



# SOUTHERN UNIVERSITY SYSTEM BOARD OF SUPERVISORS

## MEETINGS

9 a.m.

Friday, November 29, 2019

Hyatt Regency  
Strand 12 Meeting Room  
Level 2  
601 Loyola Avenue  
New Orleans, LA 70113

**Southern University and A&M College System  
BOARD OF SUPERVISORS MEETING**

2nd Floor, J.S. Clark Administration Building  
Board of Supervisors Meeting Room  
Baton Rouge, Louisiana  
Friday, October 18, 2019  
9:00 a.m.

**MINUTES**

The meeting of the Southern University Board of Supervisors was called to order by Board Chair Atty. Domoine Rutledge.

**Pledge of Allegiance:** Miss Dylan Robinson a sixth grade student at Southern University Laboratory School.

**Invocation** was given by Pastor Rene' Brown who is the pastor at the Mt. Zion Baptist Church. He currently serves as the president of the Fourth District Missionary Baptist Association of Louisiana, Inc.

**PRESENT**

Atty. Domoine Rutledge, Dr. Samuel C. Tolbert, Jr., Dr. Leroy Davis, Mr. Raymond Fondel, Dr. Curman Gaines, Rev. Donald R. Henry, Mrs. Ann A. Smith, Dr. Leon R. Tarver II, Ms. Arlanda Williams, Mr. Sam Gilliam, Mr. John Barthelemy and Atty. Edwin Shorter

**ABSENT**

Mr. Donald Dunbar, Mr. Richard Hilliard, Atty. Patrick Magee, and Dr. Rani Whitfield

**UNIVERSITY PERSONNEL ATTENDING**

System President Ray Belton, Chief of Staff Dr. Katara Williams, Executive Vice President/Executive Vice Chancellor James Ammons, Vice President for Finance and Business Affairs Flandus McClinton Vice President for Strategic Planning, Policy and Institutional Effectiveness Vladimir Appeaning, Vice President for External Affairs Robyn Merrick, Chancellors Dr. Lisa Mims Devezin (SUNO), Dr. Orlando F. McMeans (SUAREC), Dr. Rodney Ellis (SUSLA), and Atty. John Pierre (SULC).

**BOARD COUNSEL**

Attys. Winston DeCuir, Jr., and Deidre Robert

**SPECIAL RECOGNITION**

Chairman Atty. Domoine Rutledge introduced the newest addition to the Southern University Board office, Ms. Tracey Taylor-Jarrell.

**ACADEMIC AFFAIRS COMMITTEE**

2nd Floor, J.S. Clark Administration Building  
Board of Supervisors Meeting Room  
Baton Rouge, Louisiana  
Friday, October 18, 2019

**MINUTES**

Board Chair Atty. Domoine Rutledge announced the convening of the Academic Affairs Committee. Academic Affairs Committee Chair Dr. Curman Gaines called the committee meeting to order.

**Present:** Dr. Curman Gaines, Dr. Leroy Davis, Dr. Samuel C. Tolbert, Jr., Dr. Leon R. Tarver II, Mr. Sam Gilliam, Mr. John Barthelemy, and Atty. Domoine Rutledge

**AGENDA ITEM 4: ADOPTION OF THE AGENDA**

Upon the motion by Dr. Samuel Tolbert and seconded by Dr. Leon R. Tarver II the agenda was recommended for adoption

Motion passed.

**AGENDA ITEM 5: PUBLIC COMMENTS**

None

**AGENDA ITEM 6: ACTION ITEMS**

**A. Request Approval of Professor Emeritus and director Emeritus Designation for Dr. Diola Bagayoko – Department of Science and Engineering (SUBR)**

The Office of the Executive Vice President/Executive Vice Chancellor Dr. James H. Ammons recommends the appointment of Dr. Diola Bagayoko and Professor Emeritus and Director Emeritus at Southern University because of his long and outstanding record and service to the university, Dr. Bagayoko is a distinguished scholar, professor, scientist and researcher. The work that he has done for the Southern University System and academia makes him the ideal candidate to receive this high honor.

Dr. Bagayoko has provided an excellent example of how a university professor can successfully blend his research with a commitment to teaching and learning. The recommendation to appoint Dr. Bagayoko as Professor Emeritus and Director Emeritus was unanimously approved by the Academic Council. He also comes highly recommended for this appointment with nominations from Dr. Patrick Carriere, Dr. Laurence L. Henry and Dr. Terrence Reese.

Upon The motion by Dr. Tarver and seconded by Mr. Gilliam and Dr. Gaines, Dr. Diola Bagayoko was recommended for approval of Professor Emeritus and director Emeritus in the Department of Science and Engineering (SUBR).

Motion passed.

**AGENDA ITEM 7: OTHER BUSINESS**

None

**AGENDA ITEM 8: ADJOURMENT**

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

Motion passed.

**FACILITIES AND PROPERTY COMMITTEE**

*(Following Academic Affairs Committee)*

2nd Floor, J.S. Clark Administration Building

Board of Supervisors Meeting Room

Baton Rouge, Louisiana

Friday, October 18, 2019

**MINUTES**

The Facilities and Property Committee was called to order by Committee Chair Rev. Donald R. Henry.

**Present:** Mr. John Barthelemy, Dr. Leroy Davis, Mrs. Ann A. Smith and Atty. Domoine Rutledge.

**Absent:** Dr. Rani Whitfield and Mr. Richard Hilliard

**AGENDA ITEM 3: ADOPTION OF THE AGENDA**

Upon the motion by Rev. Henry and seconded by Dr. Davis the agenda was recommended for adoption.

Motion passed.

**AGENDA ITEM 4: PUBLIC COMMENTS**

NONE

**AGENDA ITEM 5: ACTION ITEM:**

**A. Request Approval of Property Transfer of Milam Street Kitchen Incubator and Community Kitchen (SUSLA)**

Chancellor Rodney Ellis (SUSLA) requested approval for the Property Transfer of Milam Street Kitchen Incubator and Community Kitchen.

Chancellor Ellis stated, two years ago the city of Shreveport and some partners joined together for \$20 million grant. Of that grant. Southern University at Shreveport (SUSLA) received about \$1.5 to build a kitchen incubator where they will be training students to be caterers and restaurants culinary entrepreneurs. The construction of the facility was completed in July 2019. SUSLA Facilities, Inc. (SFI) facilitated the construction in collaboration with the City of Shreveport. As agreed, on at the commencement of the project, the facility would be transferred to SUSLA once the project was completed for the implementation of programming that will take place at the facility. "Based on that information, Chancellor Ellis is requesting that the necessary steps be taken to complete the transfer of property from SFI to SUSLA.

Motion was adopted and seconded.

Motion passed

Mr. Sam Gilliam gave kudos to Chancellor Ellis. He commended him for a job well done.

## **AGENDA ITEM 6 – INFORMATIONAL ITEM(S)**

### **A. Priority Projects Updates, by Campuses**

Mr. Eli Guillory, System Director of Facilities and Planning provided a written report that was included in the meeting packet. He provided the status of several projects and stated that the department is on target to meet all deadlines as it relates to major projects on each of the SU campuses. He mentioned the tours of each campus was very successful and the future funding for the needs of each campus would be submitted by each of the Chancellors. Mr. Guillory thanked Board Member Sam Gilliam for participating in the tours where he was able to see how the operation works with facility planning border regions and finance from the state level.

Mr. Guillory commended Chancellor Ellis and the fine administrative team in Shreveport for all their hard work and leadership on the Milam Street Kitchen Incubator and Community Kitchen project.

Mr. Sam Gilliam commended Mr. Guillory for taking the initiative on the projects on the Shreveport campus. He was instrumental in getting the border regions, facilities and planning people to come up and make a commitment in cooperation with Chancellor Ellis.

## **AGENDA ITEM 7: OTHER BUSINESS**

None

## **AGENDA ITEM 8: ADJOURNMENT**

It was moved and seconded the Facilities and Property Committee meeting be adjourned.

Motion passed.

**FINANCE COMMITTEE**  
*(Following the Facilities and Property Committee)*  
2nd Floor, J.S. Clark Administration Building  
Board of Supervisors Meeting Room  
Baton Rouge, Louisiana  
Friday, October 18, 2019

**Minutes**

The Finance Committee was called to order by Committee Chair Dr. Leon Tarver, II.

**Present:** Mr. Richard Hilliard, Dr. Leroy Davis, Dr. Curman Gaines, Mr. Sam Gilliam, Ms. Arlanda Williams and Atty Domoine Rutledge

**AGENDA ITEM 3: ADOPTION OF THE AGENDA**

It was moved by Committee Chair Leon Tarver II and seconded that the agenda be accepted.

Motion passed

**AGENDA ITEM 4: PUBLIC COMMENTS**

**Miss Jacqueline Morgan**, Editor in Chief for the Southern Digest Organization.

Briefly spoke on the student's behalf in reference to the Athletic referendum that is being brought for approval from the board. Miss Morgan stated after having a discussion with the SGA President, Donald Dunbar and Athletic Director, Roman Banks, the students agree and accept the Athletic Fee but request that there be more transparency. The students are requesting an itemized list of everything that is needed and the cost."

**Mr. James LeBlanc**, retired Army veteran spoke on behalf of the community in reference to the home football game attendance and what he believes can be done.? He gave the 2019 football players statistics. He said, "There's 99 student athletes on the football team. As for the Louisiana players, there are 19 from the Baton Rouge area, five of which is from Southern lab, 13 from New Orleans, three from Lafayette and eight from Shreveport. This is ridiculous! We can deal with home attendance by getting some of these local guys playing football here at Southern University because the family will come to see their kids play ball."

The board thanked Mr. Leblanc for the interesting observations.

**AGENDA ITEM 5: Action Item(s)**

**A. Request Approval of Athletic Fee Increase (Effective Spring 2020 – SUBR)**

Per Mr. McClinton, the fee for the spring will be increased to \$50 which should bring in income of \$320k. After hearing the students concern and in the absence of Mr. Dunbar and athletic director Banks, the board is recommending Dr. Belton go back and

meet with them after the funds have been received and they have gotten a better control of the expenses and what the funds will be used for, Mr. John Barthelemy made a motion to approve Item 5A with the amended recommendation from the board. Seconded by Atty Domoine Rutledge.

Motion passed

- B. Request Approval for FY 20-21 Budget Requests (Including Operational Plans)**
1. Southern University Board and System Administration
  2. Southern University and A & M College (SUBR)
  3. Southern University Law center (SULC)
  4. Southern University New Orleans campus (SUNO)
  5. Southern University Shreveport Campus (SUSLA)
  6. Southern University Agricultural Research and Extension Center (SUAREC)

Upon the motion by Atty Domoine Rutledge and seconded by Mr. Sam Gilliam, item 5B (1-6) requested for approval

Motion passed

#### **AGENDA ITEM 6: INFORMATIONAL ITEM**

**A. Interim Financial Reports**

Mr. McClinton prepared the report and gave a summary of the report. He mentioned they had finalized the registration process for the fall semester. The Baton Rouge campus and the SUSLA campus were able to meet their budget number. For the New Orleans campus, they fell short only 130,000 and the Law Center was 116,000. Each one of those campuses have provided a document to Mr. McClinton that show how they plan to make up for the shortfall. In addition to that the SUNO campus went ahead and adjusted the spring semester. The complete financial report was included in the package.

#### **AGENDA ITEM 7: OTHER BUSINESS**

None

#### **AGENDA ITEM 8: ADJOURNMENT**

It was moved and seconded that the Finance Committee meeting be adjourned.

Motion passed



**INTERNAL AUDIT COMMITTEE**  
***(Following the Finance Committee)***

2nd Floor, J.S. Clark Administration Building  
Board of Supervisors Meeting Room  
Baton Rouge, Louisiana  
Friday, October 18, 2019

**Minutes**

The Internal Audit Committee was called to order by Committee Chair Dr. Leroy Davis.

**Present:** Dr. Leon R. Tarver II, Mr. John Barthelemy, Atty. Edwin Shorty, and Atty Domoine Rutledge

**AGENDA ITEM 3: ADOPTION OF THE AGENDA**

It was moved by Dr. Leon Tarver II and seconded by Atty Domoine Rutledge that the agenda be accepted.

Motion passed

**AGENDA ITEM 4: PUBLIC COMMENTS**

None

**AGENDA ITEM 5: ACTION ITEMS**

- A.** Request Approval of the Southern University System Internal Audit Department Charter
- B.** Request Approval of the Internal Audit Quality Assurance and Improvement
- C.** Request Approval of the Two-year Audit Plan

Upon the motion by Atty Shorty and seconded by Dr. Tarver item 5 A-C requested for approval

Motion passed

**AGENDA ITEM 6: OTHER BUSINESS**

None

**AGENDA ITEM 8: ADJOURNMENT**

It was moved and seconded that the Internal Audit Committee meeting be adjourned.

Motion passed.

## **PERSONNEL AFFAIRS COMMITTEE**

*(Following the Audit Committee)*

2nd Floor, J.S. Clark Administration Building

Board of Supervisors Meeting Room

Baton Rouge, Louisiana

Friday, October 18, 2019

### **Minutes**

The Personnel Affairs Committee was called to order by Committee Vice Chairman, Mr. Barthelemy

**Present:** Dr. Curman L. Gaines, Mr. Sam Gilliam, Dr. Leon R. Tarver II, Ms. Arlanda Williams and Atty. Domoine Rutledge

#### **AGENDA ITEM 3: ADOPTION OF THE AGENDA**

It was moved by Ms. Arlanda Williams and seconded by Atty Domoine Rutledge that the agenda be accepted.

Motion passed

#### **AGENDA ITEM 4: PUBLIC COMMENTS**

- Dr. Mostafa Elaasar, senate president at Southern University of New Orleans (SUNO). Dr. Elaasar commented on the deficit issue at SUNO. He stated, “The Constitution of the faculty senate states the faculty senate be consulted in advance of significant prospective actions by the administration and the Board of Supervisors.”  
The board thanked him for his comment.
- Ms. Shatiqua A. Mosby-Wilson, SUNO  
Ms. Mosby-Wilson bring greetings from students at SUNO. She commended Dr. Lisa Mims-Devezon, Chancellor of SUNO on her good work and wished her luck in the future. She also stated the need to be included in the selection process for the Interim Chancellor and the selection process for the permanent Chancellor that will come as those things were not mentioned in the current package. SUNO would like to still be included in that process. With that being said, Ms. Mosby-Wilson requested the board not to necessarily rush in the selection of the Chancellor and allow them to meet this person and for us to be able to support and endorse this person's leadership of our campus. The board thanked her for her comment.
- Dr. Raymond Delaney Jr., SUNO Faculty Senate  
Dr. Delaney is a community organizer who believe in what's right for the institution. He believes those that are close to the problem is closer to the solution. He is requesting that SUNO be a part of the selection process.

He stated, “If we can at least be a part of selecting someone who will represent our university that will give us great pleasure. It is important that we have a discussion so that we not only as a faculty, but also as I represent a faculty senate, know and understand what the full direction and the scope is and what we're trying to achieve as a university. I just ask that you all consider time for us to work together and work as a unit and not divided.” The board thanked him for his comment.

- Dr. Brian Ulmer, SUNO  
Dr. Ulmer is a graduate of Southern University. He is seeking support from the board and wanted to comment on Dr. Lisa Mims-Devezin and the great work she has done at SUNO and how she helped him and others at SUNO. He mentioned the timeline remaining for Dr. Mims-Devezin and asked if they could include SUNO in the plans for progress going forward in choosing the next person to take Dr. Mims-Devezin position.

**Agenda Item 5: Action Items**

A motion was made by Mr. Sam Gilliam and seconded by Atty Domoine Rutledge to approve agenda items 5A, 1 through 9

Motion passed

Name	Position/Campus	Salary	Funding Source
1. James Ammons	Executive Vice President & Interim Chancellor SUS & SUNO (Interim Appointment)	No Salary Change Housing Increase (Per Month) \$3,000.00	State
2. Karen E. Crosby	Interim Dean Dolores Margaret Richard Spike Honor College SUBR (Interim Replacement)	\$115,000.00	State
3. Lisa Mims-Devezin	Full Professor (Tenure Rank) College of Arts and Sciences SUNO (New Appointment)	\$110,000.00	State
4. Jocelyn J. Johnson	Chief of Police Police Department SUBR (Salary Adjustment)	\$94,000.00	State
5. Toni Manogin	Executive Director for Institutional Effectiveness Policy and Planning SUS (Additional Duties)	\$118,000.00	Federal/State
6. Renita Marshall	Vice-Chancellor for Academic & Student Services/Associate Dean College of Agriculture, Family and Consumer Science SUBR/SUAREC (New Appointment)	\$135,000.00	Federal/State

7. Dana Pollard	Research Associate Professor College of Agriculture, Family and Consumer Science (SUAREC) (New Appointment)	\$65,000.00	Federal
8. Bijoy Sahoo	Acting Executive Vice-Chancellor SUBR (Interim Appointment)	\$170,000.00	State
9. Calvin R. Walker	Executive Vice-Chancellor and Director of Department: Agriculture, Research and Extension Center Special Projects (SUAREC) (New Appointment)	\$155,000.00	Federal

**Agenda Item 6:** Request Approval for 6-Month Sabbatical Leave (beginning Dec. 30, 2019) – Dr. Lisa Mims-Devezin (SUNO)

A motion was made by Atty Domoine Rutledge and seconded by Dr. Leon Tarver to approve agenda item 6.

Motion passed

**Agenda Item 7: Other Business**

None

**Agenda Item 8: Adjournment**

A motion was moved by Mr. Sam Gilliam and seconded by Dr. Curman Gaines that the Internal Audit Committee meeting be adjourned.

Motion passed.

**RECRUITMENT AND ADMISSIONS COMMITTEE**

*(Following the Personnel Affairs Committee)*

2nd Floor, J.S. Clark Administration Building

Board of Supervisors Meeting Room

Baton Rouge, Louisiana

Friday, October 18, 2019

**Minutes**

The Recruitment and Admissions Committee was called to order by Committee Chair, Ms. Arlanda Williams.

**Present:** Mr. Raymond Fondel, Jr., Atty. Edwin Shorty, Mrs. Ann Smith, and Atty. Domoine Rutledge

**Agenda Item 3: Adoption of the Agenda**

It was moved by Ms. Arlanda Williams and seconded by Atty Domoine Rutledge that the agenda be accepted.

Motion passed

**Agenda Item 4: Public Comments**

None

**Agenda Item 5: Information Item:**

**A. Enrollment Assessment Update (SUBR)**

Dr. Belton advised the board that there has been a presentation prepared that is threefold one which would anticipate providing a snapshot of our enrollment across the Southern University system, two which would discuss launching the banner consolidated platform that promises to be an upgrade to the current legacy system, and lastly, we have commissioned a consultant to do an in depth assessment of our enrollment and registration processes on the Baton Rouge campus.

First presentation was given by Dr Vladimir Appeaning provided the snapshot of enrollment where he mentioned his presentation will have three parts. One which will look at year one results, the second will include the expectations for the Southern University system and the third component will focus on 2019 preliminary enrollment data. The data presented was the official data that has now been recorded across the Southern University system to the Board of Regents. Everyone received copies of the three handouts to support the presentation.

After the presentation, there was discussion with the board members and Dr. Appeaning. Dr. Appeaning discussed SUSLA connect, % of students provisionally admitted, online

enrollment, online program fees, and SUBR enrollment number for 2019. Dr. Davis thanked Dr. Appeaning for the presentation, but he requested a one-page report for the November meeting that include why graduate student enrollment decreased and Dr. Tarver requested the justification for the fees for the online program. Dr. Belton thanked Dr. Appeaning for his presentation and board for their input and questions.

Second presentation was given by Dr. Gabriel Fagebeyiro. He provided information about the efforts to bring a consolidated banner platform that will support all the campuses within the Southern University system. Dr. Fagebeyiro gave background on the old banner system and the launching of the new banner consolidation project and the all the opportunities. The banner consolidation project is part of the long-range strategy for the system to pull resources and begin to rely on synergies and become more efficient and give students a common experience regardless of their location of which campus they are on. The old system had three separate banner systems across the system. Dr. Fagebeyiro provided a matrix which include where they are today and what the goals are for the future. There was discussion in reference to student's involvement and admissions and recruitment as it relates to retention and who oversees retention. Dr. Fagebeyiro discussed topics in depth and mentioned her would discuss more at the System Retreat. Ms. Williams thanked everyone for their hard work on the project and commented Dr. Fagebeyiro on the roadshow.

Dr. Belton thanked Dr. Fagebeyiro and mentioned to Dr. Fagebeyiro that he had a great presentation. Dr. Belton stated "he believes that the consolidation project will enable everyone to be more efficient and this will enable students to have a more seamlessly process when enrolling and not be so frustrated."

Dr. Belton mentioned, "in light of some of the challenges incurred this fall semester on the Baton Rouge campus specifically we wanted to get a third person, to come in and do an assessment of our enrollment management process in its entirety and we chose Gasery & Associates, LLC." Dr. Belton introduced Gasery who he mentioned has previously done a great job with a number of institutions of higher education in the state to come forth and engage with our university community to conduct that assessment. Gasery has been on the ground working since October 1st."

Gasery expressed appreciation for allowing him to come and have dialogue around an improvement project centered around enrollment and registration at Southern Baton Rouge campus. Gasery gave an introduction of his company as well as discussed, the agenda which included SUBR Project Charge, Organizational Excellence Guiding Principles & Success Stories, Improvement Project Approach for SUBR, and Project Progress Update. Everyone received a handout with the agenda as well as the slides for each topic discussed. Gasery provided a timeline for the project and explained it. Chairman Rutledge request a concrete timeline for the spring registration and want to follow up with an assessment which include the Fall Enrollment vs Spring Enrollment. Dr. Belton agreed to have the information. There were other questions from the board in reference to the methodology as it is centered around SUNO and SUSLA and also, they questioned the faculty and staff participation as well Alumni participation. Dr. Belton and Gasery had a dialogue with the board and the board thanked Gasery for his presentation and all his work on the project.

The board requested a preliminary report with the format in which it sell the data. They requested the report to include what the top three challenges are and what has the recent impact been on enrollment. Dr. Belton said, “he and others will be prepared next month.”

**Agenda Item 6: Other Business**

None

**Agenda Item 7: Adjournment**

It was moved and seconded that the Recruitment and Admissions Committee meeting be adjourned.

Motion passed.

**SOUTHERN UNIVERSITY BOARD OF SUPERVISORS**  
***(Following the Recruitment and Admissions Committee)***

2nd Floor, J.S. Clark Administration Building  
Board of Supervisors Meeting Room  
Baton Rouge, Louisiana  
Friday, October 18, 2019

**Minutes**

Regular Board of Supervisors meeting was called to order by Chairman of the Board Atty. Domoine Rutledge

**Present:**

Atty. Domoine Rutledge, Dr. Samuel C. Tolbert, Jr., Rev. Donald Henry, Dr. Leroy Davis, Mr. Raymond Fondel, Dr. Curman Gaines, Mrs. Ann A. Smith, Dr. Leon R. Tarver II, Mr. Sam Gilliam, Ms. Arlanda Williams, Mr. John Barthelemy, and Atty. Edwin Shorty

**Agenda Item 3: Adoption of the Agenda**

Upon the motion by Rev. Henry and seconded by Dr. Curman Gaines the agenda was recommended for adoption

**Agenda Item 4: Public Comments**

None

**Agenda Item 5: Special Presentations**

A. Above and Beyond Award

Presented by Chancellor John Pierre, SULC. The recipient was Ms. Andrea Love, Director of Admissions and Recruitment at the Southern University Law Center. She is an amazingly dedicatee employee who goes above and beyond to ensure success for the Southern University Law Center.

B. Relay of Voices

Dr. Robyn Merrick, Vice President of External Affairs introduced and welcomed Ms. Victoria Bradford and her husband Tom who has been doing a relay of voices as they move down the Mississippi River. Starting at the beginning of the Mississippi River in Minnesota and going all the way to the mouth of the Mississippi River. They have run from Minnesota and arrived on SU campus today to meet with students, administrators, faculty and staff.

Ms. Victoria Bradford thanked Dr. Merrick for having she and her husband on campus. She informed the audience that she and her husband have been running a little over 2000 miles and by the end it will be about 2400 miles from the headwaters in Minnesota through 10 states to the mouth of the Mississippi River. She noted that she had read about Southern University and



the community it was located and that Southern University is the only Historical Black College on the Mississippi River. Ms. Bradford closed by stating their goal was not so much an endurance effort, as it was to connect with 104 communities including the Southern University, North Baton Rouge community and to learn the stories of people who live and make their lives here today.

Board Chair Domoine Rutledge stated Mr. Fondel had a special recognition. Mr. Fondel presented the board with a special plaque created for Breast Cancer Awareness month in honor and recognition of his mother who passed in 2015 as a result of fighting a long battle with breast cancer.

#### **Agenda Item 6: Action Item(s)**

A motion was moved and second to approve action items 6A – 6F, excluding 6E which will be deleted from the October agenda and placed on the November agenda.

- A. Approval of Minutes of September 20, 2019 Regular Meeting of the SU Board of Supervisors
- B. Request Approval of Committee Reports and Recommendations
- C. Approval of MOU Between Baton Rouge Community College and the Southern University Law Center (SULC)
- D. Request Approval of the Contract between the Public Defender's office and the Southern University Law Center (SULC)
- E. Request Approval for Signature Authority for Chancellor Rodney Ellis (SUSLA)
- F. Request Approval to Conduct a Focused Search for the Dean of the Graduate School (SUBR)
- G. Resolutions

Dr. Katara Williams, Chief of Staff read resolutions and commendations for the following:  
Marvin Evans  
Don Bolden Dillon Sr.  
Cleveland Schofield Sr  
Traeh Thyssen

Board Chair Domoine Rutledge made a motion which was seconded by Dr. Tolbert to add a resolution commending the couple that are representing the Relay of Voices and commend them for their work.

Dr. Leroy Davis mentioned that Dr. Laurabeth Hicks passed away on October 10, 2019 at the age of 99. Dr Davis spoke of Dr. Hicks distinguished life. He asked that Dr. Hicks be added to the list of resolutions.

Dr. Williams noted the additions to the request for resolutions

It was moved and properly seconded to adopt the resolutions with the additions. Motion passed.

## Agenda Item 7: Information Items

### A. System President Report

President/Chancellor Belton mentioned the 2019 System Leadership Retreat is planned for Monday and Tuesday, October 21 – 22, 2019. It will be held on the campus of Southern University New Orleans, and all the campuses will participate. He invited the board to come and be a part of the engagement during those two days. He acknowledges Dr. Lisa Mims-Devezin and her tenure at SUNO. Dr. Mims-Devezin gave indication of her interest to return to her tenured faculty role at the end of this year. Dr. Belton saluted her for more than 25 years of service to the Southern University system and more relevant, the three years of service as Chancellor of the Southern University New Orleans campus, her leadership and contributions which he said made a difference. Dr. Belton expressed his appreciation for having the opportunity to work with Dr. Mims-Devezin. Dr. Belton thanked the faculty and staff from SUNO for attending the meeting and supporting Dr. Mims-Devezin. Dr. Belton welcomed the opportunity to engage even more so with the faculty, the Faculty Senate, as the voice of the faculty and the body of colleagues on that university campus in the next couple months to make sure that they fulfill their responsibility to the stakeholders of the SUNO community, and certainly to those who are advancing interest about their work at the University in New Orleans.

The Board requested the representatives from the Relay our Voices to come back to the board room so they can inform them that they added their name to the list of resolutions and commendations for their efforts, and to appreciatively acknowledge them.

The Resolution will be provided to the couple from Dr. Marriott once it's completed. The Lake Charles couple took photos with the board and the board wished them good luck on the rest of the journey.

**SU Votes.** Mr. Raymond Fondel spoke on SU Votes. He wanted to remind everyone to work together to make sure that as a system, they are empowering the students to be able to go out to vote. And he encourages everyone to go out and to be part of the political process by participating in the elections in the state of Louisiana. He concluded the importance of voting and spoke of the policy decisions which will impact the SU System. There was a handout provided to everyone with the SU Votes information. Atty. Domoine Rutledge spoke on the importance of voting as well as SU impact.

### B. Campus Reports

**Southern University New Orleans (SUNO)** – Chancellor Dr. Lisa Mims-Devezin thanked the board members for affording her the opportunity to serve as Chancellor of Southern University of New Orleans. She said, “I would like to say to the administrators, faculty and staff of Southern University in New Orleans, I did not resign or quit on me. That is not my nature. That is not my style.

As the first alumna to serve as the eighth Chancellor of Southern University of New Orleans, I have been extremely honored.” Dr. Mims-Devezin spoke of the loan forgiveness that SUNO was granted in the amount of \$44 million on the apartment and the housing complex and also the increased housing revenue and housing capacity to \$1.6 million and

85% respectively. SUNO is one of the leading institutions for DXC technology. Dr. Mims-Devezin closed with, "I'm very proud, humble and thankful for my beginnings from Southern University at New Orleans. You know often when a woman dies, you hear the song, I shall wear a crown but on this day, I'm going to put on my robe and tell the story of how I made it over and too soon No, you shall and will wear a crown Thank you."

**Southern University Shreveport Louisiana (SUSLA)** – Chancellor Dr. Rodney Ellis addressed the board and audience and thanked Dr. Mims-Devezin for her leadership at SUNO. He informed everyone about the grants that SUSLA received. SUSLA received a three year grant in the amount of \$680,000 for the minority science and engineering Improvement Program. Dr. Ellis publicly acknowledged Dr. Kenny Moses and Dr. Barry Hester for their leadership in writing that grant and implementing it in the future. He also mentioned that SUSLA received \$112,000 nursing capitalization grant from the Board of Regents and he publicly acknowledged Miss Tiffany Varner for her leadership in writing the grant. Dr. Ellis publicly acknowledged Mrs. Stephanie Graham, Director of sponsored programs. He applauded the SUSLA Alumni Association for putting on a gala as their first gala ever, and they presented SUSLA with a check in the amount of \$20,000. He thanked Stephanie Rogers, Tony Williams, and James Brown for starting the SUSLA alumni. Dr. Ellis also gave kudos to Dr. Melba Williams and her team. She is doing a great job with enrollment with the assistance from Dr. Ammons, Dr. Kimberly Scott and Dr. Belton.

**Southern University Agricultural Research and Extension Center (SUAREC)** – Chancellor Dr. Orlando F. McMeans thanked Dr. Mims-Devezin for her leadership at SUNO. Dr. McMeans mentioned he had a meeting with the La Commissioner of Agriculture. The discussion was hemp seeds. The proposal on how to use and process hemp. SU received license to grow hemp seeds. Dr. McMeans mentioned the Medical Marijuana job fair which will be held in the Multi-purpose building. They expect to hire nine individuals.

**Southern University Law Center (SULC)** – Chancellor John Pierre thanked Dr. Mims-Devezin for her leadership at SUNO. Chancellor Pierre thanked Dr. Belton for coming to the reception. Dr. Pierre introduced Mr. Melancon who was involved in the work course development. He acknowledged Dr Albert Samuels for the workshop on redistricting and Fred McBrier for the 2020 census data. Dr. Pierre spoke on the convocation and who was in attendance and gave thanks to everyone.

**Southern University Baton Rouge (SUBR)** – Chancellor Dr. Ammons thanked Dr. Mims-Devezin for great work at SUNO. He thanked Dr. Belton and the board for the opportunity and approval and asked for assistance from Dr. Mims-Devezin as he transition to the Interim Chancellor position. Dr. Ammons thanked and congratulated Dr. Bijoy Sahoo who will be the interim Vice Chancellor at SUBR. Dr. Ammons said he is looking forward to the next phase. Dr. Ammons mentioned the SUBR faculty which has excelled in the cyber security. Dr. Ammons invited everyone to Homecoming October 27 – November 2, 2019. The theme is "Southern Road Trip". All activities for the week can be found on the university website.

Dr. Leroy Davis gave kudos to Dr. Lisa Mims-Devezin for her service at SUNO and Dr. McMeans. Mr. Fondel thanked Dr. Mims-Devezin for her service at SUNO and he thanked Zakeus Johnson for the great event at the event center on Thursday night. Mrs. Ann Smith personally thanked Dr. Mims-Devezin for her service at SUNO and wished her well. Mr. Barthelemy thanked Dr. Mims-Devezin for her service and patience, persistence, commitment, and perseverance. Atty Shorty thanked Dr. Mims-Devezin for her commitment and commended her on a job well done. Chairman Rutledge thanked everyone for their comments and he also thanked Dr. Mims-Devezin for her service and concluded the reports.

**Agenda Item 8: Other Business**

None

**Agenda Item 9: Adjournment**

Motion was moved by Dr. Leroy Davis and seconded by Mr. Sam Gilliam for adjournment.

Motion passed

# Southern University and A&M College at Baton Rouge

## Resolution

*Whereas*, Fall Commencement Exercises are scheduled for the campus of Southern University and A&M College at Baton Rouge on Friday, December 13, 2019 at 10:00 a. m. in the F. G. Clark Activity Center; and

*Whereas*, there are approximately **402** prospective graduates at Southern University at Baton Rouge, who are to receive Bachelor's degrees, Master's degrees and Ph.D. degrees.

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

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

## Certificate

We, the duly qualified and acting officers of the Board of Supervisors of the Southern University and Agricultural and Mechanical College, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Southern University Board of Supervisors as its regular meeting on the 29<sup>th</sup> day of November, 2019.



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

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Domoine D. Rutledge, Chair  
Board of Supervisors, Southern University  
and Agricultural and Mechanical College



## 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

November 12, 2019

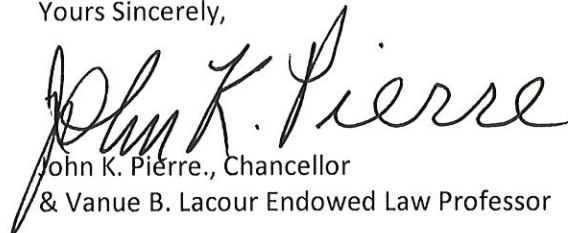
Dr. Ray Belton, President/Chancellor  
Southern University System and Baton Rouge Campus  
4<sup>th</sup> Floor – J.S. Clark Administration Building  
Baton Rouge, Louisiana 70813

**Re: Certification of Fall 2019 Commencement Candidates**

Dear Dr. Belton:

The Southern University Law Center anticipates awarding 32 candidates the degree of Juris Doctor for Fall 2019. The names of the Fall 2019 commencement candidates are attached. I respectfully request that the Southern University System Board of Supervisors certify the candidates for the awarding of the Juris Doctor Degree. I ask that the certification request be placed on the November 2019 board agenda. If you have any questions, please contact me.

Yours Sincerely,

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

SOUTHERN UNIVERSITY LAW SCHOOL  
Fall 2019 COMMENCEMENT CANDIDATES

	<i>STUDENT NAME</i>	<i>HOMETOWN</i>	<i>COMMENTS</i>
1.	<i>James D. Benton</i>	<i>Monroe, LA</i>	
2.	<i>Antwon D. Bloxson</i>	<i>Pensacola, FL</i>	
3.	<i>Monika Briggs</i>	<i>Kentwood, La</i>	<i>+Summer 2019</i>
4.	<i>Claudia H. Caffery</i>	<i>New Orleans, LA</i>	<i>CUM LAUDE</i>
5.	<i>Kristen L. Canezaro</i>	<i>Livonia, LA</i>	<i>MAGNA CUM LAUDE</i>
6.	<i>Samuel Carroll</i>	<i>Alexandria, LA</i>	
7.	<i>Karen N. Davis</i>	<i>Houston, TX</i>	
8.	<i>Quinlan E. Early</i>	<i>New Orleans, LA</i>	<i>CUM LAUDE</i>
9.	<i>Brian W. Edwards</i>	<i>Baton Rouge, LA</i>	
10.	<i>Cynthia A. Gallardo</i>	<i>Lafayette, LA</i>	<i>CUM LAUDE</i>
11.	<i>Michelle A. Garza</i>	<i>Laredo, TX</i>	
12.	<i>Chelsea A. Guillory</i>	<i>Opelousas, LA</i>	
13.	<i>Peyton H. Hall</i>	<i>Baton Rouge, LA</i>	
14.	<i>Sarah P. Hinojosa</i>	<i>Carencro, LA</i>	
15.	<i>Myesha M. Holliday</i>	<i>Clinton, LA</i>	<i>JD/MBA</i>
16.	<i>Travis L. Hull</i>	<i>Zachary, LA</i>	
17.	<i>Eric M. Kallio</i>	<i>Gonzales, La</i>	<i>CUM LAUDE/TAX CERT</i>
18.	<i>Christopher H. King</i>	<i>New Orleans, LA</i>	
19.	<i>Craig H. King</i>	<i>New Orleans, LA</i>	
20.	<i>Juliane E. King</i>	<i>Mandeville, LA</i>	<i>MAGNA CUM LAUDE</i>
21.	<i>Victoria H. Langston</i>	<i>Baton Rouge, LA</i>	
22.	<i>Peter J. Lemoine</i>	<i>Cottonport, LA</i>	
23.	<i>Sonny J. Lopez</i>	<i>Plaquemine, LA</i>	
24.	<i>Jay E. Love, Jr.</i>	<i>Walker, LA</i>	
25.	<i>Ray L. Pearson</i>	<i>Aurora, IL</i>	
26.	<i>Matthew J. Posey</i>	<i>West Monroe, LA</i>	
27.	<i>Celeste Simpson</i>	<i>Central, LA</i>	
28.	<i>Derylle K. Spears</i>	<i>Baton Rouge, LA</i>	
29.	<i>Troy G. Turgeau</i>	<i>Slidell, LA</i>	<i>CUM LAUDE</i>
30.	<i>Brittney B. Ware</i>	<i>Baton Rouge, LA</i>	
31.	<i>Shanell A. Williams</i>	<i>Las Vegas, NV</i>	
32.	<i>Jessica K. Wilson</i>	<i>Houston, TX</i>	

*Dear Chancellor Pierre,*

*Upon having received the listing of applications for the awarding of the Candidates for the Degree of Juris Doctorate for Fall 2019, the Director of Records, D'Andrea Joshua Lee is recommending to The Chancellor of the Southern University Law Center and Southern University Board of Supervisors, the 32 names of the of Fall 2019 Candidates- Date of Award - **December 20<sup>th</sup>, 2019.***

*Respectfully Submitted,*

*D'Andrea Lee, Director of Records, SULC*

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

November 18, 2019

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

**RE: WITHDRAWAL REFUND POLICY**

Dear Dr. Belton:

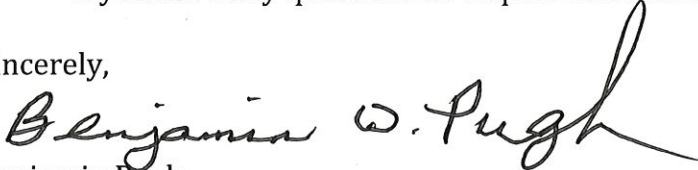
The purpose of this correspondence is to request authorization to adjust the current student withdrawal refund policy for Southern University Baton Rouge campus and the Southern University Law Center.

As you are aware, the Southern University System is in the final stages of implementing the Banner United platform. Part of the process in implementing any new computer software system is a thorough review of current existing policies and procedures. The Accounts Receivable Committee was tasked with this review and submitted this recommendation. (See Attached Policy)

It should be noted that two Universities within the Southern University System were already using this policy; New Orleans and Shreveport. This change will allow all campuses to be consistent regarding withdrawal refund policy.


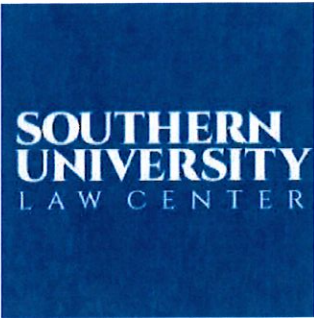
If you have any questions or require additional information, please contact me.

Sincerely,

  
Benjamin Pugh  
VICE CHANCELLOR FOR FINANCE AND ADMINISTRATION

cc: Flandus McClinton, System Vice President for Finance and Business Affairs  
Monica Mealie, Associate Vice Chancellor for Financial Operations/Comptroller



 	<b>POLICY #</b>	
	Page 1 of _	
	Last Revision/Origin Date:	
	Effective Date:	
	Review Date:	
Section:	Finance	Subject: Student Withdrawal Refund Policy

**Policy Statement:**

Southern University at Baton Rouge and Southern University Law Center offers students registering for courses the opportunity to drop all classes during the registration period without penalty. Students who register for courses, pay for courses and drop all courses from the University can receive a refund of the amount paid on the following basis:

- Fall and Spring Semesters
  - Before the fourteenth (14th) day of class, 100% refund will be given except non-refundable fees.
  - After the fourteenth (14th) class (fall and spring semesters) to the end of the semester, no refund will be made.
- Summer Term and B-Term
  - Before the seventh day (7th) day of class 100% refund will be given except non-refundable fees.
  - After the seventh (7th) day of class to the end of the term, no refund will be made.

**Rational or Purpose:** *To implement a timeline for registration refunds for students during the registration period.*

**Scope:** This policy applies to all enrolled Southern University at Baton Rouge and Southern University Law Center students.

**Definitions:**

Charges – Tuition, mandatory university assessed fees, student assessed fees, and course fees to all students enrolling into courses. Charges do not include housing, meal plan, and book fees.

Registration period – The period designated for students to enroll in courses for a specific term.

Amount paid – This represents the payments made by students in the forms of cash, money order, or credit card and does not include financial aid.

Refund – Reversal of charges incurred for which no payment has been made, reversal of charges incurred for which payment has been made, and payment to student/parent for which payment was made for dropped courses.

**Procedures:**

Students will log into their Student Banner account and drop all courses. Once the courses are dropped, the charges will automatically be removed from the student's account with the exception of non-refundable fees. The Student Accounts Office will process any refund owed for payment of courses during the first refund process of the applicable term or earlier at the student's request.

**Forms:** None Needed

*Date of Implementation:* \_\_\_\_\_

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

*Responsible Division: Vice Chancellor for Finance and Administration*

\_\_\_\_\_  
President-Chancellor's Signature

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



# SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

**Office of the Vice President, Strategic Planning, Policy and Institutional Effectiveness**

J. S. Clark Administration Building, Fourth Floor, Baton Rouge, LA 70813

## MEMORANDUM

**TO:** Ray L. Belton, Ph.D.  
President - Chancellor

**FROM:** Vladimir A. Apeaning, Ph.D. VAA  
Vice President, Strategic Planning, Policy and Institutional Effectiveness

**DATE:** November 19, 2019

**RE:** Recommendation to Reduce Cost per SCH for SUBR Online Programs

Sir – The attached cost comparison report for online programs is submitted for your consideration. The table below summarizes the cost data.

**Cost Comparison of Online Programs**

Institution	Cost per Student Credit Hour (SCH) Undergraduate	Cost per Student Credit Hour (SCH) Post-Baccalaureate Certificate	Cost per Student Credit Hour (SCH) Masters	Cost per Student Credit Hour (SCH) Graduate Certificate	Cost per Student Credit (SCH) Doctoral
Southern New Hampshire University (SNHU)	\$320/SCH		\$627/SCH		
Strayer	\$325.5/SCH		\$656.67/SCH		
Capella	\$354 - \$410 /SCH		\$796/SCH	\$387 - \$805 /SCH	
Jackson State University Online	\$366/SCH		\$462/SCH		
Keplan (Purdue Global)	\$371/SCH		\$485/SCH		
Northwestern State University Online	\$375/SCH up to 12 SCHs, then \$100/SCH thereafter		\$475/SCH up to 9 SCHs, then \$100/SCH thereafter		
Southern University (SUBR) <b>PROPOSED</b>	\$375/SCH up to 15 SCHs, then \$100/SCH thereafter <small>* Does NOT include Technology Fee ** Individual Program Fees may Apply</small>		\$475/SCH up to 9 SCHs, then \$100/SCH thereafter <small>* Does NOT include Technology Fee ** Individual Program Fees may Apply</small>		
Louisiana State University Online	\$379/SCH	\$326/SCH	\$459 - \$1110 /SCH	\$417 - \$862 /SCH	
University of Phoenix (UOPX)	\$398/SCH		\$698/SCH		\$810/SCH
<b>AVERAGE COST</b>	<b>\$405/SCH</b>		<b>\$589.37/SCH</b>		
Grand Canyon University (GCU)	\$470/SCH		\$575/SCH		
Southern University (SUBR) <b>CURRENT</b>	\$495/SCH (Face-to-Face \$381/SCH) <small>* Does NOT include Technology Fee</small>		\$660/SCH (Face-to-Face \$585/SCH) <small>* Does NOT include Technology Fee</small>		
DeVry	\$609/SCH		\$766/SCH		

In keeping with Goal#1 – Commitment to Student Access and Affordability – of the strategic plans for Southern University Baton Rouge Campus (Imagine 20K) and Southern University System (Fulfilling the Promise), I recommend the following:

- At the Undergraduate level, decrease the cost from \$495 per SCH to \$375 per SCH, thereby realizing a cost savings of \$125 per SCH for our online students.
- At the Graduate level, decrease the cost from \$660 per SCH to \$475 per SCH, thereby realizing a cost savings of \$185 per SCH for our online students.

The recommendation presented does not include any institutional fees or individual program fees that can still be applied to the base cost. In closing, I want to commend Attorney Tracy Barley, Mr. Benjamin Pugh, and Dr. Toni Manogin for their hard work. It is our collective hope that increasing student access and affordability will allow us to grow our online programs exponentially and remain competitive in the online/e-learning market.

Thank you for your consideration.

Enclosed: Cost Comparison Report for Online Programs



# **Cost Comparison of Online Programs**

**Presented to:**

**Ray L. Belton, Ph.D.**

**President-Chancellor**

**Southern University and A&M College System**

**Presented by:**

**Vladimir Alexander Appeaning, Ph.D.**

**Vice President, Strategic Planning, Policy and Institutional Effectiveness  
Southern University System**

**Benjamin Pugh**

**Vice Chancellor, Finance and Administration  
Southern University Baton Rouge Campus**

**Attorney Tracy Barley**

**Director, Southern University Online Programs**

**Toni Manogin, Ph.D.**

**Executive Director, Institutional Effectiveness, Planning and Policy  
Southern University System**

**November 19, 2019**

## Section A: 2019 - 2020 SUBR Online Tuition and Fee Schedule

A1. Table 1. 2019-2020 SUBR Online Undergraduate Tuition and Fee Schedule

SCH	Rate	Tuition	Fees*	Total
1	\$495	\$495	\$5	\$500
2	495	990	10	1000
3	495	1485	15	1500
4	495	1980	20	2000
5	495	2475	25	2500
6	495	2970	30	3000
7	495	3465	35	3500
8	495	3960	40	4000
9	495	4455	45	4500
10	495	4950	50	5000
11	495	5445	55	5500
12	495	5940	60	6000
13	495	6435	65	6500
14	495	6930	70	7000
15	495	7425	75	7500
16	495	7920	80	8000
17	495	8415	85	8500
18	495	8910	90	9000
19	495	9405	95	9500
20	495	9900	100	10000
21	495	10395	100	10495
22	495	10890	100	10990
23	495	11385	100	11485
24	495	11880	100	11980

\* Technology Fee

**A2. Table 2. 2019-2020 SUBR Online Graduate Tuition and Fee Schedule**

SCH	Rate	Tuition	Fees*	Total
1	\$660	\$660	\$5	\$665
2	660	1320	10	1330
3	660	1980	15	1995
4	660	2640	20	2660
5	660	3300	25	3325
6	660	3960	30	3990
7	660	4620	35	4655
8	660	5280	40	5320
9	660	5940	45	5985
10	660	6600	50	6650
11	660	7260	55	7315
12	660	7920	60	7980
13	660	8580	65	8645
14	660	9240	70	9310
15	660	9900	80	9980

\* Technology Fee

**A3. Table 3. 2019-2020 SUBR Online MBA Tuition and Fee Schedule**

SCH	Rate	Tuition	Fees*	Total
1	\$675	\$675	\$5	\$680
2	675	1350	10	1360
3	675	2025	15	2040
4	675	2700	20	2720
5	675	3375	25	3400
6	675	4050	30	4080
7	675	4725	35	4760
8	675	5400	40	5440
9	675	6075	45	6120
10	675	6750	50	6800
11	675	7425	55	7480
12	675	8100	60	8160
13	675	8775	65	8840
14	675	9450	70	9520
15	675	10815	75	10890

\* Technology Fee

# B1. SUBR's Current Undergraduate Tuition and Fee Plan at \$495\* Per SCH

**Table 4. An Example: Current Tuition Plan at \$495\* Per SCH – Plan of Study Designed to Ensure Completion / Graduation in 4 Years**

Year 1		Year 2		Year 3		Year 4		SCHs	Cost
Fall Semester	Spring Semester	Fall Semester	Spring Semester	Fall Semester	Spring Semester	Fall Semester	Spring Semester		
Session I	Session I	Session I	Session I	Session I	Session I	Session I	Session I		
9	9	9	9	9	9	9	9	30	\$15,000
Session II	Session II	Session II	Session II	Session II	Session II	Session II	Session II		
6	6	6	6	6	6	6	6		
<b>Year 1</b>		<b>Year 2</b>		<b>Year 3</b>		<b>Year 4</b>		<b>120 SCHs</b>	<b>\$60,000</b>
Session I	Session I	Session I	Session I	Session I	Session I	Session I	Session I		
9	9	9	9	9	9	9	9		
Session II	Session II	Session II	Session II	Session II	Session II	Session II	Session II		
6	6	6	6	6	6	6	6		
<b>Year 1</b>		<b>Year 2</b>		<b>Year 3</b>		<b>Year 4</b>		<b>120 SCHs</b>	<b>\$60,000</b>
Session I	Session I	Session I	Session I	Session I	Session I	Session I	Session I		
9	9	9	9	9	9	9	9		
Session II	Session II	Session II	Session II	Session II	Session II	Session II	Session II		
6	6	6	6	6	6	6	6		
<b>Year 1</b>		<b>Year 2</b>		<b>Year 3</b>		<b>Year 4</b>		<b>120 SCHs</b>	<b>\$60,000</b>

\*Fees not included



# C1. Cost Comparison of Online Programs

Table 5. Cost Comparison of Online Programs

Institution	Cost per Student Hour (SCH) Undergraduate	Cost per Student Credit Hour (SCH) Post-Baccalaureate Certificate	Cost per Student Hour (SCH) Masters	Cost per Student Hour (SCH) Graduate Certificate	Cost per Credit (SCH) Doctoral
Southern New Hampshire University (SNHU)	\$320/SCH		\$627/SCH		
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Kaplan (Purdue Global)	\$371/SCH		\$485/SCH		
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<b>Southern University (SUBR) PROPOSED</b>	\$375/SCH up to 15 SCHs, then \$100/SCH thereafter * Does NOT Include Technology Fee ** Individual Program Fees may Apply		\$475/SCH up to 9 SCHs, then \$100/SCH thereafter * Does NOT Include Technology Fee ** Individual Program Fees may Apply		
Louisiana State University Online	\$379/SCH	\$326/SCH	\$459 - \$1110 /SCH	\$417 - \$862 /SCH	
University of Phoenix (UOPX)	\$398/SCH		\$698/SCH		\$810/SCH
<b>AVERAGE COST</b>	<b>\$405/SCH</b>		<b>\$589.37/SCH</b>		
Grand Canyon University (GCU)	\$470/SCH		\$575/SCH		
<b>Southern University (SUBR) CURRENT</b>	\$495/SCH (Face-to-Face \$381/SCH) * Does NOT Include Technology Fee		\$660/SCH (Face-to-Face \$585/SCH) * Does NOT Include Technology Fee		
DeVry	\$609/SCH		\$766/SCH		

## **D1. Proposed Recommendation for SUBR:**

- **For Undergraduate Programs:**
  - \$375/SCH up to 15 SCHs, then \$100/SCH thereafter
    - \* Does NOT Include Technology Fee
    - \*\* Individual Program Fees May Apply
  
- **For Graduate Programs:**
  - \$475/SCH up to 9 SCHs, then \$100/SCH thereafter
    - \* Does NOT Include Technology Fee
    - \*\* Individual Program Fees May Apply



**POLICY TITLE**

**Maximum Transfer Credit Accepted from Two-Year Schools  
for the Online Registered Nurse (RN) to  
Bachelor of Science in Nursing (BSN) Degree**

**POLICY NUMBER**

**1-003**

<b>Responsible Unit:</b> <i>Office of E-Learning</i>	<b>Effective Date:</b> <i>12/01/2019</i>
<b>Responsible Official:</b> <i>Senior Associate Vice President for Academic Affairs</i>	<b>Last Reviewed Date:</b>
<b>Policy Classification:</b> <i>Academic Affairs</i>	<b>Origination Date:</b> <i>10/15/2019</i>

**I. POLICY STATEMENT AND RATIONALE**

The purpose of this policy is to establish the maximum number of semester credit hours (SCH) that will transfer from community colleges and two-year schools for credit towards the Bachelor of Science degree in the Online RN to BSN degree program. This policy proposes that up to 80 SCH be accepted towards the B.S. degree in Nursing. Currently, the maximum number of credit hours accepted from community colleges and two-year schools is 64, regardless of the degree programs. For students transferring from Southern University at Shreveport, Louisiana (SUSLA) the maximum number of transferrable semester credit hours is 70.

This policy is necessary because nursing programs within the Louisiana Technical and Community College System all require between 70 and 72 hours to complete an Associate degree. In addition to the required credits, many students successfully complete other courses as prerequisites that satisfy the General Education and elective course requirements at Southern University. This policy adoption will make the Southern University Online RN to BSN degree program more competitive.

**II. POLICY SCOPE AND AUDIENCE**

This policy will apply only to students enrolled in the Online RN to BSN degree program.

### III. POLICY COMPLIANCE

There are no consequences for not following the policy. The policy recognizes the limitation of the current maximum transfer credit policy.

### IV. POLICY DEFINITIONS

The following definitions apply to this policy:

*“Online RN to BSN Degree Program”* refers to the degree program offered 100% online to individuals who hold an Associate Degree in Nursing that have successfully passed a state’s nurses licensing examination and hold a current nursing license.

*“Distance education”* refers to all academic, continuing education or certificate programs offered by the institution and delivered primarily via the internet and utilizing the learning management system - Moodle.

### I. POLICY IMPLEMENTATION PROCEDURES

Policy implementation includes posting the new policy in the official University Catalog. It will be provided to the Registrar, all academic advisors, online program coordinators, deans, and chairs to be used in the academic advisement process.

### II. POLICY RELATED INFORMATION

There are no federal, state, or local laws that are relevant or applicable to this proposed policy.

### III. POLICY HISTORY AND REVIEW CYCLE

This is a new policy. The effective date is December 1, 2019.

### IV. POLICY URL

*This section identifies the Southern University System website where the system policies are archived – [www.sus.edu](http://www.sus.edu).*

### V. POLICY APPROVAL

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**Ray L. Belton, Ph.D.**

President-Chancellor, Southern University and A&M College System

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**Effective Date of Policy**

---

**The Honorable Domoine Rutledge**

Chair - Southern University System Board of Supervisors

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**Effective Date of Policy**

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

TO: Dr. Ray L. Belton  
President-Chancellor

*Ben*  
FROM: Benjamin Pugh  
Vice Chancellor for Finance and Administration

DATE: November 13, 2019

RE: J.S. CLARK AND JESSIE N. STONE SCHOLARSHIPS

The purpose of this correspondence is to request your approval to transfer funds from the attached list of accounts to cover expenses related to the Fall 2019 and Spring 2020 issuance of J.S. Clark and J.N. Stone scholarships.

As you are aware, these scholarships were created in an effort to attract high performing students to the University. The original funding source anticipated for these scholarships were donations solicited by the S.U. System Foundation, which would be transferrable to Southern University – Baton Rouge campus.

Unfortunately, these fundraising efforts have not materialized. We are in need of approximately three hundred ninety-two thousand dollars (\$392,000) for the Fall 2019 and Spring 2020 semesters. It is imperative that these funds be made available prior to end of the Fall semester.

I am also recommending that we reduce/suspend any future awards pending receipt of funding from the Foundation. Please note that the University would still be obligated to current scholarship awardees until they successfully complete the required coursework for graduation.

I have shared this memo with Dr. Scott and she has approved the transfer of funds from Student Affairs accounts.

If you have any questions or require additional information, please contact me at 225.771.5021.

cc: Dr. James Ammons, Executive Vice President and Executive Vice Chancellor  
Dr. Kimberly Scott, Vice Chancellor for Student Affairs  
Mr. Flandus McClinton, Jr., System Vice President for Finance and Business Affairs

SOUTHERN UNIVERSITY -BATON ROUGE  
**ANALYSIS OF AGENCY FUND ACCOUNT BALANCES  
 NEEDED TO FUND STONE / CLARK SCHOLARSHIPS**

FUND CODE	FUND NAME	FUND BALANCE 06/30/2019	PERCENTAGE	PRORATED AMOUNT
292849	TWENTY FOR TWENTY	\$ 372,674.00	37%	\$ 351,189.00
293097	JAQUAR STUDENT PREVIEW	203,902.00	20%	71,652.64
293148	NON-REFUNDABLE APPLICATION FEE	157,386.00	16%	55,306.58
293189	ENROLLMENT MANAGEMENT INITIATIVES	265,417.00	27%	93,269.45
<b>SUBTOTAL</b>		<b>\$ 999,379.00</b>	<b>100%</b>	<b>\$ 351,189.00</b>
293138	ARAMARK SCHOLARSHIPS	40,000.00	100%	40,000.00
<b>TOTAL</b>		<b>\$ 1,039,379.00</b>	<b>100%</b>	<b>\$ 391,189.00</b>



## SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

### Office of the Executive Vice President/Executive Vice Chancellor

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

November 25, 2019

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

**Re: Awarding of the Honorary Doctor of Humane Letters to  
Secretary of Agriculture Sonny Perdue**

Dear Dr. Belton:

The Honorable Secretary of Agriculture Sonny Perdue has been recommended as a candidate for the Honorary Doctor of Humane Letters by Chancellor-Dean Orlando F. McMeans and the faculty in the College of Agricultural, Family and Consumer Sciences (CAFCS) for the December 13, 2019, Commencement Exercises. The Academic Council of Southern University and A&M College also approved of the awarding of the Honorary Doctor of Humane Letters to Secretary Perdue.

The recommendation is based on his commitment to diversity and his effort in supporting the agricultural community in the United States. Secretary Perdue is a strong advocate for the 19 agricultural/historically black land-grant universities. In addition, he has hired high-ranking USDA administrators who are graduates of Southern University CAFCS. Among this group of Southern alumni are:

- Allison Johnson, USDA Liaison for the Office of Partnerships and Public Engagement;
- Arthur Neal Jr., Deputy Administrator for the Federal Grain Inspection Service;
- Daniel Whitley, Deputy Administrator for Foreign Agricultural Service;
  
- Allison Thomas, Assistant Deputy Administrator for Foreign Agricultural Service;
- Troy Joshua-Western, Regional Director for National Agricultural Statistics Service;  
and
- Beatra Wilson, Forest Service State/Private National Urban & Community Forestry Program Manager.

**Page 2**  
**Sonny Perdue**

Nearly 60 graduates of Southern University CAFCS program are currently working in various USDA roles and offices across the U.S. Each year, Secretary Perdue supports the allocation of nearly \$3.4 million for agricultural research and extension funds for Southern University CAFCS.

Secretary Perdue was born into a farming family and has gained experience as a farmer, agribusiness man, veterinarian, state legislator and governor. On April 25, 2017, Perdue became the 31<sup>st</sup> United States Secretary of Agriculture. He is a graduate of the University of Georgia College of Veterinary Medicine and the University of Georgia.

It is an honor to nominate Secretary of Agriculture Sonny Perdue as a candidate for the awarding of the Honorary Doctor of Humane Letters at the December 13, 2019 Fall Commencement Exercises.

Sincerely,



Bijoy K. Sahoo, Ph.D.  
Interim Executive Vice Chancellor

APPROVED:

DATE:

---

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





*"Linking Citizens of Louisiana with Opportunities for Success"*

Southern University and A & M College System  
**AGRICULTURAL RESEARCH AND EXTENSION CENTER**  
and the **COLLEGE OF AGRICULTURAL, FAMILY AND CONSUMER SCIENCES**

Ashford O. Williams Hall  
P. O. Box 10010  
Baton Rouge, LA 70813  
(225) 771-2242  
(225) 771-2861 Fax  
www.suagcenter.com

**OFFICE OF THE CHANCELLOR-DEAN**

November 21, 2019

Dr. Bijoy Sahoo  
Interim Vice Chancellor for Academic Affairs  
3<sup>rd</sup> Floor, J. S. Clark Administration Building  
Baton Rouge, LA 70813

Dear Dr. Sahoo,

Today, the faculty in the College of Agricultural, Family and Consumer Sciences was polled. One-hundred percent (100%) of the respondents approved that Dr. Sonny Perdue, the 31<sup>st</sup> USDA Secretary of Agriculture be conferred of an honorary doctorate degree of human letters at the fall of 2019 commencement.

I fully support the faculty recommendation. Should you have additional comments or questions, please contact me at 225-771-3660 or Dr. C. Reuben Walker, Executive Vice Chancellor at 337-344-8634. Attached are the documents used as part of the assessment.

All the very best,

A handwritten signature in blue ink that reads "Orlando F. McMeans". The signature is written in a cursive style and includes a circled initial "CFW" at the end.

Orlando F. McMeans, Ph.D.  
Chancellor-Dean

Dr. Sonny Perdue  
31<sup>st</sup> USDA Secretary of Agriculture

Sonny Perdue came by his knowledge of agriculture the old fashioned way: he was born into a farming family in Bonaire, Georgia. From childhood, and through his life in business and elected office, Perdue has experienced the industry from every possible perspective. Uniquely qualified as a former farmer, agribusiness man, veterinarian, state legislator, and governor of Georgia, he became the 31st United States Secretary of Agriculture on April 25, 2017.

As a youngster growing up on a dairy and diversified row crop farm in rural Georgia, Perdue never fully realized that the blessings of purposeful, meaningful work would serve him as well as they have in life. When he was a young boy feeding the calves and plowing the fields, he was an integral part of the workforce on his father's farm. As the son of a mother who was an English teacher for 42 years, he benefitted from her teachings as well – not just by instilling in him the beliefs he still holds dear, but also by lending him an appreciation and respect for language and proper grammar. But more than anything in his life, it was the family farm which shaped Sonny Perdue. He has lived and breathed the exhilaration of a great crop and the despair and devastation of a drought. He learned by experience what his father told him as a child, "If you take care of the land, the land will take care of you."

The work ethic cemented in him by his farming roots has remained with Sonny Perdue throughout his life. As a younger man, he served his country in the U.S. Air Force, rising to the rank of Captain. After earning a Doctor of Veterinary Medicine from the University of Georgia, he put that training to use in private practice in North Carolina. As a member of the Georgia State Senate for eleven years, he eventually ascended to the position of President Pro Tempore as elected by his senate colleagues. As a two-term governor of Georgia, he was credited with transforming a budget deficit into a surplus, dramatically increasing the student performance in public schools, and fostering an economic environment that allowed employers to flourish and manufacturers and agricultural producers to achieve record levels of exports. He followed these accomplishments with a successful career in agribusiness, where he focused on commodities and transportation in enterprises that have spanned the southeastern United States. These experiences have proven invaluable in his current role as principal advocate for American agriculture and all that it serves.

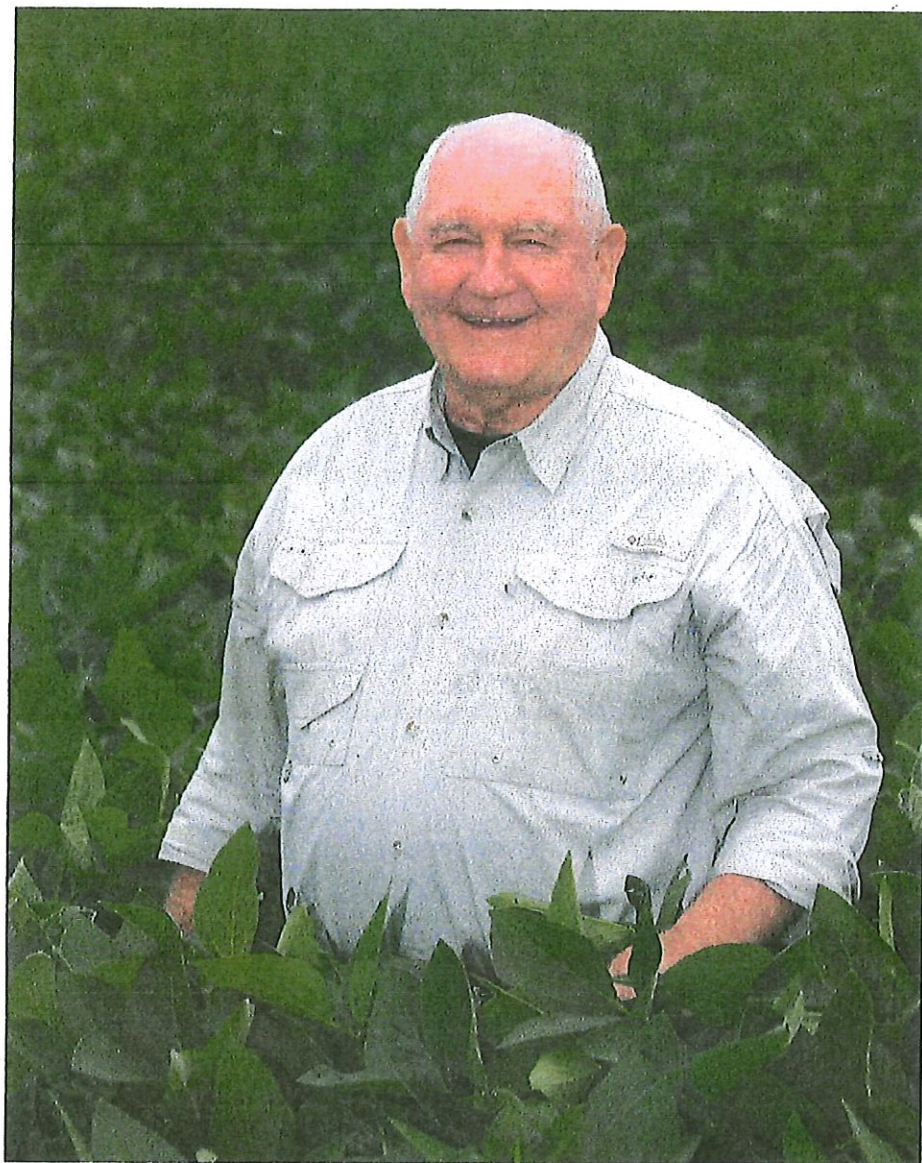
Perdue is a strong believer in good government, in that it should operate efficiently and serve the needs of its customers: the people of the United States. As a state senator, he was recognized as a leading authority on issues including energy and utilities, agriculture, transportation, emerging technologies and economic development, and for his ability to grasp the nuances of complex problems. As governor, he reformed state budget priorities, helped Georgians create more than 200,000 new jobs, and promoted his home state around the world to attract new businesses. In 2009, the Reason Foundation's Innovators in Action magazine recognized Perdue as a leader who "aggressively pursued new strategies to increase the effectiveness and efficiency of government and deliver better value at less cost to taxpayers." In addition, he was named "Public Official of the Year" in October 2010 by Governing Magazine. To this day, his thoughts are never very far from the wishes of the citizens – the true owners of the government.

Perdue's views on agriculture have always been shaped by his first-hand knowledge of all of its aspects, both as a farmer and as an agribusiness man. He appreciates the daily concerns and needs

of American farmers, while also understanding the intricacies of global commodities markets. He is acknowledged as a national leader in agriculture, having served as a board member for the National Grain & Feed Association, and as President of both the Georgia Feed and Grain Association and the Southeastern Feed and Grain Association. Perdue has long-standing, close relationships with the leadership of the American Farm Bureau and has been recognized by the Georgia 4-H and FFA programs, among others, for his leadership in agriculture.

As the product of Georgia, a state where agriculture is the leading economic driver, Perdue recognizes that agriculture is an issue and industry which cuts across political party boundaries. He recognizes that the size, scope, and diversity of America's agricultural sector requires reaching across the aisle so that partisanship doesn't get in the way of good solutions for American farmers, ranchers, and consumers.

Perdue has been married to Mary Ruff Perdue for 45 years and has four adult children and fourteen grandchildren. He and his wife have served as foster parents for eight children awaiting adoption. Perdue remains a licensed airplane and helicopter pilot and avid outdoor sportsman.






## SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

### Interim Executive Vice Chancellor

J. S. Clark Administration Building, Third Floor  
Baton Rouge, LA 70813  
Phone: (225) 771-2326

TO: Dr. Ray L. Belton,  
President & Chancellor  
Southern University System

FROM: Bijoy K. Sahoo   
Interim Executive Vice Chancellor

DATE: November 20, 2019

RE: RECOMMENDATION TO INCREASE NURSING LABORATORY FEES

The purpose of this correspondence is to request authorization and approval to increase Nursing Laboratory fees from one hundred dollars (\$100) to two hundred dollars (\$200) per semester. I have reviewed and agree with the recommendation made to increase the Laboratory Fees for students enrolled in the Nursing program. The request originated in the College of Nursing and Allied Health and was subsequently reviewed by the Office of Finance and Administration and by the Office of Academic Affairs.

The Dean of the College of Nursing & Allied Health stated that based on a review performed by her office, current laboratory fees are woefully deficient in providing adequate resources to support a quality nursing clinical education program.

A survey of Nursing Programs within the State of Louisiana revealed that clinical lab fees range between \$75 to \$250 per clinical course for undergraduate programs and from \$100 to \$375 for graduate programs.

The School of Nursing is potentially poised in the future to lease or purchase space that would require additional supplies and equipment that could be acquired utilizing these funds. We believe that this recommended increase is an acceptable market rate adjustment that will enhance the already positive clinical experience of our Nursing students. The projected total funding generated from this increase is one hundred and forty thousand dollars (\$140,000).

Your approval of this request and subsequent approval of the SU Board of Supervisors is required. Kindly call me for any further questions or clarifications.

APPROVED: \_\_\_\_\_  
Ray L. Belton, Ph.D.  
PRESIDENT-CHANCELLOR



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

TO: Dr. Bijoy Sahoo  
Interim Executive Vice Chancellor

FROM: Dr. Sandra C. Brown *Sandra C. Brown*  
Dean and Professor, College of Nursing and Allied Health

DATE: November 15, 2019

RE: RECOMMENDATION TO INCREASE NURSING LABORATORY FEES

The purpose of this correspondence is to request authorization and approval to increase Nursing Laboratory fees from one hundred dollars (\$100) to two hundred dollars (\$200) per semester.

Based on a review performed by my office, current laboratory fees are woefully deficient in providing adequate resources to support a quality nursing clinical education program.

A survey of Nursing Programs within the State of Louisiana revealed that clinical lab fees range between \$75 to \$250 per clinical course for undergraduate programs and from \$100 to \$375 for graduate programs.

It is our belief that this recommended increase allows for an acceptable market rate adjustment that will increase the already positive clinical experience of our students. The School of Nursing is potentially poised in the future to lease or purchase space that would require additional supplies and equipment that could be acquired utilizing these funds.

The projected total funding generated from this increase is one hundred and forty thousand dollars (\$140,000).


Your approval of this request and subsequent approval of the System President/Chancellor and Board of Supervisors is required.

If you have any questions or require additional information, please contact me at 225.771.3266.

APPROVED: \_\_\_\_\_

  
Bijoy Sahoo, Ph.D.  
INTERIM EXECUTIVE VICE CHANCELLOR

APPROVED: \_\_\_\_\_

  
Benjamin Pugh  
VICE CHANCELLOR FOR FINANCE AND ADMINISTRATION

APPROVED: \_\_\_\_\_

  
Ray L. Belton, Ph.D.  
PRESIDENT-CHANCELLOR



**Dr. Rodney A. Ellis**  
Chancellor



November 6, 2019

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

**Re: Hiring for Dr. Terry T. Kidd**  
**Vice Chancellor for Academic Affairs and Workforce Development**

Dear Dr. Belton:

This communication comes as a recommendation to hire Dr. Terry T. Kidd Vice Chancellor for Academic Affairs and Workforce Development. Dr. Kidd was selected after a national search for this position. The recommended salary for this position is \$116,000. I am requesting your endorsement to hire Dr. Kidd for this position at the stated salary.

Dr. Kidd has extensive background in academics and workforce development. He began his higher education experience in 2005 as an adjunct professor with the University of Houston. Working his way through the ranks of higher education, Dr. Kidd has held positions as a curriculum designer and assessment coordinator, associate dean of workforce development, system mentor dean to business disciplines, and dean for the division of extended learning with Houston Community College System. Dr. Kidd has been an innovator in workforce development implementing a weekend college workforce-training model for continuing education and credit certificates, collaborated with faculty to create 27 educational pathways from CE to credit, and collaborated to write \$7.5 million in active grants to support workforce initiatives.

In addition to his workforce experience, Dr. Kidd has developed and implemented a district-wide framework for curriculum mapping, instructional program reviews and annual learning assessments. He has chaired the online degree policy and procedures committee and facilitated high school and college faculty curriculum alignment discussions to promote student preparedness. This was a natural skill for Dr. Kidd as he worked in the Houston Independent School District for two years as a curriculum specialist and educational technology project supervisor.

3050 MARTIN LUTHER KING, JR. DRIVE, \* SHREVEPORT, LOUISIANA 71107  
PHONE: (318) 670-9312 \* FAX (318) 670-6374  
TOLL FREE: 1-800-458-1472, EXT 6312  
[www.SUSLA.EDU](http://www.SUSLA.EDU)

"Southern University at Shreveport does not discriminate on the basis of race, color, age, national origin, gender, disability or any other protected class in its programs and activities". The following person(s) has been designated to handle inquiries regarding the non-discrimination policies: Title IX Coordinator: Dr. Tuesday Mahoney, College Success Ctr. (318) 670-9201. Section 504 Coordinator: Jerushka Ellis, Behavioral Science, (318) 670-9367

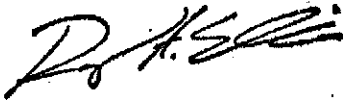


A few major accomplishments of Dr. Kidd include his design and implementation of a marketing recruitment plan that increased enrollment by 40%; increased dual credit high school participation by 25%; established or maintained over 100 business and industry relationships; re-engineered continuing education that resulted in the increase of revenue and enrollment by 9.62% generating over \$16 million in revenue; created and expanded five new programs; implemented four online degree programs; wrote four grants totaling \$3 million and placed over 50 students on jobs; initiated a homeless education program that serves over 300 homeless students; and secured \$50,000 in student scholarship funds.

Dr. Kidd has authored five books, has several peer reviewed journal articles and has been a keynote speaker for national and international organizations. He has received many awards, honors and fellowships to include the Tom Ahlers System Building Award – National Association of Workforce Development Professionals (2018) and inducted into the International Honor Society for Professions in Technology Epsilon Pi Tau (2018). He is currently on the Board of Directors for the National Council of Continuing Education and Training and the National Council of Workforce Education – Conference & Program Planning Committee.

It is with confidence that I recommend Dr. Terry T. Kidd for this position and again request your endorsement. Thank you in advance for your consideration of this request.

With warm regards,

A handwritten signature in black ink, appearing to read "R. A. Ellis". The signature is fluid and cursive, with a prominent initial "R" and "A".

Rodney A. Ellis, Ed.D.  
Chancellor

cc: Wayne H. Bryant, Director, Human Resources

JOB CLASS 5	5	1	3	0
JOB CODE 5	U			
CAL ID				

**SOUTHERN UNIVERSITY SYSTEM**

Personnel Action Form

POSITION NUMBER	5	M	9	2	6	8
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CAMPUS: SUS \_\_\_\_\_ SUBR \_\_\_\_\_ SULAC \_\_\_\_\_ SUAREC \_\_\_\_\_ SUNO \_\_\_\_\_ SUSLA X

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

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

Previous Employee n/a Reason Left \_\_\_\_\_  
 Date Left \_\_\_\_\_ Salary Paid \_\_\_\_\_

Profile of Person Recommended

Length of Employment July 1, 2019 To June 30, 2020

Effective Date January 6, 2020

Name Terry T. Kidd SS# xxx-xx-xx Sex M Race\* AA  
 (Last 4 digits only)

Position Title: VC for Academic Affairs & Workforce Develop Department: Academic Affairs/Workforce Develop

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 14 Southern University Experience 0

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	Ph.D. (Social Science Research, Curriculum & Instruction)	Texas A&M University	2011
	M.Ed. & M.S. (Inst. Tech, Info Systems, Training/Development)	University of Houston	2003 & 2002
	B.S. (Information Systems)	University of Houston	2001

Current Employer Houston Community College

Personnel Action

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

Recommended Salary 116,000.00 Salary Budgeted 125,000.00

Source of Funds State

Identify Budget: 511001 52020 56000 Location \_\_\_\_\_  
 Form Code: \_\_\_\_\_ Page \_\_\_\_\_ Item # \_\_\_\_\_

Change of: \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Position \_\_\_\_\_

Status \_\_\_\_\_

Salary Adjustment \_\_\_\_\_

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

\*See Reverse Side

Comments: (Use back of form)

Source of Funds	Amount
511001 52020 56000	116,000.00

\*See Reverse Side

Graduate School signature (if, applicable):

Supervisor \_\_\_\_\_ Date \_\_\_\_\_

Vice Chancellor Wayne H. Bynum Date 11/5/2019

Director/Personnel \_\_\_\_\_ Date \_\_\_\_\_

President \_\_\_\_\_ Date \_\_\_\_\_

Dean/Unit Head \_\_\_\_\_ Date \_\_\_\_\_

Chancellor \_\_\_\_\_ Date \_\_\_\_\_

Vice President/Finance \_\_\_\_\_ 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:**

The Vice Chancellor of Academic Affairs and Workforce Development is responsible for providing leadership and administrative oversight to all aspects of the Academic Affairs and Workforce Development division for Southern University at Shreveport.

**EMPLOYEE REGULAR WORK SCHEDULE:** 8:00am – 6:00pm, Mon-Thur., 8:00am – 12:00pm, Fri.

**EMPLOYEE DIRECT SUPERVISOR:** Dr. Rodney Ellis, Chancellor

**SUPERVISOR/DEPARTMENT CONTACT NUMBER** 318.670.9312

**NUMBER OF EMPLOYEES SUPERVISED, (if any)** 100+

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

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

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

**CLASS OF EMPLOYMENT (VISA STATUS):**

<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)



**Position: Vice Chancellor Academic Affairs & Workforce Development**

<b>Employee Name:</b> <i>Vacant position</i>	<b>Department Name:</b> Office Of The Chancellor
<b>Reports To (Supervisor's Name and Title):</b> Chancellor	<b>Physical Work Location of Incumbent:</b> 3050 Dr. Martin Luther King Jr. Drive Shreveport, LA 71107

**POSITION SUMMARY:**

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

**PRIMARY RESPONSIBILITIES:**

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

**REQUIRED EDUCATION AND EXPERIENCE:**

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

experience and success engaging with business, civic, industry, educational, and community leaders to develop mutually beneficial relationships, partnerships, and programs; and 7) Candidate's experience and success collaborating with Student Affairs and Enrollment Management to increase student enrollment, retention, graduation and job placement.

In a supplemental document of no more than 3 pages (12 point font), please describe your top 3 to 5 personal characteristics and how these traits contribute to your success as a leader in a professional organization.

**APPLICATION DEADLINE:** Review of applications begins **Thursday, September 19, 2019** and continues until the position is filled. Key dates in the hiring process include:

- September 30 – October 1, 2019: First Round of Interviews
- October 14-15, 2019: Finalists Candidate Forums and Interview with the Chancellor

Official transcripts will be required if selected as a finalist.

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

***Equal Opportunity Employer***

**PREFERRED QUALIFICATIONS:**

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

**UNIVERSAL PERFORMANCE STANDARDS:**

1. **Completes** all assigned duties by established deadlines and in accordance with established or defined protocols, policies, and procedures.
2. **Apprises** supervisor of issues that might impede timely completion of assigned duties and/or departmental projects.
3. **Exercises** sound judgment and discretion at all times and maintains cooperative working relationships with both internal and external constituencies and co-workers.
4. **Exhibits** a willingness to perform other duties as requested or required efficiently and timely.
5. **Complies** with all policies and procedures as stipulated in the Employee Handbook.

03/2017

**Note: This job description is not an employment contract and may be modified at any time at the discretion of the department or university.**

Reasonable accommodations may be made to enable individuals with disabilities to perform the duties.

The preceding job description has been designed to indicate the general nature and level of work performed by employees within this job. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employee assigned to this job.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

**Equal Opportunity Employer**

## Vice Chancellor, Academic Affairs and Workforce Development

### SUMMARY

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

### RESPONSIBILITIES

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

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

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

#### MINIMUM QUALIFICATIONS

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

#### PREFERED QUALIFICATIONS

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

**Salary range:** \$100,000 – \$125,000

This is a full-time position.

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

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

**APPLICATION PROCEDURE:** Send cover letter, resume' or curriculum vitae, unofficial or official transcript(s), supplemental document (see description below) and three reference letters to:

Wayne H. Bryant, Director of Human Resources  
Southern University at Shreveport  
3050 Martin Luther King, Jr. Drive  
Shreveport, LA 71107  
[HResource@susla.edu](mailto:HResource@susla.edu)

The cover letter should be no more than 7 pages (12 point font) and address the following: 1) Candidate's experience and success with academic program development, review and revision; 2) Candidate's experience and success with workforce development initiatives in support of economic development locally, statewide, regionally or nationally; 3) Candidate's experience and success leading institutional (especially relative to academic affairs) and/or program accreditation efforts; 4) Candidate's experience and success collaborating with divisions and/or departments across the institution/organization to achieve institutional/organizational goals; 5) Candidate's experience and success leading and collaborating with faculty on professional development opportunities and student success initiatives; 6) Candidate's



Dr. Terry T. Kidd

Tuesday, September 5, 2019

Search Committee Chair, Vice Chancellor of Academic Affairs and Workforce

Dear Search Committee,

It is with sincere pleasure that I submit my application for the position of Vice Chancellor of Academic Affairs and Workforce Development with Southern University at Shreveport. At the heart of my work and interest in this position, is an unwavering commitment to innovation and social justice, but also student success both inside and outside of the classroom. Using the power of education, we can transform the trajectory of student's lives. To that end, I value and show appreciation for an engaged faculty focused on quality teaching, instructional innovation, and results orientated collaborations that advances organization strategic goals. Fundamentally, today's community colleges must be relevant, flexible, innovative, and responsive to the needs of students, industry, communities, and the nation. These demands will necessitate a leader who is able to listen, observe, collaborate, and ultimately communicate a shared vision that produces results. My formative experiences in public education and later in higher education have provided me valuable insights into the educative needs of students, faculty, and staff across the P16 continuum. These are among my qualities and competencies, shaped by championing cutting edge education initiatives. Such work has provided opportunities to promote ongoing faculty and staff development, shared governance, responsibly managing large budgets (\$15M+) including federal/state workforce training grants (7.5M+), developing partnerships to expand access to high quality programs and lastly creating and implementing instructional services that include curriculum and program planning, instructional management, accreditation, and pathways. Serving as Vice Chancellor in a time of change and immense opportunity would be an honor for which I am uniquely prepared.

As a higher education leader, I have been actively engaged in spearheading initiatives that improved lives, sparked innovation, strengthened workforce and learning practices, forged new partnerships, and enhanced various communities in a myriad of ways. I possess sixteen years of progressive higher education experience during which time I have established a proven record of successful accomplishments relating to the creation, implementation, and evaluation of instructional initiatives, programs, curriculum documents, and assessment interventions. My vast experiences at a comprehensive community college, a four-year college, and a comprehensive research university, has equipped me with a diverse array of skills and knowledge in student advising, curriculum, program assessment, faculty development, online learning, accreditation, data analytics, as well as interventions needed to meet the needs of our diverse student body and subgroups. My record of achievements include the expansion and implementation of new certificate and degree programs, implementation of new outreach services, the introduction of program accreditations, P-16 dual enrollment collaborations, faculty development initiatives, direct involvement in the pursuit and oversight of awarded grants, process improvement in student services, curriculum management, and program student learning outcomes assessment.

For nearly a decade, my experience at Houston Community College has been in the areas of Instructional Services and as faculty. This experience has enabled me to develop an in-depth global understanding of the needs critical to fulfilling the mission of the community college and the expansion of instruction as a means to serve our underserved constituents. This work has allowed me to advocate effectively in support of varying needs across the institution that enhance student success and completion. While employed in the area of instruction, I have the opportunity to:

- train and provide instructional support for curriculum development, program review and program assessment of student learning outcomes for quality assurance of workforce, academic, and continuing education programs;
- lead the development and implementation of workforce and continuing education instructional programs using DACUM and labor market data;
- facilitate to developed a comprehensive instructional assessment framework for workforce and continuing education in accordance with institutional, state, and federal compliance agencies; and
- Serve as an active member on the instructional materials committee, curriculum council, workforce dean's council, and other district wide committees relating to data, assessment, and student success, including prior learning assessment.

My work at HCC has allowed me to collaborate with faculty, employers, universities and industry leaders, to address workforce and personal enrichment needs of the gulf coast region. This has been accomplished by engaging faculty to teach new courses/programs, increase enrollment, and establish educational pathways from continuing education to credit programs. Moreover, I spearheaded the work that established new articulation agreements with area universities, including guaranteed automatic admissions with Texas A&M University at Galveston Maritime Logistics program and University of Texas at Tyler BAAS program.

Further to my work, I have:

- Established the first community college – high school associates dual degree in Network and Cyber Security in the State of Texas. Reestablished and improved relationship with 13 area high schools to participate in workforce dual;
- Designed and facilitated faculty development initiatives for in online learning, distance education, instructional assessment and curriculum development;
- Led project teams to establish new blended learning online learning programs in collaboration with industry;
- Created and instituted a Veteran Academy one-stop shop for fast track employment ready continuing education workforce certificates, and industry certifications with student support services, accelerated curriculum, and faculty development for teaching veterans;
- Led district teams as co-chair to create, implement, and revised district policy and procedures for awarding advanced college credit through prior learning assessment;

- Facilitated the accreditation of multiple programs including ABET, CEA, DOL, Corrections, IACET, and many others;
- Implemented a weekend college workforce-training model for CE and credit certificates;
- In collaboration with faculty, created 27 educational pathways from CE to credit; and
- Collaborated with subject matter experts to write and obtain \$7.5million in grants to support workforce initiatives.

In my current role, I provide system wide leadership and campus coordination of a comprehensive division that is comprised of *Instructional Units* (Apprenticeship, Corrections Education, the School of Continuing Education, Accelerated Teacher Certification, Online Continuing Education, VAST Academy, Community Education Programs); *Administrative and Student Support Services* (Non Credit Admissions, Financial Aid, Call Center, Compliance, Faculty Credentialing, Federal and State Reporting, Prior Learning Assessment, Career Services, Educational Pathway, Operations Management); *Client and Customer Relations* (CRM Database, Recruitment, Data Analytics, Market Research, Marketing Promotions, Schedule Production; Industry and Community Engagement Strategies, Student Problem Resolution). Collectively, we serve over 17,000 students in 10 locations with a staff 300 faculty and staff with 10 direct reports. My team has increased revenue, enrollment, repeat customer rates, student/faculty satisfaction and student matriculation from continuing education to semester credit hour associate degree programs.

My professional career demonstrates my ability to lead very large, complex organizations cognizant of diverse stakeholders. My leadership approach encourages broad participation of varied perspectives centered on facilitating institutional improvements and practices. Integrating the views of those tasked with implementing change is critical to developing effective and innovative transformative practices. My experiences suggests that frequent facilitated discussions on student learning outcomes strengthen investments and buy-in from local communities, faculty, and staff. Similarly, direct communication and outreach to multilingual, multicultural, and global communities contribute to developing productive, long lasting, collaborative relationships. On national level and as a member of the Board of Directors of several national organizations, I have worked with and presented at national conferences addressing best practices and strategies for pathways, online learning, prior learning assessment, corrections education and apprenticeship as well as using CRM technology and data analytics to drive evidenced based marketing and recruitment practices for colleges.

During my tenure as Dean, I actively served on multiple district wide committees and the Vice Chancellor of Instructional Services' team, which is responsible for instructional management, curriculum planning and compliance, workforce expansion, community engagement and partnerships, distance education, and student success and completion. As a member of Instructional Services, I worked closely with instructional executives and campus presidents, faculty and department chairs to enhance and cultivate teaching and learning, while strengthening the institution's focus on quality teaching and active engagement. My accomplishments in Instructional Services include:

- development and implementation of a district wide framework for curriculum mapping, revision support and approvals, instructional program reviews and annual learning assessments for workforce, academic transfer and continuing education;

- chaired the online degree policy and procedures committee that resulted in the development and implementation of a district wide framework for online degree programs; and
- facilitated high school and college faculty curriculum alignment discussions to promote student preparedness.

As a Dean and ardent supporter of students, I successfully developed proposals to accredit workforce programs with national accrediting agencies, worked with social services agencies to support our most vulnerable students who have challenges with food and housing insecurities, and supported the work of foster care youth and veterans. As a collaborative leader, I have worked with college leadership to systematically expand workforce programs, as well as establish an imbedded framework for industry reflectiveness and engagement. I continue to champion efforts to sustain improvements on key outcomes linked to the State of Texas 60by30 and national completion agenda.

My doctoral degree (PhD) with emphasis in social science research methods, digital humanities and curriculum brings an added dimension to curriculum, program assessment, data analytics, strategic planning, closing the skills and achievement gaps, and recognizing cultural foundations that influence faculty development, teaching and student learning. However and more importantly, is the advance leadership development and training I have experienced and completed including Leadership Houston Class XXXVII and American Council on Education (ACE) Spectrum Leadership Development Institute. Further, I am a certified State dispute and conflict resolution mediator, certified change management practitioner, a certified faculty development practitioner and a certified program assessment and evaluation specialist. As an academician and scholar, I have published nine books, fifteen peer reviewed research papers in tier one academic journals and have presented over 30 national and international on topics related to technology project management, system implementation, educational technology, pathways, online and adult learning.

Because I believe in maintaining currency to strengthen my advocacy of the students' role in promoting quality teaching, student learning, access and success, I continue to serve as faculty and to advocate for faculty development and shared governance, so I can better understand their needs. As your Vice Chancellor, I will provide advocacy and effort to empower all stakeholders through appreciative inquiry as we continue to build on current successes. My proven successes as an innovative, energetic and collaborative leader will continue to inspire Southern University at Shreveport toward a new direction in engagement, success, and innovation working side by side with relevant stakeholders. My educational preparation, professional experiences, passion, energy, and drive make me an excellent candidate for this role. I believe I have a strong record consistent with the college's expectation for a Vice Chancellor of Academic Affairs and Workforce Development.

Thank you for your consideration.

Dr. Terry T. Kidd

# TERRY T. KIDD

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## DEAN OF EXTENDED LEARNING, DATA ANALYTICS & RESEARCH WITH 14+ YEARS OF HIGHER EDUCATION LEADERSHIP EXPERTISE

*Expert at leading strong teams, developing productive relationships, and fostering a congenial work environment*

Visionary hands-on leader accustomed to leading complex workforce, education and revenue generating enterprises for generating up to \$16.5M+ in annual revenue and \$7.5M in state and federal education and workforce grants. Success in partnering and building relationships while leading teams in the creation of programs, policy, and research briefs to support and enhance workforce infrastructure, education policy, and student success.

- College Readiness & Access
- Workforce & Economic Development
- Education Pathways
- Student Success and Completion
- Higher Education Policy
- STEM Education (Emphasis in Computing)

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### EXECUTIVE PROFILE

- ⇒ Strong operational leadership acumen with a history of exceeding goals, improving performance and enhancing profitability through operational excellence in business and community engagement, strategic planning, and empowering instructional and staff leadership.
- ⇒ Provide thought leadership and ownership of workforce development, industry partnership development, data analytics and research, higher education policy, pathways, and strategic P-16 alignment.
- ⇒ Demonstrated ability to understand federal, state, and local higher education policy, education accreditation policies, procedures and regulations for higher education access, readiness, and completion.
- ⇒ Exceptional research skills with a talent for qualitative and quantitative peer reviewed studies, white papers, facilitate discussions and thematic analysis of national, region, state and local trends.
- ⇒ Published and nine books, 15 peer reviewed tier one journal papers, and over 30 national presentation.
- ⇒ Experienced college faculty in STEM and higher education leader at the executive level. National board of directors leadership experience for workforce education.

### Signature Competencies

- |                           |                              |  |
|---------------------------|------------------------------|--|
| - Workforce Development   | - Data Analytics & Reporting | - Curriculum & Instruction   |
| - Higher Education Policy | - Business Partnerships      | - Extended Learning ( <i>Corrections, Apprenticeship, Adult Education, Community Education, Continuing Education</i> ) |
| - P-16 Education Pathways | - Community Engagement       |  |
| - College Teaching        | - Strategic Planning         |  |
| - Online Learning         | - Social Science Research    |  |

## EDUCATION

- Certificate* University of Pennsylvania (2017). *Culturally Responsive Leadership in Higher Education – Center for the Study of Race & Equity in Education*
- Ph.D.* Texas A&M University (2011). *Dissertation: Experience, adoption, and information technology: Exploring the phenomenological experiences of faculty involved in online teaching at one school of public health. Fields of Study: Social Science Research Methods, Curriculum & Instruction, Digital Humanities*
- M.Ed.* University of Houston (2003). *Fields of Study: Instructional Technology*
- M.S.* University of Houston (2002). *Project Thesis: Establishing an information technology infrastructure to support information processing for executive decision making: Implications for training and development in the oil and gas industry. Fields of Study: Information Systems, Training & Organizational Development*
- B.S.* University of Houston, *Information Systems Minor in History* (2001).
- Certifications*
- Certified Program Planner (2019) LERN
  - Program Assessment & Evaluation, (2017) Kirkpatrick Training Institute
  - Change Management, (2016) Prosci
  - Conflict Mediation & Dispute Resolution, (2015) Texas Mediator Credentialing Association
  - Group Facilitator/CFG Coach (2015) School Reform Initiative
  - Faculty Development, (2013) LERN Network
  - DACUM Curriculum Certified, (2013) Ohio State University

## LEADERSHIP DEVELOPMENT

- Leadership Houston Fellow Class XXXVII (2019)
- American Council on Education - Spectrum Leadership Development Institute (2017)
- Instructional Executive Leadership Institute (2016)
- Instructional Leaders Academy for New Chairs and Associate Deans (2014)
- Teaching Learning Excellence Institute (2011)

## AWARDS, HONORS, AND FELLOWSHIPS

- Tom Ahlers System Building Award – National Association of Workforce Development Professionals (2018)
- Inducted into International Honor Society for Professions in Technology – Epsilon Pi Tau (2018)
- William C. Hines Distinguished Service Award – Alpha Sigma Lambda (2017)
- Top 50 Black Professional and Entrepreneurs of Texas (2017)
- Outstanding Alumni Award – Texas A&M University (2016)
- Houston Business Journal 40 Under 40 (2016)
- Phi Kappa Phi: International Honorary Society (2004)
- Omicron Delta Kappa: National Leadership Honorary Society (2002)

## BOARDS LEADERSHIP AND INSTITUTIONAL SERVICE

- Member, Board of Directors, National Council of Continuing Education and Training (2018 to present)
- Member, Board of Directors, Alpha Sigma Lambda (2017 to 2019).
- Member, National Council of Workforce Education (2016 to present) Conference & Program Planning Committee
- Board Member, Workforce & Continuing Education Negotiating Rules Making Committee - Texas Higher Education Coordinating Board (2017-18)
- Institutional Committees: Curriculum Council (2013- present),
- Instructional Materials Committee (2010- 2014)
  - SACS Reaffirmation Faculty Development Sub Committee (2010-2011)
  - Institutional Assessment (2010-2014)

## ACADEMIC POSITIONS

### *Administrative Appointments*

**Dean, Division of Extended Learning, Houston Community College (2015 to present).**

Serves as a Chief Instructional and Operations Officer for a centralized workforce development revenue generating business enterprise of the college. Provides district wide leadership and campus administration for 47 non-credit programs that is comprised of Instructional Departments (Apprenticeship, Corrections Education, the School of Continuing Education, Accelerated Teacher Certification, Online Continuing Education, VAST Academy, Community Education); Administrative and Student Support Services; Client and Customer Relations (CRM Database, Recruitment, Data Analytics, Market Research, Marketing Promotions, Schedule Production; Industry and Community Engagement Strategies, Student Problem Resolution). The division serves 16,739 students and generates more than \$18M in revenue annually with a team of 15 direct reports and 300 full and part time staff & faculty with budgetary responsibility of \$16M, 15 locations, and \$7.5M in federal and state education and workforce grants.

- Provides leadership, programmatic coordination, oversight, strategic planning and support on matters that impact workforce continuing education programs, client and customer relations, grant administration, and student support services of the entire division of extended learning as directed by the VCIS
- Oversees and provides direct supervision to the School of Continuing Education, Department of Apprenticeship, Corrections Education Department, the VAST Academy, Accelerated Teacher Certification, Online Continuing Education, Community Education and the Department of Administrative and Student Support Services (comprehensive student support services, and business affairs services), Department of Client and Customer Relations, and CE Grants Administration;
- Oversees critical back office and student support services functions and processes including admissions, enrollment, compliance, internal and external auditing, financial aid, student complaint resolution, course creation, and classroom system management for all noncredit departments.
- Design strategic plans to address successful revenue generation, business partnerships, workforce sector development, regional economic development, and student career and educational pathways outcomes, by working closely with the Division of Instructional and Student Services
- Establishes and implements short- and long-range organizational goals, objectives, strategic plans, policies, and operating procedures for assigned areas of responsibility.
- Provides strategic innovative leadership, as well as guidance and oversight of continuing education, student support, growth and development.
- Directs and assists deans and directors with implementing course and program improvements based on planning, goal setting, and assessment.
- Provides operational leadership and guidance to student support services, continuing education, apprenticeship, and corrections education department leaders in the areas of student advisement, enrollment, completion, student life activities, curriculum/program development, grant writing, outreach, marketing, and industry/community engagement.
- Collaborates with Institutional Research to develop student success data and develops reports summarizing area activity and indicators such as student learning outcomes, student tracking and student enrollment.
- Works with other administrators to ensure coordination of college-wide efforts to meet the goals of the college vision, mission, and goals.
- Monitors and evaluates programmatic and operational effectiveness, and implement changes required for continuous improvement.
- Maintains collaborative relationships with the various college administrative areas that deliver support for workforce, continuing education, and academic programs and activities.

### **Major Accomplishments**

- Re-engineered the vision, strategic reorganization and staffing model for continuing education framed around client and customer relations lifecycle and evidenced based management that lead to an increase of revenue and enrollment by 9.62% generating over \$16+ million in revenue and \$7.5 million in active grants.
- Led and facilitated the implementation of lean six-sigma process mapping to identify process inefficiencies, bottlenecks and streamline processes.
- Facilitated the completion of state and federal grants totally 8 million dollars.
- Spearheaded the develop of new workforce programs in Telecommunication, Preapprenticeship, Youth Summer Camps in STEM and Media Arts and Sciences, Line worker, Mobile Crane & Rigging, Logistics, Manufacturing, Hydro-excavation, Retail Management, Esthetician, Bilingual Weekend programs in Construction, Computer Forensics, Safety Professional and Industrial Hygiene.
- Led the accreditation of the School of Continuing Education through (IACET), ESOL Language program with the Commission on English Language Accreditation, Corrections Education reaffirmation
- Designed and implement 2 division wide three year strategic plans.
- Established, built and/or maintained over 100 relationships with business and industry.
- Expanded apprenticeship partnerships and programs in new areas (transportation, stationary engineers, manufacturing, design engineering technology and logistics).
- Facilitated the writing of the College for Heroes Grant \$479,000 to create one stop shop and accelerated

- workforce continuing education certificate programs for Veterans in four new area (BKG, Patient Care Technician, Computer Systems Administrator, and Truck Driving).
- Supervised the implementation of the \$4.6 million DOL Apprenticeship Grant to create new apprenticeship program with industry. *HCC was the only community college in the nation to receive this grant.*
- Created a computer forensics CSTEP (Cyber Security Technology Education Program).
- Led district wide committee to design and implement educational pathways and articulations from continuing education to credit workforce programs including new policy and procedures for Prior Learning Assessment.
- Spearheaded the creation and implementation of Workforce Development Month -- a national workforce awareness campaign.
- Designed a comprehensive marketing and recruitment framework including the creation of a call center, electronic media, CRM, and on the ground recruitment that serviced 14,000 leads.
- Enhanced unit efficiencies and program offering of the Corrections Education Department by expanding services to probationers, state, and federal correction audiences.
- Receive national recognition/award for our VAST Academy (students with intellectual and physical challenges)
- Engineered a new career development and job placement process and framework for workforce in partnership with industry and economic development interest of the city.
- Collaborated with internal stakeholders from Student Services and Curriculum Office to designed and implement new processes for course creations, schedule production, curriculum and award approval and online student registration.

**Associate Dean, Workforce Development Houston Community College Southeast Campus - Houston, Texas**  
**Mentor Dean to the Business Discipline System Wide 2013- 2016**

Exhibit extensive leadership acumen including advising the campus President on the execution of workforce and organizational change initiatives; assessed the impact of various growth strategies on student success; and guided business leaders across multiple industries regarding their employee/workforce development needs. With an empowering leadership style, led three departments chairs, proactively identified opportunities, and implemented programs and solutions to improve individual and business performance. Successfully managed 40 credit programs, 4,000 students, \$3.5M budget, \$1M in federal grants, 3 department chairs, 20 full time faculty, 100 adjuncts, 7 professional staff, and 10 part time staff by working closely with Talent Engagement to develop frameworks and maintain superior performance in support of organizational goals.

- Provided vision, leadership, and management of technical/workforce education and training programs. Connected with, business, industry, labor and community-based organizations to create a globally competitive workforce programs
- Oversaw three workforce credit departments and department chairs: Business and Professional Services, Computing and Engineering Technologies and Manufacturing and Construction Technologies.
- Develop, implement, manage and evaluate a large variety of diverse programs in support of student services programs of the workforce department college wide.
- Assume overall responsibility for directing the activities of the personnel engaged in performing the functions of the assigned areas.
- Assess needs; supervise and coordinate development, implementation and evaluation of programs and associated curricula and materials.
- Develop budgets; monitors and approves department expenditures.
- Prepare departmental objectives; evaluates the quality of services provided and determines ways to improve services and implements changes.
- Managed and directed the review/evaluation of 40 degree and certificate programs including specialty programs in Maritime Logistics, Corrosion, Space Science, Manufacturing, and Cyber Security.
- Lead instructional team to develop 4 fully online degree programs.
- Served as the chief budget authority and directs all funds for workforce programs including Carl D. Perkins allocations totaling 3 million dollars.
- Managed and supervised the workforce capital improvement bond construction for two 40, 000 sq. ft. training facilities (Advanced STEM and Manufacturing Construction).
- Oversaw the P-16 pipeline for workforce dual credit (15 schools, 1700 students, 60 courses) and two early college associate degree programs (Global Supply Chain and Logistics and Cyber Security).
- Actively wrote grants including, Texas Workforce Commission Skill Development Fund, NSF (ATE) and TAACCT totaling 18 million.
- Conducted enrollment management operations and developed marketing strategies for recruitment that increased student enrollment by 1,500 students.
- Spearheaded the creation of MOU 2+2 articulations with surrounding institutions for automatic admissions including Texas A&M University College Station (Engineering Technology), Texas A&M University at Galveston (Maritime Administration), University of Houston (Logistics and Supply Chain Technology, Computer Information Systems, and Organizational Leadership Studies), and Texas Southern University ( Maritime Security).



### Major Accomplishments

- o Designed and implemented a marketing recruitment plan that increased enrollment by 40%
- o Increased dual credit high school participation by 25%.
- o Created and expanded five new programs; Maritime Logistics, Computer Forensics/Cyber Security, Corrosion Technology, Space Science and Nonprofit Management.
- o Implemented four online degree programs.
- o Wrote 4 grants totaling 3 million dollars (SDF, SSF, ATE). Placed over 50 students on jobs.
- o Initiated a homeless education program that serves over 300 homeless students.
- o Secured \$50,000 in funds for student scholarship

### Coordinator, Curriculum Design and Assessment *Houston Community College, Houston, Texas 2010- 2013*

As Coordinator for Curriculum Design and Assessment at the system office, my chief role was spearhead the effective management of cutting edge curriculum and instructional support services for 400 full and part time faculty, 65 credit and 30 continuing education career and technology program, and 5 instructional departments in the Division of Extended Learning (Adult Education, Apprenticeship, Corrections Education, Corporate College, the School of Continuing Education)

- Supervised and directed daily department operations.
- Worked with faculty and divisions across the district, including academic, workforce, and continuing education in developing, administering, and coordinating appropriate curriculum, instruction, assessment and faculty development support services related to quality teaching, online learning, active student engagement, and instructional innovation.
- Coordinated, developed, and supervised activities that directly supported curriculum design, curriculum revisions, curriculum (re)alignment, instructional quality, new program development, learning outcome assessment, program accreditation, program evaluation, and faculty development
- Interpreted and implemented policy and procedures of Houston Community College District and ensured programs were consistent with internal and external accreditation and instructional compliance standards (SACS, THECB, GIPWE)
- Spearheaded the completion efforts of 14 self-studies for program accreditation for Business programs, collaborating with the Accreditation Council for Business Schools and Programs (ACSBP), the Engineering and Computer Science Technology programs, the Accreditation Board for Engineering and Technology (ABET), the Noncredit Instruction certificate programs with International Association for Continuing Education & Training (IACET), and Digital Communication, Gaming, Film Making, and Lifestyle and Design with the National Accreditation of Schools of Arts and Design
- Designed and facilitated faculty development workshops in Adult Learning, Concept Based Instruction, Curriculum Development, and Learning Assessment (classroom, program, and institutional)
- Developed and managed budget and approves expenditures.
- Prepared reports, proposals and recommendations related to program level student learning outcomes, curriculum planning and management lifecycle, instructional innovation, and long range planning.
- Performed administrative and supervisory work in planning, coordinating and directing the assessment and faculty development activities.

### Major Accomplishments

- Implemented three new programs; Green Construction, Nonprofit management, and Project Management
- Assisted in writing major grants including ATE, TAACCT, and Foundation proposals
- Trained faculty on curriculum development, instructional design, online course development, and educational technology
- Successfully secured three Texas Skills Based Grants totaling 50 thousand dollars.
- Established Alpha Sigma Lambda Honor Society for workforce adults student with GPA of 3.7 and above
- Raised 10 continuing education program rating from needs improvement to exemplary
- Hosted and facilitated three district wide symposiums (eLearning, Financial Literacy, Curriculum Innovation.
- Designed and implemented a new system for continuous improvement of instructional programs, program review, program student learning outcomes assessment, and annual planning.
- Created new processes for curriculum approvals, revisions, submissions in accordance with institutional, state and federal accrediting agencies including ABET, THECB, and SACS.

### Faculty & Previous Career History

- Faculty, (Business, Student Success, and Computer Information Systems) Houston Community College 2011-present
- Faculty, College of Business (Management Information Systems) University of Houston-Downtown, 2005-2017
- Curriculum Specialist and Educational Technology Project Supervisor – HISD (2008-2010)
- Director, Office of Instructional Development – UTHSC School of Public Health (2007-2008)

Kidd, T. T. & Larke, P. J. (2012). Rhetoric of Fear: Exploring the psychological response of faculty involved online teaching through models of technology adoption. In Proceedings of Society for Information Technology in Education 2012. Norfolk, VA: AACE.

Kidd, T. T. & Carpenter, B.S., II. (2012). Engaging youth with social media in the context of play: Implications for further study. In Proceedings of Society for Information Technology in Education 2012. Norfolk, VA: AACE.

#### GRANTS & FUNDED PROJECTS (Totaling \$7,553,582)

Department of Labor, *Integrated Education and Training Initiative* (2018-2019), \$498,500

Department of Transportation, *Commercial Motor Vehicle Safety Training Initiative* (2018-2019), \$120,000

Department of Labor, *American Apprenticeship Grant Initiative* (2015-2020) \$4.6 million

Texas Workforce Commission, *Advanced Technical Workforce Development: Capacity Building for Information Technology and Health Services* (2017-2018) \$300,250

Texas Workforce Commission, *Career Development and Exploration: Vocational Rehabilitation Summer Camp for Students with Disabilities* (2018) \$31,789

Texas Workforce Commission, *Apprenticeship Training Grant* (2018-2019) \$312,199

Texas Workforce Commission, *Workforce Capacity Building: National Dislocated Worker Disaster Grant Project Tx-32 Disaster-2017 Hurricane Harvey* (2017-2019) \$279,288

Texas Workforce Commission, *Advanced Technical Workforce Development: Capacity Building for Industrial Technology and Energy* (2017-2018) \$381,547

Texas Higher Education Coordinating Board & Texas Workforce Commission, *College for Hero* (2016-2017) \$400,000

Texas Workforce Commission, *Occupational Skill Development: Capacity Building for Veteran Health Care Services Operations* (2015-2016) \$500,000

Department of Energy, *Fueling Diversity of Alternative Fuels Project* (2015-2016) \$150,000

#### SPECIAL PROJECTS (selected)

**Project Lead: Workforce Credit and Continuing Education Program Development.** Designed, developed and implemented 20 new continuing education certificates programs, 4 workforce credit degree programs and 2 new apprenticeship programs in high growth high demand industry clusters (Construction, Nonprofit Management, Information Technology, Industrial Technology and Energy, Material Science, Logistics and Business 2011- present)

**Project Lead: Online Teacher Certification Program Development.** Currently serves as project manager and lead for the development of an TEA approved online alternative teacher certification program. Target certification areas include EC-6, 4-8, Secondary, Bilingual, Special Education, and Reading (2018-present).

**Project Lead: Program Accreditation, International Association of Continuing Education and Training, School of Continuing Education (2017-present), Commission on English Language Accreditation, English Language Training/English as a Second Language Disciple (2017-2018), Project Management Institute, Project Management Program (2017-2018)**

**State Appointed Committee Member: Workforce & Continuing Education Negotiating Rules Making Committee - Texas Higher Education Coordinating Board Governor Appointed Purpose: House Bill 2994 for workforce continuing education programs for public colleges and universities in Texas. (2017-2018)**

**Project Lead: Advanced College Credit Prior Learning Assessment:** In consultation with the Office of Student Success and Completion and CAEL (Council of Adult Experiential Learning) re-engineered the strategic planning, documentation, and system wide processes for the prior learning assessment (2016-2018)

**Project Lead: Accreditation and Re-Affirmation, Corrections Education with Corrections Education Association (2016-2017) and Apprenticeship Programs, Department of Labor (2016-2017), Engineering Technology ABET Reaffirmation (2012-2014)**

**Chair, Online Learning- Curriculum Council:** Created the policy and process for development 100% online degrees at Houston Community College (2016-2017)

**Project Lead: Organizational restructuring of continuing education district (college) wide.** Led and managed the organizational restructuring and re-engineering of continuing education educational and operational services at Houston Community College (2016-2017)

**Project Lead: College Credit for Heroes Veterans Grant Collaborated with Interim Director of Veteran Affairs, Director of Continuing Education** to write the College Credit for Heroes Veterans Grant (2016). Grant award \$400,000 to create a one stop shop model of instructional services for Veteran students as well as an accelerated completion model of CE certificates.

**Project Lead: Program Accreditation (13 self-studies):** Business programs, collaborating with the Accreditation Council for Business Schools and Programs (ACSBP), the Engineering and Computer Science Technology programs, the Accreditation Board for Engineering and Technology (ABET), and Digital Communication, Gaming, Film Making, and Lifestyle and Design with the National Accreditation of Schools of Arts and Design (2011-2013)

**Chair, Institutional Effectiveness & Accreditation: Instructional Assessment, SACS Committee:** Created the district wide process and practice for instructional program review, program learning assessments, and student learning outcomes evaluation (2011-2014)

**Project Lead: Education Pathway and Degree Articulation with 4 Year Institutions** including Texas A&M University (Engineering), Texas A&M University at Galveston (Maritime Administration), University of Houston (Logistics and Supply Chain Technology, Computer Information Systems, and Organizational Leadership Studies), Texas Southern University (Maritime Security), University of Texas at Tyler (Bachelor of Applied Arts and Sciences), University of Houston Downtown (Bachelors of Applied Arts and Sciences) (2015-2016)

**Co-PI Academic Coach Research Study:** Implemented a pilot program and subsequent study to investigate the use and effectiveness of an academic coach in student success courses first year experience course. Study also sought to investigate whether or not transfer of learning skills associated with the use of the academic coach and success course transferred to other courses. Results were presented at the 2015 Lilly Conference in Austin TX (2014-2015)

**Project Lead Homeless Education Prevention:** Worked with faculty and advising staff in workforce at Southeast to create a homeless education initiative to provide social wrap around services for workforce students. Program included housing, food, medical and financial aid program assistance. Over 300 students were served. (2013-2015)

BOOKS AND EDITED VOLUMES (selected out of 10 published books)

- Kidd, T. T. & Morris, L. (Eds.). (2017). *Encyclopedia of Instructional Systems and Technology*. Hershey PA: Information Science Reference.
- Kidd, T. T. & Chen, I. (Eds.). (2011). *Ubiquitous learning: Strategies for pedagogy, course design, and technology*. Charlotte, NC: Information Age Publishing.
- Kidd, T. T. & Keengwe, J. (Eds.). (2009). *Adult learning in the digital age: Perspectives on online technologies and outcomes*. Hershey, PA: IGI Global.
- Kidd, T. T. (Ed). (2009). *Online education and adult learning: New frontiers for teaching practice*. Hershey, PA: IGI Global.
- Kidd, T. T. & Chen, I. L. (Eds.). (2009). *Wired for learning: An educator's guide to web 2.0*. Charlotte, NC: Information Age Publishing.

PEER-REVIEWED JOURNAL ARTICLES (selected out of 15 published peer reviewed papers)

- Kidd, T. T., Davis, T. J., Larke, P., J. (2016). Experience, adoption, and information technology: Exploring the phenomenological experience of faculty involvement in online teaching. *International Journal of E-Learning*, 15(1), 71-99.
- Kidd, T. T. & Carpenter, B.S., II (2014). Rethinking educational spaces: a review of literature on urban youth and social media. *Journal of Educational Multimedia and Hypermedia*, 23(2), 189-208.
- Kidd, T. T., Ashe, C., & Carroll, N. (2013). A journey through the wilderness: An autoethnographic study of the ERP systems implementation process as created by IT project managers and team members. *International Journal of Information Technology Project Management*, 4(4), 1-34.
- Keengwe, J., & Kidd, T. T. (2010). Towards best practices in online learning in higher education. *Journal of Online Learning and Teaching*, 6(2), 533-541.

KEYNOTES ADDRESSES & MAJOR PRESENTATIONS (selected National and International 30 presentations)

- Kidd, T. T., Jackson, D., & Kile, J. (2019). Defining career pathways. League for Innovation in Community Colleges 2019. New York, New York.
- Kidd, T. T., & Jackson, D. (2018). Education pathways and career development: Implications for curriculum development and student advising. National Association of Workforce Education 2019. Tampa, Florida.
- Hill, J., & Kidd, T. T. (2018). The role of industry partnership in workforce program and curriculum development: A model for apprenticeship. National Association of Workforce Education 2019. Tampa, Florida.
- Kidd, T.T. (2018). Workforce sector development as a mean of curriculum innovation and economic Sustainability. Innovation in Teaching and Learning Conference. UT School of Public Health. Houston, Texas.
- Kidd, T.T. (2017). Cognitive and social psychology as a mean to advance theoretical and application based inquiry: An equity model. Innovations in Science Lecture Series. University of Texas Health Science Center 2017. Houston, Texas.
- Norwood-Todd, & Kidd, T.T. (2016). Soaring with the Eagles: Using academic coaching to improve student success course performance. Lilly Conference on Evidence Based Teaching and Learning 2016. Austin, TX.
- Kidd, T. T. & Davis, T. J. (2012). A Framework to analyze faculty involvement in online teaching using UTAUT and Dewey's theory of experience. In Proceedings of Society for Information Technology in Education 2012. Norfolk, VA: AACE.



**Dr. Rodney A. Ellis**  
Chancellor



November 6, 2019

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

**Re: Janice Sneed, Associate Vice Chancellor for Academic Affairs and Workforce Development**

Dear Dr. Belton:

This communication comes as a recommendation to change the title and salary of Mrs. Janice Sneed. At the July 2019 board meeting for the Southern University System Board of Supervisors, I received approval to modify the organizational framework of Southern University at Shreveport (SUSLA). Part of that modification was to create an Associate Vice Chancellor for Workforce Development and appoint Mrs. Sneed to this position and as the interim Vice Chancellor for Academic Affairs and Workforce Development while we held a nation search for this position. SUSLA has completed that search process and recommended a candidate.

Mrs. Sneed has proven to be a great asset to SUSLA during her interim appointment. I believe her history with the institution, knowledge of culture, and her desire to share her experience while gaining additional experience in academic affair will be beneficial to the division and college. Mrs. Sneed has made great strides during in the interim that will assist in moving the division forward. Therefore, I am requesting your endorsement to amend Mrs. Sneed's position to the Associate Vice Chancellor for Academic Affairs and Workforce Development with a recommended salary of \$96,149. Appointing Mrs. Sneed to an associate position is also in line with the established structure of the college.

It is with confidence that I recommend Mrs. Janice Sneed for this position and again request your endorsement. Thank you in advance for your consideration of this request.

With warm regards,

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

Rodney A. Ellis, Ed.D.  
Chancellor

cc: Wayne H. Bryant, Director, Human Resources

3050 MARTIN LUTHER KING, JR. DRIVE, \* SHREVEPORT, LOUISIANA 71107  
PHONE: (318) 670-9312 \* FAX (318) 670-6374  
TOLL FREE: 1-800-458-1472, EXT 6312  
[www.SUSLA.EDU](http://www.SUSLA.EDU)

"Southern University at Shreveport does not discriminate on the basis of race, color, age, national origin, gender, disability or any other protected class in its programs and activities". The following person(s) has been designated to handle inquiries regarding the non-discrimination policies: Title IX Coordinator: Dr. Tuesday Mahoney, College Success Ctr. (318) 670-9201. Section 504 Coordinator: Jerushka Ellis, Behavioral Science, (318) 670-9367

JOB CLASS 5	2	0	1	0
JOB CODE 5	U			
CAL ID				

**SOUTHERN UNIVERSITY SYSTEM**

**Personnel Action Form**

POSITION NUMBER							
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CAMPUS: SUS  SUBR  SULAC  SUAREC  SUNO  SUSLA

EMPLOYMENT CATEGORY: 9-MONTH  12-MONTH  OTHER  (Specify) \_\_\_\_\_

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

Previous Employee n/a Reason Left \_\_\_\_\_  
Date Left \_\_\_\_\_ Salary Paid \_\_\_\_\_

**Profile of Person Recommended**

Length of Employment July 1, 2019 To June 30, 2020  
Effective Date January 6, 2020

Name Janice B. Sneed SS# XXX-XX-XXXX Sex F Race\* B  
(Last 4 digits only)

Position Title: Associate Vice Chancellor of AA and WD Department: Academic Affairs & Workforce Develop

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 PAR, if applicable.)

Years Experience _____	Southern University Experience _____	
Degree(s): Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
<u>Bachelor of Science - Computer Science</u>	<u>Grambling State University</u>	<u>1986</u>
<u>Masters of Business Administration</u>	<u>Centenary College of LA</u>	<u>2004</u>

Current Employer \_\_\_\_\_

**Personnel Action**

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

Recommended Salary 96,149.00 Salary Budgeted \_\_\_\_\_

Source of Funds \_\_\_\_\_

Identify Budget: \_\_\_\_\_ Location \_\_\_\_\_  
Form Code: \_\_\_\_\_ Page \_\_\_\_\_ Item # \_\_\_\_\_

Change of:  
Position Interim VC for Academic Affairs From Associate Vice Chancellor of AA and WD To  
Status Permanent Permanent  
Salary Adjustment \$94,765.00 \$96,149.00

Financial Aid signature (if, applicable):

Source of Funds	Amount
<u>511001-52020-54000</u>	<u>910,000</u>
<u>511001-55020-54000</u>	<u>43000</u>
<u>525203-52021-54100</u>	<u>43,149</u>

List total funds currently paid this employee by Southern University:  
\*See Reverse Side  
Comments: (Use back of form)

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

Supervisor _____ Date _____	Dean/Unit Head _____ Date _____
Vice Chancellor <u>Wayne H. Bryant</u> Date <u>11/5/2019</u>	Chancellor _____ Date _____
Director/Personnel _____ Date _____	Vice President/Finance _____ Date _____
President _____ Date _____	Business Affairs/Comptroller _____ Date _____
	Chairman/S.U. Board of Supervisors _____ Date _____

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

**ETHNIC ORIGIN (Please check one):**

Hispanic or Latino  Non-Hispanic or Non-Latino

**RACE (Please check all that apply):**

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

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

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

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

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

**COMMENTS:**

The Associate Vice Chancellor of Academic Affairs and Workforce Development is responsible for assisting the Vice Chancellor in providing leadership and administrative oversight to all aspects of the Academic Affairs and Workforce Development division for Southern University at Shreveport.

**EMPLOYEE REGULAR WORK SCHEDULE:** 8:00am – 6:00pm, Mon-Thur., 8:00am – 12:00pm, Fri.  
**EMPLOYEE DIRECT SUPERVISOR:** Vice Chancellor, Academic Affairs/Workforce Develop  
**SUPERVISOR/DEPARTMENT CONTACT NUMBER** 318.670.9315  
**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 I-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

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

**CLASS OF EMPLOYMENT (VISA STATUS):**

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

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

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

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

**SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813**

SUS     SUBR     SULAC     SUAREC     SUNO     SUSLA

\*\*\*\*\*

**POSITION VACANCY AUTHORIZATION**

\*\*\*\*\*

REQUEST THAT THE POSITION TITLE Associate Vice Chancellor of AA and WD AS DESCRIBED BELOW  
 BE AUTHORIZED AS A VACANCY FOR Academic Affairs & Workforce Development  
 (Department or Unit)

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

**VACANCY DESCRIPTION AND JUSTIFICATION**

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

Provides direct leadership to the Workforce Development, Continuing Education, Small Business Development, Career Services, Community Development and other related programs and services. Supports the Vice Chancellor of Academic Affairs and Workforce Development by providing project leadership over specified Academic Affairs initiatives. Provides support for the administration and management of the downtown Metro Campus.

Salary/Range: 90,000-97,000 Previous Incumbent (if replacement): \_\_\_\_\_

Approved     Disapproved    \_\_\_\_\_  
Department Head Date

Approved     Disapproved    \_\_\_\_\_  
Dean/Director/Supervisor of Budget Unit Date

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<u>Brand Jacobs</u>	<u>11/5/19</u>
(Signature)	Date
Budget Number	<u>511001 - 55000 - 56000 43,000</u>
	<u>511001 - 52000 - 56000 10,000</u>
	<u>52500 - 52001 - 54100 43,149</u>

HUMAN RESOURCES OFFICE ONLY	
Existing/Approved Position	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Employee Class: <u>5U</u>	Job Class: <u>52010</u>
<u>Wayne H. Byrd</u>	<u>11/5/2019</u>
Verified By:	Date:

Approved     Disapproved    \_\_\_\_\_  
Vice Chancellor Date

Approved     Disapproved    \_\_\_\_\_  
Chancellor/Vice President Date

Approved     Disapproved    \_\_\_\_\_  
President Date

An Equal Opportunity Employer





**Position: Associate Vice Chancellor for Academic Affairs and Workforce Development**

<b>Employee Name:</b> <i>Janice Sneed</i>	<b>Department Name:</b> Academic Affairs and Workforce Development
<b>Reports To (Supervisor's Name and Title):</b> Vice Chancellor for Academic Affairs and Workforce Development	<b>Physical Work Location of Incumbent:</b> 610 Texas Street Shreveport, LA 71101

**POSITION SUMMARY:**

The Associate Vice Chancellor for Academic Affairs and Workforce (AVCAA/WD) will provide the overall management, leadership and outreach services for the departments of Workforce Development, Continuing Education, Small Business Development, Career Services, Community Development and other related programs and services. This position also supports the Vice Chancellor for Academic Affairs and Workforce Development by providing project leadership over specified academic affairs initiatives. Provides support for the administration and management of the downtown Metro campus. The AVCAA/WD is responsible for the development of innovative, entrepreneurial, and strategic initiatives designed to proactively respond to economic development and training needs within a global community. The ideal candidate for this position will be an exceptional leader of the highest caliber and will possess a variety of knowledge, skills and abilities.

Additionally, the successful candidate will serve as a member of the Chancellor’s Cabinet and will participate in discussions and decision-making; developing system strategies and organizational planning efforts; and will review and revise policy and procedures in collaboration and communication with other administrators. Will provide operational and consultative assistance to the Vice Chancellor for Academic Affairs and Workforce Development in a variety of university-wide initiatives and will work with other administrators to continually scan the environment for opportunities to strengthen the programs and services of the university and participate in community and organizational activities/ events as an official representative of SUSLA and/or the vice chancellor as required.

The AVCAA/WD has the responsibility for the administration, budget, and direction of Workforce Development, Continuing Education, Small Business Development, Career Services, Community Development and other related programs and services as driven by need and public interest.

**PRIMARY RESPONSIBILITIES:**

This position assists in the evaluating, planning and coordinating of participant plans.

1. Provide leadership, oversight and coordination, in concert with other administrators, for university-wide economic and workforce development initiatives and efforts.
2. Provides project management, oversight or leadership for academic affairs initiatives as assigned by the Vice Chancellor for Academic Affairs and Workforce Development.
3. Provides support for the administration and management of the downtown Metro campus.
4. Establish and/or enhance partnerships, with business, industry, government, and community organizations that support local and regional economic and workforce development efforts.
5. Identify potential local, state and/or federal funding sources, assessing impact and requirements, and facilitating system efforts to secure these resources.
6. Maintain high level of community interaction with local economic/workforce development entities to improve system delivery.
7. Act as a resource person regarding local, state and federal economic/ workforce development initiatives, policies and/or legislation.
8. Provide summary reports of economic and or workforce development legislation that may impact SUSLA or community colleges in Louisiana.
9. Collaborate with institutional administrators to identify high demand workforce and technical programs, as well as specific training needs of the community.
10. Develop and implement a management-by-objectives system of supervision for personnel within the area of responsibility.
11. Provide a diverse range of services in a proactive, sustainable, cost-effective and customer focused manner.
12. Provide direction in planning, developing, coordinating and evaluation of programs and activities within the area of responsibility.
13. Conduct a continual and regular program of personnel and program activity evaluations in assigned areas of responsibility.
14. Coordinate, approve and monitor program budgets and fiscal reports for all areas of responsibility.
15. Serve as the university liaison for the SUSLA Community Development Corporation (CDC). In this role, the AVCAA/WD ensures joint planning and collaboration of efforts with regard to addressing community and economic needs in the Martin Luther King Community, specifically surrounding the campus.
16. Perform other duties as assigned.

#### **REQUIRED EDUCATION AND EXPERIENCE:**

1. Master's degree (required) and will meet or exceed the experience levels as indicated for the particular position.
2. Three years of management experience in a related function, including two years upper level administrative experience in a community college/higher education environment preferred.
3. Demonstrated ability and skill in working with business, industry, government and education entities in order to strengthen the delivery of workforce education and training programs.
4. Demonstrated ability to work with local, state and/or federal entities in support of economic development initiatives and activities.
5. Demonstrated abilities as a team player and team builder.
6. Demonstrated commitment to the values of promoting and enhancing diversity.
7. Demonstrated ability to deliver professional presentations using state-of-the-art technology.
8. Excellent oral and written communication skills to meet the needs of a diverse population, internal and external to the university.

#### **PREFERRED QUALIFICATIONS:**

1. Doctorate degree from an accredited college or university
2. Five or more years of increasingly responsible administrative experience at in federal, state or local government, not-for-profit or higher education

#### **UNIVERSAL PERFORMANCE STANDARDS:**

1. **Completes** all assigned duties by established deadlines and in accordance with established or defined protocols, policies, and procedures.
2. **Apprises** supervisor of issues that might impede timely completion of assigned duties and/or departmental projects.
3. **Exercises** sound judgment and discretion at all times and maintains cooperative working relationships with both internal and external constituencies and co-workers.
4. **Exhibits** a willingness to perform other duties as requested or required efficiently and timely.
5. **Complies** with all policies and procedures as stipulated in the Employee Handbook.

**11/2019**

***Note: This job description is not an employment contract and may be modified at any time at the discretion of the department or university.***

Reasonable accommodations may be made to enable individuals with disabilities to perform the duties.

The preceding job description has been designed to indicate the general nature and level of work performed by employees within this job. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employee assigned to this job.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

*Equal Opportunity Employer*

# JANICE B. SNEED

## EDUCATION

Walden University  
Ed.D.-Higher Education  
Leadership (*pursuing*), 2019

Centenary College of LA  
Shreveport, LA  
Masters of Business  
Administration, 2004

Grambling State University  
Grambling, LA  
B.S. – Computer Science  
Minor: Military Science, 1986

## PROFESSIONAL CERTIFICATIONS/ LICENSURE

-Leadership Shreveport  
(1995)

-Leadership Louisiana (2004)

-Certified Economic  
Development Certification

-Louisiana Community and  
Technical College &  
Louisiana Economic  
Development Certified  
Workforce Development  
Certification (2019)

-Grant Management  
Certification (recipient track)  
through the National Grants  
Management Association

-The United States Air Force  
Health Services Administrator

-The United States Air Force  
Squadron Officer School

-The United States Air Force  
-Total Quality Management  
(TQM) Course

-The United States Air Force  
Communication's Course

## HONORS AND AWARDS

Community and Workforce  
Development, "Yes, We Can  
Award" presented by the  
Foundation of Hope, 2010  
Athena Nominee, 2006

## LEADERSHIP PROFILE

Instrumental in leading institutional efforts that advance the role, scope, and mission of Southern University at Shreveport:

- Created the longest-running higher education-based Small, Women, and Minority-Owned Business Incubator in North Louisiana.
- Instituted the University's highly successful Incumbent Worker Training Program (IWTP), securing over \$4,000,000 in funding.
- Responsible for the establishment of the Adult Education Program at SUSLA.
- Chaired the Institutional Master Plan Project that developed SUSLA's current Master Plan.
- Co-chaired SUSLA's Strategic Plan Committee chaired with creating the current strategic plan, "A Way Forward 2016-2021."
- Generated and provided oversight to approximately \$50 million in grant funding over 25 years of higher education experience.

Demonstrated experience in the principles of military leadership:

- Responsible for ensuring all 216 members of the 917<sup>th</sup> Medical Squadron of the United States Air Force Reserves received training mandated by Air Force Instruction.
- Trained staff of 200 active personnel on the use of multiple software platforms, reducing administrative workload by forty (40) percent.
- Designed and implemented automated cost estimating and control programs which accurately predicted travel costs for an annual budget of \$2 million, conserving scarce funds while ensuring support for each test program.

## INNOVATION AND COLLABORATION

Forward-thinking strategist with a record for effecting change:

- Co-created SUSLA's Licensed Practical Nurse (LPN) program, securing Federal Financial Aid status and start-up funds.
- Worked in concert with cross-functional teams and employer-partners to create high-demand academic programs including Funeral Services, Sterile Processing, Healthcare Access Associate, Certified Nursing Assistant (CNA), Hospitality, Brownfields Environmental Training Program, and more.
- Conceptualized and developed the Milam Street Kitchen Incubator and Community Kitchen (MS-KICK).

## **PROFESSIONAL EXPERIENCE**

### **SOUTHERN UNIVERSITY AT SHREVEPORT | SHREVEPORT, LA**

Interim Vice Chancellor for Academic Affairs and Workforce Development/Metro Center Administrator  
August 2019 - Present

Vice Chancellor for Community and Workforce Development/Metro Center Administrator  
2005 – 2019

Responsibilities include providing leadership, vision, and guidance to 30 employees to support workforce, community, and economic development opportunities; advance the goals, strategy, and operations of the division in alignment to the University's mission, vision, and strategic direction; cultivate internal and external relationships to grow community-based initiatives, and workforce training programs that will generate consistent annual revenue; work collaboratively with senior leadership at public and private institutions to connect their needs with the appropriate University service or program; serve as the liaison between the University and local, regional, and state economic development entities; serve as the Metro Center campus administrator.

Director for Workforce Development, Vocational Education and Outreach  
2001-2005

Responsibilities included management and administration of workforce development and continuing education programs as well as the Carl D. Perkins Vocational Education grant; grant writing and development; develop partnerships with regional stakeholders to further the mission of the University; development of new programming, resulting in the creation of the adult education/GED program, TANF training, WIA program, and the Incumbent Worker Training Program; and development of youth-oriented initiatives such as BizCamp, MedCamp, Electronics Camp, and Art Institute.

Coordinator of Carl Perkins Programs  
1996-2001

Responsible for administration of the Carl D. Perkins Vocational Education grant; grant writing and development; developing and managing the first, fully operational computer laboratory – The Academic and Career Enhancement (ACE) Center; facilitating the expansion of the computer laboratory into a 100-computer multimedia laboratory for all vocational programs and students; conducting professional development workshops for faculty, staff, students, and the community on the use of computer applications; initiating the Louisiana Occupational Information System (LOIS) program at SUSLA; collaborating with the Division of Student Affairs to develop the Vocational Counseling and Career Center.

Database Administrator/PC Support Specialist  
1994-1996

Responsible for the development and maintenance of all university database systems; generating institutional reports for internal departments and external agencies; installation of software and hardware; grant writing and information gathering.

### **THE UNITED STATES AIR FORCE RESERVE | BARKSDALE AIR FORCE BASE, BOSSIER CITY, LA**

Medical Administrative Officer 1997-2009

Command Post Comptroller 1994-1996

Responsibilities included ensuring the 917<sup>th</sup> Wing of Barksdale Air Force Base passed five-year Health Services Inspections with thorough knowledge of Air Force Instructions and excellent record keeping; tracked and reported flight operation at the 917<sup>th</sup> Wing; received Outstanding Officer of the Quarter for increasing the Unit's technological capabilities and special recognition from the Inspection Team.

## **THE UNITED STATES AIR FORCE (USAF)**

1987-1993

Responsibilities included supervision of computer support teams for weapon systems testing; spearhead software development projects and manage daily computer operations; developing five-year computer support plan depicting software development and hardware implementation schedules, supporting strategic nuclear weapons system; rightsizing the VAX mainframe computer system to a more efficient networked microcomputer platform (saving \$250,000); researching and procuring computer systems, software packages, and other unit support equipment.

## **TEACHING EXPERIENCE**

### **AYERS BUSINESS INSTITUTE | SHREVEPORT, LA**

Instructor

1994-1995

Responsible for teaching computer courses including Introduction to Computers, DOS Environment, WordPerfect, LOTUS, and DBASE

### **SOUTHERN UNIVERSITY AT SHREVEPORT | SHREVEPORT, LA**

Adjunct Instructor

2009-2012

Responsible for teaching Entrepreneurial and Management courses. Served as an instructor for continuing education courses, including Computer Applications (Word, Excel, PowerPoint), Life Skills and Job Readiness, Organizational Leadership, and Career Exploration.

## **GRANT AWARDS (SAMPLING)**

- U.S. DOL Community-Based Job Training Healthcare Grant-Project SUCCESS - \$4.2 million
- U.S. Department of Labor YouthBuild Shreveport (YBS) \$2.0 million+
- Louisiana Workforce Commission - \$3 million+
- U.S. DOL Community-Based Job Training Grant (CBJTG) Project SUCCESS - \$1.9 million
- The state of Louisiana, City of Shreveport, HUD (Incubator Project) -\$2.4 million
- Housing and Urban Development Office of University Partnerships - \$3 million in multiple grants
- LA Board of Regents - \$50,000 in various projects
- LA Economic Development (small business initiatives) - \$120,000+
- Small Business Administration - \$ 100,000
- LA Department of Education - \$100,000+
- City of Shreveport (Youth Network Initiative) - \$500,000 (multiple grants)
- CERT/City of Shreveport (film entertainment training) -\$91K

## **PRESENTATIONS (SAMPLING)**

- Right on Crime- Economic Development Panelist, Shreveport, Louisiana, 2019
- Management Series, Innovation and Change, Co-Presenter- Southern University at Shreveport, Louisiana, 2019
- Administrative Assistant Conference, Stress in the Workplace, Southern University at Shreveport, 2018
- Commencement Speaker, Stonewall Baptist Church, Bossier City, LA 2016
- United States Housing and Urban Development (HUD) Presentation – SUSLA's HUD Community and Economic Development, Dallas, Texas, 2007
- Southern University Ag Center – Strategic Planning and Community Development, Shreveport, Louisiana, 2008
- Iota Lambda Sorority, Inc. Beta Psi Chapter, Southern University Youth Services Overview, Shreveport, Louisiana, 2008
- Kiwanis Club North Shreveport, Leadership and Community Development, Shreveport, Louisiana, 2005

## **MEMBERSHIPS & AFFILIATIONS (PAST & PRESENT)**

Workforce Investment Board 71 Board Member (Shreveport)  
Louisiana Workforce Commission Industry-Based Certification Board Member  
Louisiana ACT Council  
Alliance for Education Board Member  
Regional 7 Jumpstart Council Member (originating member)  
Northwest Louisiana Economic Development Foundation  
Hope for Homeless Continuum of Care – Past Vice President  
Strategic Action Council Board Member  
Minority Supplier Institute Committee Member  
United Way Board Member  
National Association of University Women  
Northwest Louisiana Literacy Coalition  
Shreveport Community Foundation Women's Philanthropy Group  
SciPort Louisiana Science Center Board Member  
BizCamp Steering Committee  
SUSLA Community Development Corporation (founder)  
Stonewall Baptist Church Multicultural Development Center (founding member)  
Stonewall Baptist Church Youth Advisor for Youth Council  
Antioch Baptist Church Youth Advisor  
Antioch Baptist Church Graduate Day and Veteran's Day Chairperson  
Antioch Baptist Church Couple's Ministry and Vacation Bible School Co-Chairperson  
National Association for the Advancement of Colored People  
Grambling State University Alumni Federation  
Delta Lambda Chapter of Alpha Kappa Sorority, Inc.  
Historically Black Colleges and Universities Title III Administrators Association  
National Association of Developmental Education (NADE)  
American Society for Training and Development  
National Sponsored Programs Administration Alliance (NSPAA)  
National Business Incubation Association (NBIA)  
Louisiana Business Incubation Association (LBIA)  
United States Air Force (USAF) Retired Officers Association  
Veterans Association  
Martin Luther King Association  
Martin Luther King Community Development Corporation  
Image Changers, Inc. (board member)  
Greater Shreveport Chamber of Commerce (former board member)  
Bossier Chamber of Commerce  
Council for A Better Louisiana (CABL)  
Shreveport Times Community Editorial Board  
Shreveport Mayor's Women's Commission (former board member and Vice President)  
African American Chamber of Commerce (former board member & Vice President)  
Step Forward Workforce Development Council  
League of Women's Voters (for board member)  
The Consortium for Education Research and Technology (SUSLA Representative)  
Reentry Council Committee member





**Dr. Rodney A. Ellis**  
Chancellor



November 11, 2019

Donnie Wise  
Bossier City, LA 71111  
512-923-9178

RE: Employment Offer Letter

Dear Mr. Wise

We enjoyed your visit and the opportunity to interview with you about the Director of Facilities and Risk Management vacancy at the Shreveport Campus of Southern University. You made an excellent impression and we believe you to be an excellent candidate for a rewarding career with our University.

We are pleased to offer you the position of **Director of Facilities and Risk Management** with a proposed **start date of December 2, 2019** contingent upon successful completion of a background check, Southern University Board of Supervisors approval, if needed, and other specifics listed below. The following outlines our offer of employment to you. Your signature below will verify your acknowledgement of/and agreement with all terms listed.

Annual Salary: Your compensation will be: \$62,500

Status: Full-Time/Unclassified

Additional Benefits: A generous group and supplemental benefits program including medical, dental, vision, life insurance and other benefits is available to you upon employment, subject to standard eligibility requirements. You are also eligible to participate in the University's retirement plan.

Paid Time Off: As a full-time employee, you will accrue sick leave according to the established years of service chart.

3050 MARTIN LUTHER KING, JR. DRIVE, \* SHREVEPORT, LOUISIANA 71107  
PHONE: (318) 670-9312 \* FAX (318) 670-6374  
TOLL FREE: 1-800-458-1472, EXT 6312  
[WWW.SUSLA.EDU](http://WWW.SUSLA.EDU)

"Southern University at Shreveport does not discriminate on the basis of race, color, age, national origin, gender, disability or any other protected class in its programs and activities". The following person(s) has been designated to handle inquiries regarding the non-discrimination policies: Title IX Coordinator: Dr. Tuesday Mahoney, College Success Ctr. (318) 670-9201. Section 504 Coordinator: Jerushka Ellis, Behavioral Science, (318) 670-9367

This offer is extended to you contingent upon completion of our routine background and reference checks, completion of employment forms for new personnel, and on the understanding that in joining Southern University at Shreveport you will not violate any agreement to which you are or have been party.

Under the U.S. Immigration Reform and Control Act of 1986, we are required to establish the employment authorization and identity of each person we hire. In order to comply, you will need to bring appropriate documentation upon your first day of employment. Appropriate documentation may include driver's license and social security card, passport, etc. Please contact Human Resources for a complete list of additional acceptable documentation.

After you have had an opportunity to read this document, and the attached job description, please sign and return the original letter to our office by 11/25/19. This document will serve as the official acceptance of our offer and confirm that you have read, understood, and will comply with the provisions outlined.

We look forward to hearing from you and having you join our team. If you have questions or need to discuss anything further, please contact Quiana Skidmore at 318.670.9351.

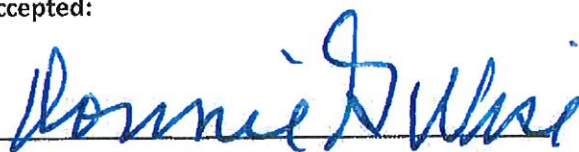
Sincerely,

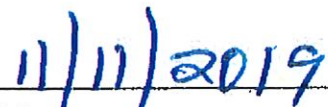


Rodney A. Ellis, Ed.D., Chancellor  
Southern University at Shreveport

cc: Rodney A. Ellis, Ed.D., Chancellor  
Wayne H. Bryant, Director of Human Resources  
Dr. Antonius Pegues, Vice Chancellor of Finance and Administration

Accepted:

  
Donnie Wise

  
Date

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS  SUBR  SULAC  SUAREC  SUNO  SUSLA

\*\*\*\*\*

**POSITION VACANCY AUTHORIZATION**

\*\*\*\*\*

REQUEST THAT THE POSITION Director, Facilities & Risk AS DESCRIBED BELOW  
 BE AUTHORIZED AS A VACANCY FOR Facilities Department  
 (Department or Unit)

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

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

\*requires the approval of System President

**VACANCY DESCRIPTION AND JUSTIFICATION**

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

Reporting to the Chief Administrative/Operations Officer, the Director of Facilities & Risk Management provides leadership, strategic direction and management for the effective administration of this department for a multi-campus institution. Plans, schedules and implements facilities maintenance activities for the college. Develops and implements policies and procedures relevant to facilities management operations. Establishes and maintains a comprehensive risk management program to ensure institution is compliant with state requirements.

Salary/Range: \$50-65K

Previous Incumbent (if replacement): Steve Fordley

Approved  Disapproved Leslie McClallon LLW September 4, 2019  
 Department Head Date

Approved  Disapproved \_\_\_\_\_ \_\_\_\_\_  
 Dean/Director/Supervisor of Budget Unit Date

COMPTROLLER'S OFFICE ONLY	
Funds Available	
<input type="checkbox"/> Yes	<input type="checkbox"/> No
Signature	Date
Budget Number	

HUMAN RESOURCES OFFICE ONLY	
Existing/Approved Position	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Job Code: <u>51</u>	Cal Id: _____
Job Class: <u>53140</u>	
<u>Wayne H Bupel 9-6-2019</u>	
Verified By:	Date:

Approved  Disapproved \_\_\_\_\_ \_\_\_\_\_  
 Vice Chancellor Date

Approved  Disapproved Rodney Ellis LLW September 4, 2019  
 Chancellor/Vice President Date

Approved  Disapproved \_\_\_\_\_ \_\_\_\_\_  
 President Date

An Equal Opportunity Employer

# Vacancy Announcement System (VAS)

## Position Vacancy Announcement Request

Date: 9-4-2019 Department: Finance and Administration

SUS  SUBR  SULC  SUAREC  SUNO  SUSLA

Application Deadline: 9-27-2019 Date position to be filled: 9-27-19 opened until filled

Position Title: Director, Facilities & Risk Management Civil Service Pay Level: \_\_\_\_\_

Salary (annual): \_\_\_\_\_ or Salary Range: 50,000 to 65,000

Please check all categories that apply to this position:

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

Contact Person: Mr. Wayne Bryant Telephone No: 318-670-9230

Contact Email Address: whbryant@susla.edu

Contact e-mail address is for:

Human Resources utilization only  posting to VAS website

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

Provides leadership, strategic direction and management for the effective administration of the Facilities and Risk Management Department for a multi-campus institution. Plans, schedules and implements facilities maintenance activities for the college. Develops and implements policies and procedures relevant to facilities management operations. Establishes and maintains a comprehensive risk management program.

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

Bachelor's degree: Construction or Facilities Management, Architecture, Industrial Engineering, or related field from an accredited college or university. At least one year of progressive administrative experience in campus or facilities management OR three years experience as a facilities or maintenance coordinator at a comprehensive community college or university. Proof of one or more - **CFC certification (global), journeyman's (city), HVAC, electrical, plumbing license.**

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

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

1. Cover letter (maximum two pages) indicating how qualifications/employment standards listed in announcement are met. 2. Detailed résumé summarizing educational professional experience for the position. 3. College/university transcripts reflecting appropriate qualifications (official required prior to hiring). 4. List five (5) professional references (name, phone number, and email).

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

# SOUTHERN UNIVERSITY AT SHREVEPORT

## POSITION ANNOUNCEMENT

### DIRECTOR OF FACILITIES AND RISK MANAGEMENT

Southern University at Shreveport (SUSLA) invites applications for the position of Director of Facilities and Risk Management (Director F&RM) located at the Main Campus in Shreveport, Louisiana. SUSLA serves three campuses in the City of Shreveport (MLK, Downtown, and Downtown airport).

#### **SUMMARY:**

Reports to: Chief Administrative/Operations Officer, the Director F&RM provides leadership, strategic direction and management for the effective administration of the Facilities and Risk Management Department (F&RM) for a multi-campus institution. The Director F&RM plans, schedules and implements facilities maintenance activities for the college by ensuring the routine servicing and completion of work order requests related to plumbing, electrical, painting, heating, ventilation, air conditioning, carpentry, lawn work, college vehicles and equipment. Maintains and coordinates schedules of maintenance projects, personnel, and activities; Administers service contracts with equipment vendors and service providers. Develops and implements policies/procedures relevant to facilities management operations: new processes, space management, and annual budget. Establishes and maintains a comprehensive risk management program that includes security/safety. Maintains compliance with state, federal and OSHA rules/regulations. Establishes and maintains an inventory management program that includes, but is not limited to property and fleet management, and IT property management.

Collaborates with Accounting Department to write bidding specifications, select contractors and coordinate all aspects of facility renovation and construction projects; coordinates the capital outlay planning and request process for facility renovations/construction. Establishes and coordinates a key control program. Responsible for maintenance of fire alarms, extinguishers, sprinklers and security systems. Coordinates the removal of hazardous materials and surplus items. Trains employees in hazardous materials safety procedures. Responsible for continuing the college's commitment to establishing and sustaining an environment of inclusiveness, student learning, strong sense of community, and growth through engagement in the life of the college.

The Director F&RM is responsible for developing programs, services and policies that enhance the quality of experiences for SUSLA faculty, staff and students. Provides leadership for assessing the effectiveness and outcomes of the F&RM Department. Maintains knowledge of current practices and trends in higher education facilities management. Prepares and submits required Facilities Services reports for government, accreditation or other entities. Collaborates in the development and maintenance of the Facility website. Hires, supervises and evaluates the performance of assigned staff.

#### **Required Knowledge, Skills and Abilities:**

##### Knowledge of:

- Applicable laws, codes, regulations, policies/procedures
- Budgets and inventory control
- Principles and practices of administration, supervision, and training

##### Skills:

- Excellent written, oral presentation, and interpersonal communication

- College and university transcripts reflecting conferred degree that meet educational qualifications. Official transcripts due at employment.
- Five professional references: name, title, contact phone number, and email address.
- Selected candidate required to undergo a background check.

**Submit documents to:**

Southern University - Shreveport  
Human Resources

**Attention:** Director of Facilities and Risk Management Vacancy  
3050 Martin Luther King, Jr. Drive  
Shreveport, LA 71107

Application documents must be received by 6:00 pm CST **November 6, 2017.**

Southern University at Shreveport is an EEOC/AA/ADA employer.

# Donnie Wise

## Facilities/Equipment Maintenance Manager

[REDACTED]  
[REDACTED]  
[REDACTED]

## Work Experience

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### Facilities/Equipment Maintenance Manager

Dr. Reddy's Labs - Shreveport, LA  
October 2013 to December 2018

Responsible for facilities and equipment maintenance functions for a plant totaling more than 310,000 square feet of administrative/manufacturing/warehouse space

- Managed staff of up 15 technicians/2 clerks; maintained manufacturing equipment supporting blending, compressing, sorting/printing and other processes, packaging equipment, and central plant equipment
- Maintained a 30 + year old facility in excellent condition
- Initiated a predictive maintenance program/recycling program
- Provided management structure to the department where none had existed for previous 3 years

### Facilities Manager

MAXIMUS - Brownsville, TX  
April 2013 to October 2013

Responsible for a 78,500 square feet call center facility in support of approximately 700 call center representatives supporting a new federal services contract

- For initial start-up of facility, set up vendor service agreements for MEP, vending, housekeeping, security, landscaping, audio/visual, access badging, and other services to maintain the building/ systems and sustain operational requirements
- Initiated actions to develop facilities and security policies

### Facilities Manager

DPT Laboratories - San Antonio, TX  
February 2012 to May 2012

Responsible for facilities and equipment maintenance functions for the plant with seven buildings at four sites totaling more than 1,000,000 square feet of space

- Increased practices for sub-standard housekeeping activities in the manufacturing areas
- Identified key cGMP equipment not included in the Computerized Maintenance Management System (CMMS) and initiated corrective measures
- Identified hundreds of past due PM work orders in the CMMS; initiated corrective actions;

### Facilities/Maintenance Manager

XBlotech USA Inc - Austin, TX

September 2011 to January 2012

Responsible for facilities and equipment maintenance functions for the plant; main focus was to transform a fledgling equipment maintenance documentation program into one that met FDA requirements

- Sourced and implemented a new Computerized Maintenance Management System (CMMS)
- Developed processes and supporting procedures to capture equipment information from receipt, through work order history, to required preventive maintenance

### **Facilities Director**

ChaseSource Real Estate Services - Austin, TX

June 2009 to May 2011

Responsible for three (3) main Client call centers and six (6) small regional Client outreach offices totaling nearly 300,000 square feet; directed a staff of 3 Facility Managers and 14 other facility staff members providing customer service to nearly 2000 Client staff; services including facility maintenance, mail/shipping services, vending/coffee services, security services, document destruction services, and office supplies services; controlled a budget of approximately \$5 million; primary liaison with Client

- Worked with Client to develop new policies and procedures and enhanced existing processes for providing exceptional customer services
- Collaborated with executives at Houston corporate office to develop processes/policies to further develop company as a facility management services provider
- Developed initial planning, design, budgeting, and "kick-off" execution for the build-out of an additional 41,000 square foot Client facility

### **Facilities Director**

MAXIMUS - Austin, TX

June 2007 to June 2009

Performed facilities staff work; responsible for subcontractor managing three (3) main call centers and six (6) small regional outreach offices totaling nearly 300,000 square feet; providing customer service to an increasing staff including facility maintenance, mail/shipping services, vending/coffee services, security services, document destruction services, and office supplies services; oversaw a budget of approximately \$5 million; primary liaison with subcontractor executive staff on all field facilities matters

- Under emergency contract, initially transitioned facilities services responsibilities from previous vendor to MAXIMUS; from January 2008 through March 2008, developed new contract for facilities services to a minority-owned company - ChaseSource Real Estate Services
- Provided oversight and guidance to subcontractor to develop processes, policies, and procedures for all typical facilities management functional areas
- Developed a detailed budget utilizing a standard set of Facilities chart of accounts

### **Facilities/Equipment Maintenance Manager**

Austin, TX

April 1994 to March 2006



Managed staffs of up to 15 and a budget of nearly \$5 million for both equipment maintenance and facilities teams; in Maintenance, supported various machine tools, wet scrubber systems, lab equipment, vacuum systems, locally-developed robotic systems, laminar flow benches, and many other pieces of equipment; In Facilities, responsible for four buildings totaling 193,000 square feet with two critical manufacturing controlled environments and all the associated building systems, employee moves, and space management

- Decreased plant electrical cost \$75K/year by using a cross-divisional audit team
- Developed maintenance documentation systems to meet stringent FDA guidelines
- Implemented monthly metrics report depicting department performance

U.S. Air Force

Completed a career attaining top enlisted rank E-9 (Chief Master Sergeant) with Top Secret security clearance; managed/directed various aircraft maintenance organizations

## Education

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### **BS In Management**

Park University - Parkville, MO

### **AAS In Aircraft Maintenance Technology**

Community College of the Air Force

## Skills

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budgeting (1 year), Equipment Maintenance (10+ years), FDA (10+ years), Maintenance (10+ years), predictive maintenance (5 years)



## SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

J. S. CLARK ADMINISTRATION BUILDING  
3<sup>TH</sup> FLOOR

166 G. LEON NETTERVILLE DR.  
BATON ROUGE, LOUISIANA 70813

OFFICE OF  
FACILITIES PLANNING

(225)771-2786 OFFICE  
(225) 771-2922 FAX  
Eli\_Guillory@sus.edu

November 8, 2019

**Hon. Dr. Ray L. Belton**  
President of Southern University System  
4<sup>th</sup> Floor, J. S. Clark Adm. Building  
Baton Rouge, Louisiana 70813

**RE: Southern University System Office of Facilities Planning Project Updates**

Dear Dr. Belton,

We are transmitting the attached updated document report, which indicates the remarkable status of each campus building construction, renovations, building repairs/upgrades and facilities planning progress for your files.

Should you have any questions, please don't hesitate to call me. Your approval and sustained support of Southern University System Office of Facilities Planning is greatly appreciated.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Eli G. Guillory III".

**Eli G. Guillory III**  
Director of Facilities Planning

Attachments enclosed: Progress report and construction pictures

*"Five Campuses, One Vision...Global Excellence"*

WWW.SUS.EDU

**Southern University and A&M College System**  
**Facilities and Property Report**  
**SU System Campuses Projects**

Eli G. Guillory III Nov. 2019

	agency	Project Name	Project Budget	Funding Source	Approval Date	Completion Date	Comments
1	SUAG	SUAG Arena - building exterior painting and wall system/roof canopy repairs	\$ 75,000.00	State	2018		Pending WBS no. from FP&C w/ approval
2	SUAG	Southwest Center for Rural Initiatives (Opelousas Ag Bldg.) - Mechanical system AC units replacement	\$ 105,221.96	State	2018	6/25/2019	Completed - Construction In Progress 6 mech. units replaced - 100% complete
3	SUAG	A. O. Williams Hall Mechanical HVAC system upgrades - Westside of Phase one - part 1 mech. units, coil upgrades,	\$ 140,000.00	State	2018	2019	Completed - 100% complete Mel Eng. and CMC - completed, pending recommendation of acceptance from the Designer - additional pending work by SUag for \$40k -Pending by FP&C seeking additional AFC funding \$1,500,000 and \$160,000 for Eng. Design.
4	SUAG	SUAG - A. O. Williams Hall Renovations - Phase 1 westside, ext. wall flashing and de-brick masonry	\$ 2,764,000.00	Fed. Gov. NIFA	2015	2019	complete (pending to seek Capital Outlay funding for \$4,500,000 for phase 2 - Eastside )
5	SUAG	SUAG - A. O. Williams Hall Renovations - Phase 2 Eastside, ext. wall flashing, de-brick masonry and Mechanical System upgrades	\$ 4,500,000.00	State	2018		Pending approval by Fp&c of Capital Outlay funding for \$4,500,000 for phase 2 - Eastside / westside p1_ \$160,000 p2_ \$1,500,000 p5_ \$4,000,000
6	SUAG	Multipurpose Building	\$ 1,492,444.00	Fed. Gov.	2003	2018	complete (furniture funding is pending)
7	SUAG	Child Development Center - code upgrades	\$ 218,300.00	Fed. Gov.	Apr. 2018	2019	Complete
8	SUAG	Horticulture Storage Building Renovation	\$ 275,000.00	Fed. Gov.	2003	2017	Complete
9	SUAG	Pesticide Storage Building	\$ 250,000.00	Fed. Gov.	2003	2018	Complete
10	SUAG	Equipment Storage Shed Building	\$ 90,000.00	Fed. Gov.	2003	2018	Complete
11	SUAG	Meat Technology Roof Replacement	\$ 212,400.00	Fed. Gov.	Apr. 2018	2019	Complete
12	SUAG	A. O. Williams Hall - Mechanical AHU / Mech. Room equipment Repairs	\$ 140,000.00	State	10/20/2017	2019	completed
13	SUAG	New Mega Disaster Relief Shelter (for 2,500 beds)	\$ 24,375,000.00	State / Federal	Jan. 2019		Active - pending Fp&c approval of designer in Nov. 2019 - p2_ \$1,000,000 p5_ \$8,375,000 interagency GOHSEP \$15,000,000
14	SUAG	SUAG - Road/Street and Canal Soil Erosion Improvements at SUAG Experimental Farm Station 14600 Scenic Highway / US Hwy 61 (EBRP/Baker LA)	\$ 3,300,000.00	State	7/1/2016		pending state approval
15	SUAG	Existing Meat Processing Facility Expansion Addition	\$ 1,225,000.00	State	7/1/2018		pending state approval
16	SUAG	Demolition of Barn building(s) of the 1960's and 1970's	\$ 103,500.00	State	6/1/2019		Active - pending planning and bidding by Fp&c Nov. 2019
17	SUBR	B. A. Little Dr. Road upgrade at SUPD & TT Allain Hall	\$ 151,775.00	Title 3	2018	2019	completed
18	SUBR	New Science Complex - program room/space planning phase	\$ 56,000.00	Title 3	2017	2019	completed

19	SUBR	New Science "STEM" Complex Building	\$ 46,000,000.00	State	7/1/2017		Pending full planning and Construction funding by State / DoA / Fp&c to proceed with design planning (p2 \$500,000 - July 2019) for construction
20	SUBR	J. B. Moore Hall Hi-Tech Smart Classroom Renovation	\$ 300,000.00	Title 3	Apr. 2016	2019	construction 100% complete
21	SUBR	SU Museum of Art - HVAC Mechanical System Repairs	\$ 127,112.00	State	10/11/2018	7/30/2019	completed - Construction in progress - 100% complete
22	SUBR	Air Handling Unit Repair - W. H. James Hall	\$ 350,000.00	State	10/20/2017	9/3/2018	completed - 100%
23	SUBR	Fan Coil Unit Repairs-JW Fisher hall	\$ 100,000.00	State	10/19/2017	7/30/2019	complete
24	SUBR	Fan Coil Unit Repairs-J. Lee Hall & Health Research Center	\$ 100,000.00	State	10/19/2017	7/30/2019	complete
25	SUBR	Mechanical Unit Repairs-WW Stewart Hall -Phase 1	\$ 100,000.00	State	10/19/2017	2019	Construction in progress - 100% complete
26	SUBR	Dehumidifying System Repair-Tourgee A. Debose Music Hall	\$ 225,000.00	State	10/19/2017		Active - Construction in progress 98% complete
27	SUBR	A.W. Mumford (Consent Decree ADA)	\$ 7,900,000.00	State	2016		Active - Construction in progress 99% complete (seek funding approval from Fp&c to upgrade perimeter roadway, walks, and streets )
28	SUBR	F.G. Clark Activity Center (Consent Decree ADA)	\$ 7,450,000.00	State	2016		Active - Construction in progress 99% complete (seek funding approval from Fp&c to upgrade perimeter roadway and parking )
29	SUBR	J.S. Clark Admin. Building - Roof Replacement	\$ 216,558.00	State	12/20/2017		completed
30	SUBR	Frank Hayden Hall - Theatre Lobby Restrooms Phase 1 upgrades	\$ 150,000.00	Title 3	Apr. 2016		pending budget funding for planning & construction
31	SUBR	Ruffin Paul Central Plant - Loop Pump and Valve Replacement (Rebuild (2) Loop pumps and replace with new VFDs. Replace valves on top of aluminum cooling tower and replace safety rails)	\$ 212,000.00	State	7/27/2018		Active - pre bid meeting by Fp&c Nov 2019
32	SUBR	ADA Safety Compliance & Drainage Project at the Law Center	\$ 95,400.00	State	7/27/2018		Active - planning phase for bidding by Bonton Associates
33	SUBR	SU Laboratory School Gym Roof replacement/upgrades as required for interior protection of rain water migration.	\$ 300,000.00	State	2018		Pending WBS no. from FP&C Nov 2019
34	SUBR	SU Laboratory School Gym Looker Room upgrades	\$ 70,000.00	SUBR	2019	Jul-19	complete
35	SUBR	SU Laboratory School Elementary Buildings renovations	\$ 440,000.00	State	2019		Active - FP&C pending planning phase for Nov 2019
36	SUBR	Repairs of 100ft tower and parking lot lighting upgrades to LED's - West and East of F G Clark Activity Center / Upgrade lighting system for classrooms, exits and stairwells in various buildings (Disaster Relief Shelter) WBS:F.19002290	\$ 291,000.00	State	2018		Active -FP&C direct appointment for designer Oct. 18, 2019 ADG Baton Rouge, LLC Eng. fee \$18,697 -set up design meeting Nov 2019
38	SUBR	Campus sidewalks repairs neutralizing trip hazards and ensuring wheelchair accessibility	\$ 55,542.00	State	2018	Nov-19	Completed - construction in progress 100% complete

39	SUBR	J. S. Clark Adm. Building - Upgrade chill water and hot water pumps and install new automated digital controls WBS-F.19002254	\$ 160,000.00	State	2018		Active - designer: Salas O'Brien, LLC in planning phase Nov 2019
40	SUBR	W. W. Stewart Hall Auditorium Mech. HVAC repairs/upgrades WBS-F.19002254	\$ 255,414.00	State	2018		Active - designer: Salas O'Brien, LLC in planning phase Nov 2019
41	SUBR	DOTD - Ravine Erosion Control & Road Improvements	\$ 10,000,000.00	DOTD	5/25/2017		Active - construction / low bid \$5,000,000 by Merrick LLC -pre-const. meeting 3July2019 - installation of Box Culverts in Nov. 2019
42	SUBR	DOTO / FP&C Ravine Utility Line Erosion Control and Relocation	\$ 1,221,407.00	State	2016		Active - in progress - Designer AST Engineers pre-con 24June2019 - G. C. Gallo Mech. bid \$400,000
43	SUBR	Music Building Annex - Music & Recording Studio	\$ 200,000.00	Title 3	2018		Active - planning CD's Construction Bid Documents @ 90% phase
44	SUBR	W. W. Stewart Hall First Floor Renovations - North	\$ 334,000.00	Title 3	2018	Nov-19	Complete - programing & planning phase (Williams & Williams Architecture LLC) - bidding (low bidder - Miremont/Schoonmaker Construction Co. Aug. 12, 2019 @ \$303,000) 100% complete
45	SUBR	W. W. Stewart Hall Lobby Restrooms	\$ 160,000.00	Title 3	2018	Nov-19	Complete - programing & planning phase by (Williams & Williams Architecture LLC) for bidding - const. in progress Integrity Builders 100% complete
46	SUBR	T. H. Harris Hall Window Replacement	\$ 50,000.00	State	2016	2017	Complete
47	SUBR	SUBR Gas Valve Replacement	\$ 4,028.00	State	2016	2017	Complete
48	SUBR	Underground Gas and Water Line Repairs	\$ 4,250.00	State	2016	2016	Complete
49	SUBR	T. T. Allain Hall ADA compliance	\$ 4,700.00	State	2016	2017	Complete
50	SUBR	Water Valve Replacement	\$ 287,631.35	State	2016	2017	Complete
51	SUBR	Fan Coil Unit Repair James B Moore	\$ 67,987.79	State	2016	2017	Complete
52	SUBR	James Lee Hall - Floor Tile Replacement	\$ 202,491.85	State	2016	2017	Complete
53	SUBR	Cade Library - Fire Alarm Replacement	\$ 279,166.00	State	2016	2017	Complete
54	SUBR	Cade Library - Elevator Repairs	\$ 15,000.00	State	2016	2017	Complete
55	SUBR	T.T. Allain ADA Renovation (Consent Decree)	\$ 1,010,000.00	State	2016	2018	Completed
56	SUBR	Tony Clayton Championship Plaza	\$ 465,000.00	SU Foundation	2017	2018	Completed
57	SUBR	Frank Hayden Hall - Theatre seating and wheelchair lift upgrades	\$ 255,000.00	Title 3	Apr. 2016	2018	completed
58	SUBR	Frank Hayden Hall - Theatre lighting upgrades	\$ 257,000.00	Title 3	Apr. 2016	2018	completed
59	SUBR	E. C. Harrison Street & sidewalk Replacement / Upgrades	\$ 404,000.00	Title 3	Apr. 2016	2018	completed
60	SUBR	School of Computer Science Renovation - phase 1 ( H. L. Thurman Jr. Hall - East Complex)	\$ 248,000.00	Title 3	Apr. 2016	2018	completed
61	SUBR	J. B. Cade Library 4th Floor Renovations	\$ 142,000.00	Title 3	Apr. 2016	2018	completed

62	SUBR	Roofing Replacement - J.S. Clark Annex Bldg.	\$ 155,733.57	State	11/17/2016	2018	Completed
63	SUBR	Roofing Replacement - Benjamin Kraft Bldg.	\$ 270,396.87	State	11/28/2016	2018	Completed
64	SUBR	Roofing Replacement - Southern University Museum of Art (SUMA)	\$ 41,200.00	State	11/29/2016	2017	Completed
65	SUBR	Door Entrance ADA Repairs - multiple bldgs.	\$ 51,500.00	State	12/16/2016	2018	Completed
66	SUBR	Electrical Lighting Repair/Upgrades - Rodney Higgins Hall & Campus	\$ 77,250.00	State	12/19/2016	2018	Completed
67	SUBR	Sidewalk & Curb Ramp Repairs for ADA Compliance	\$ 20,600.00	State	12/19/2016	2018	Completed
68	SUBR	Roof Replacement - William Wallace Stewart Hall	\$ 339,900.00	State	2/9/2017	2017	Completed
69	SUBR	Roof Replacement - Rodney G. Higgins Hall	\$ 229,478.12	State	2/9/2017	2018	Completed
70	SUBR	Central Plant HVAC Replacement	\$ 231,363.60	State	2/9/2017	2018	Completed
71	SUBR	Central Plant HVAC Replacement Phase 2	\$ 87,426.40	State	9/25/2017	2018	Completed
72	SUBR	HVAC Renovations - Multiple Buildings	\$ 128,750.00	State	2/13/2017	2018	Completed
73	SUBR	Benjamin Kraft Hall - Rooftop Mechanical Equipment Replacement	\$ 25,000.00	State	3/6/2018	2018	Completed
74	SUBR	Rodney Higgins Hall - Rooftop Exhaust Fan Replacement	\$ 90,000.00	State	3/12/2018	2018	Completed
75	SUBR	Student Health Center - Ravine Stabilization	\$ 133,900.00	State	7/24/2018	2018	Completed
76	SUBR	Building Control Systems Rplmt-Mini Lab/Compliance Center	\$ 150,000.00	State	10/19/2017	2018	Completed
77	SUBR	Cooling Tower Repairs-Ruffin Paul Sr. Central Plant - phase 1	\$ 225,000.00	State	10/19/2017	2017	Completed
78	SUBR	Drainage/Culvert Repair at Steptoe Road	\$ 499,960.00	State	2016	2017	Completed - FP&C and DOTD
79	SUBR	SU Police Station Renovation	\$ 450,000.00	SUBR	Apr. 2016		Seeking funding approval for renovations by SUBR - pending approval
80	SUBR	J. B. Moore Hall I. T. Renovations	\$ 450,000.00	SUBR	2018		Active - programing phase - pending
81	SUBR	J. W. Fisher Renovations - classroom Labs hoods, lab casework; Mech., Elect, Window sys. Interior finishes upgrades	\$ 5,500,000.00	State / Private	2018 April / approved 2019 June		Active - planning phase w/ pj# 01-107-18-02 WBS-F.01003868 - Coleman Partners Architects (\$485,927) 6/2019 to 6/2020 planning. State \$3,500,000 p5 trailing funds / Interagency funding is pending for part of the AFC.
82	SUBR	Softball Complex Upgrades	\$ 500,000.00	SUBR	5/1/2019		master planning / construction in progress at 30% and seeking additional funding (\$500,000) for upgrades - review w/ BoR and Fp&c for capital outlay funding July 2019
83	SUBR	Demolition of Buildings- Arch. West, Jesse Owens, Lottie Anthony, Washington Hall, Old Hill Infirmary, Old Jones Hall	\$ 1,969,000.00	State	5/1/2019		Active - in the planning phase for bidding by Fp&c
84	SUBR	DOTD - Information Center @ SUBR Campus	\$ 5,625,876.00	State	Aug. 1998 / Aug. 2014		Active - in re-planning phase for bidding by DOTD Feb 2020
85	SUBR	W. W. Stewart Hall First Floor Renovations - South	\$ 150,000.00	Title 3	Nov-19		Active - June's Ceiling & Flooring Inc. & Bell's Flooring and SUN Ind.
86	SULC	Roof replacement	\$ 480,000.00	State	2016	2017	Completed

87	SUNO	Campus Wide Electrical & Lighting Repairs - Phase II - WBS:F.19002262	\$ 475,399.00	State	8/31/2018		Active - GVA Engineering, LLC Designer and bidding ( SUN Industries, LLC bid @ \$239,900 ) pre-const. meeting is pending
88	SUNO	Roofing Replacement - Cafeteria Bldg.	\$ 226,365.00	State	11/29/2016	2018	Completed
89	SUNO	Site Parking Lot Restoration Phase 1 & 2 - temporary fema trailers lake and park campus	\$ 2,154,846.00	FEMA	2015		Active - 75% complete-pending additional planning meeting w/ Fp&c. All South Eng. designer
90	SUNO	Univ. Center Replace 3 Air Handling Units	\$ 265,775.00	State	2016	2019	Complete
91	SUNO	Roofing Replacement - University Center Building	\$ 494,400.00	State	2016	2019	Complete
92	SUNO	University Center-Parking Lot Resurfacing, Sidewalk & lighting repairs	\$ 61,800.00	State	2016	2019	Complete
93	SUNO	Natural Science Building	\$ 27,750,000.00	FEMA	2015	2019	complete
94	SUNO	Arts & Humanities and Social Sciences	\$ 21,200,000.00	FEMA	2015	2019	complete
95	SUNO	Arts & Humanities and Social Sciences: Auditorium Buildout flooring upgrades (17,533 sf renovated flooring) Project No. 01-107-05B-13, Part No. F.01003889	\$ 400,000.00	FEMA	2019		Active - planning phase (chasm + fusion Architecture) for bidding in Oct. 2019 - L L I Environmental Construction, LLC \$307,300. notice to proceed 6Nov2019 to Feb.2020 completion.
96	SUNO	Arts & Humanities and Social Sciences - Museum Renovation 2nd floor	\$ 398,496.00	FEMA	2019		Active - (chasm + fusion Architecture) planning phase for bidding - (additional displays funding of \$1,200,000 is pending)
97	SUNO	Maintenance Building Mechanical HVAC Controls & Equipment upgrades - WBS:F.19003791	\$ 126,804.00	State	2018		Active - planning and bidding by Fp&c / designer GVA Eng. - Industrial Mechanical G.C. bid \$74,900 - pending completion Oct 2019
98	SUNO	Campus sidewalk and parking lot upgrades / repairs for various locations on the Park Campus and Lake Campus WBS-F.19002262	\$ 145,000.00	State	2018		Active - planning by Studio Kiro Nov2019
99	SUNO	Campus wide Mechanical HVAC System Upgrades for various buildings ( Bashful Adm. Bldg) on the Park and Lake Campus WBS: F.19002259	\$ 334,307.00	State	2018		Active - planning by David Vivien Eng. and bidding Nov. 2019
100	SUNO	University Center 2nd & 3rd floor door replacements and painting of offices/restrooms/corridors.	\$ 200,000.00	State	2018		Pending Fp&c approval
101	SUNO	Natural Science 1st & 2nd Floors interior build-out spaces Phase 2	\$ 2,700,000.00	FEMA	2015		Active - planning phase by Sizeler Thompson Brown Architects w/ CD's 90% complete
102	SUNO	Demolition of existing Buildings - New Science and Old Science Buildings	\$ 1,393,000.00	FEMA	2015		Active - planning phase by Manning Architects w/ pre-design meeting Oct. 2019
103	SUNO	New Education and Human Development Building	\$ 11,608,000.00	FEMA	2015	2019	completed
104	SUNO	Roof Leaks & associated damage repair -Modular Buildings	\$ 29,772.10	State	2016	2017	Completed
105	SUNO	Washington Library HVAC	\$ 298,295.00	State	2016	2017	Completed

106	SUNO	Electrical Underground Wiring Repairs & Outdoor Lighting	\$ 48,734.00	State	2016	2018	Completed
107	SUNO	Mechanical Underground Piping Repairs	\$ 51,500.00	State	2016	2017	Completed
108	SUNO	Roofing Repair - New Science Bldg.	\$ 36,153.00	State	6/13/2017	2017	Completed
109	SUNO	Emergency Chilled Water Valve Installation - L. Washington Memorial Library	\$ 10,300.00	State	6/13/2017	2017	Completed
110	SUNO	Electrical & Lighting Repairs/Replacements - Campus wide	\$ 51,500.00	State	7/24/2017	2018	Completed
111	SUNO	University Center Pool Repairs	\$ 65,290.17	State	10/17/2017	2018	Completed
112	SUNO	Central Plant Building	\$ 6,097,000.00	FEMA	2015	2017	completed
113	SUNO	School of Social Work Building	\$ 10,257,000.00	FEMA	2015	2017	completed
114	SUSLA	Mechanical/HVAC System Repairs - Controls - WBS:F.19002199	\$ 476,000.00	State	7/27/2018		Active - pending planning & bidding - <b>Purtle &amp; Assoc. Eng.</b> - planning Des. Dev. phase
115	SUSLA	ADA Restrooms upgrades Downtown Metro 3rd & 4th floors - WBS:F.19002255	\$ 117,873.00	State	2/8/2019		Active - pending planning by Fp&c - Designer <b>McNew Architects</b>
116	SUSLA	Multiple Buildings Elevator repairs - WBS:F.19002258	\$ 71,160.00	State	2/14/2019	9/1/2019	Complete
117	SUSLA	Allen Building School of Nursing Renovation (Downtown Texas St.)	\$ 3,500,000.00	State	2016	2019	Complete
118	SUSLA	Louis Collier Hall Science HVAC upgrades, Roofing repairs, Enhance Drainage.	\$ 192,710.00	Title III	2018		Active - 75% complete
119	SUSLA	Install keyless Entry Locks on MLK, Incubator and Metro Campus'	\$ 50,000.00	Title III	2018		Active - Pending
120	SUSLA	Campus Building Direction Signage	\$ 15,000.00	Title III	2018		Active - Pending bidding
121	SUSLA	Install Energy Efficient External LED Lighting	\$ 85,000.00	Title III	2018		Active - Pending
122	SUSLA	Admissions Office Renovations	\$ 10,000.00	Title III	2018		Active - Pending
123	SUSLA	MLK Restrooms Renovations	\$ 50,000.00	Title III	2018		Active - Pending
124	SUSLA	Campus HVAC System Repairs -WBS:F.19001175	\$ 194,698.00	State	1/30/2017		Active - 95% completion
125	SUSLA	Louis Collier Hall (Site campus drainage upgrade throughout the main campus) - WBS:F.19002260	\$ 47,828.00	State	2018		Active - planning by The 3- <b>KLW Company Inc.</b>
126	SUSLA	<b>Mechanical System -</b> Replace Air Handler Units and Duct system, Fan Coils, Exhaust Fans (Science Building (S07505), (Fine Arts, S07509 & Jesse Stone, S07511) Server Unit Repair (IT, Main Campus, S07503), Replace Fan Coil Unit Motors and (Administration S07503), Replace Pumps (Administration S07503) - WBS:F.19002261	\$ 515,000.00	State	2018		Active - planning by <b>Purtle &amp; Associates</b> Sept 2019



127	SUSLA	Replace Hot and Cold Water underground piping on campus (Administration S07503, NCR S07504, Science S07505, Fine Arts S07509, Jesse Stone S07511, PD & Facilities S07506, Library S07508, Physical Plant S07510, Shipping & Warehouse S12069, Health & Education S13204, Student Union S07507, Student Activity S15913, Women's and Minorities Small Business S15937, Jackson & Dental Hygiene Buildings)	\$ 150,000.00	State	2018		Pending WBS# funding approval by Fp&c
128	SUSLA	Downtown Metro Building roof repairs and existing rooftop mechanical items removal - WBS:F.19002266	\$ 30,900.00	State	2019	2019	Completed
129	SUSLA	SUSLA -Campus Safety Compliance Projects - walks/doors/lighting repairs - WBS:F.19001176	\$ 97,850.00	State	1/30/2017	2018	Active - 75% complete
130	SUSLA	SUSLA -HPER-Gymnasium Roofing Repairs	\$ 142,469.13	State	1/31/2017	2017	Completed
131	SUSLA	SUSLA - Campus-wide LED Lighting	\$ 25,750.00	State	4/13/2017	2018	Completed
132	SUSLA	SUSLA - Campus-wide ADA Compliance Projects	\$ 55,488.00	State	4/17/2017	2018	Completed
133	SUSLA	Alphonse Jackson New Classroom Building	\$ 6,300,000.00	State	2015	2018	Completed
134	SUSLA	New Dental Hygiene Learning Center	\$ 900,000.00	one time state funding	2015	2017	Completed
<b>Total amount</b>			<b>\$ 237,773,125.91</b>				