice major; Maya Kleinpeter, political science major; and Darrian Favorite, nursing major. SU faculty and staff that escorted the students included Chanika Jones, Ryan Tucker, associate Dean of Students and co-coordinator for the SU Leads program and Sharae Celestine, First Year Experience coordinator.



"We were in Tokyo from May 19-27 and had a chance to explore museums, Tokyo Disney, Mt. Fuji, and met with numerous students at one of the universities in Tokyo to learn how they deal with higher education in their country. We went to the Education First office in downtown Tokyo and stayed for about three hours visiting with students. The students played games, and we taught them different dances from back home. Our students discussed with them how it was like being a college student in the United States," said Mr. Tucker.

Education First College Study Tours-an international education company that specializes in language training, educational travel, academic degree programs, and culture exchange- arranged a University exchange event that allowed for Southern students to mingle with Japanese students from various universities to share ideas, engage in activities, exchange thoughts about national current events, and customary rituals and delicacies, said Ms. Celestine.

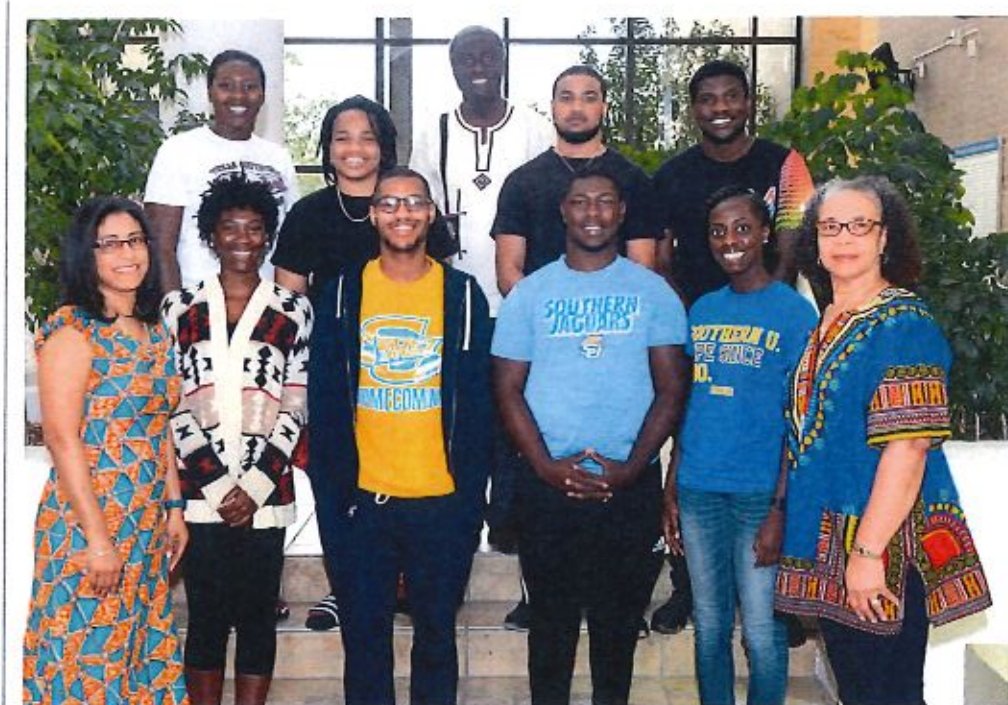
Mr. Slaughter said his experience in Tokyo was a life changing. "After traveling abroad, I don't think that I will ever view my education in the same way again. A powerful experience, often influences subsequent educational endeavors, including the decision to pursue higher degrees. One of the most significant and intangible impacts of traveling abroad is that I increased my understanding of cultural values and biases. I feel that I am

more likely to seek out a greater diversity of friends. I also acquired a unique set of skills that distinguish me as future world leader, a leader who has the understanding and skills to navigate effectively, humanely and positively across different cultures."

Students were required to fund a portion their trip out of pocket. Most of the funds were raised through a raffle, sponsorships from the Southern University System Foundation, SU Board members, the Division of Student Affairs & Enrollment Management, the SU Criminal Justice department, and local churches.

The criterion for students to be a part of this program is to participate and graduate from the SU Leads program. Students attend a leadership institution, a class to develop leadership skills and to network. Students receive certifications upon completion. The institute includes seminars with guest speakers from companies such as Wal-Mart, General Electric, Regions Bank, and the White House to name a few. The program is going into its third year and has graduated more than 80 students thus far.

### **Southern University Team Conducts Research in Ghana**



Southern University, through the SU International Research Experiences for Students (SU-IRES), sent a group of outstanding students to Kumasi, Ghana to engage in summer research. This year, the SU research team consisted of eight students from various STEM disciplines, two mechanical engineering faculty, and two staff members.

The University held an opening ceremony, May 30, 2017, in the High Tech Room in P.B.S. Pinchback Hall to introduce the 2017 SU-IRES Research Team that included students Deja Feist, senior, chemistry; Skyler Franklin, junior, biology; Raven Fuselier, senior, plant science; Kaleb Jennings, senior, mechanical engineering; Paolo Fon Ketcha, junior, civil engineering; Paula Mensah, engineering graduate student; Darrell Moses, sophomore, mechanical engineering; Jaylen Scott, senior, mechanical engineering; and, Patrick Mensah, SU IRES Principal Investigator and mechanical engineering professor; Deidre Street, executive director for institutional effectiveness and research, Office of Research and Strategic Initiatives, and SU IRES co-principal investigator; and Bernice Ruth, mechanical engineering secretary and SU IRES project assistant.

Researchers from the Southern University and A&M College (SU) Department of Mechanical Engineering in Baton Rouge, and the Department of Materials Engineering at Kwame Nkrumah University of Science and Technology (KNUST) in Kumasi, Ghana have partnered for three years to develop a low cost, but technologically efficient composite material filtration system for sustainable water purification in the Bongo Region of Ghana. KNUST has served as the host University for the Summer International Research Experience of this project and has facilitated arrangements to enable successful research, scholarly visits and made available the necessary research laboratories for student projects. By having a hands-on approach, students have learned excellent data acquisition techniques and gained the ability to analyze and interpret scientific information, which are invaluable skills to have in this day and age. The project has allowed students majoring in STEM fields to engage in hands-on international research in an unfamiliar environment and yet be able to adapt to solving problems in untraditional environments. The SU-IRES has supported 14 students (11 undergraduates and three graduates) during the past two years of summer research.

"We are grateful to collaborators in Ghana, professor Francis Momade and Dr. Albert Adjaottor, KNUST Department of Materials Engineering, for making available the laboratories and funding from the National Science Foundation that has made this project possible. Overall, this research will contribute to addressing water quality concerns and the availability of drinking (potable) water to humanity – especially in developing areas," said Dr. Mensah.





## **Students Take On Child Representation in Summer Legislative Drafting Institute**

Professor Ruby Andrew and her students are looking at legal representation of children throughout the United States as part of this summer's Legislative Drafting Institute for Child Protection research project.

The students are assisted by student editors who will be assisting with the research and drafting of comprehensive legislation aimed at improving how children are represented in court. The finished report will be available this Fall.



*Professor Ruby Andrew with students and student editors from this summer's Legislative Drafting project.*

## **When the Levees Broke: Professors Latisha Nixon-Jones and Jessica Sparks Present at the LSBA**



Professors Latisha Nixon-Jones and Jessica Sparks presented at the 2017 LSBA Conference in Sandestin, Florida, the first week of June. Their presentation was entitled *When the Levees Broke* and touched on the work they have been doing as part of the Disaster Law Clinic here at SULC.

## Achievements of Note

### AMERICAN BANKRUPTCY INSTITUTE PODCAST FEATURES PROF. ODINET'S ONLINE LENDING RESEARCH

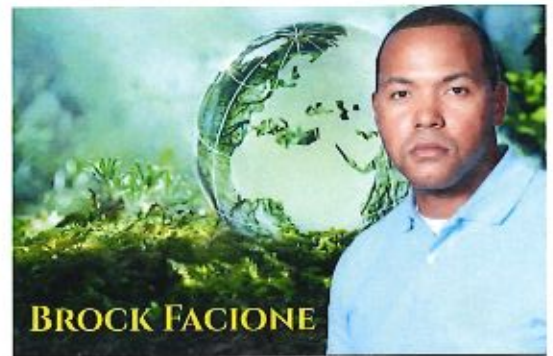


AMERICAN  
BANKRUPTCY  
INSTITUTE



Prof. Chris Odinet's research on the use of online marketplace lending firms by consumers was recently featured in a podcast by the American Bankruptcy Institute (ABI).

In the podcast ABI resident scholar and University of Miami law professor Drew Dawson interviewed Odinet on his project which analyzes the rise of online firms that utilize automation and big data for underwriting and thereby quickly processing consumer and small business loans. Prof. Odinet's article, titled Consumer Bitcredit and Marketplace Lending, looks at how these firms grew out of the void left by banks that exited the consumer and small business lending after the 2008 financial crisis, and the role that they will play in consumer credit going forward. His article is forthcoming in the Alabama Law Review. You can listen to the 25-minute podcast [here](#).



### SULC STUDENT BROCK FACIONE WINS LSBA ENVIRONMENTAL ESSAY CONTEST

Brock Facione (3L) recently won 3rd Place in the 26th Annual LSBA Environmental Law Essay Contest. His essay, [REGULATORY CAPTURE OF MINERAL MANAGEMENT AGENCIES AND THE DIMINISHING REGULATION OF U.S. OIL AND GAS INDUSTRIES](#), is the culmination of his latest research into the diminishing regulation of the U.S. oil and gas industry.

Brock is the recipient of a \$1250 prize as part of this competition. As a student he serves as Environmental Law Society President, American Constitution Society Secretary, and SULC Running Club President. He will graduate in 2018.



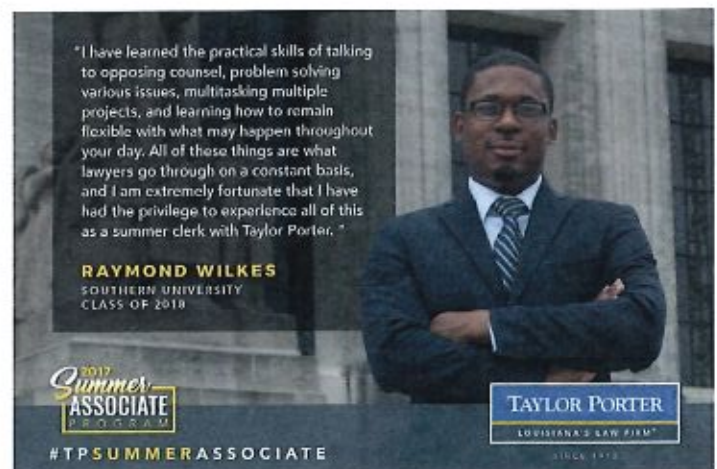
"My favorite thing about this program is that there is an open door policy with the associates and partners. Everyone here has been in our shoes before as law students, so they are willing to show us the ropes and teach us things about being a lawyer that we would never learn in a classroom."

**JOURDAN WILLIAMS**  
SOUTHERN UNIVERSITY CLASS OF 2018

2017  
Summer  
ASSOCIATE  
PROGRAM

TAYLOR PORTER  
LOUISIANA'S LAW FIRM<sup>SM</sup>  
SINCE 1975

#TPSUMMERASSOCIATE



"I have learned the practical skills of talking to opposing counsel, problem solving various issues, multitasking multiple projects, and learning how to remain flexible with what may happen throughout your day. All of these things are what lawyers go through on a constant basis, and I am extremely fortunate that I have had the privilege to experience all of this as a summer clerk with Taylor Porter."

**RAYMOND WILKES**  
SOUTHERN UNIVERSITY  
CLASS OF 2018

2017  
Summer  
ASSOCIATE  
PROGRAM

TAYLOR PORTER  
LOUISIANA'S LAW FIRM<sup>SM</sup>  
SINCE 1975

#TPSUMMERASSOCIATE



## Achievements of Note

### SULC STUDENT AND AMERICAN VETERAN FEATURED AT MEMORIAL DAY PROGRAM

Matthew Foster (3L) was the featured speaker at the Memorial Day Ceremony in Marksville, Louisiana. Matthew is an Army Veteran. He is also a Past Commander of American Legion Post 130. During the ceremony, Matthew invoked Oliver Wendell Holmes, Jr., a Veteran of the Civil War, who said of Memorial Day, "it celebrates and solemnly reaffirms from year to year a national action of enthusiasm and faith. It embodies in the most impressive form our belief that to act with enthusiasm and faith is the condition of acting greatly. Matthew challenged the crowd to "keep the fallen in your minds and keep their families and friends in your heart – for it is their immense collective sacrifices that have helped keep our country safe and free."

Matthew is the Vice President of SULC's Veterans Law Organization, a student organization focused on veteran and military issues. He is also involved with the Legislative Drafting Institute for Child Protection, serving his second summer as a researcher and now editor.



### SULC STUDENT MICHELLE GROS A WINNER OF ABA'S HOWARD C. SCHWAB ESSAY CONTEST

Michelle Gros (3L) won second place in the Howard C. Schwab Essay Contest, a national contest sponsored by the American Bar Association (ABA) Family Law Section. She wins \$750 and membership in the Family Law Section for a year. She will attend the ABA meeting in New York on August 12 to receive her award.

Michelle's submission: "In the Case of Biology v. Psychology: Where Did My 'Parent' Go?" can be accessed [here via SSRN](#). Her winning submission augments her other published work: [Since You Brought It Up: Is Legally Separating a Child Form a Non-Biological Third Party Who Has Essentially Become the Child's Psychological Parent Really in the Best Interest of the Child?](#) published in the Spring 2017 issue of the Southern University Law Review.

Michelle is also a member of the Southern University Law Review. During law school, she has served as a judicial extern for Judge Wicker at the Louisiana Fifth Circuit Court of Appeal; an intern for Judge Pitman; Vice President of the Louisiana Judicial College at the annual Louisiana State Bar Association and LIC Summer School; a summer associate at Taylor Porter; and as a law clerk for the Department of Children and Family Services, Pelican Center for Children and Families, Uplift Adoption Network, Louisiana Child Welfare Training Academy, and On Point Legal Law Firm. Michelle has received CALI Excellence awards in Legal Writing, Torts, Civil Law Property, Evidence, Business Entities, and Conflict of Laws.



## **SULC ALUMNA AISHA SANDERS BECOMES INTERIM PROSECUTING ATTORNEY IN ADAMS COUNTY, MISSISSIPPI**

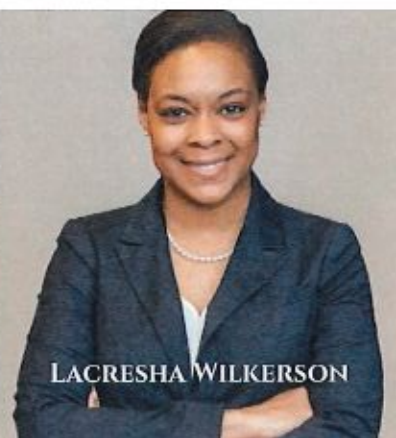
**Aisha Sanders ('14)** was recently sworn in as Interim Prosecuting Attorney for Adams County, Mississippi. Her appointment is to fill the unexpired term of the retired Barret Martin, who served in the post for nearly 34 years.

Attorney Sanders is well regarded as a legal practitioner by her peers in Mississippi. She was sworn in on June 1, 2017, her father, Everett Sanders (pictured above), who is also an attorney, held the Bible as she took her oath.

The Natchez Democrat featured two stories about the swearing in with quotes from her colleagues about her legal practice. Those stories can be viewed [here](#) and [here](#).



## **ALUMNI GRADNEY AND WILKERSON NAMED TOP 40 UNDER 40 BY NATIONAL BAR ASSOCIATION**



**Alumni Ashlei Gradney ('13) and Lacresha Wilkerson ('13)** have been named 2017 Top 40 Under 40 by the National Bar Association. They will be honored at an award gala on August 2, 2017, at the 92nd Annual NBA Convention in Toronto.

Ashlei is an attorney at Kastl Law, P.C. in Dallas, Texas. Her practice areas include Business, Criminal, Family, Personal Injury, Wills-Trusts-Probate, Elder Law, and Juvenile Law.

Lacresha is an Assistant Attorney General with the Louisiana Department of Justice.



# Celebrate THE END OF SUMMER BY RETURNING TO WHERE IT ALL Began 70 Years

**Friday, September 1, 2017**

On September 1, 1947, class began for the first students to attend Southern University Law Center. Join us on this historic day as we celebrate the past that has brought us this far and look forward to a bright future.

We will begin that morning at the Law Center with the unveiling of our next class of Legacy Bricks followed by a celebration of our new Legislative Hall of Fame. After a special dedication of our new courtyard, current students will guide tours of the Law Center. There will also be a free CLE, including 1 hour of Ethics/Professionalism, and a lunch.

Then join us that evening as we hold the 70th Anniversary Gala at the beautiful L'Auberge Casino on the Mississippi River.

### **Make Your Labor Day Weekend Plans for Baton Rouge!**

On Sunday, September 3, the Jaguars take on South Carolina State at 1:30 PM in a televised home game that will appear on ESPN2.

Room blocks will be available at the following hotels: L'Auberge Hotel, Hilton Downtown Baton Rouge, and the Hampton Inn & Suites Downtown Baton Rouge.

*For more information contact Tanya Freeman at (225) 771-2552 or [Tfreeman@sulc.edu](mailto:Tfreeman@sulc.edu).*



## SULC Students With Internships and Clerkships This Summer

Alexander, Taylor	Foundation Against Sexual Assault	Baton Rouge, LA
Allen, Natalie	18th JDC	Plaquemine, LA
Antoine, Whitney	Mobile County District Attorney Office	Mobile, AL
	Entergy	New Orleans, LA
Andrus, Eileen	City of New Orleans Independent Police Monitor-Auditor	New Orleans, LA
Arefi-Pour, Leila	Animal Welfare Institute	Washington, D.C.
Banks, Nathaniel	Office of Public Defender	Baton Rouge, LA
Batiste, Marissa	Breazeale, Sachse & Wilson LLP	Baton Rouge, LA
Beal, Lance	15th JDC	Abbeville, LA
Brown, Brittney	Orleans Parish Criminal District Court	New Orleans, LA
Cage, Marquita	Adams & Reese LLP	Baton Rouge, LA
Caprera, Justin	Orleans Parish District Attorney	New Orleans, LA
Carriere, Tiffany	Attorney General for State of Louisiana	Baton Rouge, LA
Carter, Mark	Office of Public Defender	Baton Rouge, LA
Clark, Travlaus	Neighborhood Association Corporation of America	Boston, MA
Clark, Yasha	Louisiana Legislative Black Caucus	Baton Rouge, LA
	19th JDC	Baton Rouge, LA
	AmeriCorps JD - Public Service Legal Assistant	Baton Rouge, LA
Clayton, Jene	Union Pacific Railroad General Counsel's Office	Houston, TX
Clipper, Ariel	Sugar Law Center (Peggy Browning Fellowship)	Detroit, MI
Colenberg, Ikeecia	Louisiana Legislative Black Caucus	Baton Rouge, LA
	19th JDC	Baton Rouge, LA
	Louisiana Department of Justice - Collection Division	Baton Rouge, LA
Cousin, II Andre'	Orleans Public Defender	New Orleans, LA
Crawford, Shanice	Caddo Parish District Attorney	Shreveport, LA
Curlee, Jovontee	NACA National Office	Boston, MA
Davis, Farren	New Orleans Center for Racial Justice (Peggy Browning)	New Orleans, LA
	Liskow and Lewis	New Orleans, LA
Davis, Monette	LSBA-Access to Justice	New Orleans, LA
	5th Circuit Court of Appeals	Gretna, LA
Davis, Rhea	Office of Public Defender	Baton Rouge, LA
Early, Ryan	Southeast Louisiana-Capital Defense Project	New Orleans, LA
Estavan, Racquel	Louisiana Partnership for Children & Families	Baton Rouge, LA
	EBR Office of the Public Defender	Baton Rouge, LA
	Legislative Drafting Institute for Child Protection	Baton Rouge, LA
Flores, Vanessa	Louisiana Partnership for Children & Families	Baton Rouge, LA
Foster, Matthew	Legislative Drafting Institute for Child Protection	Baton Rouge, LA
Freeman, Ashley	Southeast Louisiana Legal Services	Baton Rouge, LA
Fruge, Catherine	Office of Public Defender	Baton Rouge, LA
Gahn, Samantha	EBR District Attorney's -Bonds/Forfeiture Department	Baton Rouge, LA
Grant, Lauren	Apple Legal	Cupertino, CA
Green, Jasmine	Southeast Louisiana Legal Services CINC	Baton Rouge, LA
Green, Tiffany	US District Court, Middle District of Louisiana	Baton Rouge, LA
Gros, Michelle	Pelican Center for Children	New Orleans, LA
Hammond, Burgundy	EBR District Attorney's -Bonds/Forfeiture Department	Baton Rouge, LA
Harris, Ariel	Harris County District Attorney Office	Houston, TX
Harrison, Zachary	Southern University System, General Counsel	Baton Rouge, LA
Harvey, Shante	Office of Public Defender	Baton Rouge, LA
Hawkins, Jessica	East Baton Rouge City Court	Baton Rouge, LA
Hemphill, Lea	Chicago Transit Authority's Legal Department	Chicago, IL
Herring, Jimmie	CenturyLink-Economic Development-Public Policy	Monroe, LA
Jeffers, Xavleria	Family Violence Council	Sumter County, GA
Johnson, Marissa	Louisiana Supreme Court	New Orleans, LA
Johnson, Ashley	Hammonds, Sills, Adkins & Gulce, LLP	Baton Rouge, LA
Joiner, Mary	Department of Justice -Lands & Natural Resources	Baton Rouge, LA
Jones, Victoria	E-C International Law Center	Okinawa, Japan
Journet, Jasmine	Innocence Project	New Orleans, LA

## SULC Students With Internships and Clerkships This Summer

Joshua, Bria	Attorney General	Baton Rouge, LA
Junker, Christina	Louisiana Mid-Continent Oil and Gas Association	Baton Rouge, LA
Kerner, Timothy	Louisiana Supreme Court	New Orleans, LA
	21st JDC	Livingston, LA
Key, Heather	Louisiana Office of Workers Compensation	Lake Charles, LA
Knatt, Theodore	Attorney General	Baton Rouge, LA
Lagarde, Deisha	Office of Public Defender	Baton Rouge, LA
Linkford, Evelyn	EBR Office of the Public Defender	Baton Rouge, LA
Lloyd, Brian	EBR Office of the Public Defender	Baton Rouge, LA
Madril, Marie	Neighborhood Association Corporation of America	Boston, MA
Mansfield, D'Jaun	Office of Public Defender	Baton Rouge, LA
McGruder, Dmitrius	Mobile County District Attorney Office	Mobile, AL
Milligan, Todd	Smithsonian Museum	Washington, D.C.
Monroe, Tiffany	Motorola Solutions, Inc.	Chicago, IL
Montgomery II, Richard	Kennedy, Jennik & Murray, P.C (Peggy Browning Fellowship)	New York, NY
Mosby, Trevor	Neighborhood Association Corporation of America	Boston, MA
Mughal, Arham	19th JDC	Baton Rouge, LA
	Attorney General Office - Public Protection	Baton Rouge, LA
Murray, Edwin	4th Circuit Court of Appeals	New Orleans, LA
Myles, Dashia	Office of Public Defender	Baton Rouge, LA
Nelson, Xavier	Louisiana Legislative Black Caucus	Baton Rouge, LA
Odom, Joseph	Hammonds, Sills, Adkins & Guice, LLP	Baton Rouge, LA
	Taylor, Porter, Brooks & Phillips	Baton Rouge, LA
Oliver, Lianna	EBR Office of the Public Defender	Baton Rouge, LA
Onyima, Nchekube	Internal Revenue Service	Sacramento, CA
Parr, Charles	Caddo Parish District Attorney	Shreveport, LA
Peltier, Davis	U.S. House of Representatives	Washington, D.C.
Poche' Sasha	Office of Public Defender	Baton Rouge, LA
Roach, Brooke	Louisiana State Senate/House Representatives	Baton Rouge, LA
Robillard-Thomas, Alecia	Senator Regina Barrow	Baton Rouge, LA
Rodriguez, Antonio	Farmworker and Landscaper Advocacy Project (Peggy Browning)	Chicago, IL
Righteous, Yolunda	Network Broadcasting Group	Baton Rouge, LA
Sandifer, Matthew	Legislative Drafting Institute for Child Protection	Baton Rouge, LA
Simpson, Mica	EBR Office of the Public Defender	Baton Rouge, LA
Spears, Derylle	EBR Office of the Public Defender	Baton Rouge, LA
Spivey, Briana	19th JDC-Judge Johnson	Baton Rouge, LA
Spurgeon, Stephen	Faircloth, Melton & Sobel	Alexandria, LA
	Western District of Louisiana	Alexandria, LA
Souriyakhamphong, Kimb	Fifth Circuit Court of Appeals	New Orleans, LA
Starks, Tanika	Judge Wilson Fields	Baton Rouge, LA
Stephens, Stephanie	Attorney General	Baton Rouge, LA
Stewart, Whitney	Breazeale, Sachse & Wilson LLP	Baton Rouge, LA
Strohe, Thomas	Attorney General	Baton Rouge, LA
Sullivan, Tre	Louisiana State Police	Baton Rouge, LA
Taylor, Alexander	Louisiana Foundation Against Sexual Assault	Baton Rouge, LA
Thompson, Ivan	Attorney General Office - Worker's Compensation	Baton Rouge, LA
Vidrine, David	NACA National Office	Boston, MA
Wallace, Arnedia	Special Olympics International	Washington, D.C.
Watson, Samantha	5th Circuit Court of Appeals	Gretna, LA
Wheeler, Mareshah	Louisiana Legislative Black Caucus	Baton Rouge, LA
	Louisiana DOJ	Baton Rouge, LA
Whitfield, CeCe	Ouachita Parish Police Jury-Judges Office	Monore, LA
Williams, Bre'yahna	Office of Public Defender	Baton Rouge, LA
Williams, Gary	Louisiana State Police	Baton Rouge, LA
Wilson, Cheyenne	Caddo Parish District Attorney	Shreveport, LA
	Hammonds, Sills, Adkins & Guice, LLP	Monore, LA
Wilson, Morgan	Office of Public Defender	Baton Rouge, LA



# Chancellor's Report

Bobby R. Phillips, PhD  
CHANCELLOR-DEAN

July 2017

**Bobby R. Phillips**  
Chancellor-Dean  
SU Ag Center-College of Agriculture

**Dawn Mellion-Patin**  
Vice Chancellor for Extension and Outreach

**Andra Johnson**  
Vice Chancellor for Research and Technology Development

**Doze Butler**  
Associate Dean  
College of Agriculture

**C. Reuben Walker**  
Associate VC for Research, and Technology Development & Chair of  
Agricultural Sciences

**Linda Batiste**  
Director of Finance

**Christopher Rogers**  
Director of Technology Services

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Southern University Agricultural Research and Extension Center, an entity of the Southern University System, Bobby R. Phillips, Chancellor; Ray Belton, System President; Ann A. Smith, Chairwoman, Board of Supervisors. It is issued in furtherance of the Cooperative Extension Work Act of December 1971, and the Agricultural Research Program, in cooperation with the U.S. Department of Agriculture. All educational programs conducted by the Southern University Agricultural Research and Extension Center are provided to all persons regardless of race, national origin, or disability.  
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## SOUTHERN UNIVERSITY Land-Grant Campus



Come **GROW** with Us!

*Linking Citizens of Louisiana with Opportunities for Success*



*Synoptic Overview of SU Land-Grant Campus Activities - July 2017*

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- 1. SU Land-Grant Campus collaborates on growing grapes for wine**
- 2. SU Land-Grant Campus observes SU Day at the Capitol**
- 3. Dr. Johnson speaks at Effective Parenting Graduation**
- 4. BAYOU Summer Program in full swing**
- 5. SARDI hosts Summer Camp**
- 6. SU Land-Grant Campus holds Cut Flower Workshop**
- 7. SNAP-Ed partners with Big Buddy program**
- 8. Madison Parish on the move**
- 9. St. Helena Field Day inspires local producers**
- 10. Ambassadors for Healthy Living involve 4-H youth**
- 11. Piney Woods School visits SU Land-Grant Campus**
- 12. SU Land-Grant Campus hosts Mayor's Summer Program**
- 13. Assistant Professor publishes article**
- 14. Upcoming events**

## GROWING GRAPES, MAKING WINE

A new project by the Southern University Land-Grant Campus is set to partner with Landry Vineyards in West Monroe to make Louisiana one of the premier grape growing and wine making regions on the map.

Jeff Landry, owner and operator of Landry Vineyards is excited about the new partnership, saying "you know having a university in Louisiana working at the development of hybrids that are suitable at our growing conditions, that's exciting."

Chancellor-Dean Bobby Phills of the Land-Grant Campus has done work similar to this in the past. He said "I come here from the state of Florida, 30 years ago when we started the viticulture program they had 3 wineries. Now they have over 30. We have 6 wineries here. We expect to have, there's room for up to 60."

The article was carried on June 13, 2017 by KTVE, virtual channel 10, an NBC-affiliated television station available at [Myarklamiss.com](http://Myarklamiss.com).



## The Land-Grant Campus joins SU System for SU Day at the Capitol



Samples of hibiscus jelly, chutney, tea and organic pork were on the must have list for state legislators, their legislative staffers, capitol visitors and members of the SU System during the Southern University System Day at the Capitol on June 5.

The samples were provided by the Southern University Agricultural Land-Grant Campus, along with information on the programs and services offered through the SU Ag Center and the College of Agricultural Family and Consumer Sciences.

[View photos from the event here.](#)

## Vice Chancellor for Research speaks at Effective Parenting Graduation

Dr. Andra Johnson, Vice Chancellor for Research and Technology Development, was invited to serve as commencement speaker for *The Effective Parenting Class* in Donaldsonville on June 22. Themed “We Can Grow Together,” the graduation ceremony recognized 52 parents and grandparents who completed the six-week course. The classes are designed to empower the parents within the Donaldsonville community. Johnson encouraged the graduates to share their knowledge beyond the community.

A story on this article appeared in the Around Town section of the *Donaldsonville Chief* on June 2, 2017.



Dr. Johnson, far left, poses with parenting graduates

### **BAYOU IV Learning on the BLUFF**

**Thirty-eight participants in the Beginning Agricultural Youth Opportunities Unlimited (BAYOU) program arrived from five states on June 5, for a five-week summer experiential learning program with the SU Land-Grant Campus. The high school seniors and incoming college freshman gain first-hand knowledge about career opportunities in Agriculture, Family and Consumer Sciences, Business or the natural sciences.**

**To qualify for the program, students must have a minimum grade point average of 2.5 and have completed 11th grade. The students live on the Southern University Baton Rouge campus and are permitted to go home on weekends through July 7.**



## SARDI kicks off annual Summer Camp



Thirty youth arrived at the Sustainable Agriculture Rural Development Institute (SARDI) located in Opelousas on June 5 to begin their first week of summer camp. Antonio Harris, SARDI's director, greeted the students, introduced them to the staff and discussed the rules and guidelines of the summer camp. The three-week camp covers classes in Mathematics, Creative Writing, Agriculture, and Science. Read the full story [here](#).

For additional information about SARDI or to receive information about its programs and services, call 337-943-2410.

## Successful Cut Flower Workshop



The Wisteria Alliance Women in Agriculture held a Cut Flower Workshop at the SU Ag Center on June 10 for more than 40 participants. Topics covered included planting and harvesting cut flowers; licensing and regulations, produce safety and edible flowers – cut and dried. Hands-on demonstrations included harvesting and arranging flowers. Presenters included Cut Flower Growers Collette Anzalone, Mary Courville, and Jeanne Plaisance. SU Ag Center's Senior Research Associate presented on A World of Flowers – cut, eat, dry!

### SNAP-Ed partners with Big Buddy Level-up program



The Southern University Land-Grant Campus's SNAP-Ed program has partnered with the Big Buddy Level Up program. Level Up is a summer youth mentoring and workforce development program. This program is sponsored by Baton Rouge Mayor-President Sharon Weston Broome's office in conjunction with over 30 local private and public organizations in the capital city. Students DeMarcus Martin, Jude Morgan and Tiayana Bryant will be working alongside extension and research staff for the duration of the summer 2017.

For more information about the Land-Grant Campus's nutrition education programs, contact us at 225-771-2242; [ellen\\_mcknight@suagcenter.com](mailto:ellen_mcknight@suagcenter.com)



Pictured left-right: Mentor Ellen McKnight, Tiayana Bryant, DeMarcus Martin and Mentor Kiyana Kelly at work.

### MADISON PARISH



Great things are happening here:  
Community beautification  
Council on Aging gardening  
CDC Healthy Communities program  
Canning Workshop



## St. Helena Ag Day teaches lessons on livestock, vegetables and soil



## 4-H Ambassadors for Healthy Living get practical



Visit our blog for more information at:  
<https://goo.gl/jjVzdX>

## Students from Piney Woods School tour SU Land-Grant Campus



The SU Land-Grant Campus granted a guided tour to 50 students from Piney Woods School in Mississippi on June 20. The students were received by the administration and employees of the campus. Discussion topics included careers in agricultural research, animal science and nutrition. Tour stops included the Urban Garden and other facilities on campus. Lunch consisted of tasting some healthy produce from the garden.

The [Piney Woods School](#) is a co-educational independent historically African-American boarding school for grades 9-12 in Piney Woods, Mississippi, founded in 1909.

## SU Land-Grant Campus hosts Mayor's Summer Students

The Mayor's Summer Program began its 4<sup>th</sup> year on June 6, with farm safety and introduction to the Urban Farm/Greenhouses at the SU Land-Grant Campus. This year's experiential learning program offered approximately 120 youth, ages 14-17 in the Baton Rouge area, the opportunity to work and gain knowledge in the agricultural sciences including gardening and cooking. A different group of students worked at the campus every Tuesday and Thursday through June 29<sup>th</sup>.





## Publication



Dr. Onyumbé Ben Lukongo, Assistant Professor of Economics has published an article entitled “Economic and statistical perspectives on traffic safety in Louisiana, 2005–2015” (Article reference: JSR1396) in the *Journal of Safety Research* through Elsevier on Science Direct. The article, which was released on June 3, 2017 is available online at <http://bit.ly/2rt0b1Y>. Congratulations, Dr. Ben!

## Upcoming Events

**July 24-28:** Joint SU/LSU Ag Centers “Creating Healthy Enjoyable Foods” (C.H.E.F.) Camps for boys and girls ages 12-15. \$25 registration fee is required. Contact Kiyana Kelly or Marquetta Anderson at 225.389.3055 or via e-mail at [kiyana\\_kelly@suagcenter.com](mailto:kiyana_kelly@suagcenter.com) or [marquetta\\_anderson@suagcenter.com](mailto:marquetta_anderson@suagcenter.com) for more information.

**July 27:** Youth and Family Exposition at SARDI in Opelousas. Contact Krystal Washington at [krystle\\_washington@suagcenter.com](mailto:krystle_washington@suagcenter.com) or (337) 943-2410.

**July 29:** Delta Region Expo, Madison Parish, Tallulah Elementary School, 1100 Johnson Street, Tallulah, La. For additional information, please contact Sarah Sims at (318) 574-2465 or (318) 574-9509 or email [sarah\\_sims@suagcenter.com](mailto:sarah_sims@suagcenter.com)

**July 31-Aug 2:** SU Agricultural Land-Grant Campus’s Administrative Organization and Strategic Planning Retreat at the SU Agricultural Experiment Station. For additional information, contact the Chancellor’s Office at (225) 771-2275.

# Informational items for the Land-Grant Campus

SU Agricultural Land-Grant Campus  
Administrative Organization and Strategic Planning Retreat  
SU Agricultural Experiment Station – Maurice Edmund Livestock Arena  
July 31 – August 2, 2017

Tentative Agenda

**Day 1**

- 8:00 – 8:30 Invocation & Welcome Address
- 8:30 – 9:00 Ice Breaker/Team Building exercise
- 9:00 – 12:00 Session 1: State of the Land-Grant Campus – Departmental/Program Reports/S.W.O.T.
- 12:00 – 1:00 Lunch
- 1:00 – 3:00 Session 2: Administrative Organization/Organizational Charts
- 3:00 – 3:15 Break
- 3:15 – 5:00 Session 2: (con't)

**Day 2**

- 8:00 – 8:10 Re-cap and Agenda Review
- 8:10 – 8:30 Team Building Exercise
- 8:40 – 5:00 Session 3: Policies and Procedures Review/Breakout Sessions
- 8:40 – 10:15 Breakout Session I:
- Room #1 *"All Hands On Deck!"* – The Individual's Role in the Collective Vision  
Beattra Wilson, Facilitator
- Room #2 *"Collaboration Nation"* – How to Break Down Silos  
Dr. Willie Rawls, Facilitator
- Room #3 Finance Policy Review Committee
- 10:25 – 12:00 Breakout Session II: (Groups Rotate)
- Room #1 *"All Hands On Deck!"* – The Individual's Role in the Collective Vision  
Beattra Wilson, Facilitator
- Room #2 *"Collaboration Nation"* – How to Break Down Silos  
Dr. Willie Rawls, Facilitator

SU Agricultural Land-Grant Campus  
Administrative Organization and Strategic Planning Retreat  
SU Agricultural Experiment Station – Maurice Edmund Livestock Arena  
July 31 – August 2, 2017

- Room #3      Programs & Evaluations Policy Review Committee
- 12:00 – 1:00   Lunch (Special Guest Speaker)
- 1:00 – 2:30    Breakout Session III:
- Room #1      *“The ‘Experiential’ Experience”* – Incorporating Extension & Research into  
Academic Instruction  
Dr. Willie Rawls, Facilitator
- Room #2      *“A Different World”* - Changing Culture of the Land-Grant Campus  
Beatra Wilson, Facilitator
- Room #3      Communications & Information Technology Policy Review Committee
- 2:40 – 4:20    Breakout Session IV: (Groups Rotate)
- Room #1      *“The ‘Experiential’ Experience”* – Incorporating Extension & Research into  
Academic Instruction  
Dr. Willie Rawls, Facilitator
- Room #2      *“A Different World”* - Changing Culture of the Land-Grant Campus  
Beatra Wilson, Facilitator
- Room #3      Human Resources Policy Review Committee
- 4:30 – 5:00    Day Closing/Re-cap

**Day 3**

- 8:00 – 8:10    Re-cap and Agenda Review
- 8:10 – 8:30    Team Building Exercise
- 8:30 – 9:30    Session 4: Program and Event Planning  
Constructing the Master Calendar
- 9:30-9:40     Break
- 9:40 – 1:00    Final Reports/Close-Out
- 1:00 – 5:00    Picnic

**SU Agricultural Land-Grant Campus  
Departmental Evaluation and Year-End Assessment**

**I. Department & Program Overview**

- Department or program synopsis (Brief description, no more than 250 words)
- List goals and objectives
- Departmental or Program Profile (List all Administrators, Faculty and/or Staff, Volunteers and their current title)

**II. Curriculum (If applicable)**

- New courses and programs
- Course revisions/redesign (with dates where possible)
- Evaluation and update of course syllabi
- Student evaluation results and plan for improvement
- Describe current and/or potential interdisciplinary approach used for collaboration in design and use of course syllabi.

**III. Facilities and Resources**

- List offices, workspaces, labs and storage spaces assigned to each employee or program.
- Report utilization and condition of space, to include but not limited to acquisition and specific use of new furniture, renovations, reassignments, labs use and condition, etc.
- Report utilization and condition of equipment to include but not limited to acquisition and specific use of computers, printers, laptops, iPads, any program specific equipment, etc.).
- How can spaces and/or equipment be shared and used collaboratively with other disciplines and programs?
- List needs and potential use for future Agricultural Land-Grant Campus facilities and equipment.

**IV. Personnel (If applicable)**

- Report all classified and unclassified personnel actions (list appointments, hires, resignations, promotions, vacancies etc.).

**V. Faculty/Staff Activities and Accomplishments**

- List of all faculty and staff publications, presentations and seminars, grants awarded, and any other professional development activities such as continuing education courses, training classes, etc. (List alphabetically by faculty member, include complete citations)
- List and date all recruitment activities and outcomes. (Attach recruitment plan to this report)

**VI. Assessment/Evaluation Activities and Outcomes**

- Department or program assessment activities
- Evaluation Outcomes and plans for improvement

**VII. Special Initiatives and Activities**

Report on all past programs, activities, events. Include dates, locations, outcomes and impacts. List future programs, activities, and events, include dates and locations.

**VIII. Summary Statement and Goals for the Coming Year**

List and describe factors which contributed to the accomplishment of department or program goals and objectives.

List and describe factors which presented challenges to the accomplishment of these goals and objectives.

How can these challenges be overcome to effectively strengthen and efficiently grow the ALGC.

List goals and objectives for the coming year, include specific challenges and opportunities.



# SUNO *Moving Forward*

SOUTHERN UNIVERSITY of NEW ORLEANS

July 2017



## CHANCELLOR'S REPORT



*Dr. Garland Green, Dr. Donna Grant, Mrs. Gloria B. Moultrie, Mrs. Katherine Johnson and Chancellor Lisa Mims-Devezin.*

### SUNO Officials Visit Katherine Johnson to Present Honorary Degree

Dr. Lisa Mims-Devezin, chancellor of Southern University at New Orleans (SUNO), and two University officials traveled to Newport News, Va., June 3, 2017 to present an honorary degree to Mrs. Katherine Johnson, one of NASA's human 'computers' who performed the complex calculations that enabled humans to successfully achieve space flights.

The University conferred the Honorary Doctor of Humanities degree for Mrs. Johnson during the May 13, 2017 Commencement in the Lakefront Arena. Mrs. Johnson's

SEE VISIT, PAGE 2

### Two New Deans Appointed

**S**outhern University at New Orleans (SUNO) has appointed Dr. Evelyn B. Harrell as dean of the College of Arts & Sciences; and Dr. Rebecca A. Chaisson as dean of the School of Social Work.

Dr. Harrell, who also serves as director of SUNO's Addictive Behaviors Counseling and Prevention Program, had served as interim dean of Arts & Sciences since July 2016. She is replacing Dr. Lisa Mims-Devezin, who is now SUNO's chancellor.

A full professor, licensed clinical social worker and a licensed addictions counselor, Dr. Harrell began working at SUNO in 1990 as an assistant professor in the Substance Abuse Program. After a brief stint in the



*Dr. Evelyn Harrell*



*Dr. Rebecca A. Chaisson*

Tulane University School of Social Work, she returned to SUNO as an assistant professor/director in 2003. She was promoted to associate professor/director in 2008 and became a full professor in 2016. Among her many accomplishments at SUNO, Dr. Harrell restructured the University's Substance Abuse Counseling Program to create the current Addictive Behaviors Counseling and

SEE DEANS, PAGE 3

## New Hercules Scholar Named



Clyde Montgomery, a Sophomore Business Administration major with a minor in Entrepreneurship, has been selected as a Hercules Scholar by the Tom Joyner Foundation. With a 3.93 GPA, Clyde is working to fulfill his dream of opening an

educational gaming center.

As a member of the TRiO Student Support Services and The Knights of The Roundtable Peer Mentoring Program, Clyde helps to promote and provide the structure and support freshmen students need to succeed academically and socially.

Clyde credits his mother and grandmother for teaching him the importance of budgeting time and money while balancing his academic and personal needs. He lives by the motto: *Live boldly and bloom to your fullest potential by taking small but fearless daily actions in the direction of your dreams.*

## Director Receives Lifetime Achievement Award

Dr. Clyde Robertson, director of the Center for African and African American Studies, received a Lifetime Achievement Award at the 44<sup>th</sup> President Barack Obama Lifetime Achievement Awards Gala and Dinner July 1 at Hyatt Regency New Orleans.



The event was presented by Women of Wealth Magazine, the Global Women Empowerment Foundation and the Women Economic Development Internal Chamber of Commerce in conjunction with the Corporation for the National and Community Service Office of the former President of the United States. The guest speaker was actress Saycon Sengbloh.

Dr. Robertson was recognized for his commitment and faithfulness to his community and philanthropic work. "Although you may not seek recognition, your example of service sends a powerful message that encourages others to take action," reads Dr. Robertson's nomination. "Your service to others strengthens America and inspires all to achieve greatness."

## Visit Continued

granddaughter and SUNO Alumna, Katherine Michele Boykin Sanders, accepted the degree on her grandmother's behalf.

During the brief June 3, 2017 ceremony, Chancellor Mims-Devezin presented the Degree Citation. The hood was presented by Dr. Donna Grant, vice chancellor for Student Affairs and Enrollment Management; and Mrs. Gloria B. Moultrie, chief administrative officer for Community Outreach, Alumni Affairs and Public Relations.

Mrs. Sanders and Mrs. Johnson's two daughters, Joylette G. Hylick and Katherine G. Moore, opened the ceremony with greetings. Dr. Garland Green, a SUNO graduate and retired transportation program planner for the U.S. Department of Treasury, certified the degree. Dr. Green, who graduated from SUNO in 1964 with a degree in Geography, was selected to assist in drafting lunar maps that identified the landing site for the Apollo 11 Lunar Mission. The landing site was designated by NASA for Astronauts Neil Armstrong and Buzz Aldrin to land on the moon where they planted the U.S. flag.

"It was such an honor to present the degree to Mrs. Johnson in person," Chancellor Mims-Devezin said. "Her contributions to the U.S. Space Program had been hidden for too long. Southern University at New Orleans is proud to bestow this honorary degree on such a distinguished mathematician. Her contributions are a true testament to the capabilities of women in the STEM discipline. Because of her contributions, many minorities can truly say that they stand on the shoulders of a giant.

"We also were proud to have such a distinguished alumnus as Dr. Green to participate in the ceremony, the Chancellor added. "His contributions to the Space Program are remarkable."



## Deans Continued

Prevention Program. She continues to teach several undergraduate courses in the Addictive Behaviors Counseling and Prevention Program. In her new role as dean, she will lead three chairpersons, four directors, 60 faculty members and 12 academic programs/disciplines.

Dr. Harrell graduated from SUNO in 1977 with a bachelor's degree in Social Work. She has an MSW and a doctorate from Tulane University School of Social Work.

Dr. Chaisson, who replaces retired dean Beverly C. Favre and retired interim dean Ronald Mancoske, began working at SUNO as an assistant professor and coordinator in the Substance Abuse Program from 1992-1999. After working at Louisiana State University and Tulane University, she returned to SUNO as an assistant professor in the School of Social Work. She was promoted to associate professor in 2015 and became tenured in July 2016. She teaches Social Work courses across the curriculum and is interested in the intersection of media tools, technology and Social Work practice from a social justice and equity lens.

A license clinical social worker, Dr. Chaisson has a bachelor's degree in Biology from Xavier University of Louisiana, and an MSW and a doctorate degree from the Tulane University School of Social Work.

"Both Dr. Harrell and Dr. Chaisson have been strong, effective leaders at Southern University at New Orleans for many years," Chancellor Mims-Devezin said. "In their new positions, I am confident that they will continue to serve our students and faculty as well as lift their divisions to new heights."

## Chancellor's Corner

► SUNO hosted the **Orleans Parish Sheriff's Office POST Academy Graduation Ceremony** June 6, 2017. This was the second post Katrina law enforcement graduation on the SUNO campus in the past two months.

► **Harry J. Doughty, LMSW, Executive Associate to the Chancellor**, extended greetings on behalf of **Chancellor Lisa Mims-Devezin** during the **New Orleans Chapter of Black Social Workers Annual Founders Luncheon**. More than 75 social workers, family members and friends attended the **45<sup>th</sup> Anniversary program** in the SUNO Conference Center June 10, 2017.

► On June 19, 2017, **Chancellor Mims-Devezin** welcomed participants and faculty during the **2017 Minority Science and Engineering Improvement Program (MSEIP)**. MSEIP, sponsored by the U.S. Department of Education, is designed to assist predominantly minority institutions with increasing the participation and success of minorities and women in science and engineering.

► **The SUNO Administrators** met with **representatives of the U.S. Department of Education's Minority Serving and Under Resourced Schools (MSURSD)** June 20-22, 2017. The informational visit focused on Federal Student Aid.

► **SUNO Administrators** participated in a **Government Accounting Office (GAO)** site visit June 22, 2017 as part of GAO's study on Capital Financing for Historically Black Colleges and Universities.

# College of Arts & Sciences

## Dr. Evelyn Harrell, Interim Dean

### ► NATURAL SCIENCES

Dr. Alvin Bopp, chair of Natural Sciences; Dr. William Belisle, director of the Office for Sponsored Programs; Dr. George Amedee, lead faculty in Social Sciences; Dr. Illya Tietzel, lead faculty of Natural Sciences; attended the NSF LIFE STEM WORKSHOP June 12-13, 2017 at Xavier University of Louisiana. During this two day workshop, the SUNO team learned about NSF grant opportunities.

On June 30, 2017, Dr. Tietzel received an amendment and extension for his active subcontract of the grant, Thermal Gradient Microflow Calorimetry Using Anisotropic Temperature Sensors, from Louisiana Tech University and collaborator Dr. Niel Crews until March 14, 2018. The \$16,615 grant is for faculty and student research in the area of microfluidics, microbes, and nematode worms.



Dr. Elaasar, through his grant "Research on the Science and Engineering of Signatures" (ROSES), hosted two 2-week Mathematics and Science Camps (ROSES CAMP) for students completing 2nd, 3rd, 4th, 5th, and 6th grades by June 6, 2016. The Camp is intended to increase the interest of K-12 students in math and science. The grant is funded by U. S. Department of Energy, National Nuclear Security Administration (NNSA), the Minority Serving Institution Partnership Program (MSIPP) Grant Number DE-NA0002683. The camps consisted of one week of Lego Robotics and one week with different demonstrations in Biology, Forensic Science, Mathematics, and Physics. Dr. Rachid Belmasrou, Dr. Christian Clement, Dr. Ibrahim Ekaidi, Dr. Pamela Marshall, Dr. Illya Tietzel and Dr. Nebiat Sisay volunteered during the camps and taught the kids different topics in Mathematics, Biology, Forensic Science and Physics.

ing the camps and taught the kids different topics in Mathematics, Biology, Forensic Science and Physics.

Chancellor Lisa Mims Devezin, Vice Chancellor for Academic Affairs David Adegboye, Associate Vice Chancellor for Academic Affairs Wesley Bishop, Chief Administrative Officer for Community Outreach Gloria Moultrie, and Arts & Sciences Dean Evelyn Harrell attended the camp's closing ceremony. They encouraged the students to continue to work hard and they thanked the parents for their interest in their kids' education. Mr. David Davis, Ms. Jarmika Jordan, Ms. Reginell Meridy, Mrs. Roshawn Mitchell- Cleveland, Ms. Leilani Perriatt, Mr. Shane Shelby, Mr. Shawn Shelby, Ms. Jordan Simmons and Ms. Victoria Warner were the camps' summer interns. In addition, Ms. Sherron Bates, Ms. Michelle Bennett, Ms. Nikita Coleman and Ms. Paula Datri, CAM scholars, helped during the camp. Approximately 39 youngsters attended the camp.

Dr. Elaasar, and Dr. Zheng Chen were the co-directors. Ms. Sherron Bates, Ms. Michelle Bennett, Ms. Nikita Coleman, Ms. Paula Datri, Mr. Derrick Ellis, and D'Jonique Robinson, MSIPP Scholars, helped the instructors during the summer program and did research with CAM's faculty members in June and July. The camp consisted of ACT prep, Robotics, Mat Lab and research in different topics. About 26 students attended the CAM Camp.

Dr. Elaasar and the Space and Naval Warfare Systems Command (SPAWAR) co-sponsored the Cyber Security Summer Camp, June 26-30, 2017 in New Orleans, located in the UNO Research and Technology Park Complex. The Camp was in the College of Business Administration Building and Computer Information Systems computer labs. Thanks to Dr. Udeh, Dean of College of Business and Public Administration, and Dr. Alijani, Chair of Computer Information System department, for allowing us to use their facility.

## Arts & Sciences Continued

SUNO hosted the 5th CAM Summer Camp for regional high school students July 3-21, 2017. The camp is funded by the "Consortium for Advanced Manufacturing" (CAM) grant, U. S. Department of Energy, National Nuclear Security Administration (NNSA), the Minority Serving Institution Partnership Program (MSIPP). Dr. Heon Kim was the camp director.

Dr. Murty S. Kambhampati and his mentees Ms. Octavia Allen, Ms. Precious Williams, Mr. Tre' Wise and Mr. Trevor McIntosh have been working on Ecological Survey on BNL Wildlife: Collaborative Research Projects between Southern University at New Orleans, BNL and Hofstra University, Long Island, NY under the supervision of Dr. Timothy Green, Natural and Cultural Resource Manager at Brookhaven National Laboratory, Upton, NY.



*SUNO Students Precious Williams, Trevor McIntosh and Octavia Allen at work.*

Currently, the team is working on projects that are related to Eastern Box Turtles, small mammals – Mice, and pollinators. Field data on all assigned projects is in progress. At the end of the summer program, students will present research results in poster or oral forms in BNL Summer Symposium August 10-11, 2017. These research projects were sponsored by NSF LS-LAMP program to work under BNL-College Research Team Program (CRTP).



This summer two undergraduate students, Chaz Tyler and Rolanda Warren, are working under the supervision of Dr. Yi Zhen and Dr. Joe Omojola to investigate the effect of microgravity on the self-assembled structural formation and transition of amphiphilic polymer. The students are part of the Summer Undergraduate Research Experience (SURE) team.

This project is funded by the Louisiana Space Grant Consortium (LaSPACE). So far, preliminary data obtained by students is very promising. This project should be completed by Fall 2017.

### ► FORENSIC SCIENCE PROGRAM

Dr. Pamela Marshall presented information about SUNO's Forensic Science program on WBOK Radio for Small Business Thursday on May 18, 2017. Ms. Pharissa Robinson talked about SUNO's Health Information Management Systems program.

Dr. Marshall co-authored and submitted a manuscript titled, "Correlates of Campus Crime: An Exploration of Minority Assessments at a Historically Black College and University," June 19, 2017 with Dr. Patrick Webb, former SUNO Criminal Justice professor.



## Arts & Sciences Continued

Dr. Marshall met with Dr. Clint Coleman from Delgado Community College to discuss future collaborations with regards to grant writing, STEAM activities, and the development of a 2+2 program with SUNO's Forensic Science program.

Dr. Marshall gave a presentation at Delgado STEAM Academy Summer Camp June 27, 2017.

As a visiting scientist for SPAWAR Summer Camp at SUNO, Dr. Marshall performed strawberry DNA extraction with the students on June 28, 2017.

Dr. Marshall began discussions with Chancellor John Pierre at the Southern University Law Center to develop bridge courses for education of law students in Forensic Science.

During June 5-16, 2017, the first session of Become Excellent in Science & Mathematics by Training (BEST) Camp took place in the Brown Building. BEST is the offspring of the Gateway to Excellence in Math and Science (GEMS) Camp. GEMS was established in 2008 through a "Presidential Award for Excellence in Science, Mathematics and Engineering Mentoring (PAESMEM)" grant received by Dr. Joe Omojola, professor of Mathematics and Physics. BEST Camp is a two-week math and science summer camp for elementary students (2<sup>nd</sup> - 4<sup>th</sup> graders). BEST addresses the problem of declining interest in math and science at the elementary school level. The main goal of BEST is to spark children's curiosity about math and science and create a life-long love for STEM. BEST is purely an outreach program to the community.

This year's visiting scientists included Dr. Joe Omojola, BEST Program Director; Dr. Phyllis Okwan, BEST Program Coordinator and MSEIP Co-PI; Dr. Rachid Belmasrou, MSEIP Co-PI; Dr. Joseph Olubadewo, Biology; Dr. Yi Zhen, Physics; and Dr. Nebiat Sisay, Chemistry.

The camp attracted about 40 students from 22 schools around the Greater New Orleans Metropolitan area. The participants gained fun hands-on experience in Biology, Chemistry, Mathematics and Physics. The participants had the opportunity to interact with some of our undergraduate students who are doing research under the mentorship of Dr. Joe Omojola, assisted by Dr. Rachid Belmasrou and Dr. Yi Zhen.



*The BEST camp participants perform a song.*

Five undergraduate students are participating in the Summer Undergraduate Research Experience (SURE) supported by the Minority Science and Engineering Improvement Program (MSEIP) and the LaSPACE grant. Caprice Barber, Sameal Dor, Kristi Pearley, Chaz Tyler and Rolanda Warren also served as BEST assistants. The PI and Co-PI for the LaSPACE grant are Dr. Yi Zhen and Dr. Joe Omojola respectively. The undergraduate participants have been assigned research topics in Mathematics and Physics.

In addition, Dr. Murty Kambhampati, the Program Director for MSEIP, and four biology students (Trec' Wise, Precious Williams, Octavia Allen and Trevor McIntosh) are conducting research at Brookhaven National Laboratory (BNL), Long Island, NY as participants in the College Research Team Program (CRTP).



## Arts & Sciences Continued

### ► DEPARTMENT OF ARTS AND HUMANITIES

On June 1, 2017, Dr. Douglas Marshall completed a fellowship with the New Orleans Jazz & Heritage Foundation. This fellowship supported Dr. Marshall's ongoing research into how meaning is communicated surrounding the topic of death. In particular, this research included interviews with funeral directors and funeral home owners in New Orleans. Dr. Marshall also has been invited to present his findings at the National Communication Association's annual conference later this year.

### ► ADDICTIVE BEHAVIORS COUNSELING AND PREVENTION PROGRAM (ABCP)

Dr. Evelyn Harrell attended a workshop sponsored by the School of Social Work Community Resource Center that included presentations on "Trauma-Informed Practice with LGBTQ People in Foster Care" by Dr. Gerald Mallon; "Social Work Ethics: Child and Family Care" by Dr. Jill Murray; and "Trauma Exposure and Symptom Screening for School Aged Children by Tonya Hansel on June 9, 2017.

### ► SOCIAL SCIENCES

Dr. George Amedee, Professor of Political Science, appeared as a guest political commentator on WBOK 1230's Politics 101, "Dr. Clark the Living Classroom" June 7, 2017 with Dr. Gary Clark and Dr. Willie Kirkland of Dillard University. The full range of local, state, national and international political and governmental issues were discussed. The hourlong program featured calls from the listening audience.

### ► GENERAL STUDIES PROGRAM

The General Studies Program staff members presented to the Curriculum Committee in the 2017 Spring Semester and were successful in achieving curricula changes. These changes will help majors successfully matriculate to graduation; thus, enhancing the University graduation rate. In the past, majors had to take 30 credit hours at the 300 level and 15 credit hours at the 400 level. The change allows students to enroll in 15 credit hours at the 400 level, 15 credit hours at the 300 level, and the 15 credit hours to be based upon students' choice of the 400/300 level course combination.

A new course has been added to the General Studies curriculum as a free elective (GNST 301-Principles of Museology). It is a 300 level course that does not require a pre-requisite. The course represents a positive collaboration between the Museum Studies Program (a graduate program) and General Studies (an undergraduate program). This class is a win-win situation for both programs as General Studies majors have a 300 level free elective that will help them to meet the 15 credit hours at the 300 level graduation requirement and the Museum Studies Program will have a feeder course that will expand students' knowledge of the museum field. Plans have been put in place to develop a free elective Management Information Systems class at the 300 level as well as not requiring a pre-requisite for majors. Therefore, another win-win situation and positive collaboration will exist between the General Studies Program and the MGIS Program.

GNST 301 was offered for the first time this summer semester and the class had full enrollment.



*Interview with Angela Fama at the New Orleans Jazz Museum.*

### ► MUSEUMS STUDIES PROGRAM

#### Research

Dr. Haitham Eid is working on converting his Ph.D. dissertation into a book. The book will investigate how innovation is conceptualized in the museum context and analyze the framework of his Museum Innovation Model.

#### Community

Dr. Eid interviewed Angela Fama and facilitated Q&A session at the New Orleans Jazz Museum June 5, 2017. The interview was recorded and streamed online.

## Arts & Sciences Continued

Dr. Eid, Dr. Sara Hollis and students in the Museum Studies Program attended the opening of "What is Love" exhibition June 2, 2017 at the Arts Council New Orleans Gallery. The exhibition features the works of Canadian Artist Angela Fama and is curated by SUNO's M.A. Museum Studies Program in collaboration with the Loving Festival, New Orleans Arts Council and New Orleans Jazz Museum.



M.A. Museum Studies Student, Ilyanette Bernabel (Left) and Artist Angela Fama (Right) Installing "What is Love" at the New Orleans Arts Council Gallery.

### Campus

Dr. Eid was appointed from Interim Director to Director of the M.A. Museum Studies Program effective July 1, 2017.

### Student Achievements

The West Baton Rouge Museum has hired two graduates of the M.A. Museum Studies Program. Kathe Hambrick was selected as the new Exhibits Curator and Elizabeth Brantley as the new Curator of Collections. Ms. Hambrick and Ms. Brantley will begin their duties at the West Baton Rouge Museum in July.

## College of Business & Public Administration

### Dr. Igwe Udeh, Dean



Lt. General Russel Honoré (Retired), an emergency preparedness expert, shares his insight during the recent economic development conference.

### ► ACADEMIC EXCELLENCE INITIATIVES

#### 2017 EDA University Center for Economic and Entrepreneurial Development Conference

Dr. Igwe E. Udeh, Dean of the College of Business & Public Administration, and Mrs. Cynthia Beaulieu, Director of SUNO's Small Business Development & Management Institute, attended the 2017 EDA University Center for Economic and Entrepreneurial Development Conference in Baton Rouge.

The College of Business at Southern University and A&M College and the Southern University Law Center hosted the economic development conference entitled "Advancing Economic and Entrepreneurial Development in Disaster Recovery: The Role of Talent, Innovation and Place in Building Community Resiliency" June 15-17, 2017. This conference is one component of the University Center for Economic Development Program funded by the U.S. Department of Commerce, Economic Development Administration.

Some of the featured speakers included Mr. Scott Burgess, Federal Disaster Recovery Officer with FEMA; Mr.

## Business Continued

David Dodd, EDA, Economic Recovery Support Function; Ambassador James A. Joseph, former U.S. Ambassador to South Africa and Chairman of the Board, Louisiana Disaster Recovery Foundation during Hurricane Katrina; Dr. Ralph Christy, Professor of Emerging Markets and Director of the International Institute for Food, Agriculture, and Development at Cornell University; Lt. General Russel Honoré (Retired), Emergency Preparedness Expert; and Ms. Madhu Beriwal, President and CEO IEM. Topics addressed included: Louisiana Flood Disasters Status Update on Flood Recovery Efforts for Louisiana; the Role of Philanthropy in Leadership Development: What can be done to enhance Strategic Investment for Disaster Recovery in Building Resilient Communities: Lessons from Katrina and the 2016 Great Baton Rouge Flood; and Entrepreneurship Opportunities in Disaster Recovery.

### **National Association of Real Estate Brokers (NAREB) Meeting**

The leadership of the College of Business & Public Administration had a meeting with Mrs. Mary Adams Thomas, regional president of the National Association of Real Estate Brokers (NAREB) June 15, 2017 in the CBA Executive Conference Room. The CBA leaders discussed an alliance with the organization in hosting sessions that promote wealth building for underrepresented groups through exposure to real estate, insurance and stock market investment. When fully developed, the alliance envisions developing additional courses in insurance, real estate and financial management. NAREB will host a meeting in New Orleans July 6, 2017, and the CBA leadership has been invited to make a pitch before the entire organization.

### **► SMALL BUSINESS DEVELOPMENT & MANAGEMENT INSTITUTE**

#### **Workshops/Seminars/Trainings/Meetings**



Louisiana Notary Prep Test; June 3; CBA Building Room 100; First Class Feb. 11, 2017 – May 27, 2017; Classes meet every Saturday 9 a.m. to 2 p.m. to prepare participants to take the Louisiana Notary Examination at Louisiana State University in Baton Rouge; 22 participants; Ms. Suzan Jackson & Ms. Cynthia.

Live Broad Cast of WBOK Radio Program; June 1, 8, 15, 22 & 29, 2017; "SUNO Small Business Institute Network," sponsored by SUNO Small Business Incubator. The show offers valuable tools and information designed to help New Orleans small business owners take their business to the next level as well as assisting those individuals wishing to start a business.

The show provides resources and information essential to small businesses. The show broadcasts every Thursday 2:30 to 3 p.m. on WBOK AM Radio; Ms. Cynthia Beaulieu Host and Ms. Terrie Guerin, Co-Host.

NxLevel Start-Up Class; June 1, 8, 15, 22 and 29, 2017; six Classes; three participants; Small Business Incubator Conference Room; Ms. Angel VonDerPool, Instructor and Ms. Diana Thomas.

HBCU-Community Development Action Coalition (CDAC) Luncheon; June 6, 2017; Lil Dizzy Restaurant; discussed Clean Energy Innovation Project; SUSLA Representative and Cynthia Beaulieu.

Outreach at National Association of Real Estate Brokers; June 7, 2017; SUNO Library; 15-20 participants; Ms. Cynthia Beaulieu.

Meeting LA Department of Insurance; June 7, 2017; meeting to discuss upcoming Claims Adjuster Seminar on July 12, 2017; Mr. Patrick Bell, La Department of Insurance and Ms. Cynthia Beaulieu,

## Business Continued

Louisiana Economic Development (LED) Peer-to-Peer Graduation Ceremony; 10th of 10 scheduled workshops; June 7, 2017; 17 participants; CBA Room 100; A unique CEO roundtable system designed especially for leaders of second-stage companies, Peer-To-Peer enhances leadership abilities and improves decision-making; Irma Dixon, Facilitator, Ms. Cynthia Beaulieu.

Business Credit Seminar; June 10, 2017; CBA, Room 103; How to establish credit for your small business; 8 participants; Malik Sharrieff and Diana Thomas.

Conference Call LED Peer Perspective; June 13, 2017; Follow-up on Peer-to-Peer Training; all Intermediaries trained as facilitators; 35 participants.

EDA University Center for Economic and Entrepreneurial Development; June 16, 2017; Baton Rouge SUBR University Center; topic "Advancing Economic and Entrepreneurial Development in Disaster Recovery: The Role of Talent, Innovation and Place in Building Community Resiliency"; Dr. Igwe Udeh and Ms. Cynthia Beaulieu.

Business Writing Seminar; June 17, 2017; Seminar to help individuals in writing and publishing; Small Business Incubator Conference Room; 5 participants; Malik Sharrieff and Diana Thomas.

SEBD Collaboration; June 26, 2017; Mr. Damon Baptiste, Dr. Udeh, Ms. Timotea Bailey, Dr. Alijani and Ms. Cynthia Beaulieu.

Meeting HBCU-CDAC; June 30, 2017; Plan 2<sup>nd</sup> Annual Innovation Conference for September 2017; Visit from Director of CDAC from Miami, Mr. Ron Butler; Ms. Cynthia Beaulieu.

### ► OFFICE OF STUDENT SERVICES (OSS)

The Office of Student Services (OSS) provided critical SUNO and CBA data on student enrollment/retention/graduation/demographics for AACSB International re-affirmation Continuous Improvement Review (CIR).

The Office of Student Services researched and updated a database of local and national employers and sent help-wanted ads to current students and alumni.

The OSS Director sent out individualized and mass e-mails to CBA returning students encouraging them to re-enroll for the upcoming Fall semester.

## College of Education & Human Development

### Dr. Willie Jones, Interim Dean

#### ► HIGHLIGHTS

Dr. Willie Jones submitted an application to the Louisiana Department of Education for funding to redesign the traditional and alternate teacher preparation programs. In June, we received \$32,000 in funding to give stipends to faculty who participate in updating syllabi to include new state competencies, provide professional development to new faculty on new state competencies and purchase supplies for student teachers. Through this initiative, the teacher preparation programs will be aligned with current traditional and alternative teacher preparation requirements in BESE Bulletins 746 and 996. The expected outcomes from this transitional funding are:



## Education Continued

1. Students will possess the essential knowledge and skills that teacher candidates must master to be eligible for initial certification.
2. SUNO's teacher preparation programs will be competency-based, designed around candidates' mastery of essential knowledge and skills, versus discrete courses and isolated practice experiences.

Traditional and alternative teacher preparation programs at SUNO will include, at minimum, a yearlong residency for all teacher candidates, to provide ample opportunity for competencies to be mastered.

Drs. Jones and Diane Bordenave attended the Board of Regent's Birth to Kindergarten Statewide Curriculum meeting in Baton Rouge. They examined the existing committee work and determined what changes needed to occur to address the new Birth to Kindergarten certification requirements in BESE Bulletin 746 and BESE Bulletin 996 that are currently undergoing Notice of Intent. During this meeting, they also examined the Louisiana On-Site Review Expectations, new CAEP Accreditation Expectations, and reviewed existing documents developed for the Birth to Kindergarten Curriculum. The group developed timelines for Birth to Kindergarten approval by Systems, LDOE, BoR, & BESE.

Dr. Jones submitted the proposal to offer the Bachelor of Science in Educational Studies degree program to the Louisiana Board of Regents on June 20. The program will be voted on during the next Board of Regents meeting in July. The program is expected to begin in Fall 2017.

### ► GRANTS

Dr. Jones submitted a proposal for U.S. Department of Education's *Child Care Access Means Parent in School Program (CCAMPIS)*. The purpose of this proposal is to support the participation of low-income parents in postsecondary education through the provision of campus-based child care services. These funds are used to support or establish campus-based child care programs primarily serving the needs of low-income students enrolled in IHEs. Grants may be used for before- and after-school services. In addition, grants may be used to serve the child care needs of the community served by the institution.

Dr. Bordenave submitted a letter of intent for the College of Education and Human Development to apply for a grant from the Believe and Prepare: Early Childhood Cohort 3 -- Request for Applications on June 27, 2017.

### ► ACCREDITATION/ASSESSMENT

Dr. Bordenave reviewed Embargoed Draft Teacher Preparation Fact Book June 2, 2017 for Board of Regent publication. Validated and uploaded 2014-2015 program completer data to a secure site called an FTP for launching of an annual Louisiana Department of Education Believe and Prepare data exchange system June 7, 2017.

### ► PRAXIS

Dr. Tanisca M. Wilson coordinated the Praxis I Core and Praxis II Elementary Education workshop series June 10, 2017. Twenty-four students attended the summer workshop series from 10 a.m.-2 p.m. in various rooms in the Lake Campus Multipurpose Complex. Workshop participants received free test prep resources and lots of encouragement to pass their tests.

#### *Praxis I Core Reading*

Students used computers to practice answering questions about Praxis. Ms. Bercy, a reading specialist, assisted students by using a think-aloud comprehension strategy and by empowering them to use their test-taking skills.

#### *Praxis I Core Math*

Ms. Bocage, a math specialist who is a frequent favorite of students, engaged workshop participants by showing

## Education Continued

them how to solve math problems that will appear on the Praxis test. For additional test prep, students received Madeline Gardener's Praxis I Core Math Made Easy workbook.

### *Praxis I Core Writing*

Students learned the difference between source-based and argumentative essays as well as how to answer various questions about usage, language and research skills. Dr. Wilson was the workshop presenter.

### *Praxis II Elementary Education Workshop*

Joining us for the first time was Ms. Monconduit, a certified elementary education school teacher of 15 years who has a Master's of Art degree in Teaching. Ms. Monconduit and students worked intimately with Praxis II content. A student who attended the workshop scheduled and passed the Elementary Education Content test the following Saturday.

Dr. Angela Breckenridge (LSU Health Sciences Center), Dr. Florence Chigbu (Gee Cee Company of La), Dr. Albertha Lawson (Southern University A &M), Dr. Dione Nichols (Total Community Action), Dr. Pharissa Robinson (SUNO), and Dr. Tanisca M. Wilson (SUNO) completed the first draft of their book, *Challenges and Victories of Women in Education: Sustaining Passion and Purpose Despite Politics*. Dr. Tanisca M. Wilson coordinated the project.

### ► WORKSHOPS, CONFERENCES AND SCHOLARLY ACTIVITIES

Dr. Bordenave attended the Birth to Kindergarten Statewide Curriculum Committee Meeting in Baton Rouge June 16, 2017.

### ► OTHER UNIVERSITY-RELATED ACTIVITIES

Dr. Vincent Johnson conducted interviews for the athletic committee on June 14. On June 12, he met with Lt. General Honore' regarding the Honore' program.

## School of Social Work

### Dr. Ronald Mancoske, Interim Dean

The School of Social Work bids farewell to Interim Dean Ronald Mancoske and to Professor Bonnie Alston, Director of Field Education, who both retired in June.



*Dr. Ronald Mancoske*

Dr. Mancoske served the school for approximately three years as interim dean. He came to SUNO in 1987 and stayed 31 years. During that time, Dr. Mancoske was awarded the Integrated Behavioral Health Grant (IBH) from Health Resources and Services Administration (HRSA) and he is the recipient of the Millie Charles endowed professorship award. He has been the PI on many government grants including Temporary Aid to Needy Families (TANF), HIV and other grants focused on the welfare of vulnerable individuals and families. More recently, Dr. Mancoske applied for the Healthcare Education

and Leadership Scholars grant funded by the Council on Social Work Education (CSWE). He remains dedicated to being engaged in health care and child welfare. He plans to continue to contribute to various behavioral health and child welfare initiatives.



*Professor Bonnie Alston*

## Social Work Continued

Professor Alston served the School of Social Work for 28 years. She was hired as faculty and became the Director of Field in 2007. During her time as Director of Field, Professor Alston provided leadership for growth in the internship program. In 2007, there were about 100 students. When she retired, she provided leadership for internship education for more than 600 BSW and MSW students. She developed the first online course offering for an internship course at SUNO and also revised field internship outcomes that reflect behavioral competencies, which demonstrate the current Council on Social Work Education Standards.

Dr. Harry Russell reports that the MSW program admissions review is concluding for the upcoming 2017-18 academic year. As of June 30, 123 students were accepted from 152 total applicants. This figure represents an 80.9 percent acceptance rate (nine are still in review, 12 rejected and five declined acceptance). There will be an orientation for these students July 25.

Work continues on updating policies and procedures, as well as the review of integrating licensing content and Title IV-E objectives into curriculum. The evaluation of the current IBI program is underway and is expected to be completed by July 14. The HRSA Behavioral Health Workforce Education and Training - Integrated Behavioral Health program (BHWET - IBH), enters into its final year with four students identified for participation (Nakeisha Avie-Kyle, Ciera Harrell, Michael Morgan and Ernesha Smith). These students will receive a \$10,000 stipend for participation and completion of the training program.

The DSW program has been delayed. However, the plan is to move forward in an effort to have the program operational for the 2018-19 academic year.



*NORD Teen Campers*

Dr. Ben Robertson is the director of the Teen Camp for the New Orleans Recreation Development Commission. The participants in the camp are from 13 - 16 years old and they are learning language arts, math and pro-social behaviors. There are 56 campers for the 6- week camp. Dr. Robertson says that all participants show willingness and interest in learning academic and prosocial skills. Dr. Robertson says that the curriculum is developed by NORD and augmented by Dr. Robertson and his colleagues to create a more culturally relevant curriculum. The classroom component of the camp takes place in the

School of Social Work.



*Mrs. Linda Brooks gets assistance from Jasmine Joseph, a senior at Landry-Walker school.*

Mrs. Linda Brooks is supervising student workers from the NOLA Youth Works Summer Employment Program, City of New Orleans. The three students placed in the School of Social Work provide office assistance as they learn work place skills.

Dr. Gail Wise is the P.I. for the Amerigroup training grant. She is an expert in child welfare and will provide leadership for training Child Welfare workers in Louisiana. She also will provide consultation. Dr. Torin Sanders and Dr. Derrick Freeman are part of the training team for this grant. Dr. Russell will conduct the evaluation.

# CHANCELLOR'S REPORT



Rodney A. Ellis, Ed.D.  
CHANCELLOR

## EXECUTIVE TEAM MEMBERS

Wayne H. Bryant  
Brandy Jacobsen  
Leslie McClellon  
Dr. Regina Robinson  
Janice Sneed  
Frank Williams, Jr.  
Dr. Melva K. Williams  
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## Inside This Edition...

- 18th Annual SUSF GCC Classic
- SUSLA INITIATES CORPORATE TRAINING
- COMMUNITY SERVICE ACTIVITIES
- NEW HIRE
- STUDENT OF THE MONTH
- JAGUAR OF THE MONTH
- ANNOUNCEMENTS



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## SOUTHERN UNIVERSITY AT SHREVEPORT AWARDED \$1 MILLION TO DEVELOP A COMMUNITY KITCHEN/KITCHEN INCUBATOR

SUSLA was awarded a million dollar grant to develop a kitchen incubator in the Allendale community in Shreveport. The Milam Street Kitchen Incubator/Community Kitchen grew out of a partnership between the City of Shreveport, the Department of Community Development and the Regional Metropolitan Planning Organization (MPO) to revitalize the Allendale and Ledbetter Heights neighborhoods. Outreach and engagement efforts revealed that many food entrepreneurs in the Choice Neighborhood work from their homes preparing meals for catering activities, or creating food products for sale in local markets, but with very limited capacity. The majority are not working from health approved facilities and lack commercial equipment for food preparation.

Additionally, many small businesses lack the entrepreneurial and financial management training they need to be successful. Shreveport has a strong cultural heritage tied to Louisiana's Cajun, Creole and Southern cuisine, and this is manifested in the many micro-enterprises centered on culinary products and food preparation. Public engagement and market research revealed that the region has a need for a kitchen incubator to support existing food-related businesses in the Choice Neighborhoods and create living wage jobs in an industry slated to grow in the coming years.

In addition to the kitchen incubator services, the community kitchen will provide education, training and community engagement opportunities for neighborhood residents and target public and assisted housing residents. This will include the

Culinary Medicine Center, a Community Café, job training, and general wellness services. The trainee component of this project is modeled in part after Liberty's Kitchen in New Orleans, Louisiana.

As the project design took shape, a Choice Neighborhoods Education partner, Southern University at Shreveport emerged as the project lead. SUSLA has successful experience with two small business incubators, workforce development programs, and culinary arts training. Additionally, the Choice Neighborhoods Health and Wellness partner, the Martin Luther King Health Center and Pharmacy, brought its relationship with the Tulane University Culinary Medicine Center to the conversation.

The proposed facility will be a newly constructed 5,000-square foot building located on a 2.2 acre site. The building will include a commercial kitchen, conference room, office space/incubator workstations, an event space, a restaurant/café, food storage, and administrative offices. The site will also offer the opportunity for outdoor dining, and the potential to expand into a "food truck" or "market hall" concept using the remaining land.

SUSLA is pleased to be a part of a community endeavor that will engage numerous partners throughout the city. Without the leadership of the City of Shreveport; the Shreveport Housing Authority; the Martin Luther King Health Center & Pharmacy; SU/LSU Ag Centers; the Community Foundation of Northwest Louisiana and Step Forward, the project would not be possible.

## PROPOSED FACILITY



# Spice 'n' It Up!

## Cooking On The Red



The Southern University at Shreveport Foundation would like to thank everyone who supported the 18th Annual Gentlemen's Cooking Classic (GCC), "Spice 'n' It Up" ...*Cooking on the Red*", on Saturday, June 10th at the Shreveport Convention Center. The classic attracted approximately thirteen hundred individuals and continues to enjoy the prestige and ranking, as the one-of-a-kind social and civic food events in the Ark-La-Tex. The classic displayed the richness of local community diversity, fun and entertainment, while at the same time serving the finest culinary array of exquisite food dishes in Northwest Louisiana. The Classic is unique because men, women and children join collective forces with their fellow chefs for the sole purpose of sharing their culinary skills for the benefit of raising monies for scholarships. This Philanthropic event has become one of our major fundraisers affording us the opportunity to invest \$500,000 in scholarships for deserving students to attend SUSLA.



John Hubbard

This year's event was chaired by Mr. John Hubbard, SWEPCO Manager of External Affairs/NWLA and co-chaired by Ms. E. Jean Ware, Treasurer/SUSF Board of Directors and President of Southern University Alumni.



E. Jean Ware



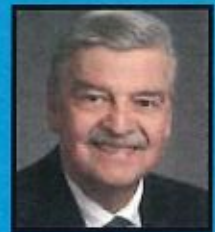
Mayor Ollie Tyler



Winzer Andrews



Anne Gremillion



Reece Middleton

We were honored to introduce the SUSF Gentlemen's Cooking Classic "Hall of Fame" as a new feature to the Classic. The first official inductees for 2017 were: Winzer Andrews, Anne Gremillion, Reece Middleton and E. Jean Ware.



(L) Linzola Winzer, GCC volunteer serving up the Quiche at Dr. Ellis' booth

### GEORGE A. KHOURY EDUCATIONAL AWARD PRESENTATION

A special presentation of the George A. Khoury Educational Award was presented to Dr. Ray L. Belton to benefit the Ray L. Belton Endowment Professorship, in the amount of Fifty Thousand (\$50,000.00) Dollars. Mr. George A. Khoury is a retired petroleum Engineer, known for his philanthropic financial gifts to education. The presentation was made by Mr. Frank Williams, Jr., Executive Director of the Southern University at Shreveport Foundation.



(L to R): Frank Williams, Jr. - SUSF Executive Director  
Dr. Ray L. Belton, President/Chancellor, SU System

## 2017 PARTICIPATING CHEFS

Mayor Ollie Tyler  
 Dr. Rodney A. Ellis, Chancellor  
 Chef Allums & Students - Shreveport Job Corps  
 Mr. Geno Hughes  
 Ms. Toya Milton  
 Mr. William Pierre  
 Chef Engel & Students - Shreveport Job Corps  
 Justice Jackie Scott  
 Ms. Maria Murphy  
 Mr. Charles Kingery  
 Chef Dowell  
 Mr. Keith Hightower  
 Mr. John Hubbard

Mr. Ted Fields  
 Mr. Shearez Henderson  
 Mr. Larry Norwood  
 Pastor Robert Payne, Jr.  
 Sheriff Steve Prator  
 Chef Jo & Students - Shreveport Job Corps  
 Mr. W.W. Walker  
 Mr. Kelly Wells  
 Fire Chief Scott Wolverton  
 Lynn Cawthorne  
 Ms. Susan Flowers  
 Mr. Dennis Holmes  
 Mr. Troquel Riley  
 Chef Curtis & Students - Shreveport Job Corps  
 Mr. Steven Jackson



Dennis Holmes



Whisperlynn and Fred Moss



Shreveport Job Corps

## 2017 LIL' CHEFS

Alayna Blanks	Darrick Kinchen, Jr.
Ashlee Blanks	Whisperlynn Mattye Moss
Hailey Clark	Titus Tisdom
Charlee Guidroz	Trent Tisdom
Koby Guidroz	Christian Vinet
Titus Jones	Julian Vinet
Shamarra Jones	William Vinet



SUSF Board Members, Dottie H. Bell and Jean Mosley served as chair and co-chair for the 2017 Lil' Chefs.



The Southern University at Shreveport Foundation is a 501(C) (3) Non-profit Corporation founded in 1999, with the sole mission of raising monies to support the Southern University at Shreveport Campus through the hosting of various fundraisers to provide scholarships for those students of who may not be able to acquire the funds required to pay tuition and purchase books.

# Spice 'n' It Up!

## Cooking On The Red

### AND THE WINNER IS...

---

#### CHEFS

##### *Entree*

- 1ST PLACE Shreveport Bossier Sports Commission – Kelly Wells (Shrimp & Grits and Crawfish Etoufee)  
2ND PLACE Shreveport Fire Dept. – Chief Wolverton (Pulled Pork Sandwiches w/Cole Slaw)  
3RD PLACE St. Mary AME Church– Pastor Payne (Mexican Sausage Dip & Burritos)

##### *Appetizers*

- 1ST PLACE Man in the Apron -William Pierre (Steak Bites w/Seasoned Peppers)  
2ND PLACE Shreveport Convention Center – Chef Douwe (Scallops)  
3RD PLACE Chef Mary Trammel (Chicken Nachos)

##### *Side Dish*

- 1ST PLACE Justice Jackie Scott (Greens & Spicy Turkey Necks)  
2ND PLACE Shreveport Job Corp – Chef Engel & Student (Mediterranean Mac & Cheese)

##### *Dessert*

- 1ST PLACE Shreveport Job Corp – Chef Curtis & Student (Mama's Boy Peach Cobbler)  
2ND PLACE Susan Flowers (Pralines)  
3RD PLACE Candy Galore and More (Red Velvet Cake, Wedding Cake, English Toffee)

##### *Booth Decoration*

- 1ST PLACE Sherriff Prator – (Fishing Camp)  
2ND PLACE Maria Murphy – (Spice It Up)  
3RD PLACE Southern University at Shreveport, Dr. Rodney A. Ellis – (SUSLA)

#### LIL' CHEFS

##### *Entree*

- 1ST PLACE Titus & Trent Tisdom (Texas Tacos)  
2ND PLACE Samarra & Titus Jones (Red Beans & Rice)  
3RD PLACE Darrick Kinchen (Shrimp & Grits)

##### *Appetizers*

- 1ST PLACE Vinet Brothers (Salsa & Chips)  
2ND PLACE Koby & Charlee Guidroz, Hailey Clark (Shrimp Dip)  
3RD PLACE Ryan Burrell, Jr. & Bryan Burrell (Hot Boys Pepper Sauce)

##### *Booth Decoration*

- 1ST PLACE Vinet Brothers  
2ND PLACE Darrick Kinchen  
3RD PLACE Samarra & Titus Jones
- 

On behalf of the Southern University Shreveport Foundation Board of Directors and staff, we would like to express heartfelt appreciation and thanks to the sponsors, volunteers, donors, supporters, chefs and Lil' chefs for your support of this event and we look forward to the 19th Annual Gentlemen's Cooking Classic in 2018.

## SUSLA INITIATES CORPORATE TRAINING ADVISORY COUNCIL



L-R (back): Dr. Raymond Hicks, Charley Kingery, Jim Shockley, and Shelford Wilson. L-R (front): Connie Reynolds, Jean Mosley, Wendy Benscoter, Dr. Rodney Ellis, Vickie Marshall, Kenneth Epperson, Beverly Parker, Herman Vital, and Janice Sneed.

The newly established Department of Corporate Training (which is a unit of the division of Community & Workforce Development) at the Shreveport campus of Southern University recently formed its first advisory council. The purpose of the Corporate Training Department is to provide training and lifelong learning opportunities for business and industry, incumbent workers, and individuals interested in enhancing their quality of life through certifications, professional, cultural, and other learning enrichment opportunities, which allow for increased skills in the workplace and personal growth. The

advisory council will assist the Corporate Training staff in identifying in-demand training needs of individuals in the workforce, recommend techniques for measuring participant satisfaction, and provide procedures for developing marketing plans to increase enrollment in program course activities.

The Advisory Council was formed by Beverly Parker, the Executive Director of Corporate Training. She conducted a search to identify individuals representing areas in education, business and industry, social services, governmental organizations, healthcare/medical, and culture and arts.

### CONGRESSMAN'S CHIEF OF STAFF VISITS YOUTHBUILD PROGRAM

Hayden Haynes, Chief of Staff for Congressman Mike Johnson's office (4th District, LA), stopped by SUSLA on May 31st to visit and learn more about the YouthBuild program. He met with Chancellor Rodney A. Ellis to review a video presentation by YouthBuild Program Manager, Shanice Robinson, highlighting the positive impact of the program.

Haynes also spoke to the Youthbuild students about how Federal laws are introduced and passed. He indicated that the office would support future grant applications from the program and that they would continue to market the program through their social media outlets.



(Pictured: Communications Director for Congressman Mike Johnson – Ainsley Holyfield, Chief of Staff-Hayden Haynes, YouthBuild Program Manager – Shanice Robinson, and Chancellor Rodney Ellis)

*Goals*

*Our level of success is a reflection of how high we set our sights.*



# Community Service

## SUSLA SERVES DURING THE ANNUAL "PAINT YOUR HEART OUT SHREVEPORT"

SUSLA partnered with the City of Shreveport to participate in the 25th Annual "Paint Your Heart out Shreveport" on Saturday, May 13, 2017. The team helped to transform a home in the Cedar Grove community. Kudos to those who participated in this year's event! They include:



Before

After

Dennis Holmes, Chair, Shanace Robinson, Co-Chair  
 Jada Wiggins, YBS student (Alumni)  
 Brenda Henderson  
 Don Howard  
 Charlellia James  
 Jerry Jones, YouthBuild student/Alumni

Shelia Holmes  
 Larry Ferdinand  
 Tequilla S. Williams



*Service is the rent we pay for being. It is the very purpose of life, and not something you do in your spare time.*

*-Marian Wright Eddman*

## Jaguar Community Health Initiative partners with the Louisiana Office of Public Health and Walgreens Pharmacy to bring HIV Testing to African-American Young Adults

The Jaguar Community Health Initiative set a new program record by providing 45 HIV tests to young adults in Shreveport as part of its monthly testing event. According to Dr. Michael Hicks, *"If you can get three or four young adults to take a quick, no blood, confidential HIV test, then a testing event can be considered a success."*

Their purpose is to prevent and reduce the transmission of HIV/AIDS and the onset of substance abuse for African-American male and female young adults (ages 18 - 24) enrolled at Southern University at Shreveport and for residents in surrounding neighborhoods. This project is funded through the Office of Substance Abuse and Mental Health Services Administration (SAMHSA), US Department of Health and Human Services.



Pictured from left to right: Tina B - 103.7 Da Beat Radio Personality; Gregory Sweet - Walgreens Pharmacist; Iberia Watley - Program Monitor, Office of Public Health; A.J. Johnson - CEO, Baton Rouge AIDS Society and Dr. Michael Hicks, SUSLA

*Character*

*The path of integrity always takes us in the right direction.*

# CAREER TRANSFER HEALTH FAIR



## SUSLA SPRING 2017 CAREER, TRANSFER, HEALTH FAIR

SUSLA hosted the 2017 Career, College Transfer and Health Fair event on Monday, April 24, 2017. The event was a collaboration between the offices of Career Services (chaired by Dr. Tuesday Mahoney), Communities of Color Network (chaired by Urina Holt), and TRiO Student Support Services (chaired by Delores Surles). This year represented the largest number of associates held on SUSLA's campus.

Students also participated in individual interviews with the university's career partners including Boomtown; the Louisiana Workforce, the United States Marines Corp, Academic Partners, and the Goodwill Job Center. Delores Surles, Transfer Coordinator of Student Support Services, coordinated the four-year College Transfer opportunities to prepare TRiO SSS students for transfer resources offered by schools including Wiley College, Northwestern State University, LSUS, LSUA, East Texas Baptist, and the American Health of Louisiana.

The event also included SUSLA health and wellness partners with resources such as free health services and a blood drive offered through Life Shares.

### SUSLA'S DUAL ENROLLMENT PROGRAM IS THRIVING

The Dual Enrollment Program was very successful this year! Under the leadership of Dual Enrollment Coordinator Saundra Bigham, over 900 students were enrolled and credit earned certificates were given at Senior Awards Day. Altogether, students earned over 3000 hours of college credits. Two pilot programs with Caddo and Desoto Parishes are scheduled to start in the fall of 2017. The program will also welcome students who will be taking courses on our campus from Booker T. Washington and Woodlawn High Schools.



### STEPHANIE BELL MLT/PHLEBOTOMY CLINICAL COORDINATOR

Stephanie Bell has joined the SUSLA campus as the MLT/Phlebotomy Clinical Coordinator. Bell obtained her B.S. in Medical Technology at LSUHSC-Shreveport School of Allied Health Professions in 2004. She has served as a Medical Technologist for over twelve years, working as a Generalist. Bell is currently pursuing her Masters in Healthcare Administration at LSU Shreveport with an anticipated graduation date of December 2017. Bell says, *"I am excited to be a part of the Jaguar family!"*

---

CONGRATULATIONS  **Student  
of the Month**

**I AM SOUTHERN...**



*Meet Donna Powell*

Shreveport native, Donna Powell, decided to further her education at the age of 47. She is now a sophomore at SUSLA majoring in Radiology with a 3.9 GPA.

*"A friend encouraged me to go to college. After a little research, I decided to enroll at SUSLA. It was really tough for me at first. I was scared of the unknown and didn't believe that I could achieve much. But the professors here have truly helped me on this journey. I have been especially encouraged by my Psychology teacher, Mrs. Belinda Dixon and my math teacher, Mrs. Harolyn Wilson."*

Mrs. Dixon taught Donna last year and says, "She did her best in all of her classes and was eager to help others when she saw a need. I do wish that there were more students like her. If anyone deserves to be the student of the month it is HER."

Donna plans to graduate from SUSLA and continue her education to become a Mammogram Technician.

---

*Jaguar of the Month*

Chancellor Rodney Ellis congratulates

*Annie Moss*  
as "Jaguar of the Month!"



*Mrs. Moss joined SUSLA in 2013 as Director of Admissions. She has over 25 years in higher education. On a recent customer survey, one student stated, "She solves problems with speed and efficiency." Another student stated, "My experience with admissions was great! I received answers to my concerns in a short amount of time."*

*Great customer service, Annie Moss!*

# MILK FARMERS' MARKET & MAKER FAIR



Fresh Produce • Arts & Crafts • Baked Goods

**DATES:** JUNE 3<sup>rd</sup> and 17<sup>th</sup>

JULY 1<sup>st</sup>, 15<sup>th</sup> and 29<sup>th</sup>

AUGUST 12<sup>th</sup>

8:00 am - 1:00 pm • MLK Drive & David Raines Rd.

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PRESENTS

# MORRIS CLAIBORNE'S

## YOUTH FOOTBALL CAMP @ INDEPENDENCE STADIUM



**FREE**

3301 PERSHING BLVD. SHREVEPORT, LA 71106

### JUNE 24, 2017

**CAMP 1: AGES 5 - 12**  
REGISTRATION @ 8AM

CAMP @ 9AM - 11AM

**CAMP 2: AGES 13 - 18**

REGISTRATION @ 11:30AM

CAMP @ NOON - 3:30PM

**NY JETS CORNERBACK  
#21 MORRIS CLAIBORNE,  
HIS NFL & LSU FRIENDS, &  
COACH PRUDE  
WILL HOST A ONE DAY  
FOOTBALL CAMP!**

CAMP INCLUDES ADMISSION,  
INSTRUCTION, CAMP T-SHIRT &  
LUNCH. CAMPERS MUST BRING  
CLEATS/TENNIS SHOES, &  
PRACTICE SHORTS

**REGISTER AT:**

All participants **MUST** bring a **SIGNED** waiver to camp. To get a waiver, text your email address to (318) 469-0430 or stop

# SUSLA

SOUTHERN UNIVERSITY AT SHREVEPORT

*50* Celebrating  
YEARS 1967-2017

*#Come Be Southern*

*Save the Dates*

CONTACT:

Dr. Tuesday Mahoney  
318-670-9721  
twilliams@susla.edu

SEPTEMBER 18-19, 2017

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ARE YOU FOLLOWING US ON SOCIAL MEDIA?



FACEBOOK



YOU TUBE



TWITTER



INSTAGRAM

# #ComeBeSouthern!

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Shannon Levington-McCowen, Interim Director*

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Barbara Austin, Coordinator/Editor*

*A unit of the Office of Finance & Administration, Brandy Jacobsen, Chief Finance Officer*

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Southern University System

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Section 504 Coordinator: Jerushka Ellis, Fine Arts Bldg., - Student Success Center, (318) 670-9473*