



SOUTHERN UNIVERSITY SYSTEM BOARD OF SUPERVISORS

Board Development

8:30 a.m.

Friday, September 21, 2018

2nd Floor

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

Southern University Board Development Meeting

Friday, September 21, 2018

8:30 AM

Board of Supervisors Meeting Room
J. S. Clark Administration Building, 2nd Floor
Baton Rouge, LA

AGENDA

1. Call to Order and Invocation
2. Roll Call
3. Special Presentation:
 - A. Roles and Responsibilities of the Board of Supervisors: Developing an Effective and Cohesive Board of Supervisors to Face Today's Challenges (*SACSCOC Section 4: Governance*) - *Dr. Silver*
4. Discussion/Other Business
5. Adjournment



SOUTHERN UNIVERSITY SYSTEM BOARD OF SUPERVISORS

MEETING

10:30 a.m.

Friday, September 21, 2018

2nd Floor

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

Academic Affairs Committee

ACADEMIC AFFAIRS COMMITTEE

Friday, September 21, 2018

10:30 AM

Southern University Board of Supervisors Meeting

Board of Supervisors' Meeting Room

J. S. Clark Administration Building, 2nd Floor

Baton Rouge, LA

AGENDA

3. Call to Order
4. Roll Call
5. Adoption of the Agenda
6. Public Comments
7. Informational Item(s):
 - A. Campus Fall 2018 Enrollment Update (per campus)
 - B. Recognition of SHEEO Participants: Project Pipeline Repair (SU Lab)
8. Other Business
9. Adjournment

MEMBERS

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

RECEIVED
OFFICE OF THE
PRESIDENT-CHANCELLOR
2018 JUL 31 PM 4:11
SOUTHERN UNIVERSITY
SYSTEM



SOUTHERN LAB[®]
SOUTHERN UNIVERSITY
LABORATORY SCHOOL

RECEIVED

JUL 31 2018

Office of the Executive Vice President
for Academic Affairs and Provost

Date: Wednesday, July 25, 2018

To: Bijoy Sahoo, Ph.D.
Senior Associate Vice Chancellor & Provost
3rd Floor, J.S. Clark Administration Building
Baton Rouge, LA 70813

From: Herman R. Brister
Director, SULS

Re: Recognition of SHEEO Participants: Project Pipeline Repair

Please accept this correspondence to recognize the following students at the September Southern University Board of Supervisors Meeting:

Ormond LeFlore
Joseph Delaney McAllister
Blair Parker
Sherman Ruth
Braylon Valentine

They participated in the State Higher Education Executive Officers (SHEEO) program with the intent to recruit and grow African American Males in education. The School of Education at Southern University and A&M College hosted a week-long residency program for participants in the SHEEO Project Pipeline Repair Program for high school minority males that have expressed a keen interest in becoming a teacher.

The purpose of the residency was to give participants an opportunity to experience life on a college campus. During the residency, students were academically involved from 8am to 12noon daily in the course, Multicultural Education. The young men were involved during the afternoon hours in culturally enriching activities and participated in an action research project.

Southern University Laboratory School would like to thank Dr. VerJanis A. Peoples for her leadership in facilitating this endeavor for our students. This bold approach will definitely ignite other young men to become outstanding educators in the future.

129 Swan Ave, Baton Rouge, LA 70813 | Office: (225) 771-3490 | Fax: (225) 771-2782

www.sulabschool.com

Respectfully,

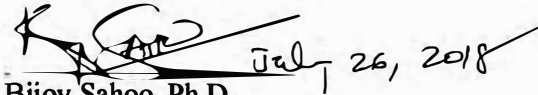


Herman R. Brister

Director

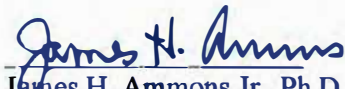
Cc: Dr. VerJanis A. Peoples, Director School of Education
Dr. Cynthia Bryant, Dean of Humanities and Interdisciplinary Studies
Dr. Katera Williams, Chief of Staff

Approvals:

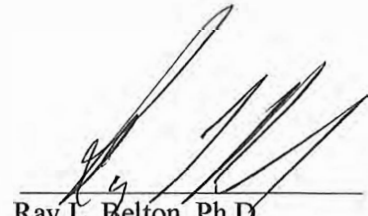


Jul 26, 2018

Bijoy Sahoo, Ph.D.
Senior Associate Vice Chancellor & Provost



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



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

Athletics Committee

ATHLETICS COMMITTEE
(following the Academic Affairs Committee)
Friday, September 21, 2018
Southern University Board of Supervisors Meeting
Board of Supervisors' Meeting Room
J. S. Clark Administration Building, 2nd Floor
Baton Rouge, LA

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Item
 - A. Request Approval of FY 2019 Athletic Budget (SUNO)
7. Other Business
8. Adjournment

MEMBERS

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

Southern University at New Orleans
Athletic Budget
Fiscal Year 2018-2019

REVENUES

Athletic Fees:		
Fall 2018	\$	125,000
Spring 2019		120,000
Summer 2019		11,250
Contributions		10,000
Game Guarantee - Basketball		12,500
Transfers / Support from other funds:		
University Support Fee		173,237
General Fund		450,250
		<hr/>
Total Revenues	\$	<u><u>902,237</u></u>

EXPENSES

Salaries / Wages / Student Help	\$	204,500
Fringe benefits		74,253
Athletic scholarships		373,383
Medical insurance / injury Claims		97,168
Travel		55,000
Operating Services:		
NAIA membership		7,800
GCAC tournament and dues		13,500
Other Expenses:		
Professional services		25,000
Supplies		51,633
		<hr/>
Total Expenses	\$	<u><u>902,237</u></u>



Vice Chancellor for Administration and Finance

9/10/2018

Date



Chancellor

9/10/18

Date



President

9/11/18

Date



SOUTHERN UNIVERSITY AT NEW ORLEANS
 ATHLETIC BUDGET
 Fiscal Year 2018-19

	ALL ATHLETIC ADMIN/GENERAL	MEN'S BASKETBALL	OTHER MEN'S SPORTS	ALL WOMEN'S ATHLETICS	TOTAL
REVENUES					
Athletic Fees:					
Fall 2018	\$ 125,000				\$ 125,000
Spring 2019	120,000				120,000
Summer 2019	11,250				11,250
Contributions	10,000				10,000
Game Guarantee - Basketball	12,500				12,500
Transfers / Support from other funds:					
University Support Fee	173,237				173,237
General Fund	450,250				450,250
TOTAL REVENUES	\$ 902,237	\$ -	\$ -	\$ -	\$ 902,237
EXPENSES					
SALARIES/WAGES/STUDENT HELP	\$ 60,000	\$ 46,000	\$ 40,000	\$ 58,500	\$ 204,500
FRINGE BENEFITS	23,100	15,310	13,320	22,523	74,253
ATHLETIC SCHOLARSHIPS	-	29,382	131,148	212,853	373,383
MED. INSURANCE/INJURY CLAIMS	97,168				97,168
TRAVEL	3,960	11,825	13,173	26,042	55,000
OPERATING SERVICES					
NAIA MEMBERSHIP	7,800				7,800
GCAC TOURNAMENT & DUES	13,500				13,500
OTHER EXPENSES:					
PROFESSIONAL SERVICE	25,000				25,000
SUPPLIES	14,096	7,383	5,344	24,810	51,633
TOTAL EXPENSES	\$ 244,624	\$ 109,900	\$ 202,985	\$ 344,728	\$ 902,237

 ATHLETIC DIRECTOR
Paula Benthoise
 VICE CHANCELLOR OF ADMIN. & FINANCE

James Harris - Davy
 CHANCELLOR

 DATE
 9/10/18

 DATE
 9/10/18

 DATE

Facilities and Property Committee

FACILITIES AND PROPERTY COMMITTEE

(Following Athletics Committee)

Friday, September 21, 2018

Southern University Board of Supervisors Meeting

Board of Supervisors' Meeting Room

J. S. Clark Administration Building, 2nd Floor

Baton Rouge, LA

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Informational Item(s)
 - A. Priority Project Updates (per campus)
6. Other Business
7. Adjournment

MEMBERS

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

Southern University System

Office of Facilities Planning

FACILITIES PROJECT UPDATES

September 5, 2018

SU System Campuses FY 18-19 Deferred Maintenance approval

<i>\$2.2M State General Fund (SGF Cash) – Available July 1 2018;</i> <i>\$2.2M General Obligation Bond Funding (P2 GOB Funding) –</i> <i>Available on or around October meeting of State Bond Commission.</i> <i>October is normally the month when the Bond Commission hands</i> <i>out the Cash Line Of Credit for P2 appropriations. \$4,400,000</i> <i>Total</i>	
SU Baton Rouge Deferred Maintenance Items	
Ruffin Paul Sr. Central Plant	
Rebuild (2) Loop pumps and replace with new VFDs. Replace valves on top of aluminum cooling tower and replace safety rails.	\$200,000.00
Mechanical HVAC	
SUMA HVAC mechanical system upgrade	\$120,000.00
T. A. Debose Music Hall mechanical system upgrade – additional wk	\$120,000.00
W.W. Stewart Hall: Auditorium Mechanical HVAC system upgrades	\$200,000.00
Roofing	
SU Laboratory School Gym Roof replacement/upgrades as required for interior protection of rain water migration.	\$120,000.00
Campus Safety Compliance Projects	
Student Health Center Emergency repair to storm water drainage system and shoring of the southside of the building facing the ravine	\$130,000.00
SUBR Grand Total	\$890,000.00
SU Law Center Deferred Maintenance Items	
Campus Safety Compliance Projects	
Repair Hazardous Broken Walkways and underground storm water drainage system in two locations of the Law Center site.	\$ 90,000.00
SULC Grand Total	\$90,000.00

SU Agriculture Center Deferred Maintenance I	
Mechanical HVAC System Upgrades	
A. O. Williams Hall Mechanical HVAC system upgrades	\$200,000.00
Architectural Items	
SUAG Arena and Poultry House - building exterior painting and wall system/roof canopy repairs	\$ 75,000.00
SUAG Grand Total	\$275,000.00
SU Shreveport Deferred Maintenance Items	
Mechanical HVAC System Repairs	
Install automated controls for Administration (#S07503), NCR (S07504), and Metro (L28076), Science (S07505), Fine Arts (S07509), Gym (S00000) and the new A. Jackson Building.	\$ 400,000.00
Campus Site Safety Compliance Projects	
Site campus drainage upgrade throughout the main campus.	\$ 150,000.00
SUSLA Grand Total	\$550,000.00
SU New Orleans Deferred Maintenance Items	
ADA Compliance Projects	
ADA sidewalk upgrades for various location	\$ 45,000.00
Mechanical HVAC System Upgrades	
Campus wide Mechanical HVAC System Upgrades for various buildings on the Park and Lake Campus	\$ 200,000.00
Electrical and Lighting System upgrades	
Campus wide - streets, student sidewalks and classroom Lighting upgrades	\$ 150,000.00
SUNO Grand Total	\$ 395,000.00
Overall SU system Grand Total	\$ 2,200,000.00

SU Baton Rouge

Capital Outlay New Projects part 1:

- SU System Campus Major Repairs and Deferred Maintenance Projects - Projects are in progress by campus Facility Director
 - **J. S. Clark Adm. Building Roof Replacement** – AFC \$143,205 Mougéot Architecture; were contracted to prepare construction bid documents by FP&C. **in planning phase to bid**

Mechanical System Upgrades Capital Outlay part 2 projects:

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

Scope of Work – Upgrade exiting Mechanical Classrooms/Office Fan Coil Units, make repairs to existing C.W. & H.W branch piping and flushing of existing coils & main piping system. Estimated AFC Budget: \$97,000.

- David Mougéot / Thompson Luke A/E
- **Bernhard Mechanical bid was \$80,000 - work in progress**

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

Scope of Work - Upgrade exiting Mechanical Classrooms Fan Coil Units / Office Fan Coil Units, make repairs to existing C.W. & H.W branch piping and flushing of existing coils & main piping system. Estimated AFC Budget: \$97,000

- MEL INC Engineering, Mr. Morgan Watson, PE – Planning
- **CMC low bidder \$80,450.**

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

Scope of Work – Upgrade Classroom Mechanical fan units. Estimated AFC \$97,000

- GIS Engineering Mr. Seneca Toussant, P.E.
- **C-CO Mechanical contractor - \$78,200 - work in progress**

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

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

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

- GIS Engineering Mr. Seneca Toussant, P.E. – Planning Phase for bidding
- **Blanchard Mechanical low bidder at \$160,000**

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

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

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

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

- David Mougéot / Thompson Luke A/E– Planning Phase for bidding.
- **Bid is under review / additional scope of work and funding required.**

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

Scope of Work – Upgrade/repair existing Mechanical HVAC system Variable Air Volume air reheat units, air handling unit, boilers, energy management system components and temperature controls. Estimated Cost: \$ 100,000 less FP&C Admin. Cost \$3,000 3%.
The State Project No. 19-615-16-01, F.19002163 A/E and AFC Budget: \$97,000

- MEL INC Engineering, Mr. Morgan Watson, PE– Planning Phase for bidding
- Corporate Mechanical Contractor (CMC), bid amount \$57,000 – work in progress.

ADA Compliance projects:

- **A. W. Mumford Stadium ADA Compliance and Upgrades**
\$7,900,000 for planning and construction. March 2017 planning phase, bidding 12 March 2018, construction completion set for April 2019
Low bidder: **J. W. Grand, Inc.** \$5,364,000. contract executed by FP&C to have the G. C. to proceed w/ work on June 25, 2018 and end March 22, 2019.
- **F. G. Clark Activity Center ADA Compliance and Upgrades** – \$7,450,000
planning & construction. April 2017 planning phase, bidding April 2018, construction completion set for March 22, 2019. **J. W. Grand, Inc.**
\$4,450,000. contract executed by FP&C for September 2018 to have the G. C. to proceed w/ work (270 days / 9 months to complete the work May 2019) – pending
- **T. T. Allain Hall ADA Compliance and Upgrades** – \$1,010,000 planning and construction. March 2017 planning phase: Design Development 21 July 17, bidding December 2017, **Kelly Construction Group, LLC** low bidder \$744,100 - Notice to proceed March 8, 2018 and construction completion set for September 22, 2018.

SUBR Infrastructure project for *Mechanical and Electrical system upgrades*

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

SUBR Title 9 Projects

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

- Soccer \$53,000 budget funding is pending approval, Volleyball, Softball, and Track/Field events (Locker Rooms)

Hurricane Gustav repairs for various buildings

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

SUBR Title III funded projects:

ADA E. C. Harrison Street Upgrades

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

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

Project is out for bids January 2018 (\$125,000 AFC budget) Integrity Builders low bidder at \$84,700. **100% completion.**

J. B. Moore Hall Smart Classroom Renovation

General Contractor; Honore Companies LLC (\$250,000 AFC budget) low bidder at \$209,000. Construction duration time is set for September/Oct. 2018. **60% complete**

Southern University New Police Station

Design programing and assessment planning phase by SUBR and SUPD staff in progress to set a construction budget. **Planning program 95% complete.**

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

- Ravine/Bluff - State Capital Outlay Request for funding (\$8,000,000) FY 17-18. **pending approval for FY 2018-19.**
- **Bridge / Ravine** - State Capital Outlay Request for funding (\$7,800,000) FY 17-18, funding was approved in conjunction with DOTD office for \$10,000,000.
 - Topographic Survey: December 2017
 - Preliminary Plans: February 2018
 - New AFC at \$6,000,000 for design and Construction (DOTD)
 - **Final Bid Plans: July 2018 (construction bid documents) and FEMA has to approve CD's December 2018.**
 - DOTD to send Federal Application for funding and project approval to proceed
 - Bid Advertise in February 2019 and bid opening March 2019
 - Construction timeline 6 to 9 months pending update from Mr. Corey Landry (225-379-1889) of DOTD, fully executed contract *April 2019 to May 2019*. On site construction June 2019 to December 2019 / March 2020.

Inclement Weather issues

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

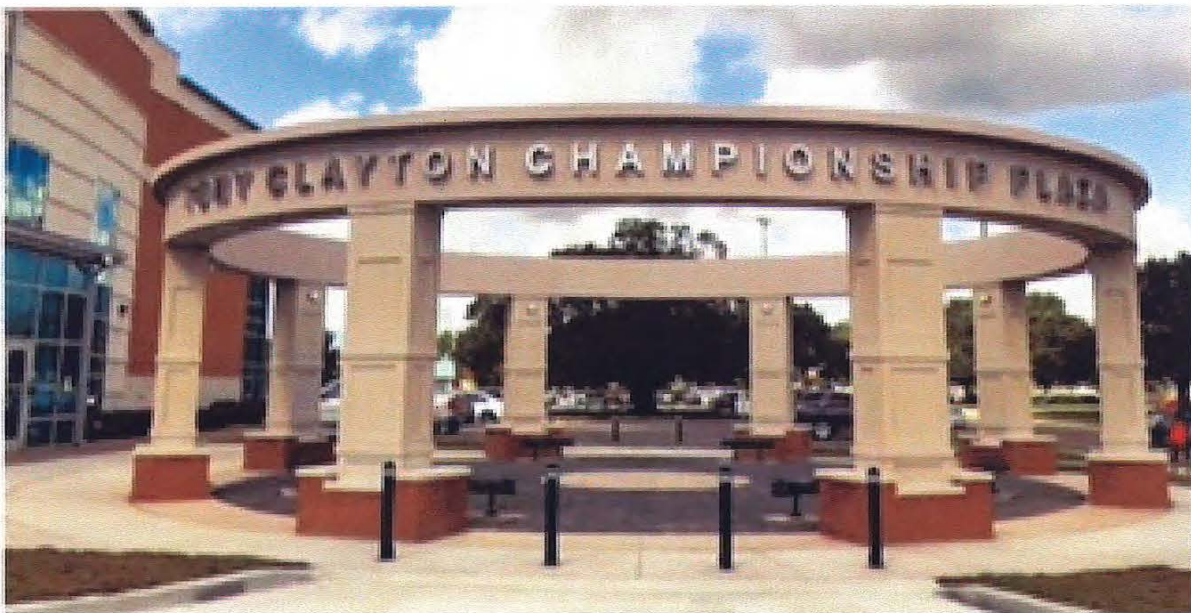
- Carpet flooring in progress
- lighting/ceiling approval is pending
- gypsum wall system in progress

SU Foundation projects on SUBR campus

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



Construction in progress



- SUBR Master Plan “Imagine 20,000 students” - pending advertisement for RFP (Request for Proposals) September 2018

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

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

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

A.O. Williams Hall Renovation

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



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



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

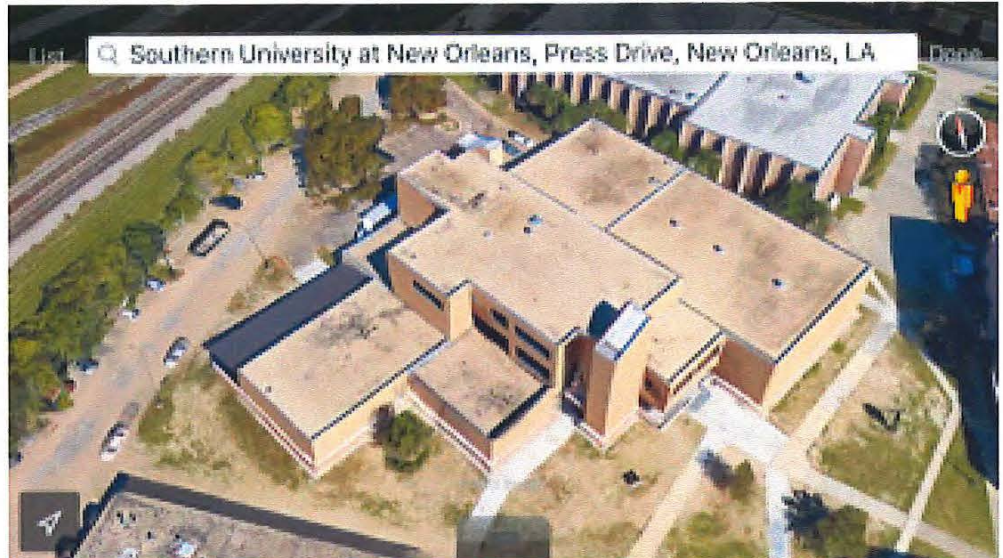
Steel framing system and roof in progress:



SU New Orleans

Capital Outlay New Projects:

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



- **University Center HVAC 3 air handling unit upgrades** (\$236,264) Bid opening November 15, 2017. bid at \$224,900 and low bidder was Gallo Mechanical – **work in progress** and duration for completion is July/Aug/Oct. 2018.

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

107,435 sq. ft

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



SUNO New Education and Human Development Building (lake campus)

47,000 sq. ft.

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



SUNO New Arts, Humanities and Social Sciences Building - completion for October 2018 70,640 sq. ft.



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

SU Shreveport

Capital Outlay New Projects:

- SU System Campus Major Repairs and Deferred Maintenance Projects –in progress by campus Facility Director
 - **Campus HVAC** system repairs, \$98,786 – **80% complete**
 - **Campus sidewalk Safety Compliance**, \$95,000 – Walker Landscape Low bidder for \$37,410. **In progress**
 - **ADA Compliance** for doors and walkways, (AFC \$125,000) – Pro-Door low bidder at \$51,738 **work in-progress.**

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

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

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



In discussion w/ FP&C and YMCA who's responsible for the future demolition of this existing walkway bridge which connects each building.

Steel stair framing system in progress



Basement waterproofing in progress

Prepared By:

Eli G. Guillory III

Director

Southern University System

Office of Facilities Planning

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

SU System

Flandus McClinton Jr.	225-771-6278
Gloria Matthews	225-771-3476
Kimberly Knighton	225-771-5372
Cedric Upshaw	225-771-5565
Tracie Woods	225-771-2211

SU Baton Rouge

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

SU Law Center

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

SU Agricultural Center

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

SU New Orleans

Jullin Renthropoe	504-286-5117
Yolanda Mims	504-286-5357
Tracey Webster	504-286-5297
Derrick James	504-286-5292
Marilyn Manuel	504-286-5020
Harry Doughty	504-286-5117

SU Shreveport

Brandy Jacobsen	318-670-9371
Janice Sneed	318-670-9471
Leslie McClellon	318-670-9300
Sophia Lee	318-670-9355
Tiffany Varner	

Southern Strategy Group

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

Finance Committee

FINANCE COMMITTEE

(Following the Facilities and Property Committee)

Friday, September 21, 2018

Southern University Board of Supervisors Meeting

Board of Supervisors' Meeting Room

J. S. Clark Administration Building, 2nd Floor

Baton Rouge, LA

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Item(s)
 - A. Request approval of the SUS Financial Management Plans
 1. Southern University and A&M College at Baton Rouge (SUBR)
 2. Southern University at New Orleans (SUNO)
 3. Southern University at Shreveport (SUSLA)
 4. Southern University Agricultural Research and Extension Center (SUAREC)
 5. Southern University Law Center (SULC)
6. Informational Item(s)
 - A. Interim Financial Report
7. Other Business
8. Adjournment

MEMBERS

Atty. Domoine Rutledge—Chair, Mr. Richard Hilliard—Vice Chair

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

Mrs. Ann A. Smith- Ex Officio

Southern University at Baton Rouge Financial Management Plan

Southern University – Baton Rouge campus (SUBR) is wholly committed to being able to demonstrate sound financial resources and a stable financial base to support the mission of the institution.

The challenges that we faced in the past ten (10) years have been mostly due to continuous double-digit cuts to state appropriations to colleges and universities in the State of Louisiana. These cuts coupled with state-mandated enrollment entrance requirements have created what could only be described as a “perfect storm” for the higher education community in our state.

We must find a way to continue to meet our goals and objectives, maintain a strong financial base, and ensure a Southern University – Baton Rouge campus that will exist now and forever.

The key is that we must begin this difficult task **now** to have a chance at long-term success.

The following revenue enhancement and cost containment suggestions designed to increase Unrestricted Net Position are proposed.

REVENUE

Enrollment Revenue \$2,209, 510

The University should strive to increase tuition and fee revenue by 2% each year. The University is projecting an additional 125 students in addition to any changes in tuition cost. The three year projected total is \$2,209,510. FY 19 (\$721,968), FY 20 (\$736,407) and FY 21 (\$751,135)

On-Line Instruction \$837,710

The University should increase on-line instruction revenue by at least 10% each year and a commitment to provide necessary infrastructure should be operational in FY 19. Currently, \$2,512,720 in annual revenue is generated by online instruction with new programs scheduled to start in FY 18-19. The goal for the next three years are as follows:

FY 19 \$251,272 FY 20 \$276,399 FY 21 \$304,039

This action would result in an \$837,710 revenue increase over a three year period.

Reserve for Budget Cut \$2,738,169

The University will set aside 5% of direct state appropriation for budget cuts. However, if no budget cuts materialized in FY19 funds would be set aside to increase unrestricted reserve.

Utilizing a standstill budget methodology, an assumption can be made that for FY 19, FY 20 and FY 21, that \$912,723 could be saved for each year resulting in a total savings of \$2,738,169 over a three year period.

Cannabis Research \$750,000

The University will set aside 50% of proposed 500k distribution from System Office derived from cannabis production research in an effort to increase Unrestricted Net Position.

Several critical positions vital to collaborations with the Agricultural Center have been filled, however, the opportunity to save a total of \$750,000 over the next three fiscal years (FY 19, 20, and 21) is an achievable goal.

Grant Revenue \$239,800

The University is proposing an indirect cost rebate to the faculty which would incentivize grants and contracts submissions. The rebate could be used for salary supplements, office supplies, and equipment.

The current indirect cost revenue for FY 18 is \$1,097,000. A five percent 5% increase in FY 19 (\$54,850) FY 20 7.5% (\$79,250), and FY 21 10% (\$105,700) would yield a total three year increase of \$239,800.

Contracting \$3,000,000

Historically Black College and Universities (HBCUs) have been extremely successful in educating African American students, especially in the science, technology, engineering, and mathematics. According to a report by the United Negro College Fund, HBCUs enroll 300,000 students and produce a total economic impact of \$14.8 billion. The report adds that every dollar spent by the institution, the students generate \$1.44 for local and regional economies.

Southern University has engaged in Federal contracting opportunities since 2000. Through its vast experience, infrastructure, and past performance, the university is poised to implement workable guidelines for other HBCUs in the public and private sector interested in pursuing contracting as an alternative funding resource, research, and development, training opportunities for faculty staff and students. It can also provide a pedagogical platform for curriculum development as well as well as workforce development.

One of the recent engagement is the focus on cybersecurity that will involve curriculum development towards a bachelor degree as well as several training and certifications programs both at the university and as a partner with X-haCorps Solutions in Stafford Virginia.

We have been strategically positioned to enhance the capacity of the university in contracting dollars. To date we have two agreements with large businesses (Boeing and ESS); however, there is an NDA stipulation associated with the partnerships. Three additional agency awards are forthcoming. Inclusive of these contracts our estimate conservatively over a three period is \$3M. However, with the continued emphasis on solicitations and with the current NIH process, the prospects would easily exceed \$10M if the latter proposed project is successful.

EXPENSES

Athletics Program

Evaluate the cost-effectiveness of the athletic program. Expenses are outpacing revenue due to escalating fringe benefit cost, scholarship cost, athletic insurance cost, and security. The maximum state support allowed for athletics for SUBR is \$4,033,410. The current allocation being transferred to Athletics is \$2,374,841, a difference of \$1,658,569.

The University should consider increasing the Athletic subsidy to at least \$3,000,000 and prorate transfer amount (\$625,159) between the general and auxiliary funds. These funds would be reserved to offset prior year deficits and future current operating cost after deficits are alleviated. However, this recommendation should not be implemented prior to FY 19-20. **A detailed review of all expenses and revenue should be conducted in FY 18-19 prior to considering increasing subsidy.**

Adjunct/Overload \$1,200,000

Reduction in adjunct/overload expense by increasing class size and properly monitoring the advisement process to ensure classes are efficiently scheduled. A 10% percent reduction would generate \$400,000, as the University is currently expending more than 4 million per year.

The Executive Vice President has tasked his Senior Associate Vice Chancellor for Academic Affairs to monitor and streamline course offering and class sizes. Projected savings over a three year period (FY19-FY21) would generate \$1,200,000. Enrollment increases could impact this projection which could signal a need for more course offerings.

Debt Service **\$1,160,000**

Refinancing of University debt will result in a decrease of \$400,000 in annual current year expenses. The University should implement a plan to reserve these funds as part of the plan to increase Unrestricted Net Position. It is expected that the refinance will close in August 2018. A three year projection of savings FY19 (\$360,000), FY 20 (\$400,000) and FY 21 (\$400,000) would total \$1,160,000.

The implementation of this “Financial Management Plan” would strengthen our financial base and further demonstrate our conformity with sound business practices and streamlined operations.

Please note that as we review and exercise due diligence relative to the FY 2018-19 budget process, our requests for departmental enhancements or upgrades far exceeds our available funding.

Further, to achieve these benchmarks will require periodic monitoring to ensure positive outcomes at the end of the fiscal year.

Southern University at New Orleans Financial Management Plan Fiscal Years 2019 - 2021

1. Steps that will be implemented to control spending (include amounts projected to be saved)
 - We plan to curtail athletic spending and increase athletic revenue by:
 1. Reducing the scholarship budget \$150,000 for fiscal years 2019, 2020 and 2021. This will result in a savings of \$450,000 over the three years period.
 2. Grounding the teams, (savings of \$80,000 in FY 2019, \$70,000 in FY 2020, \$60,000 in FY 2021). In efforts to retain our athletic programs we will keep all athletic travel to a minimum. Team travel will only be for minimum required games to stay in good standings with NAIA.
 3. Requiring the Athletic Director and coaches to increase revenues through game guarantees and sponsorships. SUNO's management expressed the urgent need for athletic coaches to obtain sponsorships for the various sports. The goal is for \$50,000 in FY2019, \$60,000 in FY 2020, and 70,000 in FY 2021.
 - Cease all non-mandatory travel that is not supported by grants. The projected savings with this initiative is approximately \$30,000 for fiscal years 2019, 2020 and 2021.
 - Energy Smart is a New Orleans City Council and Entergy New Orleans energy efficiency program. There is an opportunity for up to \$50,000 for lighting projects and an additional \$50,000 for non-lighting projects per meter per year for energy efficiency upgrades. The incentive is based on a calculation that estimates energy savings x \$.12/kwh for lighting and \$.10/kwh for non-lighting project. SUNO is meeting with Entergy New Orleans to implement this savings opportunity.
 - As salaries and related benefits is approximately 77% of the General Fund Operating Budget, it is critical that measures be implemented to reduce this percentage. However, without a reduction in the university's current payroll, the financial stability will continue to be at risk and revenues will not be sufficient to meet general operating cost. Due to additional analysis and decisions in this regard, I have no estimate on possible savings at this time.
 - Strictly enforce our procurement policy. Invoices without purchase orders (unauthorized purchases) will be the responsibility of the employee that initiated the purchase. This enforcement will allow increased control over university expenditures and budget.

2. Plans in place to create alternative revenue streams

- Tuition and fees revenue - Increase active recruitment to boost enrollment to 3,000 by fiscal year 2021. FY 2019 is budgeted at 2,500 students, the same as FY 2018 for a conservative approach. Projected for FY 2020 is 2,750 or an increase of 250 students or \$600,000. Projected for FY 2021 is 3,000 or an additional 250 students or \$600,000. Therefore projected additional revenues as a result of the projected increases is \$1,200,000 in tuition and fees.
- Implement grant writing incentives to increase revenue from granting agencies. Due to the many variables and uncertainty of grants, it is difficult to make sound revenue projections. However, SUNO will make every opportunity to maximize revenue from grants.
- Auxiliary Revenue – Enhance marketing for facilities for rental. Revenue is currently generated from the following facilities:

	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>
Conference Center	\$25,000	\$30,000	\$35,000
University Center	8,000	10,000	12,000
Gymnasium	15,000	15,000	15,000
School of Social Work Auditorium	10,000	15,000	17,000
Residential Housing	2,029,000	2,200,000	2,250,000
Activity Field	2,500	2,500	2,500

New facilities expected to come on line during FY 2018-2019 are:

Arts and Humanities Auditorium	\$3,000	\$8,000	\$13,000
Swimming Pool	2,000	8,000	10,000
Bowling Alley	6,000	7,000	9,000

- SUNO's management have negotiated increase number of students from Dillard University for FY 2018-2019. In addition, Xavier University of Louisiana has an agreement with SUNO to house students for FY 2018-2019. Extended housing is being considered for both universities. Therefore, Housing occupancy rate and revenue will increase.
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3. Efforts to be implemented to increase student enrollment over the next three years. See revenue projections in item #2.

Once the prospective student has made application to the institution, the Office of Admissions begins the process of 'courting' through constant interactions that promote a sense of belonging'. We, at Southern University at New Orleans, have found that a student's first experience usually determines whether or not that prospect will make the

transition into a fully enrolled student. We plan to enhance our efforts in the areas of Customer Service, efficiency, and creating an effective communication workflow.

The following measures are provided in the hopes of gaining the prospect as a fully enrolled student:

1. Recruitment Process
2. Communications
 - a. Letters
 - b. Emails
 - c. Phone calls
 - d. Social Media
3. Referral to the respective colleges
4. Departmental Orientation
5. Informational Knight Event
6. 2nd Request for Documents
7. Final request for Documents
8. Decision (admitted/denied/provisional)-pending semester
 - a. Provisional-Awaiting documents
 - b. Admitted-extend an invitation to New Student Orientation (NSO)
 - c. Denied-referred to SUSLA or Delgado Community College (transfer students only)
9. (2-4) Mini NSO
10. Final NSO & Fee Payment
11. Evaluation of progress through the use of weekly reporting

Potential students are engaged through a variety of means, beginning with the initial 'thank you' letter, which also introduces the student to the Admissions Counselor and informs the prospect of the documents required to gain a full admit. We then forward the prospects contact information to the Dean and Chair of his/her chosen department to further facilitate the branding process. The Dean/Chair sends out information pertinent to their department and invites the prospect to a Departmental Orientation to meet the staff/advisors/Admissions Representative and to provide further information on the Admissions Process. An informational night is also provided by the Office of Admissions to accommodate the non-traditional prospects, as well as the parents of those who are considered to be traditional students. At this point the students can bring in missing documents and receive either decisions or further instructions. The informational night also gives the Admissions Team the opportunity to engage the prospects parents in the hopes of gaining the family's trust. Once all documents are received an admissions decision is made and the student receives either an invite to enroll or a referral is made to a partnering community college. The student is then invited to the NSO in which they can receive classes, tour the campus, pay fees, and complete the requirements for housing.

We tend to employ a methodology that combines the traditional enrollment funnel and best evidenced-practices with genuine concern and commitment when engaging a prospective student in the hopes that he/she will choose to become a SUNO Knight.

4. GENERAL NOTE: Management of Southern University at New Orleans is committed to increasing revenue streams, decreasing expenses and to reducing deficit to obtain and sustain sound financial stability.

Southern University at Shreveport Financial Management Plan

Southern University at Shreveport (SUSLA) recognizes the need to monitor revenues and expenses to maintain financial stability. We offer the following three-year plan.

During fiscal year 18-19, the University plans to focus on the areas below:

1. SUSLA will initiate a conversation with the System Office to review pool costs calculations and explore opportunities to “reduce” system expenses, which are allocated down to the campuses. If successful, the effect would be a reduction in expenses charged to the campuses; therefore, affording the campuses an opportunity to expand student services and academic programs.
2. SUSLA will develop a monthly, bimonthly or quarterly system for paying system pool costs and debt to the system. While this does not directly affect net savings for the University, this does directly affect cash flow for both the University and the System “Pooled” Cash Account.
3. SUSLA will increase budgets and platforms currently in place for recruiting and marketing. While there would be an increase in expenses to expand our recruiting territory and our marketing reach to other geographic locations, we would expect to see an increase in enrollment and registration revenue. Any increase in enrollment would more than cover the increased costs for this endeavor.
4. SUSLA will develop a strategy to increase “applied to admitted” and “admitted to paid” conversion rates. This endeavor will encompass identifying efficiencies and training opportunities in the Admissions area. By increasing the number of students admitted each semester, the University has the opportunity to increase enrollment and registration revenue.
5. SUSLA will convene a committee focused on the development and implementation of strategies to increase retention rates. The target rate will be a 5% increase in retention each year.
6. To control personnel and fringe benefit costs, the University will implement a hiring freeze on all non-essential personnel. This will be in effect for the duration of this plan. Estimated savings for this endeavor is \$50,000.
7. As new vacancies occur, the University will explore opportunities to reduce personnel costs by hiring part-time and/or contracted employees. This will reduce the cost of fringe benefits. Estimated savings for this endeavor is \$15,000.
8. SUSLA will examine the current organizational structure to identify restructuring opportunities that reduce personnel costs and improve outcomes. Estimated savings for this endeavor is \$50,000.
9. SUSLA will continue to review existing contracts, agreements and obligations and identify better terms or negotiate better terms with other vendors.
10. SUSLA has begun the process for an Energy Performance Contract. During fiscal year 2018-2019, the University will finalize the RFP and will work with FP&C to move this process forward. The University expects to solidify a contract during fiscal year 2019-2020 and begin recognizing energy savings in fiscal year 2020-2021.

During fiscal year 19-20, the University plans to focus on the areas below:

1. SUSLA will increase budgets and platforms currently in place for recruiting and marketing. While there would be an increase in expenses to expand our recruiting territory and our marketing reach to other geographic locations, we would expect to see an increase in enrollment and registration revenue. Any increase in enrollment would more than cover the increased costs for this endeavor.
2. SUSLA will review the results of the strategies implemented to increase retention rates. Modifications may be needed to further strengthen these strategies. The target rate will be a 5% increase in retention each year.
3. To control personnel and fringe benefit costs, the University will implement a hiring freeze on all non-essential personnel. This will be in effect for the duration of this plan. Estimated savings for this endeavor is \$50,000.
4. As new vacancies occur, the University will explore opportunities to reduce personnel costs by hiring part-time and/or contracted employees. This will reduce the cost of fringe benefits. Estimated savings for this endeavor is \$15,000.
5. SUSLA will solidify the Energy Performance Contract and will begin the process for energy conservation improvements.

During fiscal year 20-21, the University plans to focus on the areas below:

1. SUSLA will review the results of the strategies implemented to increase retention rates. Modifications may be needed to further strengthen these strategies. The target rate will be a 5% increase in retention each year.
2. To control personnel and fringe benefit costs, the University will implement a hiring freeze on all non-essential personnel. This will be in effect for the duration of this plan. Estimated savings for this endeavor is \$50,000.
3. As new vacancies occur, the University will explore opportunities to reduce personnel costs by hiring part-time and/or contracted employees. This will reduce the cost of fringe benefits. Estimated savings for this endeavor is \$15,000.
4. SUSLA will continue to implement energy conservation improvements and will begin recognizing energy savings. At this time, SUSLA cannot project the amount of savings.



Southern University System **Southern University Agricultural Land Grant Campus**

Financial Management Plan

The financial health and vitality of the Southern University Agricultural Land-Grant Campus are essential in carrying out its mission of teaching, research, and extension. Special emphasis has been placed on addressing the campus's modest structural resources and fortifying the campus's fiscal strength. The Southern University Agricultural Land-Grant Campus has outlined a strategic plan that will ensure a sustainable budget model and rebuilding of financial reserves.

Through the leadership of the executive council and myself, fiduciary responsibility and accountability for the sound financial management of the campus continue to be our primary focus. Collectively, we have identified measures that we are confident will repair the budgetary issues of the Southern University Agricultural Land-Grant Campus.

These measures have been communicated within our campus personnel, with the goal of reducing inefficiencies and deficiencies in the spending and monitoring of state funds. In regards to federal funding, policies are currently in place which ensures the control of spending.

Effective FY 2018-2019, the steps below will be implemented to control spending:

- The budget office will work with Campus leadership to shift funds to relieve any discrepancy prior to the final year-end closing, to the extent that the campus has the capacity to do so in the requested fund group.
- Each unit head (VC for Teaching, VC for Research, and VC for Extension) will be required to submit to the Chancellor-Dean a spending reduction plan.

The aforementioned plan must contain the following:

1. An objective approach to the selection and usage of vendors that leverages Land-Grant Campus purchasing power by negotiation or renegotiation of vendor contracts and also reduces the low quantity or replicated purchases, where possible.
2. The identification of opportunities to align or consolidate services across the Land-Grant Campus to reduce positions which support services that are no longer essential or operational.
3. Reorganization of staff and leveraging of strategic resources to generate savings that will not impact the quality of services to the community/clienteles.
4. Increase in the Joint Appointment Pool of qualified Land-Grant Campus personnel (SUAREC/CAFCS).
5. Evaluation of all dollars spent for below the line items such as Travel, Supplies and etc., (time frame) to identify alternative resources (grants or sponsorships) to aid in our service throughout the state. The ultimate goal is to relieve tension on state appropriated budgets.
6. Increase in and variation of applications for grant opportunities that would allow the Land-Grant-Campus to maintain and grow our service footprint throughout the state. It will also provide greater opportunities for internal and external collaboration within the SU System as well as with other state, federal private agencies.
7. Continued efforts to lobby the Louisiana Legislature for land-grant match funding, in accordance with state and federal requirements as is currently provided to our sister land-grant campus.

8. Identification of opportunities to strengthen existing collaborative partnerships with a plan to identify and build new partnerships state-wide, nationally and internationally. These partnerships should be designed to expand our land-grant program offerings as well as financial and educational opportunities for our students, faculty, and staff.
 9. Reorganization of recruitment and retention efforts to include the employment of a Student Support Services Coordinator, a full-time Recruitment Office, Regional Recruiters and greater collaboration with alumni and other campus supporters.
 10. Establishment of sustainable apprenticeship/internship programs with each of the established institutes. The purpose of this program will be to significantly increase the recruitment of a higher level of student scholars while providing essential practical experience and peer and staff mentoring for all students throughout the college.
- Additional funding opportunities exist with the implementation of five Agricultural Land-Grant Institutes. They are the Southern Institutes for Medicinal Plants (SIMP), the Southern Institute for One Health, One Medicine (SIOHOM), the Southern Institute for Food Science (SIFSNW), Nutrition, and Wellness, Southern Institute for Air, Nutrient, Soil and Water Management, Ecosystems, and Remote Sensing (SU ANSWERS), and the Sustainable Agriculture and Rural Development Institute (SARDI). These institutes, have the capability to provide a substantial increase in funding as well as opportunities for student and faculty education when coupled with unlimited community engagement.

All plans will be reviewed, approved and consequentially monitored for progress by the Director of Finance in conjunction with the Executive Council and Chancellor-Dean. We recognize that many of these steps will require time, the increased effort of all personnel, and changes in our policies and practices, and the success will depend upon the cooperation and collaboration of the entire Land Grant Campus community.

SUALGC Leadership will evaluate budget development practices and promote transparency so that our resources are allocated in accordance with our core values.

Respectfully Submitted by:

Bobby R. Phills, PhD
Chancellor-Dean

Lynda M. Batiste
Director of Finance

Southern University Law Center

Financial Management Plan

The Southern University Law Center (SULC)'s Financial Management Plan began several years ago, when the national decline in law school applications and enrollment began to affect law schools nationally. In addition, SULC recognized as early as 2010 that state appropriations were going to decline over time.

SULC decided to not renew five non-tenured faculty members during the 2014-2015 fiscal year and offered retirement incentive plans to its employees for two (2) consecutive years beginning in FY 2015-2016. The plan provided for paying an incentive to tenured faculty over three years and all others employees in a lump sum. Twelve (12) members of the faculty and staff participated in the incentive plan program. Taking all of these actions into account, the SULC was able to realize net costs reductions, after incentive payments, of approximately \$1,411,050 annually.

SULC anticipates offering the Retirement Incentive Plan again in the near future with anticipated net costs reductions of approximately \$230,000 a year through fiscal year 2020-2021.

	<u>FY 2018-2019</u>	<u>FY 2019-2020</u>	<u>FY 2020-2021</u>
Retirement Incentive Plan	<u>\$ 0.00</u>	<u>\$ 230,000</u>	<u>\$ 230,000</u>

SULC monitors its budget as a matter of prudent financial management, with the intent of always having a near neutral revenue and expenditure relationship at the end of the fiscal year, and to never be in a deficit position at the end of the fiscal year.

SULC's current emphasis is on cross-training with two goals in mind. The first goal is to eliminate the need for redundancy in job positions by managing the highest and the most critical cost in the budget, which is employee compensation. The second goal is that of staff development which affords employees the opportunity to learn and advance within SULC as positions become available. As this occurs, SULC will realize savings on training and other employment costs when an employee advances from within the institution. SULC also combines responsibilities whenever prudent and possible.

	<u>FY 2018-2019</u>	<u>FY 2019-2020</u>	<u>FY 2020-2021</u>
Cross-training/Employment Costs	<u>\$ 50,000</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>

SULC is also expanding its efforts to seek and secure more grant and contract awards as an additional source of revenue. The private sector along with all sectors of government, including local, state and federal, are being explored for opportunities. SULC estimates it will receive an average of approximately \$250,000 a year for the next three (3) years from these sectors.

	<u>FY 2018-2019</u>	<u>FY 2019-2020</u>	<u>FY 2020-2021</u>
Grant and Contract Awards	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>

Southern University Law Center
Financial Management Plan

The SULC Office of External Affairs working in conjunction with the Chancellor has been diligent in its efforts to keep the SULC Image highly visible. In addition, SULC programs, such as Moot Court, CLEO, The Marshall Brennan Project, etc. keep law school applicants focused on SULC as their law school of choice, for both the present and future. The SULC Office of Recruitment working with the Chancellor, students and faculty members, form a recruitment team that work relentlessly to ensure enrollment will be stable. As an indication of our efforts, SULC's enrollment has increased for the Fall Semester of 2018. A three year analysis is attached. SULC estimates it will receive approximately \$250,000 a year for the next three (3) years from increased enrollment based on current tuition and fee charges.

	<u>FY 2018-2019</u>	<u>FY 2019-2020</u>	<u>FY 2020-2021</u>
Enrollment Growth	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>

The projected impact on Southern University Law Center's budget from cost reductions and additional revenue sources is estimated to be \$2,110,000 over the next three (3) years.

	<u>FY 2018-2019</u>	<u>FY 2019-2020</u>	<u>FY 2020-2021</u>	<u>Total</u>
Budget Impact	<u>\$ 550,000</u>	<u>\$ 780,000</u>	<u>\$ 780,000</u>	<u>\$ 2,110,000</u>

The responsible individual who will monitor and measure outcomes for the SULC will be Chancellor John K. Pierre.

Three Year History Comparison Report

	<u>Total</u>			<u>WD Before Dec</u>			<u>Admits</u>			<u>Dropouts</u>			<u>WD After Den</u>			<u>WD After Admit</u>			<u>Denied</u>			<u>Matriculants</u>		
	Current	2017	2016	Current	2017	2016	Current	2017	2016	Current	2017	2016	Current	2017	2016	Current	2017	2016	Current	2017	2016	Current	2017	2016
Total	747	679	606	6	9	9	486	444	402	260	206	189	41	51	41	31	27	34	249	221	195	0	1	0
LSAT																								
Average	141	142	142	141	146	146	144	144	144	143	143	142	144	143	145	145	145	148	136	136	136	0	141	0
Median	141	141	141	142	147	150	143	143	143	142	142	142	144	142	143	143	145	147	137	136	136	0	141	0
25th Percentile	138	138	137	137	144	137	141	140	140	140	140	139	141	140	141	141	140	143	133	132	133	0	141	0
75th Percentile	145	145	145	146	149	152	146	147	147	145	146	145	147	146	148	147	149	153	139	138	138	0	141	0
High LSAT																								
Average	143	143	143	141	146	148	145	145	146	144	145	144	146	145	146	147	146	150	138	137	137	0	141	0
Median	143	142	143	142	147	150	144	144	144	144	143	143	146	143	144	146	145	148	139	138	137	0	141	0
25th Percentile	140	140	139	137	144	142	142	142	142	141	141	141	144	141	142	143	142	145	135	135	135	0	141	0
75th Percentile	146	146	147	146	149	152	147	148	149	146	147	146	149	149	149	150	150	153	141	140	139	0	141	0
GPA																								
Average	2.89	2.89	2.88	3.09	3.11	2.78	3.00	2.98	2.96	2.88	2.90	2.88	3.21	3.02	3.10	3.09	2.95	3.06	2.65	2.69	2.69	0	2.64	0
Median	2.86	2.90	2.86	2.95	3.33	2.60	2.96	2.95	2.94	2.84	2.91	2.86	3.25	3.04	3.07	3.06	2.92	3.07	2.63	2.73	2.71	0.09	2.64	0.00
25th Percentile	2.54	2.57	2.53	2.77	2.84	2.36	2.64	2.66	2.60	2.55	2.58	2.54	2.87	2.72	2.68	2.75	2.73	2.70	2.29	2.32	2.42	0	2.64	0
75th Percentile	3.23	3.23	3.19	2.96	3.41	3.37	3.35	3.30	3.31	3.16	3.18	3.19	3.56	3.36	3.49	3.46	3.22	3.28	2.98	3.04	3.04	0	2.64	0
GENDER																								
Male	305	292	265	5	5	6	204	187	181	118	87	77	12	23	18	14	11	16	93	97	78	0	1	0
Female	442	387	341	1	4	3	282	257	221	142	119	112	29	28	23	17	16	18	156	124	117	0	0	0
ETHNICITY																								
American Indian/Alaskan Native	4	1	7	0	0	0	3	1	6	0	0	4	0	0	0	0	0	1	0	0	1	0	0	0
Black/African American	429	377	315	5	4	4	241	209	180	146	114	105	27	25	17	12	6	9	179	162	131	0	0	0
Caucasian/White	188	210	186	0	5	3	152	167	150	83	68	58	7	16	16	13	17	18	35	35	33	0	1	0
Hispanic/Latino	50	39	40	0	0	1	36	28	26	15	8	10	2	6	5	2	1	1	14	11	13	0	0	0
Asian	31	19	16	0	0	0	23	13	10	3	6	2	0	2	1	2	1	0	8	6	6	0	0	0
Puerto Rican	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Canadian Aboriginal/Indigenous	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Did Not Indicate	15	10	14	0	0	1	12	8	7	4	2	1	3	0	1	1	1	1	3	2	6	0	0	0
Two Or More	34	25	28	1	0	0	22	20	23	12	9	9	2	2	1	1	1	4	10	5	5	0	1	0
RESIDENCY																								
In State	335	350	329	1	7	7	214	226	234	146	135	138	15	15	22	11	11	16	119	114	88	0	1	0
Out of State	412	329	278	5	2	3	272	218	168	114	71	51	26	36	19	20	16	18	130	107	107	0	0	0

Southern University System
 Comparison of Actual Expenditures to Budgeted Amounts
 For Fiscal Year Ending June 30, 2019
 As of August 31, 2018

	Actual as of 8/31/2018	Projected	Total FY 2018-2019	Budget FY 2018-2019	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$8,909,460	\$34,256,762	\$43,166,222	\$43,166,222	20.6%	\$0
Statutory Dedicated	-00	4,624,272	4,624,272	4,624,272	0.0%	0
Funds Due From BOR						
Federal	-00	3,654,209	3,654,209	3,654,209	0.0%	0
Self Generated						
Tuition - Fall 2018	33,944,796	651,023	34,595,819	32,888,640	103.2%	1,707,179
Tuition - Spring 2019	14,525	30,744,884	30,759,408	30,759,408	0.0%	0
Tuition - Summer	800,473	4,037,173	4,837,646	4,813,141	16.6%	24,505
Out-of-State Fees	5,473,593	3,640,565	9,114,158	8,725,448	62.7%	388,710
Other	3,209,450	9,682,129	12,891,579	11,817,662	27.2%	1,073,917
Inter-Agency Transfer	-00	2,998,233	2,998,233	2,998,233	0.0%	0
Total Revenues	\$52,352,296	\$94,289,251	\$146,641,546	\$143,447,235	36.5%	\$3,194,311
Expenditures by Object						
Salaries	\$9,828,298	\$60,865,121	\$70,693,418	\$69,403,641	14.2%	\$1,289,777
Other Compensation	23,000	228,377	251,377	251,377	9.1%	0
Related Benefits	4,037,952	28,846,458	32,884,410	32,282,642	12.5%	601,768
Total Personal Services	\$13,889,250	\$89,939,956	\$103,829,206	\$101,937,660	13.6%	\$1,891,546
Travel	\$19,234	\$778,366	\$797,600	\$697,600	2.8%	\$100,000
Operating Services	\$1,376,585	\$12,077,887	\$13,454,472	\$13,075,499	10.5%	378,973
Supplies	119,662	1,504,642	1,624,304	1,624,304	7.4%	0
Total Operating Expenses	\$1,496,247	\$13,582,529	\$15,078,776	\$14,699,803	10.2%	\$378,973
Professional Services	\$32,910	\$2,129,204	\$2,162,114	\$2,162,114	1.5%	0
Other Charges	69,459	9,480,258	9,549,717	9,565,447	0.7%	(15,730)
Debt Services	0	0	0	0	0.0%	0
Interagency Transfers	0	6,392,641	6,392,641	6,392,641	0.0%	0
Total Other Charges	\$102,369	\$18,002,103	18,104,472	\$18,120,202	0.6%	(\$15,730)
General Acquisitions	\$3,640	\$142,393	\$146,032	\$146,032	2.5%	0
Library Acquisitions	15,730	487,649	503,379	437,649	3.6%	65,730
Major Repairs	0	5,000	5,000	5,000	0.0%	0
Total Acquist. & Major Repairs	\$19,370	\$635,042	\$654,411	\$588,681	3.3%	\$65,730
Scholarships	\$2,853,286	\$4,563,140	\$7,416,426	\$7,403,289	38.5%	\$13,137
Total Expenditures	\$18,379,756	\$127,501,135	\$145,880,891	\$143,447,235	12.8%	\$2,433,656

Southern University Board and System Administration
 Comparison of Actual Expenditures to Budgeted Amounts
 For Fiscal Year Ending June 30, 2019
 As of August 31, 2018

	Actual as of 8/31/2018	Projected	Total FY 2018-2019	Budget FY 2018-2019	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$622,741	\$2,536,444	\$3,159,185	\$3,159,185	19.7%	\$0
Statutory Dedicated						
Funds Due To/ From Mgmt						
Federal						
Self Generated						
Tuition - Fall 2018						
Tuition - Spring 2019						
Tuition - Summer						
Out-of-State Fees						
Other						
InterAgency Transfer						
Total Revenues	\$622,741	\$2,536,444	\$3,159,185	\$3,159,185	19.7%	\$0
Expenditures by Object						
Salaries	\$239,610	\$1,334,050	\$1,573,660	\$1,573,660	15.2%	\$0
Other Compensation	14,667	73,333	88,000	88,000	16.7%	0
Related Benefits	82,554	662,673	745,227	745,227	11.1%	0
Total Personal Services	\$336,831	\$2,070,056	\$2,406,887	\$2,406,887	14.0%	\$0
Travel	\$2,078	\$152,922	\$155,000	\$155,000	1.3%	\$0
Operating Services	\$4,269	\$99,070	\$103,339	\$103,339	4.1%	\$0
Supplies	1,010	57,990	59,000	59,000	1.7%	0
Total Operating Expenses	\$5,279	\$157,060	\$162,339	\$162,339	3.3%	\$0
Professional Services	\$0	\$129,000	\$129,000	\$129,000	0.0%	\$0
Other Charges	0	280,959	280,959	280,959	0.0%	0
Debt Services	0	0	0	0	0.0%	0
Interagency Transfers	0	0	0	0	0.0%	0
Total Other Charges	\$-00	\$409,959	\$409,959	\$409,959	0.0%	\$0
General Acquisitions	\$0	\$20,000	\$20,000	\$20,000	0.0%	\$0
Library Acquisitions	0	0	0	0	0.0%	0
Major Repairs	0	5,000	5,000	5,000	0.0%	0
Total Acquist. & Major Repairs	\$-00	\$25,000	\$25,000	\$25,000	0.0%	\$0
Scholarships	\$-00	\$-00	\$-00	\$-00	0.0%	\$0
Total Expenditures	\$344,188	\$2,814,997	\$3,159,185	\$3,159,185	10.9%	\$0

Southern University - Baton Rouge
 Comparison of Actual Expenditures to Budgeted Amounts
 For Fiscal Year Ending June 30, 2019
 As of August 31, 2018

	Actual as of 8/31/2018	Projected	Total FY 2018-2019	Budget FY 2018-2019	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$2,607,781	\$15,646,684	\$18,254,465	\$18,254,465	14.3%	\$0
Statutory Dedicated	0	1,849,219	1,849,219	1,849,219	0.0%	0
Funds Due From Mgmt or BOR						
Federal						
Self Generated						
Tuition - Fall 2018	21,202,352	0	21,202,352	19,804,147	107.1%	1,398,205
Tuition - Spring 2019	14,525	18,082,375	18,096,899	18,096,899	0.1%	0
Tuition - Summer	139,569	2,473,572	2,613,141	2,613,141	5.3%	0
Out-of-State Fees	3,616,051	2,572,005	6,188,056	6,188,056	58.4%	0
Other	902,185	7,643,925	8,546,110	8,546,110	10.6%	0
Inter-Agency Transfer	0	2,998,233	2,998,233	2,998,233	0.0%	0
Total Revenues	\$28,482,462	\$51,266,014	\$79,748,475	\$78,350,270	36.4%	\$1,398,205
Expenditures by Object						
Salaries	\$5,058,278	\$32,798,814	\$37,857,091	\$36,851,188	13.7%	\$1,005,903
Other Compensation	0	111,377	111,377	111,377	0.0%	0
Related Benefits	2,014,890	16,115,842	18,130,732	17,738,430	11.4%	392,302
Total Personal Services	\$7,073,167	\$49,026,033	\$56,099,200	\$54,700,995	12.9%	\$1,398,205
Travel	\$491	\$270,909	\$271,400	\$271,400	0.2%	\$0
Operating Services	737,001	6,443,074	7,180,075	7,180,075	10.3%	0
Supplies	55,689	821,122	876,811	876,811	6.4%	0
Total Operating Expenses	\$792,690	\$7,264,196	\$8,056,886	\$8,056,886	9.8%	\$0
Professional Services	0	1,291,377	1,291,377	1,291,377	0.0%	0
Other Charges	69,914.00	3,404,257	3,474,171	3,474,171	2.0%	0
Debt Services	0	0	0	0		
Interagency Transfers	0	3,805,821	3,805,821	3,805,821	0.0%	0
Total Other Charges	\$69,914	\$8,501,455	\$8,571,369	\$8,571,369	0.8%	\$0
General Acquisitions	2,166	69,517	71,682	71,682	3.0%	0
Library Acquisitions	0	137,649	137,649	137,649	0.0%	0
Major Repairs	0	0	0	0	0.0%	0
Total Acquist. & Major Repairs	\$2,166	\$207,166	\$209,331	\$209,331	1.0%	\$0
Scholarships	\$2,460,576	4,079,713	\$6,540,289	\$6,540,289	37.6%	\$0
Total Expenditures	\$10,399,084	\$69,349,471	\$79,748,475	\$78,350,270	13.3%	\$1,398,205

Southern University Law Center
 Comparison of Actual Expenditures to Budgeted Amounts
 For Fiscal Year Ending June 30, 2019
 As of August 31, 2018

	Actual as of 8/31/2018	Projected	Total FY 2018-2019	Budget FY 2018-2019	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$573,761	3,442,567	\$4,016,328	\$4,016,328	14.3%	0
Statutory Dedicated		201,881	201,881	201,881	0.0%	0
Funds Due From Mgmt or BOR						
Federal						
Self Generated						
Tuition - Fall 2018	3,476,631		3,476,631	3,180,015	109.3%	296,616
Tuition - Spring 2019		2,944,129	2,944,129	2,944,129	0.0%	0
Tuition - Summer	236,348	463,652	700,000	700,000	33.8%	0
Out-of-State Fees	1,195,110	730,800	1,925,910	1,537,200	77.7%	388,710
Other	1,186,690	836,228	2,022,918	1,635,931	72.5%	386,987
InterAgency Transfer						
Total Revenues	\$6,668,540	8,619,257	\$15,287,797	\$14,215,484	46.9%	\$1,072,313
Expenditures by Object						
Salaries	\$1,123,908	6,554,422	\$7,678,330	\$7,394,456	15.2%	\$283,874
Other Compensation						0
Related Benefits	366,924	2,708,641	3,075,565	\$2,866,099	12.8%	209,466
Total Personal Services	\$1,490,832	9,263,063	\$10,753,895	\$10,260,555	14.5%	\$493,340
Travel	\$7,587	192,413	\$200,000	\$100,000	7.6%	\$100,000
Operating Services	\$95,052	2,152,821	\$2,247,873	\$1,868,900	5.1%	\$378,973
Supplies	11,185	88,815	100,000	100,000	11.2%	0
Total Operating Expenses	\$106,237	2,241,636	\$2,347,873	\$1,968,900	5.4%	\$378,973
Professional Services	\$3,500	662,295	\$665,795	\$665,795	0.5%	\$-00
Other Charges		367,357	367,357	367,357	0.0%	0
Debt Services						0
Interagency Transfers		302,877	302,877	302,877	0.0%	0
Total Other Charges	\$3,500	1,332,529	\$1,336,029	\$1,336,029	0.3%	\$-00
General Acquisitions	0	0	0	0	0.0%	0
Library Acquisitions		350,000	350,000	300,000	0.0%	50,000
Major Repairs	0	0	0	0	0.0%	0
Total Acquisit. & Major Repairs	\$-00	350,000	\$350,000	\$300,000	0.0%	\$50,000
Scholarships	\$162,615	137,385	\$300,000	\$250,000	65.0%	\$50,000
Total Expenditures	\$1,770,771	13,517,026	\$15,287,797	\$14,215,484	12.5%	\$1,072,313

Southern University at New Orleans
 Comparison of Actual Expenditures to Budgeted Amounts
 For Fiscal Year Ending June 30, 2019
 As of August 31, 2018

	Actual as of 8/31/2018	Projected	Total FY 2018-2019	Budget FY 2018-2019	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$3,841,708	\$5,050,251	\$8,891,959	\$8,891,959	43.2%	\$0
Statutory Dedicated		578,577	578,577	578,577	0.0%	0
Funds Due From Mgmt or BOR		0	0	0	0.0%	0
Federal		0	0	0	0.0%	0
Self Generated						
Tuition - Fall 2018	5,375,602	651,023	6,026,625	6,026,625	89.2%	0
Tuition - Spring 2019	0	6,026,625	6,026,625	6,026,625	0.0%	0
Tuition - Summer	0	600,000	600,000	600,000	0.0%	0
Out-of-State Fees	216,891	233,301	450,192	450,192	48.2%	\$0
Other	1,095,999	687,322	1,783,321	1,096,391	100.0%	686,930
InterAgency Transfer						
Total Revenues	\$10,530,200	\$13,827,099	\$24,357,299	\$23,670,369	44.5%	\$686,930
Expenditures by Object						
Salaries	\$1,586,074	\$9,464,808	\$11,050,882	\$11,050,882	14.4%	\$0
Other Compensation	0	0	0	0	0.0%	0
Related Benefits	791,812	4,441,050	5,232,862	5,232,862	15.1%	0
Total Personal Services	2,377,886	13,905,858	16,283,744	16,283,744	14.6%	\$0
Travel	\$3,605	\$46,395	\$50,000	\$50,000	7.2%	\$0
Operating Services	230,036	1,715,248	\$1,945,284	\$1,945,284	11.8%	\$0
Supplies	49,459	200,541	250,000	250,000	19.8%	0
Total Operating Expenses	\$279,495	\$1,915,789	\$2,195,284	\$2,195,284	12.7%	\$0
Professional Services	20,579	14,161	\$34,740	\$34,740	59.2%	\$0
Other Charges		4,290,621	4,290,621	4,306,351	0.0%	(15,730)
Debt Services		0	0	0	0.0%	0
Interagency Transfers		450,250	450,250	450,250	0.0%	0
Total Other Charges	\$20,579	\$4,755,032	\$4,775,611	\$4,791,341	0.4%	(\$15,730)
General Acquisitions	0	0	\$0	\$0	0.0%	\$0
Library Acquisitions	15,730		15,730	0	0.0%	15,730
Major Repairs	0	0	0	0	0.0%	0
Total Acquist. & Major Repairs	\$0	\$0	\$15,730	\$0	0.0%	\$15,730
Scholarships	\$173,446	\$176,554	\$350,000	\$350,000	49.6%	\$0
Total Expenditures	\$2,855,011	\$20,799,628	\$23,670,369	\$23,670,369	12.1%	\$0

Southern University at Shreveport
 Comparison of Actual Expenditures to Budgeted Amounts
 For Fiscal Year Ending June 30, 2019
 As of August 31, 2018

	Actual as of 8/31/2018	Projected	Total FY 2018-2019	Budget FY 2018-2019	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$770,866	\$4,625,197	\$5,396,063	\$5,396,063	14.3%	\$0
Statutory Dedicated	0	189,181	189,181	189,181	0.0%	0
Funds Due From Mgmt or BOR						
Federal						
Self Generated						
Tuition - Fall 2018	3,890,211	0	3,890,211	3,877,853	100.3%	12,358
Tuition - Spring 2019	0	3,691,755	3,691,755	3,691,755	0.0%	0
Tuition - Summer	424,556	499,949	924,505	900,000	47.2%	24,505
Out-of-State Fees	445,541	104,459	550,000	550,000	81.0%	0
Other	24,576	514,654	539,230	539,230	4.6%	0
Inter-Agency Transfer						
Total Revenues	\$5,555,750	\$9,625,195	\$15,180,945	\$15,144,082	36.7%	\$36,863
Expenditures by Object						
Salaries	\$1,066,654	\$6,974,532	\$8,041,186	\$8,041,186	13.3%	\$0
Other Compensation	0	0	0	0	0.0%	0
Related Benefits	493,491	3,126,417	3,619,908	3,619,908	13.6%	0
Total Personal Services	\$1,560,145	\$10,100,949	\$11,661,094	\$11,661,094	13.4%	\$0
Travel	\$663	\$43,537	\$44,200	\$44,200	1.5%	\$0
Operating Services	\$154,707	\$1,491,249	\$1,645,956	\$1,645,956	9.4%	\$-00
Supplies	1,239	222,861	224,100	224,100	0.6%	0
Total Operating Expenses	\$155,946	\$1,714,110	\$1,870,056	\$1,870,056	8.3%	\$0
Professional Services	\$8,831	\$2,169	\$11,000	\$11,000	80.3%	\$-00
Other Charges	(455)	530,679	530,224	530,224	-0.1%	0
Debt Services	0	0	0	0	0.0%	0
Interagency Transfers		773,508	773,508	773,508	0.0%	0
Total Other Charges	\$8,376	\$1,306,356	\$1,314,732	\$1,314,732	0.6%	\$0
General Acquisitions	\$-00	\$4,000	\$4,000	\$4,000	0.0%	\$0
Library Acquisitions						
Major Repairs						
Total Acquist. & Major Repairs	\$-00	\$4,000	\$4,000	\$4,000	0.0%	\$0
Scholarships	\$44,252	\$168,885	\$213,137	\$250,000	17.7%	(\$36,863)
Total Expenditures	\$1,769,382	\$13,337,837	\$15,107,219	\$15,144,082	11.7%	(\$36,863)

Southern University Agricultural Research and Extension Center
 Comparison of Actual Expenditures to Budgeted Amounts
 For Fiscal Year Ending June 30, 2019
 As of August 31, 2018

	Actual as of 8/31/2018	Projected	Total FY 2018-2019	Budget FY 2018-2019	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$492,603	\$2,955,619	\$3,448,222	\$3,448,222	14.3%	\$0
Statutory Dedicated		1,805,414	\$1,805,414	1,805,414	0.0%	0
Funds Due From Mgmt or BOR						0
Federal		3,654,209	\$3,654,209	3,654,209	0.0%	0
Self Generated						
Tuition - Fall 2018						
Tuition - Spring 2019						
Tuition - Summer						
Out-of-State Fees						
Other						
InterAgency Transfer						
Total Revenues	\$492,603	\$8,415,242	\$8,907,845	\$8,907,845	5.5%	\$0
Expenditures by Object						
Salaries	\$753,774	\$3,738,495	\$4,492,269	\$4,492,269	16.8%	\$0
Other Compensation	8,333	43,667	\$52,000	52,000	16.0%	0
Related Benefits	288,281	1,791,835	\$2,080,116	2,080,116	13.9%	0
Total Personal Services	\$1,050,388	\$5,573,997	\$6,624,385	6,624,385	15.9%	\$0
Travel	\$4,810	\$72,190	\$77,000	\$77,000	6.2%	\$0
Operating Services	\$155,520	\$176,425	\$331,945	\$331,945	46.9%	\$0
Supplies	1,080	113,313	114,393	114,393	0.9%	0
Total Operating Expenses	\$156,600	\$289,738	\$446,338	\$446,338	35.1%	\$0
Professional Services		\$30,202	\$30,202	\$30,202	0.0%	0
Other Charges		606,385	\$606,385	606,385	0.0%	0
Debt Services		0	0	0	0.0%	0
Interagency Transfers		1,060,185	\$1,060,185	1,060,185	0.0%	0
Total Other Charges	\$-00	\$1,696,772	\$1,696,772	\$1,696,772	0.0%	\$0
General Acquisitions	\$1,474	\$48,876	\$50,350	\$50,350	2.9%	0
Library Acquisitions			0	0	0.0%	0
Major Repairs			0	0	0.0%	0
Total Acquist. & Major Repairs	\$1,474	\$48,876	\$50,350	\$50,350	2.9%	\$0
Scholarships	\$12,397	\$603	\$13,000	\$13,000	95.4%	\$0
Total Expenditures	\$1,225,669	\$7,682,176	\$8,907,845	\$8,907,845	13.8%	\$0

Governance Committee

GOVERNANCE COMMITTEE

(Following the Finance Committee)

Friday, September 21, 2018

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

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Item(s)
 - A. Request approval of Uniform Policy on Free-Speech (SUS)
 - B. Request approval of Child Abuse Reporting Policy (SUSLA)
7. Other Business
8. Adjournment

MEMBERS

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



POLICY TITLE
Uniform Policy on Campus Free Speech

POLICY NUMBER
3-003

Responsible Unit: <i>Office of Communications</i>	Effective Date:
Responsible Official: <i>Vice President for External Affairs</i>	Last Reviewed Date: <i>N/A</i>
Policy Classification: <i>External Affairs and Public Relations Policies</i>	Origination Date: <i>09/10/2018</i>

I. POLICY STATEMENT AND RATIONALE

The Southern University Board of Supervisors (SUBOS) and Southern University and A&M College System (SU) deems the free and open inquiry into all matters fundamental to the mission of higher education and is committed to the preservation of the lawful, free expression of ideas at all public postsecondary education institutions in the state, subject only to reasonable time, place and manner restrictions. All postsecondary institutions under the management and control of the Southern University Board of Supervisors (SUBOS) and Southern University and A&M College System (SU) shall allow and protect expressive activities by students, administrators, faculty members, staff members and invited guests in accordance with all applicable laws and this Policy.

II. POLICY SCOPE AND AUDIENCE

In accordance with Act 666 of the 2018 Regular Session of the Louisiana Legislature, codified at R.S. 17:3399.31 through 3399.37 (“Louisiana Campus Free Expression Law”), the Southern University Board of Supervisors (SUBOS) and Southern University and A&M College System (SU) hereby adopts this policy on Campus Free Expression (“Policy”).

This Policy was developed in collaboration with the Louisiana Board of Regents (BoR) and applies to all postsecondary education institutions under the management and control of the Southern University Board of Supervisors (SUBOS) and Southern University and A&M College System (SU). All institutions subject to this Policy shall adopt an institutional policy in accordance with all applicable laws and this Policy. Each institution’s policy must comply with applicable laws and regulations, and must be amended to reflect any subsequent changes to laws and regulations. Each institution (or a management board for each of its member institutions) shall begin establishing policies and procedures in full compliance with this Policy no later than the beginning of AY 2018-19. The institutional policy of each of member institution shall be forwarded to the Southern University Board of Supervisors (SUBOS) and Southern University and A&M College System (SU) and BoR by September 15, 2018.

For purposes of this Policy, the definitions of key terms and other mandatory provisions shall remain consistent with those in Act 666 of 2018, codified at R.S. 17:3399.31 through 3399.37. the Southern University Board of Supervisors (SUBOS) and Southern University and A&M College System (SU) will amend this Policy to reflect any subsequent changes to these statutes. In cases of any inconsistency, the statutory provisions shall supersede any such inconsistent provision in this Policy. The statutory provisions and this Policy shall supersede any inconsistent provision in an institution’s policy.

III. POLICY COMPLIANCE

Each institution’s policy must comply with applicable laws and regulations, and must be amended to reflect any changes to such laws and regulations. Each institutions’ policy must contain, at a minimum, the following:

- (1) A statement that each institution shall strive to ensure the fullest degree of intellectual freedom and free expression.
- (2) A statement that it is not the proper role of an institution to shield individuals from speech protected by the First Amendment of the Constitution of the United States of America and Article I, Section 7 of the Constitution of Louisiana, and other applicable laws, including without limitation ideas and opinions they find unwelcome, disagreeable, or even deeply offensive.
- (3) A provision that students and faculty have the freedom to discuss any topic that presents itself, as provided under the First Amendment of the Constitution of the United States of America and Article I, Section 7 of the Constitution of Louisiana

and other applicable laws permit and within the limits on time, place, and manner of expression that are consistent with this Part and that are necessary to achieve a significant institutional interest; such restrictions shall be published and provide ample alternative means of expression.

- (4) A provision that students and faculty may assemble and engage in spontaneous expressive activity as long as such activity is not unlawful and does not materially and substantially disrupt the functioning of the institution, subject to the requirements of this Part.
- (5) A provision that any person lawfully present on a campus may protest or demonstrate there. Protests and demonstrations that infringe upon the constitutional rights of others to engage in or listen to expressive activity by creating a substantial and material disruption to the functioning of the institution or to someone's expressive activity shall not be permitted.
- (6) A provision that the public areas of campuses of each institution are traditional public forums that are open on the same terms to any speaker.
- (7) A provision that the policy supersedes and nullifies any provision in the policies and regulations of any institution that restricts speech on campus and that any such provision is therefore inconsistent with this policy on free expression. Each institution shall remove or revise any such provision in its policies and regulations to ensure compatibility with this policy on free expression. Failure to adhere to the policy may result in actions under the appropriate Handbook for faculty, staff and students.

IV. POLICY IMPLEMENTATION PROCEDURES

The Office of External Affairs in conjunction with the Offices of Academic and Student Affairs will be charged with implementing this policy.

VI. POLICY RELATED INFORMATION

Failure to comply with any applicable laws and regulations, including those listed above, shall constitute a failure to comply with this Policy. Each member institution shall make all due diligence efforts to comply with applicable laws and regulations, including those listed above. While the provisions of the laws listed above are mandatory components of the institutional policy, institutions may supplement the provisions of this Policy as necessary, but any such supplemental provision shall comply with the laws and this Policy.

VII. POLICY HISTORY AND REVIEW CYCLE

This is a newly created policy. This policy is subject to a five-year policy review cycle.

IX. POLICY APPROVAL

The effective date of this policy is determined by the approval date of the President-Chancellor of the Southern University and A&M College System and the Board of Supervisors of the Southern University and A&M College System.

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

Effective Date of Policy

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

Effective Date of Policy



POLICY TITLE
Child Abuse Reporting Policy

POLICY NUMBER
6-003

Responsible Unit: <i>Chancellor's Office – Administration and Operations</i>	Effective Date: <i>07/01/2018</i>
Responsible Official: <i>Chief Administrative and Operations Officer</i>	Last Reviewed Date:
Policy Classification: <i>Governance</i>	Origination Date: <i>07/01/2018</i>

I. POLICY STATEMENT AND RATIONALE

Southern University at Shreveport is committed to protecting the safety of children and of students under the age of 18 who participate in college programs, both on and off campus. As a result, this "Child Abuse Reporting" Policy addresses Southern University at Shreveport employee mandatory reporting obligations when child abuse is suspected describes what to report, and details how to make a report. The University places importance on creating a safe environment for children. It is committed to adhere to relevant State and Federal laws. To that end, SUSLA has adopted the following "Child Abuse Reporting" Policy.

II. POLICY SCOPE AND AUDIENCE

This policy describes the mandatory child abuse reporting obligation for all Southern University at Shreveport faculty, staff, students, volunteers, contactors, third-party renters, vendors, and guests involved in all programs, activities or services occurring on the campus or at a sponsored activity occurring off-campus.

III. POLICY COMPLIANCE

Louisiana Children's Code (L.S.A.R-R.S.14:403 Act 601-616) requires all employees to report suspected cases of child abuse to the Department of Children & Family Services or to law enforcement officials. This duty is collectively the responsibility of all SUSLA personnel, and must be abided by twenty-four hours per day, seven days per week according to this policy as mandatory reporters:

Mandatory reporters: *Certain individuals are mandated by law to report child abuse and neglect if they have reason to believe a child in their care is being abused or neglected. Mandatory reporters are in a position to identify children who are at risk from abuse and neglect. The Children’s Code names the following as mandatory reporters: Mandatory reporters are any of the following individuals performing their occupational duties but not limited to any public or private school teacher, teacher’s aide, instructional aide, school principal, school staff member, bus driver, coach, professor, technical or vocational instructor, technical or vocational school staff member, college or university administrator, college or university staff member (dcfs.LA).*

IV. POLICY DEFINITIONS

For the purpose of this policy, the following definitions apply:

A **Minor or Child** means any individual under 18 years of age.

An **Employee**, is any individual employed by the university or who provides a program, activity or service sponsored by the university whether paid or unpaid. These individuals include staff and faculty, independent contractors, third-party renters, vendors, and guests.

The Louisiana Children’s Code (L.S.A.R-R.S.14:403 Act 601-616) provides the following definitions of abuse and neglect by a parent or caretaker:

"Caretaker" means any person legally obligated to provide or secure adequate care for a child, including a parent, tutor, guardian, legal custodian, foster home parent, an employee of a public or private day care center, an operator or employee of a registered family child day care home, or other person providing a residence for the child.

"Abuse" means any one of the following acts which seriously endangers the physical, mental, or emotional health and safety of the child:

- The infliction, attempted infliction, or, as a result of inadequate supervision, the allowance of the infliction or attempted infliction of physical or mental injury upon the child by a parent or any other person.
- The exploitation or overwork of a child by a parent or any other person, including but not limited to commercial sexual exploitation of the child.
- The involvement of the child in any sexual act with a parent or any other person, or the aiding or toleration by the parent, caretaker, or any other person of the child's involvement in any of the following:
 - Any sexual act with any other person.
 - Pornographic displays.
 - Any sexual activity constituting a crime under the laws of this state.
- A coerced abortion conducted upon a child.

"Neglect" means the failure of a parent or other person with responsibility for the child to provide needed food, clothing, shelter, medical care, or supervision to the degree that the child’s health, safety, and well-being are threatened with harm.

"Prenatal neglect" means exposure to chronic or severe use of alcohol or the unlawful use of any controlled dangerous substance, or in a manner not lawfully prescribed, which results in symptoms of withdrawal in the newborn or the presence of a controlled substance or a metabolic thereof in his/her body, blood, urine, or meconium that is not the result of medical treatment, or observable and harmful effects in his/her physical appearance or functioning.

V. POLICY IMPLEMENTATION PROCEDURES

Southern University at Shreveport has designated the University Police as the designee for guidance in making a report of suspected abuse or neglect.

Reporting suspected abuse or neglect:

Anyone who has reason to believe that a child is a victim of abuse or neglect must report it immediately to the DCFS Child Protection or local law enforcement (LA Children's Code). To comply we are consistent with requirements of the Louisiana Child Abuse or Neglect Reporting Law; oral reports may be made to either:

- a. Call DCFS Child Protection hotline at 1-855-4LA-KIDS (1-855-452-5437) toll free 24 hours a day, 365 days a year to report suspected abuse or neglect as soon as possible. Mandatory reporter form online at <http://www.dcf.louisiana.gov/index.cfm?md=pagebuilder&tmp=home&pid=109>
- b. You can report to University Police Department located on campus 318-670-9349 –Office or 318-573-6709 departmental cell for officer on duty. (Designee for reporting).
- c. Dial 911, or dial local authorities. **Always call 911 immediately if you witness child abuse or neglect or if you see crime in progress actually taking place.**

A. Campus Reporting Obligation:

After making a report to DCFS Child Protection, also promptly inform University Police as designee to receive reports of suspected child abuse or neglect.

If you are an employee of the institution and you learn of the maltreatment in the course of your duties at the institution and/or the abuse or the neglect involves:

- i. SUSLA employee, contractor, volunteer, or student;
- ii. An incident on institution property; or
- iii. An incident that took place in connection with an institution-sponsored or recognized program or activity.

B. Criteria for Acceptance of a Report

Not all reports of suspected child abuse or neglect are accepted for investigation. Reports must meet the following criteria:

- an alleged child victim under age 18,
- alleged abuse or neglect by a caretaker and
- the reporter has reason to believe that there is substantial risk of harm to the child's welfare such as:
- abuse or neglect have already occurred and the child's physical, mental or emotional health is seriously damaged by the action or inaction of the caretaker or
- the reporter has either observed first-hand the abuse or neglect or has first-hand knowledge of the abuse or neglect.

C. Prohibitions on Retaliation and Immunity from Liability:

Any person who makes a good faith report of child abuse or neglect shall not be subjected to retaliation. Louisiana law Art. 611 grants immunity from civil or criminal liability to any reporter, for the making of any report in good faith, and without knowledge of the falsity of such information, or reckless disregard for the truth of the report.

VI. POLICY RELATED INFORMATION

Forms: Mandated reports form online at <http://www.dcf.louisiana.gov/index.cfm?md=pagebuilder&tmp=home&pid=109>.

VII. POLICY HISTORY AND REVIEW CYCLE

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

VIII. POLICY URL

This section identifies the Southern University at Shreveport (SUSLA) website where the SUSLA policies are archived – www.susla.edu.

IX. POLICY APPROVAL

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

Effective Date of Policy

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

Effective Date of Policy

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

Effective Date of Policy

Personnel Affairs Committee

PERSONNEL AFFAIRS COMMITTEE

(Following the Governance Committee)

Friday, September 21, 2018

Southern University Board of Supervisors Meeting

Board of Supervisors' Meeting Room

J. S. Clark Administration Building, 2nd Floor

Baton Rouge, LA

AGENDA

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

Name	Position/Campus	Salary
1. Heather Freeman	Director of Outreach and Engagement - Student Affairs (SUBR) <i>(new position/reassignment)</i>	\$60,000
2. Yun Doo Lee	Assistant Professor (tenure-track) (SUNO) <i>(probationary to permanent)</i>	\$78,000
3. Akai Smith	Executive Director of Admissions/Recruitment (SUBR) <i>(replacement/reassignment)</i>	\$60,000

6. Leave Application(s)
 - A. Chun-Ling Huang, Paid Medical Leave (SUBR)
7. Request approval for a four (4) percent employee pay adjustment at the Southern University Law Center (SULC)
8. Termination Appeal for Jael Gordon *(Executive session may be required)*
9. Other Business
10. Adjournment

MEMBERS

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

CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER 2M9230

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

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

Previous Employee New Position - Current Reason Left _____
 Date Left _____ Salary Paid _____

Profile of Person Recommended

Length of Employment August 20, 2012 To Present
 Effective Date October 1, 2018

Name Heather Freeman S# XXX-XX-3926 Sex F Race* B
 (Last 4 digits only)

Position Title: Director of Outreach and Engagement - Student Affairs Department: Student Affairs & Enrollment Management

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

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

Years Experience 15 Southern University Experience 6

Degree(s): Type/Discipline (BA-Education): B.A. - Mass Communication Institution/Location (SU-Baton Rouge): Southern University Year: 2008
M.A. - Public Administration Louisiana State University 2011

Current Employer Southern University

Personnel Action

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

Recommended Salary \$60,000.00 Salary Budgeted \$60,000.00

Source of Funds System Administration

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

Change of: _____ From _____ To _____

Position N/A
 Status _____
 Salary Adjustment _____

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

Source of Funds	Amount
	<u>\$60,000.00</u>

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

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

Supervisor Kellie M. Scott 9/10/18 Date
 Dean/Unit Head Kellie M. Scott 9/10/18 Date
 Vice Chancellor James H. Annis 9/10/18 Date
 Chancellor James H. Annis 9/10/18 Date
 Director/Personnel [Signature] 9/10/18 Date
 Vice President/ Finance Business Affairs [Signature] 9/10/18 Date
 President [Signature] 9/10/18 Date
 Chairman/S.U. Board of Supervisors _____ Date

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE:

M - F / 8:00 a.m. - 5:00 p.m. and as needed

EMPLOYEE DIRECT SUPERVISOR:

Kimberly M. Scott, Ph.D.

SUPERVISOR/DEPARTMENT CONTACT NUMBER

225-771-5636

NUMBER OF EMPLOYEES SUPERVISED, (if any)

HR USE ONLY: STATUS (circle one):

EXEMPT

NON-EXEMPT

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

FUNDS AVAILABLE
OFFICE OF THE COMPTROLLER
SOUTHERN UNIVERSITY SYSTEM EXPIRES

TYPE

United States Citizen/Certificate of Naturalization

Resident Alien

H-1 Visa (Distinguished Merit & Ability)

J-1 Visa (Exchange Visitor Program)

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

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

SEP 10 2018

RA

RI

JI

COMPTROLLER OFFICE

FO

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

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

- Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- Application for Employment Form Admin/Fac/Uncl Positions (Civil Service Application for classified employees)
- Authority to Release (signed by employee) (submitted to 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)



DIRECTOR OF COMMUNITY OUTREACH & ENGAGEMENT

SUMMARY

Southern University and Agricultural & Mechanical College is a world class research institution and America's oldest and only historically Black University system. For 138 years Southern has educated, nurtured and empowered citizens of the world focused on global change, leadership and service. Southern University and A& M seeks a Director of Community Outreach & Engagement for the Division of Student Affairs & Enrollment Management. The Director of Community Outreach & Engagement provides assistance in areas of public relations and public communications. They will design, edit and assist in the production of informational and promotional materials, presentations and special events, in addition to writing, editing, and managing web content and social media.

ESSENTIAL FUNCTIONS

1. Develop and implement overall communications/marketing plan for the Student Affairs & Enrollment Management.
2. Maintain and produce artwork for digital signs using PowerPoint and design software.
3. Designs and maintains email blast programs to enhance communication to staff, students, parents, and other key stakeholders.
4. Work with Communications to prepare artwork for high resolution printing as well as low resolution graphics for internet and electronic media.
5. Provides photography and videography as needed, including editing for a variety of purposes, while maintaining organizational files.
6. Comply with branding guidelines provided by the University, including getting approval for using any trademarked or licensed brand and getting approval for all scripts.
7. Write, edit, design and produces articles for print and web publication including press releases, brochures, invitations, advertisements, flyers, and newsletters to promote Student Affairs & Enrollment Management.
8. Work with Communications to disseminate press releases, public service announcements, digital advertisements, to print, television, radio and other electronic-based media.
9. Arranges media appearances for departmental staff.
10. Maintains, proofs, edits, develops and updates Student Affairs & Enrollment Management websites in pursuit of quality comparable to websites of top-tiered higher education institutions.
11. Investigates and recommends use of new/emerging technologies to reach local, national and international audiences.
12. Manages all departmental web pages and social media and is responsible for overseeing student workers and interns participation in social media.
13. Assists in grant writing for marketing support.
14. Plan, implement and promote special events in coordination with senior administrators as related to major events and programs.

15. Assist in donor and supporter cultivation and recognition events.
16. Assist in promotion and implementation of educational tours, programs, workshops, other educational events.
17. Represents the department at the Division Marketing Committee meetings
18. Other duties as assigned, may include supervision of student marketing assistants or student interns.

RELEVANT FUNCTIONS

1. Assists staff in special project assignments.
2. Travel with Vice-Chancellor and Students to off campus events for media coverage.

REQUIRED KNOWLEDGE, SKILLS & ABILITIES

1. Knowledge and experience working in HBCU communities.
2. Knowledge of student affairs and student activities programs.
3. Working knowledge of communications, marketing, media, publication and video production.
4. Working knowledge of higher education and diverse student populations.
5. Direct and prior involvement in publications and media design.
6. Understanding of the need and desire to work as a team in support of the University mission and goals.
7. A strong customer service orientation is required.
8. Ability to operate with a high degree of ethics, responsibility, and accountability to leadership and management.

REQUIRED EDUCATION

1. Must have a Master's Degree in student development, higher education, or related field.

REQUIRED EXPERIENCE

1. Experience in marketing, public relations, social media and media management.
2. Experience with designing and implementing publications, web, and social media programs.
4. Strong oral and written communication and interpersonal skills.
5. Ability to work independently and as part of a team.
6. Must have a valid driver's license; a valid Louisiana license is preferred in order to travel in university vehicles.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; walk; sit; use hands and arms to reach, and operate the computer and other office equipment; stoop kneel, crouch, or crawl; talk or hear; and taste or smell. The employee is occasionally required to climb or balance. The employee must regularly lift and/or move up to 10 pounds. Specific vision abilities required by this job include ability to adjust focus.

SUPERVISION

The position may supervise Student Media, graduate assistants, student staff and volunteers.

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Director, Community Outreach & Engagement AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR Student Affairs & Enrollment Management
 (Department or Unit)

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

VACANCY DESCRIPTION AND JUSTIFICATION

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

The Director of Community Outreach & Engagement provides assistance in areas of public relations and communications. They will design, edit and assist in the production of informational and promotional materials, presentations and special events, in addition to writing, editing, and managing web content and social media.

Salary/Range: \$60,000 No Previous Incumbent

Approved **Disapproved** _____ **Kimberly M. Scott** _____ **September 11, 2018**
 _____ **Department Head** _____ **Date**

Approved **Disapproved** _____ _____ _____ **Date**
 _____ **Dean/Director/Supervisor of Budget Unit** _____ **Date**

FINANCE/BUDGET OFFICE ONLY
 Funds Available

_____ Yes _____ No

HUMAN RESOURCES OFFICE ONLY
 Existing/Approved Position

_____ Yes _____ No

Employee Class: _____ Job Class: _____

 Signature Date

Budget Number

Verified By: _____ Date: _____

Approved **Disapproved** _____ **Kimberly M. Scott** _____ **July 21, 2018**
 _____ **Vice Chancellor** _____ **Date**

Approved **Disapproved** _____ _____ _____ **Date**
 _____ **Chancellor/Vice President** _____ **Date**

Approved **Disapproved** _____ _____ _____ **Date**
 _____ **President** _____ **Date**

An Equal Opportunity Employer



September 9, 2018

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

RE: Position Appointment for Director of Community Outreach & Engagement

Dear Dr. Ammons,

I would like to request to waive the search for the Director of Outreach & Community Engagement, and appoint Ms. Heather Freeman. Heather serves as our Director of Student Media and consistently works with us to review and develop publications and media in addition to supervising the Student Media department. She has also been instrumental in working with Enrollment Management and Communications to develop our communications, web and social media footprint. Heather is a great asset to the team. We would like for Heather to continue to provide excellent support for student affairs and enrollment management in bringing more focus and direction to our print, publications, web and social media.

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

Sincerely,

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

Heather O. Freeman, MPA

E: hfreem3@gmail.com

PROFESSIONAL EXPERIENCE

Southern University and A&M College Baton Rouge, LA

Director of Student Media Services, 8/2012-Present

- Lead; supervise the execution of high-level institutional collateral.
- Oversee departmental operations managing multiple roles within division.
- Lead 100+ student staff members for execution of student produced print and web-based media.
- Manage half million-dollar budget and payroll, while responsible for all fiscal affairs.
- Develop and maintain short and long-term departmental goals.
- Recruit and train student staff members ensuring execution of institutional wide goals.
- Consult and advise executive leadership on media affairs, evolving trends and university affairs.
- Serve on multiple committees while coordinating advisory board for student media.
- Develop and oversee new revenue initiatives, including media services.
- Analyze trends within department, maintaining expert awareness of program information and change.
- Collaborate across departments to develop new programs, opportunities and enrichment for student growth and development.
- Generate and analyze data for SACS reporting compliance and departmental reports and updates.

ACCOMPLISHMENTS

Restored yearbook publishing after 5 years of non-production prior to appointment
Streamlined Processes and improved recruitment and retention
Numerous awards for Newspaper and Magazine
Increased advertising revenue annually

Cox Communications

Baton Rouge, LA

Lead Team Supervisor, 2/2007-8/2012

Technical Support Supervisor, 7/2005 to 2/2007

Technical Support Lead, 10/2004-7/2005

Technical Support Representative, 10/2003-10/2004

- Directed teams of 25+ representatives responsible for customer service interactions and initiatives.
- Conducted, coordinated and executed training and team building activities.
- Developed and monitored the application of policies and procedures within division.
- Managed auditing adjustments averaging \$30k per month.
- Developed, implemented and enhanced processes through operational sales identification.
- Harmonized department budget to ensure cost effective operations were met.
- Managed special projects designed to enhance service.
- Partnered with stakeholders to communicate business observations, feedback and consumer trends.

ACCOMPLISHMENTS

Maximum Achiever Award-Top Supervisor

Sales Blitz Head Coach Award

Cox Spirit Award

LOUISIANA HEALTH AND INJURY CENTERS

Baton Rouge, LA

Medical Assistant, 3/2003-10/2003

- Compiled and submitted data to insurance company or attorney's office for payment.
- Coordinated and scheduled appointments.
- Conducted primary charting and preparatory work.
- Documented reports of injuries sustained in various types of accidents.
- Answered multi-line phone system, filed charts, opened and closed office as needed

ACCOMPLISHMENTS

Received increase after initial 90 days due to job performance

Improved customer satisfaction and reduced wait time by increasing productivity

GATEWAY/COMPUTER COMPANY

Baton Rouge, LA

Operations Manager, 5/2002-3/2003

Technical Support Lead, 11/2001-6/2002

- Developed process improvements and resolved complex issues between multiple departments.
- Processed internal Controls, performed inventory cycle counts and reviews.
- Created marketing and promotion plans to increase sales and revenue.
- Managed incoming inventory and receiving.
- Handled escalated customer issues with sales and service.
- Ensured floor display specifications were met in order to meet and exceed corporate guidelines.
- Motivated and encouraged sales and service professionals to increase sales and revenue.

ACCOMPLISHMENTS

Developed process for inventory resulting in increased productivity

Successfully Marketed upcoming promotions to increase sales

Improved customer service satisfaction within the Technical Support/Repair Department

TEACHING EXPERIENCE

Virginia College

Baton Rouge, LA

Instructor, 6/2012-8/2014

- Developed coursework for assigned courses based on ACICS and department criteria.
- Instructed materials in relation to instruction careers and employer expectations.
- Earned highest review possible through Program Director observation.
- Achieved consistent established results while maintaining collegiate standards of satisfaction.
- Maintained course satisfactory experiences and retention rates.
- Participated in collaborative efforts for department promotion events as required by the College.

Accomplishments

Earned highest review possible through observation by Program Director

100% positive ratings through student survey responses

GATEWAY/COMPUTER COMPANY

Baton Rouge, LA

Operations Manager, 5/2002-3/2003

Technical Support Lead, 11/2001-6/2002

- Developed process improvements and resolved complex issues between multiple departments.
- Processed internal Controls, performed inventory cycle counts and reviews.
- Created marketing and promotion plans to increase sales and revenue.
- Managed incoming inventory and receiving.
- Handled escalated customer issues with sales and service.
- Ensured floor display specifications were met in order to meet and exceed corporate guidelines.
- Motivated and encouraged sales and service professionals to increase sales and revenue.

ACCOMPLISHMENTS

Developed process for inventory resulting in increased productivity

Successfully Marketed upcoming promotions to increase sales

Improved customer service satisfaction within the Technical Support/Repair Department

TEACHING EXPERIENCE

Virginia College

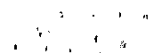
Baton Rouge, LA

Instructor, 6/2012-8/2014

- Developed coursework for assigned courses based on ACICS and department criteria.
- Instructed materials in relation to instruction careers and employer expectations.
- Earned highest review possible through Program Director observation.
- Achieved consistent established results while maintaining collegiate standards of satisfaction.
- Maintained course satisfactory experiences and retention rates.
- Participated in collaborative efforts for department promotion events as required by the College.

Accomplishments

Earned highest review possible through observation by Program Director
100% positive ratings through student survey responses



Heather O. Freeman, MPA (Cont.)

COMMITTEES AND APPOINTMENTS

Board Member/Public Relations, Upstage Theatre Board of Directors
Chair, Search Committee for Associate Vice Chancellor of Student Affairs
Communications Chair, Louisiana State University PAISA
Member, Employee Relations and Morale Committee
Member, Southern University Homecoming Planning Committee
Member, Search Committee for Director of Admissions and Recruitment
Member, Southern University Springfest Planning Committee
Mentor, Baton Rouge Area Association of Black Journalists
Mentor, Southern University iLead Capstone Project

PROFESSIONAL AFFILIATIONS

Associated Collegiate Press
Baton Rouge Area Association of Black Journalists
College Media Association
National Association of Student Affairs Professionals
Student Affairs Administrators in Higher Education
Women's Leadership Institute

EDUCATION

Master of Public Administration, Public Administration

Louisiana State University
Baton Rouge, LA

Bachelor of Arts, Mass Communications

Southern University and A&M College
Baton Rouge, LA

References Available Upon Request

Heather O. Freeman, MPA

E: hfreem3@gmail.com

Summary of Qualifications:

- Master of Public Administration from Louisiana State University in December 2011
- Bachelor of Arts in Mass Communications from Southern University in July 2008 with Public Relations concentration
- Served as the VP of Public Relations for Toastmasters, Int'l at the Cox Baton Rouge Chapter
- Served as the Communications Chair for Louisiana State University's Public Administration Institute's Student Association
- Numerous Articles Published in the Cox Louisiana Newsletter "This Just In"
- Multi-year Recipient of Leadership of Excellence Award
- Cox Spirit Award Winner
- Communications experience on Speech and Debate Team
- Knowledgeable on journalistic standards of excellence and AP format
- **Volunteer experience:**
 - Junior Achievement-South Boulevard Elementary School
 - Cedarcrest-Southmoor Elementary School
 - Park Forest Middle Career Day Speaker-April 2011
 - Capitol High School Career Day Speaker-April 2010
 - St. Amant Middle School Career Day Speaker-May 2012
 - Susan G. Komen
 - Southern University Student Health Center-Aids Awareness
 - Boys and Girls Club
 - Upstage Theatre
- Program Evaluation
- Human Resources, Non-profit, and Finance Knowledge and Coursework
- Consistently Exceed Performance Expectations
- Leadership, Higher Education, Communications and Training skills and experience
- Strong technical knowledge with advanced Microsoft Office skills, including Word, PowerPoint, and Excel
- Yearbook Committee experience



SOUTHERN UNIVERSITY AT NEW ORLEANS

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

RECEIVED
OFFICE OF THE
PRESIDENT AND CHANCELLOR
2018 SEP 11 PM 12: 02
SOUTHERN UNIVERSITY
SYSTEM

OFFICE OF THE CHANCELLOR

September 7, 2018

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

Dear Dr. Belton,

I am pleased to hereby enclose relevant documents in support of the recommendation of Dr. Yun Doo Lee as Assistant Professor of Business Administration in the College of Business & Public Administration.

I seek your kind approval and submittal for the approval of the Southern University Board of Supervisors at the September 2018 meeting.

Thank you.

Sincerely yours,

Lisa Mims-Devezin, Ph.D.
Chancellor

APPROVAL: _____



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

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER

2018 SEP 11 PH 12:02
 RECEIVED
 OFFICE OF THE
 VICE CHANCELLOR
 FOR PERSONNEL

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

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

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

Previous Employee Dr. Amaresh Das Reason Left Death

Date Left December 31, 2017 Salary Paid \$74,970.00

Profile of Person Recommended

Length of Employment August 16, 2018 To Sept. 30, 2019

Effective Date August 16, 2018

Name Yun Doo Lee SS# xxx-xx-xxxx Sex Male Race* Asian

Position Title: Assistant Professor Department: Business Administration

Check One X Existing Position _____ *Visa Type (See Reverse Side): H1

_____ New Position _____ Expiration Date: Nov 2018

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

Years Experience 4 Southern University Experience 3

Degree(s)	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>MBA-Monetary Economics</u>	<u>Korea University, Seoul, South Korea</u>	<u>1995</u>
	<u>MS - Marketing</u>	<u>University of Cincinnati, Cincinnati, OH</u>	<u>2007</u>
	<u>PhD-Financial Economics</u>	<u>University of New Orleans</u>	<u>2015</u>

Current Employer SUNO (Temporary Appointment) = Title III Program

Personnel Action

Check One _____ New Appointment _____ Continuation _____ Sabbatical _____ Leave of Absence _____

_____ Transfer _____ X Replacement _____ Other (Specify) _____

Recommended Salary \$78,000.00 (see pg. 2 for sources) Salary Budgeted \$78,000.00

Source of Funds State / Federal

Identify Budget: _____ Gen. Fund _____ Location 411001-42320-61003-41000

Form Code: _____ BoR 10 _____ Page _____ Item # _____

Change of: _____ To _____

From	To
Position <u>Temporary Assistant Professor</u>	<u>Assistant Professor (tenure-track)</u>
Status <u>Temporary</u>	<u>Tenure-Track</u>
Salary Adjustment <u>\$73,542.00</u>	<u>\$78,000.00</u>

Financial Aid signature (if, applicable):

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

Source of Funds	Amount
Title III <u>420173-41410</u>	<u>\$73,542.00</u>
<u>61003-46000</u>	

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor Chad [Signature] Date 08/16/2018 Dean/Unit Head _____ Date _____

Vice Chancellor [Signature] Date 08-17-18 Chancellor [Signature] Date 9/7/18

Director/Personnel [Signature] Date 08-17-18 Vice President/Finance _____ Date _____

President [Signature] Date 9/12/18 Business Affairs/Comptroller _____ Date _____

Chairman/S.U. Board _____ Date _____
 Of Supervisor [Signature] DATE: 9-7-18

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

ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS: Dr. Yun Doo Lee was granted two years of service credit towards eligibility for tenure application. He will be eligible to apply for tenure by the Fall semester of 2021.

Breakdown of Dr. Lee's Salary: (83.5%) \$73,542.00 - Title III 420173-41410-61003-46000
 (16.5%) \$4,458.00 - General Funds/411001-42320-

EMPLOYEE REGULAR WORK SCHEDULE:

Monday-Friday, 8:00am-5:00 pm

EMPLOYEE DIRECT SUPERVISOR:

Dr. Charles A. Briggs

NUMBER OF EMPLOYEES SUPERVISED, (if any)

0

HR USE ONLY:

STATUS (circle one):

EXEMPT

NON-EXEMPT

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE

CODES

EXPIRES

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

US
 RA
 HI
 J
 F
 FO

FUNDS AVAILABLE
 SEP 07, 2018
Julia Santos
 ADMINISTRATION & FINANCE

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

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

- _____ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- _____ Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- _____ Pre-Employment Application Form (Civil Service Application for classified employees)
- _____ Supervisory Criminal/Background Check Forms and Authority to Release (signed by employee)
- _____ Exemptions Survey Form
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

RECEIVED
 HUMAN RESOURCES
 9/11/2018

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER 2m8949

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

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

Previous Employee Diana Gilbert Reason Left Appointed to Registrar
 Date Left _____ Salary Paid _____

Profile of Person Recommended

Length of Employment May 2012 To Present
 Effective Date October 1, 2018

Name Akai Smith S# ██████ Sex F Race* B
 (Last 4 digits only)

Position Title: Executive Director of Admission & Recruitment Department: Student Affairs & Enrollment Management

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

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

Years Experience 8 Southern University Experience N/A

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>B.S. - Psychology</u>	<u>Southern University</u>	<u>2008</u>
	<u>M.A. - Mental Health Counseling</u>	<u>Southern University</u>	<u>2013</u>
	<u>Ph.D. - Higher Education</u>	<u>Louisiana State University</u>	<u>ABD</u>

Current Employer Southern University

Personnel Action

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

Recommended Salary \$60,000.00 Salary Budgeted \$60,000.00

Source of Funds System Administration

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

Change of: _____ From _____ To _____

Position N/A

Status _____

Salary Adjustment _____

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

Source of Funds	Amount
<u>211001-2255</u>	<u>\$60,000.00</u>
<u>211001-2255-61002-2500</u>	<u>\$60,000</u>

*See Reverse Side

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor Kelly McJannet 9/10/18 Date
 Vice Chancellor James H. Annis 9/10/18 Date
 Director Personnel [Signature] 9/10/18 Date
 President [Signature] 9/10/18 Date
 Dean/Unit Head Kelly McJannet 9/10/18 Date
 Chancellor Bob James H. Annis 9/10/18 Date
 Vice President/ Finance Business Affairs [Signature] Date
 Chairman/S.U. Board of Supervisors _____ Date

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

- White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.
- Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.
- Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.
- Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.
- American Indian or Alaskan Native. A person having origins in any of the original peoples of North American, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: M - F / 8:00 a.m. - 5:00 p.m. and as needed

EMPLOYEE DIRECT SUPERVISOR: Kimberly M. Scott, Ph.D.

SUPERVISOR/DEPARTMENT CONTACT NUMBER: 225-771-5636

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE

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

SOUTHERN UNIVERSITY SYSTEM
 BUDGET OFFICE
 CODE _____
 EXPIRES **SEP 10 2018**
 [Signature]
 FUNDS AVAILABLE

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

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

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



September 9, 2018

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

RE: Position Appointment for Director of Admission

Dear Dr. Ammons,

I would like to request to waive the search for the Executive Director of Admission, and appoint Ms. Akai Smith. Akai served as Interim Associate Vice Chancellor for Enrollment Management and was a great asset to the team. We would like for Akai to continue to provide excellent support for enrollment management in bringing in the freshmen class.

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

Sincerely,

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



Executive Director of Admission

Southern University and Agricultural & Mechanical College is a world class research institution and America's oldest and only historically Black University system. For 138 years Southern has educated, nurtured and empowered citizens of the world focused on global change, leadership and service. Southern University and A& M seeks an Executive Director of Admission who is able to help the Associate Vice Chancellor for Enrollment Management establish a framework for meeting institutional recruitment goals.

The Executive Director reports to the Associate Vice- Chancellor for Enrollment Management and serves as a senior member of the Enrollment Management administrative team and a key representative to constituencies throughout the state and nation. The major responsibilities of the position include:

1. Provides day-to-day oversight of application review and recruitment operations, and directly supervises members of the professional staff.
2. Provide data-informed application and recruitment strategies and acts as a liaison with campus (internal) and community (external) partners.
3. Supervise, hire, mentor, and train all regionally based admissions counselors and recruiters.
4. Work with the Associate Vice-Chancellor for Enrollment to develop and implement a recruitment and marketing strategy, determine enrollment goals, and assess progress towards enrollment goals.
5. Plan, implement, and assess all on and off-site recruitment and yield events.
6. Assist the Associate Vice-Chancellor of Enrollment with developing a strategy to enhance new and transfer students, including plans for hosting group sessions, special groups, and attendance at college fairs, high school visits, Baton Rouge and other area college events, and other events.
7. Co-ordinate admissions processes for TOPS, SUSLA Connect, and other programs with liaisons.
8. Develop relationships with area principals and external partners.
9. Serve as a liaison to the Director of Strategic Communications for the Division of Student Affairs & Enrollment Management in conjunction with the Associate Vice-Chancellor, ensuring timely updating of recruitment materials, the admissions website, admissions emails and other forms of communication.
10. Develop, maintain, and assess a long-term calendar of admissions events, communications, timelines, and processes
11. Serve as the liaison relative to upcoming technology tools in recruitment including a CRM and admissions funnel surveys in conjunction with the Director of Strategic Communications.
12. Use data-driven decision making to assist the Associate Vice-Chancellor for Enrollment Management in achieving the yearly enrollment goal.
13. Serve as a liaison to special projects with the Office of Admissions and internal and external stakeholders.
14. Coordinate Scholarship Committee with the Vice-Chancellor for Student Affairs & Enrollment Management and the Associate Vice-Chancellor for Enrollment.
15. Assist with the development and implementation of a one-stop-shop to improve the quality and speed of service to students and stakeholders.

4. A collegial, friendly, flexible and collaborative approach to student development, leadership and campus culture. Provide a strong commitment to the advancement of student and staff diversity, staff professional development and training.
5. Demonstrate an active knowledge of marketing services and research, prospect management, electronic marketing, promotion, events, and the evaluation/tracking of outcomes necessary for the division.
6. Knowledge of regulatory and professional and ethical guidelines in enrollment management and financial aid to ensure compliance with college, state, federal, and other outside agency rules and regulations.
7. A commitment to shared governance and sensitivity, fairness, compassion, empathy, objectivity, and transparency in decision-making.
8. Excellent communication, strategic planning, assessment skills and ability to build and manage budgets and use financial resources wisely.
9. A demonstrated passion for students focusing on their well-being, development and learning, and a personal track record of continuous learning to stay current on new ideas and technologies relevant to the position.
10. A desire to work in a complex environment that values both data-driven decision making and innovation. Demonstrated ability to understand, evaluate, analyze, interpret, and effectively communicate information on various topics from diverse sources, and to use data and information effectively in planning and decision making.
11. Working knowledge of PC and mainframe based information systems and customer relations management (CRM) programs.

AKAI C. SMITH

akaismith@icloud.com

EDUCATION

- 2018 Doctor of Philosophy, Higher Education. Louisiana State University, Baton Rouge, LA
Dissertation: *The Road to the Presidency: A Case Study of HBCU Organizational Culture and Its Impact on the Career Progression of Women of Color*
- 2013 Master of Arts, Mental Health Counseling, Southern University, Baton Rouge, LA
- 2008 Bachelor of Science, Psychology, Southern University, Baton Rouge, LA
-

PROFESSIONAL PROFILE

- **Student Development-** progressively responsible experiences in academic and career advising/planning, civic engagement, student orientation and transition, and First/Sophomore Year Experience, program development, implementation, and assessment.
- **Social Justice Education & Community Development-** experience with social justice education and programming and community outreach activities with a servant leadership focus
- **Fraternity/Sorority Development-** experience providing support and fostering community engagement to empower fraternity and sorority organizations through involvement, leadership, and co-curricular learning opportunities to enhance the student experience.
- **Budget Development & Fundraising-** experience working with alumni, corporations, fraternal organizations and community members to actively pursue and secure alternative revenue sources to expand operating budget.

KEY STRENGTHS

- Assessment
 - Budget Management
 - Community Partnerships
 - Fundraising
 - Operations Management
 - Pluralism & Inclusion
 - Program Development
 - Resourceful & Outgoing
 - Social Justice
 - Staff Development
 - Student Affairs
 - Student Development
-

STUDENT AFFAIRS & ENROLLMENT MANAGEMENT EXPERIENCE

Interim Associate Vice-Chancellor for Enrollment Management, Baton Rouge, LA
Southern University, Division of Student Affairs and Enrollment Management

2018-present

- Assist the Vice-Chancellor with providing direction and leadership for the offices of Admissions and Financial Aid.
- Collaborate with other departments/divisions to carry out the philosophy of a student-centered institution within an integrated enrollment services environment.
- Utilize enrollment and other relevant data for decision-making and planning.
- Develop metrics and assessment methods to evaluate operations that drive continuous process improvement to optimize services to students and increase enrollment
- Establishes and maintains positive working relationships with external community agencies, organizations, service area school districts to promote outreach and facilitate student enrollment
- Carries out projects as assigned by the vice chancellor to further enrollment management initiatives.

Executive Assistant to the Vice-Chancellor for Student Affairs & Enrollment Management, Baton Rouge, LA
Southern University, Student Affairs and Enrollment Management

2012- present

- Assist the Vice-Chancellor with fiscal operations, including developing managing and tracking an operating budget of approximately \$25 million for Admission, Financial Aid, Dean of Students, New Student Orientation, Student Life, Recreation and Game Room, Counseling, and Student Health Services. Track budget expenditures and projections to ensure a judicious use of university funds.
- Serve as an advisor and advocate to students and student organizations providing support and fostering community engagement to students through involvement, leadership, and co-curricular learning opportunities.
- Work collaboratively with division leadership to engage in fundraising & development, grant-writing, and sponsor activities with alumni, fraternities and sororities, and community agencies to actively pursue alternative revenue sources.
- Institute quality enhancement measures specific to each department to ensure operational excellence.
- Oversee development of marketing strategies to increase student engagement with programs and services.
- Assist with the development of assessment plans and strategic goals to enhance Division operations.
- Assist with developing annual training programs for staff and students, to ensure best practices are implemented.
- Respond to emergency and crisis situations as needed.
- Facilitate response to judicial, crises, and emergency situations, including Dean of Students; Health Center, Campus Police, Legal Affairs, etc.

PROFESSIONAL PRESENTATIONS

- November 2017 Guest Speaker: Education First – Principles of Advanced Degree Opportunities and the Importance of Education. Westdale Academic Magnet School. Baton Rouge, LA
- August 2017 Presenter: Student Leadership Policy & Protocol Expectations– Planning and Execution Training Workshop. Executive Cabinet of the Student Government Association. New Orleans, LA
- March 2017 Presenter: Management Styles – University Student Leaders and Queen Etiquette Seminar Workshop. Office of Student Life. Baton Rouge, LA
- August 2016 Presenter: Student Leadership Policy & Protocol – Planning and Execution Training Workshop. Student Government Association. Baton Rouge, LA
- April 2016 Guest Speaker: My Next Move - Principals of Planning, Self-Worth, and Leaving a Legacy. Recruitment and Awards Banquet for Mentorship Academy. Baton Rouge, LA
- June 2015 Presenter: Building Foundations for Transparency in Student Leadership. Student in Leadership Training Retreat. Student Government Association. Alexandria, LA
- April 2015 Presenter: Hidden Hearts – Mental Health Awareness Workshop. Southern University and A&M College. Baton Rouge, LA
- October 2014 Panelist: Know your Worth – Women’s Empowerment Speaker Series. Southern University and A&M College. Baton Rouge, LA
- June 2014 Presenter: We Wear the Masks: Student in Leadership Training Retreat. Student Government Association. Biloxi, MS
- May 2014 Co-Presenter: Opening Session – Ujima; Kwanza Principles as they Relate to Student Leadership. National Association of Student Affairs Professionals (NASAP) Student Leadership Institute. Savannah, GA

PROFESSIONAL AFFILIATIONS

Southern Association of Colleges and Schools, Commission on Colleges (SACSCOC)
 National Association for Student Affairs Professionals (NASAP)
 National Association of Student Personnel Administration (NASPA)
 Association of Fraternity/Sorority Advisors (AFA)
 National Board of Certified Counselors (NBCC)
 Louisiana Counseling Association (LCA)
 Louisiana Mental Health Counseling Association (LMHCA)
 Alpha Kappa Alpha Sorority, Inc.
 Black Graduate Students Association, Louisiana State University
 Southern University National Alumni Federation

PROFESSIONAL CERTIFICATIONS

- 2012- present Certification of Completion, in Crisis Prevention Interventionist
- 2012- present Cardiopulmonary Resuscitation (CPR) Certification
- 2017 Board of Regents, Campus Confidential Advisor for Title IX

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	2018 AUG 2 AM 11:03
UNIVERSITY OF ALABAMA - BATON ROUGE	2018 AUG 2 AM 11:03

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

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

RECEIVED

AUG 15 2018

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

Chun-Ling Huang
 Vice of the Executive Vice President
 for Academic Affairs and Provost

Profile of Person Recommended

Length of Employment August 13, 2018 To December 14, 2018
 Effective Date August 13, 2018

Name Chun-Ling Huang SS# XXX-XX-XXXX Sex M Race* Asian
 (Last 4 digits only)

Position Title: Professor Department: Mechanical Engineering

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

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

Years Experience 30 years Southern University Experience 28 years

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>Ph.D-Mechanical Engineering</u>	<u>University of Alabama-Tuscaloosa</u>	<u>1989</u>
	<u>MS-Mechanical Engineering</u>	<u>Chung Yuan Christian University</u>	<u>1980</u>
	<u>BS -Mechanical Engineering</u>	<u>Chung Yuan Christian University</u>	<u>1978</u>

Current Employer Southern University

Personnel Action

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

Recommended Salary \$85,063 per 9 months Salary Budgeted _____

Source of Funds _____

Identify Budget: \$42,531.50 Location Mechanical Engineering
 Form Code: 22685 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
<u>21001-22685-61003-2100</u>	<u>85,063</u>

*See Reverse Side

Graduate School signature (if, applicable):

[Signature] 7/17/18 Supervisor Date
[Signature] 8/15/18 Vice Chancellor Date
[Signature] 9/9/2018 Director/Personnel Date
[Signature] 2/3/18 Dean/Unit Head Date
[Signature] 1/27/18 Treasurer Date
[Signature] Vice President/Finance Business Affairs/Comptroller Date

President _____ Date _____ Chairman/S.U. Board of Supervisors _____ Date _____

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

Dr. Huang will be on sick leave from August 13, 2018 to December 14, 2018. His total salary will be 1/2 of \$85,063, that is \$42,531.50.

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

EMPLOYEE DIRECT SUPERVISOR: Dr. H. Dwayne Jerro

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE

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

~~CODE~~ SOUTHERN UNIVERSITY SYSTEM
BUDGET OFFICE

- US
- RA
- H1
- J1
- F1
- F0

SEP 10 2018

Ypofmes
FUNDS AVAILABLE

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

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

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

REC'D UP FIN&BUS AFFAI
'18 SEP 11 PM 4:20

REQUEST FOR LEAVE OF ABSENCE FORM
SOUTHERN UNIVERSITY SYSTEM

SOUTHERN UNIVERSITY
HUMAN RESOURCES
SUNO
SUSLA
2018 AUG -2 AM 11: 03

CAMPUS: SUS _____ SUBR X _____ SULAC _____ SUAREC _____

Name of Employee: Chun-Ling Huang SSN: [REDACTED]

Address: 10222 Chestnut Oak Drive, Baton Rouge, LA 70809 Phone: 225-293-7012

Title: Professor – Mechanical Engineering Highest Degree: Ph.D.

Birth Date: [REDACTED]

NO. OF CONSECUTIVE FISCAL YEARS ACTIVE SERVICE AT THIS INSTITUTION: _____

EFFECTIVE DATE OF LEAVE: 8/13/2018 ANTICIPATED RETURN DATE: 01/09/2019

Purpose of leave Requested (click one):

- a. Professional or Cultural Improvement (Must have prior approval from Chancellor) _____
- b. Rest and Recuperation (Statement from two (2) physicians* must be attached) X
- c. Independent Study or Research Statement _____
- d. Military _____
- e. Maternity (Statement from one (1) physician* must be attached) _____

*must be attending physician

TYPE OF LEAVE REQUESTED (check one):

- a. with pay X
- b. without pay _____

LENGTH OF LEAVE REQUESTED: (No. of weeks, not to exceed 36 weeks) 17

MANNER IN WHICH THIS LEAVE, IF GRANTED, WILL BE SPENT:

DO YOU WISH TO RETAIN FRINGE BENEFITS? (if yes, total contribution of premium must be paid to Human Resources/Comptroller's Office in Advance)

Teacher Retirement	Yes	<u>X</u>	No	_____
State Retirement	Yes	<u>X</u>	No	_____
Group Insurance	Yes	<u>X</u>	No	_____
Elected Supplemental Benefits	Yes	<u>X</u>	No	_____

I hereby agree to comply with the provisions of the Southern University Board of Supervisors' policy on leaves of absence.

7/17/18
DATE

[Signature]
SIGNATURE OF APPLICANT

PRIOR LEAVE RECORD FROM THIS INSTITUTION:

Date of Last Leave: 01/09/2017 thru 5/12/2017
Purpose of Last Leave: Sick Leave

TYPE OF LAST LEAVE:

With pay X Amount: \$40,896
Without Pay _____
Length of last leave: X 16.25 weeks

[Signature]
Signature of Chairperson

[Signature] 7/20/18
Signature of College Dean

[Signature]
Signature of Chief Academic Officer

Signature of Campus Chancellor

Signature of System President

DATE

DATE

Signature of Appropriate Committee Chairperson

Signature of Chairman of the Board

Date

Date



SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL

POST OFFICE BOX 9294

BATON ROUGE, LOUISIANA 70813-9294

OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

September 10, 2018

VIA HAND DELIVERY

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

RE: Salary and Wage Increases

Dear Dr. Belton:

The Southern University Law Center desires, in accordance with your initiative to provide Salary and Wage (S&W) increases to Southern University employees, to award an average four percent (4%) S&W increase to its employees. Where applicable, the 4% increase will be computed as required by Louisiana State Civil Service rules. We have reviewed our finance and budget data and determined that the proposed S&W increase will have a cost of approximately \$426,513, including fringe benefits, on an annual basis. The Law Center is requesting that the S&W increase, including fringe benefits, be effective October 1, 2018, with a cost of \$319,960, for the 2018-2019 fiscal year. The cost of the S&W increase, will have the following distribution:

Faculty	\$166,791
Staff	<u>153,169</u>
Total	<u>\$319,960</u>

The Law Center's Budget for the fiscal year 2018-2019 and for future years will be sufficient to fund the proposed S&W increase.

I respectfully ask that this request be presented to the Southern University Board of Supervisors, at its September 21, 2018 Board Meeting.

Thank you and with kind regards, I am

Sincerely,

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

Student Affairs Committee

STUDENT AFFAIRS COMMITTEE

(Following the Personnel Affairs Committee)

Friday, September 21, 2018

Southern University Board of Supervisors' Meeting

Board of Supervisors Meeting Room

2nd Floor J. S. Clark Administration Building

Baton Rouge, LA

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Informational Item(s)
 - A. Update on Homecoming (SUBR)
6. Other Business
7. Adjournment

MEMBERS

Mr. Raymond Fondel-Chair, Dr. Curman Gaines-Vice Chair

Rev. Joe R. Gant, Ms. Xaviera Jeffers, Mr. Mike Small, Rev. Samuel C. Tolbert,

Mrs. Ann A. Smith- Ex Officio

Board of Supervisors

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS

(Following the Personnel Affairs Committee)

Friday, September 21, 2018

10:30 AM

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

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Special Presentations/ Recognition
 - A. Above and Beyond Award
 - B. Past National Alumni President- Attorney Preston Castille
6. Action Item(s)
 - A. Request Approval of Memorandum of Understanding between the SU Agricultural Land Grant Campus and the LA Department of Environmental Quality to establish a pilot student internship program (SUAREC)
 - B. Approval of Minutes- August 24, 2018 Meeting of the Southern University Board of Supervisors
 - C. Approval of Committee Reports and Recommendations
 - D. Resolutions
7. Informational Item(s)
 - A. System President's Report
 - B. Campus Reports
 - C. SULC Student Parking Lot near Museum
8. Other Business
9. Adjournment

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

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

9 a.m.

Friday, August 24, 2018

Minutes

The meeting of the Southern University Board of Supervisors was called to order by Board Chair Mrs. Ann A. Smith. The invocation was given by Rev. Timothy Thomas, Founding Pastor of Living Word Christian Fellowship of Shreveport, LA.

PRESENT

Mrs. Ann A. Smith, Rev. Donald R. Henry, Mr. John Barthelemy, Atty. Tony Clayton, Dr. Leroy Davis, Mr. Raymond Fondel, Dr. Curman Gaines, Rev. Joe R. Gant, Mr. Richard Hilliard, Ms. Xavieria Jeffers, Atty. Patrick Magee, Atty. Domoine Rutledge, Dr. Leon R. Tarver II, and Rev. Samuel Tolbert

ABSENT

Mr. Mike Small and Dr. Rani Whitfield

UNIVERSITY PERSONNEL ATTENDING

System President Ray Belton, Chief of Staff Katara Williams, Executive Vice President/Executive Vice Chancellor James Ammons, Vice President for Finance and Business Affairs Flandus McClinton, 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. Bobby Phills (SUAREC), Dr. Rodney Ellis (SUSLA), and Atty. John Pierre (SULC).

BOARD COUNSEL

Attys. Winston DeCuir, Jr., and Deidre Robert

ACADEMIC AFFAIRS COMMITTEE

Friday, August 24, 2018

Southern University Board of Supervisors' Meeting
Jesse N. Stone Lecture Hall
3050 Martin Luther King Jr. Drive
Shreveport, Louisiana

Minutes

Board Chair Mrs. Ann A. Smith announced the convening of the Academic Affairs Committee.

Academic Affairs Committee Chair Dr. Curman Gaines called the committee meeting to order.

Present: Dr. Curman Gaines, Mr. John Barthelemy, Atty. Tony M. Clayton, Dr. Leroy Davis, Ms. Xavieria Jeffers, Rev. Joe R. Gant, Jr., Dr. Leon R. Tarver II, and Mrs. Ann A. Smith

Committee Chair Curman Gaines amended the agenda. The Above and Beyond Award presentation was moved from the full Board agenda to occur immediately after the special recognition/presentation by District Attorney James Stewart.

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Rev. Joe R. Gant and seconded by Atty. Tony Clayton the amended agenda was recommended for adoption.

Motion passed

AGENDA ITEM 4: SPECIAL PRESENTATION/RECOGNITION

Atty. Patrick Magee presented a resolution to District Attorney James Stewart of Caddo Parish. The first African American elected as District Attorney in Caddo Parish. DA Stewart welcomed Board members to the city and expressed his thanks for the recognition.

Chancellor Rodney Ellis introduced Professor Joslin Pickens who introduced her daughter Jalynn Pickens who has been a volunteer in various offices on the campus at SUSLA since she was an infant. She has initiated several service projects with the University and has been recognized by various organizations for her work. Board Chair Mrs. Ann Smith and President Belton congratulated her for her work.

AGENDA ITEM 5: PUBLIC COMMENTS

NONE

AGENDA ITEM 6: ACTION ITEMS

Upon the motion by Mr. John Barthelemy and seconded by Atty. Clayton **action items 6A, 6B, 6C, and 6D** were recommended for approval in globo.

- A. Tenure request for Dr. Tonya Rose, Interim Chair of the Department of Curriculum and Instruction (SUBR)**
- B. Request to rename Associate of Arts in Drug and Substance Abuse to Associate of Arts in Addictive Behavior Counseling and Prevention (SUNO)**
- C. Request permission to create the Southern University Institute for Food Science, Nutrition and Wellness (SUAREC)**
- D. Request permission to create the Southern University Institute for Air, Nutrients, Soil, Water, Ecosystem, and Remote Sensing (SUAREC)**

AGENDA ITEM 7: INFORMATIONAL ITEM (S)

A. Campus Dual Enrollment Presentations (per campus)

Representatives from each campus presented information regarding the status of their dual enrollment program. SUNO- Dr. David Adegboye; SUSLA-Dr. Sharon Herron-Williams; SUBR-Dr. James Ammons

Committee Chair Gaines stated that periodic reports should be given to members of the Board throughout the semester.

B. Campus Enrollment Management Plans: An Update on Retention, Recruitment, and Communication/Marketing to Build Enrollment (per campus)

Representatives from each campus presented information regarding retention, recruitment and communication/marketing strategies to build enrollment SUNO-Dr. David Adegboye, Mrs. Gloria Moultrie, Mrs. Tammy Barney, and Dr. Donna Grant; SUSLA-Dr. Melva Williams; SUBR-Dr. James Ammons.

Dr. Tarver suggested that all campuses present written reports on enrollment and include a comparative analysis of the data. SUSLA-Dr. Melva Williams and Mrs. Stephanie Rogers; SULC- Chancellor John Pierre and Professor Roderick White; SUBR-Dr. Kim Scott

C. SUS Online Programs Update

AGENDA ITEM 8: OTHER BUSINESS

NONE

AGENDA ITEM 9: ADJOURNMENT

Upon the motion by Dr. Davis and seconded by Dr. Tarver the Academic Affairs Committee adjourned

Motion passed.

ATHLETICS COMMITTEE

(Following the Academic Affairs Committee)

Friday, August 24, 2018

Southern University Board of Supervisors' Meeting

Jesse N. Stone Lecture Hall

3050 Martin Luther King Jr. Drive

Shreveport, Louisiana

Minutes

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

Present: Atty. Tony Clayton, Rev. Donald Henry, Dr. Leroy Davis, Mr. Raymond Fondel, Jr., Atty. Patrick Magee, Atty. Domoine Rutledge, Dr. Leon R. Tarver II, and Mrs. Ann A. Smith

Absent: Mr. Mike Small

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Atty. Patrick Magee and seconded by Mr. Raymond Fondel the agenda was recommended for adoption.

Motion passed.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: ACTION ITEMS

A. Request Approval of FY 2019 Athletic Budget (SUBR)

B. Request Approval of FY 2019 Athletic Budget (SUSLA)

Upon the motion by Atty. Patrick Magee and seconded by Rev. Donald R. Henry action items 5 A and 5 B were recommended for approval in globo

Motion passed.

AGENDA ITEM 6: OTHER BUSINESS

NONE

AGENDA ITEM 7: ADJOURNMENT

Upon the motion by Rev. Donald Henry and seconded by Mr. Raymond Fondel the Athletics Committee adjourned.

Motion passed.

FACILITIES AND PROPERTY COMMITTEE

(Following the Athletics Committee)

Friday, August 24, 2018

Southern University Board of Supervisors' Meeting

Jesse N. Stone Lecture Hall

3050 Martin Luther King Jr. Drive

Shreveport, Louisiana

Minutes

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

Present: Rev. Donald Henry, Dr. Leroy Davis, Mr. Raymond Fondel, Jr., Mr. Richard Hilliard, Dr. Leon R. Tarver II, and Mrs. Ann A. Smith

Absent: Dr. Rani Whitfield

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Mr. Fondel and seconded by Mr. Richard Hilliard the agenda was recommended for adoption.

Motion passed.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: INFORMATIONAL ITEM(S)

A. Priority Projects by Campus, SUS

Mr. Eli Guillory, System Director of Facilities gave an update on several projects that are in process. A copy of the projects and status was included in the meeting packet.

B. Update on Bridge/Ravine Project SUBR

Mr. Eli Guillory also stated that final construction documents had been completed and submitted to the Federal Emergency Management Agency (FEMA) by the Louisiana Department of Transportation and Development (DOTD) for final approval to proceed with advertisement for bidding the project. This approval will be anticipation of final approval by November or December 2018.

AGENDA ITEM 6: OTHER BUSINESS

Board Member Raymond Fondel asked about the pot holes on the road that leads to the residential area of the campus.

AGENDA ITEM 7: ADJOURNMENT

Upon the motion by Mr. Raymond Fondel seconded by Dr. Tarver the Facilities and Property Committee adjourned.

Motion passed.

FINANCE COMMITTEE
(Following the Facilities and Property Committee)
Friday, August 24, 2018
Southern University Board of Supervisors' Meeting
Jesse N. Stone Lecture Hall
3050 Martin Luther King Jr. Drive
Shreveport, Louisiana

Minutes

The Finance Committee was called to order by Committee Chair Domoine Rutledge

Present: Atty. Domoine Rutledge, Atty. Tony Clayton, Dr. Curman Gaines, Rev. Joe R. Gant, Rev. Donald R. Henry, Mr. Richard Hilliard, Dr. Leon R. Tarver II and Mrs. Ann Smith

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Dr. Leon R. Tarver and seconded by Mr. Richard Hilliard the agenda was recommended for adoption.

Motion passed

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: ACTION ITEMS

- A. SU Board and System Administration Operating Budgets – FY 2018-2019
- B. SUBR Operating Budget FY 2018- 2019
- C. SUNO Operating Budget FY 2018-2019
- D. SUSLA Operating Budget FY 2018-2019
- E. SULC Operating Budget FY 2018-2019
- F. SUAREC Operating Budget FY 2018-2019
- G. SU Board and System Inter-Institutional Cost Transfers Budget – FY 2018-2019
- H. SU Board and System Unrestricted Fund Inter-Institutional Cost Transfers Budget – FY 2018-2019
- I. SU Board and System Special Meals and Miscellaneous Travel Budget FY 2018-2019
- J. SU System 2018-2019 Operating Budget Form BOR-10 Salaries of Non-Classified Employees and Form BOR-11 Salaries of Classified Employees
- K. SUBR- Athletic Budget FY 2019
- L. SUSLA – Athletic Budget FY 2019

Upon the motion by Mr. Richard Hilliard and seconded by Rev. Joe R. Gant **action items 5A, 5B, 5C, 5D, 5E, 5F,5G, 5H, 5I, 5J, 5K, 5L** were recommended for approval in globo.

Motion passed.

AGENDA ITEM 6: INFORMATIONAL ITEMS

A. SUS Austerity Plan

System Vice President for Finance Mr. Flandus McClinton stated he had met with the chief financial officers of each campus to develop the plan which was included in the meeting packet.

AGENDA ITEM 7: OTHER BUSINESS

NONE

AGENDA ITEM 8: ADJOURNMENT

Upon the motion by Richard Hilliard and seconded by Rev. Gant the Finance Committee adjourned.

Motion passed.

GOVERNANCE COMMITTEE

(Following the Finance Committee)

Friday, August 24, 2018

Southern University Board of Supervisors' Meeting

Jesse N. Stone Lecture Hall

3050 Martin Luther King Jr. Drive

Shreveport, Louisiana

Minutes

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

Present: Mr. John L. Barthelemy, Dr. Leroy Davis, Rev. Joe R. Gant, Jr., Rev. Donald R. Henry, Ms. Xavieria Jeffers, and Dr. Leon R. Tarver II, Samuel C. Tolbert, Jr. and Mrs. Ann Smith

Absent: Mr. Mike Small

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Mr. John Barthelemy and seconded by Ms. Xavieria Jeffers the amended agenda was recommended for adoption.

Motion passed

AGENDA ITEM 4: PUBLIC COMMENTS

SUBR Chapter of AAUP President **Thomas Miller** spoke in support of action item **5A** SU System Policy on Program Accountability and Demand Assessment. He also spoke regarding

item **5G** reorganization of SUAREC's administration framework and the fact that the chart presented seems to bypass the faculty of the College in selecting a department chair and instead having a department head selected by the Dean. **Kamran Abdollahi** Professor and Program Leader Urban Forestry spoke regarding Item G and election versus appointment for department heads; SUBR Faculty Senate President **Albert Samuel** spoke regarding agenda item 5A, 5E Social Media Policy and 5G the System Policy on Policies Appointments made in contravention to the policy that is in place.

AGENDA ITEM 5: ACTION ITEMS

- A. Request Approval of System Policy on Program Accountability and Demand Assessment
- B. Request Approval of Policy and Procedure on Child Safety and Protection (SUSLA)
- C. Request Approval of SUS Public Records Request Policy
- D. Request Approval of SUS Policy on Hazing Prevention
- E. Request Approval of SUS Social Media Policy
- F. Request Approval of the realignment of SUS-SUBR Office of Strategic Planning, Policy, and Institutional Effectiveness
- G. Request Approval of the reorganization of SUAREC's administration framework

Upon the motion by Mrs. Ann Smith and seconded by Ms. Xavieria Jeffers action item **5 B and 5 G** were recommended to be deferred until the Board's next meeting.

Motion passed.

Upon the motion by Rev. Gant and seconded by Mr. John Barthelemy action items **5 A, 5 C, 5 D, 5 E, 5 F and 5 B** were recommended for approval in globo.

Motion passed.

AGENDA ITEM 6: OTHER BUSINESS

NONE

AGENDA ITEM 7: ADJOURNMENT

Upon the motion by Rev. Gant and seconded by Ms. Jeffers the Governance Committee adjourned.

Motion passed.

LEGAL AFFAIRS COMMITTEE

(Following the Governance Committee)

Friday, August 24, 2018

Southern University Board of Supervisors Meeting

Jesse N. Stone Lecture Hall

3050 Martin Luther King Jr. Drive

Shreveport, Louisiana

Minutes

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

Present: Atty. Patrick Magee, Dr. Leroy Davis, Rev. Donald Ray. Henry, Atty. Domoine Rutledge, Rev. Samuel C. Tolbert, Jr., and Mrs. Ann Smith

Absent: Mr. Mike Small

AGENDA ITEM 3: ADOPTION OF THE AGENDA

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

Motion passed.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: ACTION ITEMS

A. Request Approval of Contract for Professional Services for Donesia Turner to Represent the Board in the Dorothy Jackson Litigation

B. Consideration of Contract for Special Bond Counsel (SUS)

Upon the motion by Atty. Magee and seconded Atty. Rutledge action items **5 A** and **5 B** were recommended for approval in globo.

Motion passed.

AGENDA ITEM 6: INFORMATIONAL ITEM(S)

NONE

AGENDA ITEM 7: OTHER BUSINESS

NONE

AGENDA ITEM 8: ADJOURNMENT

Upon the motion by Dr. Leroy Davis and seconded by Atty. Domoine Rutledge the Legal Affairs Committee adjourned.

Motion passed.

PERSONNEL AFFAIRS COMMITTEE

(Following the Legal Affairs Committee)

Friday, August 24, 2018

Southern University Board of Supervisors' Meeting

Jesse N. Stone Lecture Hall

3050 Martin Luther King Jr. Drive

Shreveport, Louisiana

Minutes

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

Present: Dr. Curman Gaines, Mr. John Barthelemy, Atty. Tony Clayton, Rev. Joe R. Gant, Rev. Donald R. Henry, Dr. Leon R. Tarver II, and Mrs. Ann A. Smith

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Atty. Clayton and seconded by Dr. Leon R. Tarver the agenda was amended to revise action item 5A3 changing the salary for Angela Gaines from \$71,350 to \$76,500.

Motion passed.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: ACTION ITEMS

Upon the motion by Atty. Clayton and seconded by Dr. Leon R. Tarver 5 A 1 through 15 were recommended for approval in globo as amended.

Motion passed.

A. Approval of Personnel Actions on positions greater than \$60,000

Name	Position/Campus	Salary
1. Angela Bruns	Assistant Director, Planning and Assessment (SUBR) <i>(replacement)</i>	\$70,000.00
2. Larry Ferdinand	Chief Administrative/Operations Officer (SUSLA) <i>(replacement)</i>	\$69,750.00
3. Angela S. Gaines	Director of Facilities (SULC) <i>(new position)</i>	\$76,500.00
4. Michael Garrard	Visiting Professor (SULC) <i>(revised salary)</i>	\$100,000.00
5. Srinivas Reddy Gavini	Director, Institutional Research and Assessment (SUBR) <i>(reassignment)</i>	\$65,000.00

Name	Position/Campus	Salary
6. Christopher W. Guillory	Associate Professor (SUBR) <i>(reassignment)</i>	\$77,000.00
7. Jacqueline J. Hill	Interim Dean, College of Nursing and Allied Health (SUBR) <i>(reassignment)</i>	\$125,000.00
8. Nastassia N. Jones	Associate Professor (SUBR) <i>(replacement)</i>	\$77,000.00
9. Devaiah M. Kambiranda	Research Associate Professor (SUAREC) <i>(9 to 12 month appointment)</i>	\$86,667.00
10. Mandan Kundu	Professor (SUBR) <i>(9 to 12 month appointment)</i>	\$110,404.00
11. Kimberly LaMotte	Academic Support Counselor and Instructor (SULC) <i>(adjustment/revised position)</i>	\$77,600.00
12. Jason Ordogne	Data Systems Senior Analyst (SUBR) <i>(reassignment)</i>	\$80,000.00
13. Janet S. Rami	Full-time Tenured Professor (SUBR) <i>(reassignment)</i>	\$105,664.00
14. Trayveon Scott	Executive Athletic Director (SUBR) <i>(salary adjustment)</i>	\$115,000.00
15. Hannah K. Webb-Lee	Associate Comptroller for Student Operations/Bursar (SUBR) <i>(reassignment)</i>	\$60,000.00

B. Southern University Agricultural Land-Grant Campus Request a Four (4) percent pay adjustment for all full-time, unclassified employees.

Upon the motion by Atty. Clayton and seconded by Dr. Tarver the request to grant a four (4) percent pay adjustment for all full-time, unclassified employees at the SU Agricultural Research and Extension Center was recommended to be deferred until a subsequent meeting of the Board.

Roll Call Vote

Yays: Clayton, Magee, Gaines, Gant, Tarver, Smith

Nays: Henry

Motion passed.

7. Leave Application(s):

- Michelle Ghetti, Professor (SULC) 2-Year Unpaid Sabbatical Leave
- Allison Anadi, Professor/Chair, Paid Medical Leave (FMLA)
- Avis O’Bryant-Chaney, Academic Advisor, Unpaid Medical Leave (FMLA)
- Joseph Orban, Distinguished Professor (SUSLA), Sabbatical Leave

Upon the motion by Dr. Tarver and seconded by Atty. Clayton item 7 leave applications were recommended for approval.

Motion passed.

AGENDA ITEM 6: OTHER BUSINESS

NONE

AGENDA ITEM 7: ADJOURNMENT

Upon the motion by Atty. Clayton and seconded by Dr. Tarver the Personnel Affairs Committee adjourned.

Motion passed.

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS

(Following the Personnel Affairs Committee)

Friday, August 24, 2018

Southern University Board of Supervisors' Meeting

Jesse N. Stone Lecture Hall

3050 Martin Luther King Jr. Drive

Shreveport, Louisiana

Minutes

The meeting of the Southern University Board of Supervisors was called to order by Board Chair Ann Smith.

Present: Mrs. Ann A. Smith, Rev. Donald Ray Henry, Mr. John L. Barthelemy, Atty. Tony Clayton, Dr. Leroy Davis, Mr. Raymond Fondel, Dr. Curman Gaines, Rev. Joe R. Gant, Jr, Mr. Richard Hilliard, Ms. Xavieria Jeffers, Atty. Patrick Magee, Atty. Domoine Rutledge, Dr. Leon Tarver II, and Rev. Samuel Tolbert

ABSENT: Mr. Mike Small, Dr. Rani Whitfield

UNIVERSITY PERSONNEL ATTENDING

System President Ray Belton, Chief of Staff Katara Williams, Executive Vice President/Executive Chancellor James Ammons, Vice President for Finance and Business Affairs Flandus McClinton, 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. Bobby Phills (SUAREC), Dr. Rodney Ellis (SUSLA), and Atty. John Pierre (SULC).

BOARD COUNSEL

Attys. Winston DeCuir Jr. and Deidre Robert

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Board Chair Mrs. Ann Smith announced that items 6A and 6B would be deferred.

Upon the motion by Rev. Joe Gant and seconded by Dr. Curman Gaines the amended agenda was recommended for approval.

Roll Call Vote:

Yays: Smith, Henry, Barthelemy, Clayton, Davis, Jeffers, Fondel, Gaines, Hilliard, Rutledge, Tarver, Tolbert

Nays: None

Motion passed

AGENDA ITEM 4: PUBLIC COMMENTS

SUBR AAUP President Thomas Miller spoke about items 7G Online programs update from the Academic Affairs Committee stating that the University's online program
Mr. Julian Jackson an SUBR alum spoke in support of Mr. Nathan Haymer's reinstatement.

**AGENDA ITEM 5: SPECIAL PRESENTATIONS:
RECOGNITION OF NEWLY ELECTED NATIONAL PRESIDENT SU ALUMNI
FEDERATION**

SU System President Belton and Board Chair Mrs. Ann Smith.

Upon the motion by Rev. Joe R. Gant and seconded by Dr. Leon R. Tarver action items 7A and 7B were deferred and informational items 6A and 6B were restored to the agenda.

Motion passed.

AGENDA ITEM 6: INFORMATIONAL ITEM(S)

A. Emergency Preparedness Update

Atty. Tracie Woods, Southern University System distributed a written report and presented an update reviewing the policies and plan for emergencies. She explained all the policies that would be forthcoming in the next few months to all SU System campuses. Former Baton Rouge Chief of Police Leduff is assisting in making sure that all plans are aligned across the system.

Board member John Barthelemy asked whether any cooperative endeavor agreements to become an evacuation facility with the city of Baton Rouge. Atty. Woods stated that the University has an MOU with the department of Health and Human Hospitals and SUSLA has an agreement with the Red Cross.

B. SACS Update Report Governing Boards

President Belton invited Dr. Vladimir Appeaning to make the presentation but stated that the Board is ahead of schedule in SACS preparation because the self-evaluation has been completed and Dr. Appeaning will review next steps. Dr. Appeaning stated that the Board is responsible for nine standards. He reviewed each of the standards and the status of compliance for each.

C. System President's Report

Dr. Belton announced that all campuses are holding registration and enrollment data will be presented at the next Board meeting. All campuses are also preparing to attend a retreat next week to finalize a strategic plan for the system. He also said that the Office of the President is scheduling stakeholders tours to speak with faculty, students, and constituents across the state to communicate the University's strategy as a System.

D. Campus Reports

SUNO – Chancellor Mims Devezin announced that SUNO would be hosting the advisory council on HBCUs of the BOR, SUNO featured in a national report for the Brookhaven National Laboratory, also signed another MOU with Xavier for housing, and SUNO and SUBR featured in *Diverse Issues* magazines for being top producers of graduates

Board member Clayton suggested that all the Chancellors use the pooled costs to assist SUNO with the budget deficit inherited by Chancellor Lisa Mims Devezin.

Board member John Barthelemy suggested that a resolution should be done from the Board to support the suggestion made by Atty. Clayton to assist SUNO with its budget deficit.

President Belton stated that \$3 million of the \$3.2 million of additional funds that the University received from the legislature was distributed to SUNO.

SUSLA - Dr. Ellis announced that the BOR approved 15 online programs for SUSLA, 1st alumni association luncheon will be held, faculty-staff institute held, launching the Williams Center for Undergraduate male achievement, and also thanked the staff for their efforts in preparing for the Board meeting.

SUAREC - Dr. Phills stated that BAYOU program participants are featured in the printed report and assisted in bringing incoming freshmen to the University. Dr. Phills also distributed a rendering on the medical marijuana facility.

Atty. Clayton asked when the Ag center would begin cultivation and production of medical marijuana. He suggested that Dr. Phills collaborate with Dr. Andrews of the College of Business to devise a plan and also to utilize the expertise of Board members because LSU has already begun planting seeds. Dr. Phills stated that the background checks are a lengthy process.

SULC - Atty. Pierre hosted a group from the Georgetown 272 and secured a contribution from the Kellogg Foundation to host the group, 2 SULC students chosen as HBCU White House Initiative scholars.

SUBR - Dr. Ammons stated that faculty convocation held which focused on SACS reaffirmation and online education, September 12 fundraiser for the students who have exhausted their financial aid

AGENDA ITEM 7: ACTION ITEM(S)

Upon the motion by Atty. Patrick Magee and seconded by Dr. Leroy Davis action items 7 C, 7D, 7E, and 7F were recommended for approval.

Motion passed.

A. Minutes of the July 5, 2018 Regular Meeting of the Board of Supervisors

RESOLVED by the Board of Supervisors for Southern University, that the minutes of the July 5, 2018 meeting be and they are hereby approved.

Motion passed.

G. Approval of Committee Reports and Recommendations

Upon the motion by Atty. Patrick Magee and seconded Dr. Tarver the committee reports of the Academic Affairs Committee, Athletics Committee, Facilities and Property Committee, Finance Committee, Governance Committee, Legal Affairs Committee and the Personnel Affairs Committee with the exception of the **four (4) percent pay adjustment for all full-time, unclassified employees of the SU Agricultural Research and Extension Center** were recommended for approval.

Motion passed.

RESOLVED by the Board of Supervisors for Southern University, that the actions taken by the the Academic Affairs Committee, Athletics Committee, Facilities and Property Committee, Finance Committee, Governance Committee, Legal Affairs Committee and the Personnel Affairs Committee with the exception of the **four (4) percent pay adjustment for all full-time, unclassified employees of the SU Agricultural Research and Extension Center** be and they are hereby approved.

Upon the motion by Atty. Patrick Magee and seconded by Rev. Donald R. Henry the recommendation to defer action on the four (4) percent pay adjustment for all full-time, unclassified employees of the SU Agricultural Research and Extension Center was not accepted and the request to grant a four (4) percent pay adjustment to all full-time, unclassified employees of the SU Agricultural Research and Extension Center was recommended for approval.

Motion passed.

RESOLVED by the Board of Supervisors for Southern University, that the four (4) percent pay adjustment for all full-time, unclassified employees of the SU Agricultural Research and Extension Center be and it is hereby approved.

1. Academic Affairs

a. Tenure request for Dr. Tonya Rose, Interim Chair, of the Department of Curriculum and Instruction (SUBR)

RESOLVED by the Board of Supervisors for Southern University, that the tenure request for Dr. Tonya Rose Interim Chair of the Department of Curriculum and Instruction, SUBR be and it is hereby approved.

b. Request to rename Associate of Arts in Drug and Substance Abuse to Associate of Arts in Addictive Behavior Counseling and Prevention (SUNO)

RESOLVED by the Board of Supervisors for Southern University, that the Associate of Arts in Drug and Substance Abuse to Associate of Arts in Addictive Behavior Counseling and Prevention (SUNO) be and it is hereby approved.

c. Request permission to create the Southern University Institute for Food Science, Nutrition and Wellness (SUAREC)

RESOLVED by the Board of Supervisors for Southern University, that **the request to create the Southern University Institute for Food Science, Nutrition and Wellness (SUAREC)** be and it is hereby approved.

d. Request permission to create the Southern University Institute for Air, Nutrients, Soil, Water, Ecosystem, and Remote Sensing (SUAREC)

RESOLVED by the Board of Supervisors for Southern University, that the request to create the Southern University Institute for Air, Nutrients, Soil, Water, Ecosystem, and Remote Sensing (SUAREC) be and it is hereby approved.

2. Athletics Committee

a. Approval of FY 2019 Athletic Budget (SUBR)

RESOLVED by the Board of Supervisors for Southern University, that the FY 2019 budget for the Department of Athletics at SUBR be and it is hereby approved.

b. Approval of FY 2019 Athletic Budget (SUSLA)

RESOLVED by the Board of Supervisors for Southern University, that the FY 2019 budget for the Department of Athletics at SUSLA be and it is hereby approved.

3. Facilities and Property Committee

NO ACTION ITEMS (The informational items will be filed for auditing purposes)

4. Finance Committee

a. SU Board and System Administration Operating Budgets – FY 2018-2019

RESOLVED by the Board of Supervisors for Southern University, that the SU Board and System Administration Operating Budgets FY 2018-2019 be and it is hereby approved.

b. SUBR Operating Budget FY 2018- 2019

RESOLVED by the Board of Supervisors for Southern University, that the SUBR Operating Budget FY 2018-2019 be and it is hereby approved.

c. SUNO Operating Budget FY 2018-2019

RESOLVED by the Board of Supervisors for Southern University, that the SUNO Operating Budget FY 2018-2019 be and it is hereby approved.

d. SUSLA Operating Budget FY 2018-2019

RESOLVED by the Board of Supervisors for Southern University, that the SUSLA Operating Budget FY 2018-2019 be and it is hereby approved.

e. SULC Operating Budget FY 2018-2019

RESOLVED by the Board of Supervisors for Southern University, that the SULC Operating Budget FY 2018-2019 be and it is hereby approved.

f. SUAREC Operating Budget FY 2018-2019

RESOLVED by the Board of Supervisors for Southern University, that the SUAREC Operating Budget FY 2018-2019 be and it is hereby approved.

g. SU Board and System Inter-Institutional Cost Transfers Budget – FY 2018-2019

RESOLVED by the Board of Supervisors for Southern University, that the SU Board and System Inter -Institutional Cost Transfers Budget FY 2018-2019 be and it is hereby approved

h. SU Board and System Unrestricted Fund Inter-Institutional Cost Transfers Budget – FY2018-2019

RESOLVED by the Board of Supervisors for Southern University, that the SU Board and System Unrestricted Fund Inter-Institutional Cost Transfers Budget FY 2018-2019 be and it is hereby approved

i. SU Board and System Special Meals and Miscellaneous Travel Budget FY 2018-2019

RESOLVED by the Board of Supervisors for Southern University, that the SU Board and System Special Meals and Miscellaneous Travel Budget FY 2018-2019 be and it is hereby approved

j. SU System 2018-2019 Operating Budget Form BOR-10 Salaries of Non-Classified Employees and Form BOR-11 Salaries of Classified Employees

RESOLVED by the Board of Supervisors for Southern University, that the SU System 2018-2019 Operating Budget Form BOR-10 Salaries of Non-Classified Employees and Form BOR-11 Salaries of Classified Employees be and it is hereby approved

k. SUBR- Athletic Budget FY 2019

RESOLVED by the Board of Supervisors for Southern University, that the FY 2019 budget for the Department of Athletics at SUBR be and it is hereby approved.

1. SUSLA – Athletic Budget FY 2019

RESOLVED by the Board of Supervisors for Southern University, that the FY 2019 budget for the Department of Athletics at SUSLA be and it is hereby approved

5. Governance Committee

a. Request Approval of System Policy on Program Accountability and Demand Assessment

RESOLVED by the Board of Supervisors for Southern University that the SU System Policy on Program Accountability and Demand Assessment be and it is hereby approved

b. Request Approval of SUS Public Records Request Policy

RESOLVED by the Board of Supervisors for Southern University that the SUS Public Records Request Policy be and it is hereby approved

c. Request Approval of SUS Policy on Hazing Prevention

RESOLVED by the Board of Supervisors for Southern University that the SUS Policy on Hazing Prevention be and it is hereby approved

d. Request Approval of SUS Social Media Policy

RESOLVED by the Board of Supervisors for Southern University that the SUS Social Media Policy be and it is hereby approved

e. Request Approval of the Realignment of SUS-SUBR Office of Strategic Planning, Policy, and Institutional Effectiveness

RESOLVED by the Board of Supervisors for Southern University that the Realignment of the SUS-SUBR Office of Strategic Planning, Policy, and Institutional Effectiveness be and it is hereby approved.

6. Legal Affairs Committee

a. Approval of Request Approval of Contract for Professional Services for Donesia Turner to Represent the Board in the Dorothy Jackson Litigation

RESOLVED by the Board of Supervisors for Southern University, that the contract for professional services for Donesia Turner to Represent the Board in the Dorothy Jackson Litigation be and it is hereby approved

b. Consideration of Contract for Special Bond Counsel (SUS)

RESOLVED by the Board of Supervisors for Southern University, that the contract for professional services for Donesia Turner to Represent the Board in the Dorothy Jackson Litigation be and it is hereby approved

7. Personnel Affairs Committee

a. Approval of Personnel Actions on positions greater than \$60,000

1. **RESOLVED** by the Board of Supervisors for Southern University, that the appointment of Angela Bruns as Assistant Director of Planning and Assessment, SUBR at a salary of \$ 70,000 be and it is hereby approved.
2. **RESOLVED** by the Board of Supervisors for Southern University, that the appointment of Larry Ferdinand, as Chief Administrative/Operations Officer, SUSLA, at a salary of \$ 69,750 be and it hereby is approved.
3. **RESOLVED** by the Board of Supervisors for Southern University, that the new appointment of Angela Gaines as Director of Facilities (SULC) at a salary of \$76,500 be and it hereby is approved.
4. **RESOLVED** by the Board of Supervisors for Southern University, that the revised salary for Michael Garrard as visiting professor, SULC, at a salary of \$100,000 be and it hereby is approved.
5. **RESOLVED** by the Board of Supervisors for Southern University, that the reassignment for Srinivas Reddy Gavini as Director, Institutional Research and Assessment, SUBR at a salary of \$65,000 be and it hereby is approved.
6. **RESOLVED** by the Board of Supervisors for Southern University, that the reassignment for Christopher Guillory as Associate Professor, SUBR at a salary of \$77,0000 be and it hereby is approved.
7. **RESOLVED** by the Board of Supervisors for Southern University, that the reassignment for Jacqueline Hill as Interim Dean, College of Nursing and Allie Health, SUBR at a salary of \$125,000 be and it hereby is approved.
8. **RESOLVED** by the Board of Supervisors for Southern University, that the appointment of Nastassia N. Jones as Associate Professor, SUBR at a salary of \$77,000 be and it hereby is approved.
9. **RESOLVED** by the Board of Supervisors for Southern University, that the appointment of Devaiah Kambiranda as Research Associate Professor, SUAREC at a salary of \$86,667 be and it hereby is approved.
10. **RESOLVED** by the Board of Supervisors for Southern University, that the appointment of Madan Kundu as Professor, SUBR at a salary of \$110,404 be and it hereby is approved.

August 24, 2018

11. **RESOLVED** by the Board of Supervisors for Southern University, that the adjustment to the academic support counselor and instructor, SULC, for Kimberly LaMotte at a salary of \$77,600 be and it hereby is approved.
12. **RESOLVED** by the Board of Supervisors for Southern University, that the reassignment for Jason Ordogne as Data Systems Senior Analyst, SUBR at a salary of \$80,000 be and it hereby is approved.
13. **RESOLVED** by the Board of Supervisors for Southern University, that the appointment of Janet S. Rami as Full-Time Tenured Professor, SUBR at a salary of \$105,664 be and it hereby is approved.
14. **RESOLVED** by the Board of Supervisors for Southern University, that the salary adjustment for Trayveon Scott as Executive Athletic Director, SUBR at a salary of \$100,000 be and it hereby is approved.
15. **RESOLVED** by the Board of Supervisors for Southern University, that the reassignment for Hannah K. Webb-Lee as Associate Comptroller for Student Operations/Bursar, SUBR at a salary of \$60,000 be and it hereby is approved.
16. **RESOLVED** by the Board of Supervisors for Southern University, that 2-year unpaid sabbatical leave request for Michelle Ghetti, professor, SULC be and it hereby is approved.
17. **RESOLVED** by the Board of Supervisors for Southern University, that the paid medical leave for Allison Anadi, professor/chair, SUBR be and it hereby is approved.
18. **RESOLVED** by the Board of Supervisors for Southern University, that the unpaid medical leave for Avis O'Bryant-Chaney, Academic Advisor, SUBR be and it hereby is approved)
19. **RESOLVED** by the Board of Supervisors for Southern University, that sabbatical leave request for Joseph Orban, distinguished professor, SUSLA be and it hereby is approved.

H. Resolutions

Commendations

Reverend Greg Lamar Oliver, Sr.

Attorney James E. Stewart, Sr.

Condolences

The Florestine Neal Hampton Family

The Alo Dutto Family

The Marie Wilkinson Hagar Family

The Marie Virginia Pickett Family

The Rita Allen Family

Upon the motion by Atty. Rutledge and seconded by Dr. Tarver the resolutions were recommended for approval.

I. Termination Appeal of Nathan Haymer (Executive Session may be required)

Board Chair Ann Smith announced that the Board may convene in executive session to discuss personnel matters under the provisions of Louisiana Revised Statue 42:17. She stated that the appeal of the termination of Nathan Haymer is such a matter. While in executive session, the Board may meet with its staff, attorneys or other persons it deems necessary. No votes or other action may be taken while in executive session.

Upon the motion by Atty. Patrick Magee and seconded by Rev. Donald Henry the board convened in executive session.

Roll Call Vote to convene in executive session

Yays: Smith, Henry, Barthelemy, Clayton, Davis, Magee, Jeffers, Fondel, Gaines, Tarver, Tolbert

Nays: None

Absent: Small, Hilliard, Whitfield

Motion passed

Upon the motion by Dr. Tarver and seconded by Rev. Donald R. Henry the Board reconvened

Motion passed

Roll Call Vote to reconvene:

Yays: Smith, Henry, Barthelemy, Clayton, Davis, Jeffers, Fondel, Gaines, Hilliard, Rutledge, Tarver, Tolbert

Nays: None

Absent: Barthelemy, Hilliard, Small, Whitfield

Motion passed

Upon the motion by Atty. Clayton to defer the matter for 60 days so that the defense would have an opportunity to meet with the University auditors to compare evidence seconded by Rev. Tolbert

Roll Call Vote:

Yays: Smith, Henry, Clayton, Davis, Jeffers, Tolbert

Nays: Fondel, Gaines, Gant, Rutledge, Tarver

Absent: Barthelemy, Hilliard, Magee

AGENDA ITEM 8: OTHER BUSINESS

NONE

AGENDA ITEM 9: ADJOURNMENT

Upon the motion by Rev. Joe R. Gant and seconded by Dr. Leroy Davis the meeting adjourned.

Motion passed.

**MEMORANDUM OF UNDERSTANDING
BETWEEN
SOUTHERN UNIVERSITY AGRICULTURAL LAND-GRANT CAMPUS
AND THE
LOUISIANA DEPARTMENT OF ENVIRONMENTAL QUALITY**

The following is a Memorandum of Understanding ("MOU") between Southern University Agricultural Land-Grant Campus ("LGC") and the Louisiana Department of Environmental Quality ("LDEQ") to establish a pilot "Student Internship Program" at the LGC.

1. Background

The LDEQ is the primary state agency concerned with environmental protection and regulation. The LDEQ has jurisdiction over matters affecting the regulation of the environment within the state, including but not limited to the regulation of air quality, water pollution control, the regulation of solid waste disposal, the protection and preservation of the scenic rivers and streams of the state, the regulation and control of radiation, the management of hazardous waste, and the regulation of those programs which encourage, assist, and result in the reduction of wastes generated within Louisiana. The LDEQ not only enforces state law, but also federal environmental programs delegated to it.

To accomplish its mission, the LDEQ employs environmental scientists, engineers, geologists, and other professionals who are critical to LDEQ fulfilling its mission of maintaining a healthful and safe environment for all Louisianans. Indeed, without properly trained professionals, the LDEQ would be unable to satisfy the mandate entrusted to it by the people of the State of Louisiana through their Legislature.

The LGC consists of the Southern University Agricultural Research and Extension Center and the College of Agricultural, Family, and Consumer Sciences. The LGC embraces a mission of teaching, research, and public service and offers multi-disciplinary academic and training programs in collaboration with research scientists and other entities.

Among other things, the LGC trains students to be soil, plant, and environmental scientists. Each year, the LGC educates students enrolled in its academic programs for careers in various scientific fields. The LGC has an interest in collaborating with LDEQ to train environmental professionals and provide them with practical experiential learning opportunities to develop skills related to air, soil, and water testing, as well as other skills needed to understand environmental compliance regulation and enforcement.

The LDEQ desires to assist the LGC in educating tomorrow's environmental professionals so that the LDEQ has a qualified and capable pool of environmental professionals to fill present and future vacancies within the LDEQ's various offices, divisions, and sections. By providing meaningful and practical hands-on training, the LDEQ and the LGC can work in tandem to achieve their respective missions.

Therefore, by entering into this MOU, the LDEQ and the LGC agree to undertake the

- c. Collaborate with LGC research scientists and faculty to enhance the proficiency of students in the plant, soil, and related sciences curriculum through practical training experience; and,
- d. Assist qualified LGC students in identifying and applying for employment opportunities with the LDEQ.

3. LGC Commitments

- a. Train students to conduct air, water, and soil analysis for work with various agencies, including the LDEQ;
- b. Identify and encourage eligible students in plant and soil sciences and other related majors to participate in internships offered by the LDEQ;
- c. Identify and select research scientists and faculty who will collaborate with LDEQ to create internships; and,
- d. Update or modify College of Agricultural, Family, and Consumer Sciences curricula, as needed, to ensure students qualify for LDEQ internship opportunities.

LDEQ and the LGC hereby agree to use their best efforts to ensure the success of this MOU. The MOU will become final once it is approved by the Southern University System Board of Supervisors ("the Board") and executed by authorized representatives of LDEQ and LGC.

The term of this agreement will be effective for five (5) years with the option to renew for additional years once a final agreement is reached and the Board and the LDEQ have approved any renewals negotiated by representatives of the LGC and the LDEQ.

Both parties have the right to terminate this agreement for convenience upon providing ninety (90) days written notice to the other party.

Signed this the _____ day of _____, 2018, by Dr. Bobby R. Phills, Chancellor-Dean of the Southern University Agricultural Land-Grant Campus, and Dr. Chuck Carr Brown, Secretary of the Louisiana Department of Environmental Quality.

Bobby R. Phills, PhD, Chancellor-Dean
Southern University Agricultural
Land-Grant Campus

Secretary Chuck Carr Brown, PhD
Louisiana Department of Environmental
Quality



September 21, 2018

Southern University and A&M College
CHANCELLOR'S REPORT
to the
Southern University Board of Supervisors

"We Are Southern"

- **Jaguar Nation Welcomes Newest Members**
- **Faculty Convocation Focuses on Student Success**
- **Home Depot Project for Library Kicks Off**
- **Deans Narrow Focus to Graduation and Retention During Retreat**
- **Dual Enrollment Students Increase at SUBR**
- **Engineering College Accreditation Renewed**



Jaguar Nation Welcomes Newest Members



Southern University President Ray L. Belton made his rounds during the freshman orientation sessions. He also met with the newest members of the Southern University Human Jukebox Marching Band as Southern welcomed more than 7,000 students.

University leadership, alumni, and student organizations helped new students move into residence halls. Belton talked with the local media about the Southern University System Imagine 20K initiative, and how it was important that the Jaguar Nation greet the new students.





Millennials Summit

The newly formed Freshman Academy presented the 2018 Inaugural Mentoring Millennials Summit on August 16 -17. Among the presenters were Jonathan Jones, millennial motivator; Ellen McKnight of Maxine Firm; Diola Bagayoko, dean of the Dolores Margaret Richard Spikes Honors College; and Carl Cunningham, Jr. known also as "Dr. Set It Off." The topics presented were: "Culturally Specific Practices," "Importance of Impact," "Health and Wellness," "Theory and Mentoring," and "The Power of Commitment."

President/Chancellor Ray Belton encouraged alumni through a video to support the summit.

Convocation Focuses on Student Success

Southern University and A&M College (SUBR) annual fall Faculty Convocation drew nearly 250 participants who were inspired by remarks from Dr. Ray L. Belton, president-chancellor, and James H. Ammons, executive vice president/executive vice chancellor (EVP/EVC). Faculty also benefitted from sessions on online learning, teaching and institutional effectiveness.

During the concurrent sessions, presentations were made by V. Alexander Appeaning, vice president of Strategic Planning, Policy and Institutional Effectiveness; Donovan Segura, director of the Quality Enhancement Plan (QEP) and accreditation coordinator; and Eurmon Hervey, liaison for SUBR reaffirmation of accreditation process with the Commission on Colleges for the Southern Association of Colleges and Schools (SACS-COC). Hervey served as chair of the planning committee for the Faculty Convocation. The presenters discussed SUBR's QEP, institutional effectiveness,

data collection and analysis and general accreditation expectations.

A second session focused on "Teaching Students How to Learn." In this session, SUBR faculty temporarily assumed the learner's role. Nationally recognized author and trainer, Sandra McGuire,



Mabel Phifer

director emerita at the Center for Academic Success at Louisiana State University (LSU), helped participants to identify specific learning activities to encourage and support higher levels of student achievement. McGuire is a retired professor of chemistry at LSU.

A third session focused on "Online Learning as a Strategic Asset: Strengthening Academic Effectiveness Through a System-wide Culture of Online Learning Quality Assurance." Moustapha Diack, assistant vice president for Online Services and director of Faculty Professional Development Services; and Mabel Phifer, chair and CEO of the Center for Leadership Development

and Research, discussed the changing landscape of Online Learning. They introduced implementation models to position the Southern University System as leaders regionally, nationally and internationally.

Several awards were presented during the convocation. The 2018 Exemplary Online Faculty Award was presented to Jocelyn Freeman, chair, of the Psychology Online Program, by Diack. Six faculty members received the Faculty Outstanding Achievement Award for Spring 2018. They were honored for receiving the highest student ratings from more than 4,000 student evaluations submitted in spring 2018. The faculty honored were: M. A. Salam, professor, Computer Science Department; Doris S. Hall, adjunct instructor of music; Alberta Roberson, adjunct instructor of criminal justice; Koffi Dodor, assistant professor of accounting; Katherine Zeno, assistant professor of nursing; and Clarence Merckerson, assistant professor of Rehabilitation and Disability Studies. In recognition of their achievement, these faculty members received free parking for the semester, lunch with President/Chancellor Belton and EVP/EVC Ammons, and Jaguar paraphernalia.

“My staff and I are thrilled that we have received this grant to aid in bringing functionality back to the library. We pride ourselves in ensuring that students have a pleasing and educational experience at the library.”

— Dean Emma Perry

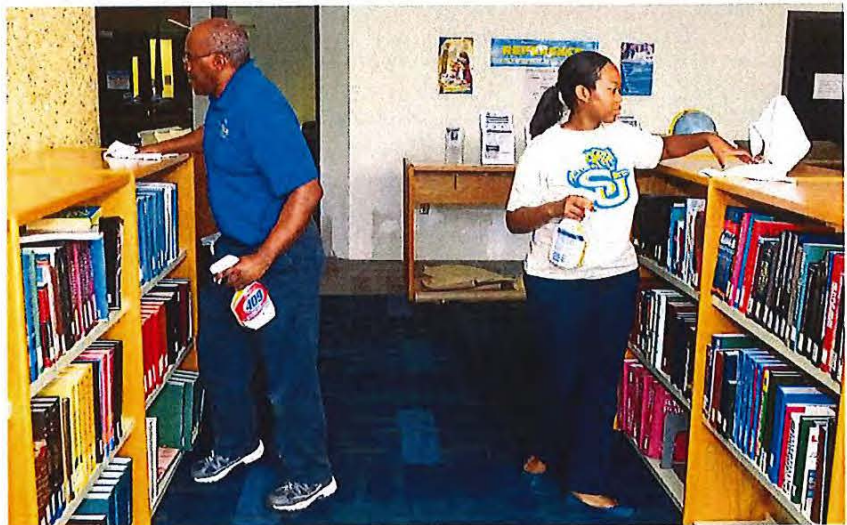


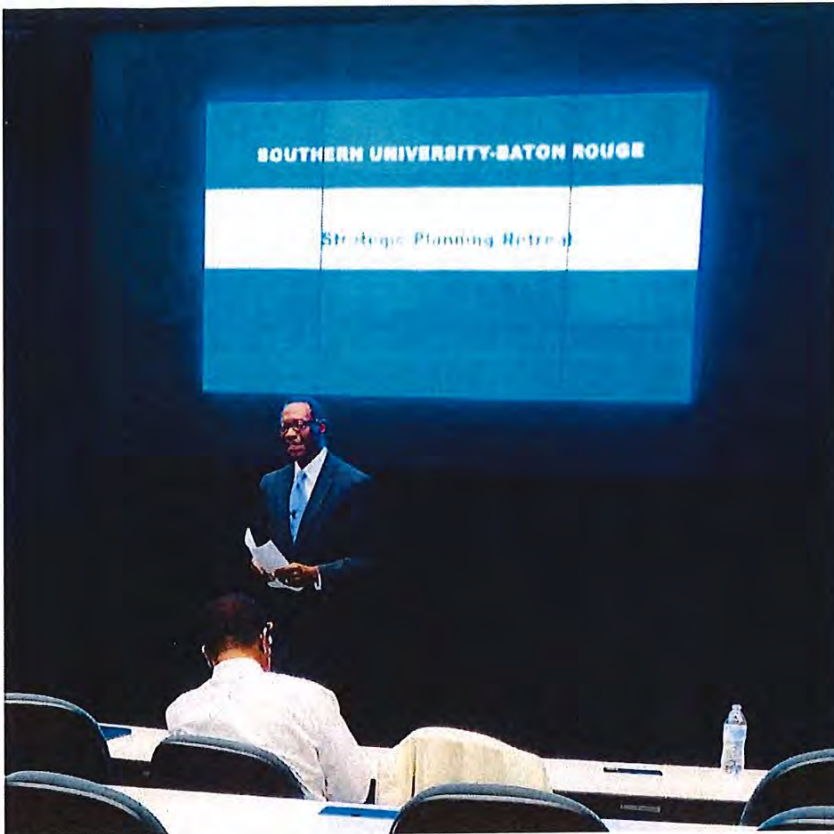
Home Depot’s Retool Your School Project Kicks off at the Library

Southern University and A&M College (SUBR) kicked off its campus improvement project recently for the John B. Cade Library. The renovations are being supported by Home Depot’s Retool Your School grant.

In April, the library was awarded a \$40,000 campus improvement grant to renovate areas of the Library, which flooded in January due to icy weather. Other areas, accessed by students daily, will be updated. Volunteers — faculty, staff, students, alumni, Home Depot employees — will paint, assemble furniture, etc. for the project. SUBR received more than 200,000 online votes to win the grant.

“My staff and I are thrilled that we have received this grant to aid in bringing functionality back to the library,” said Emma Perry, dean of libraries. “We pride ourselves in ensuring that students have a pleasing and educational experience at the library.”





Deans Narrow Focus to Graduation and Retention During Retreat

On August 8, the Southern University and A&M College (SUBR) had its Academic Affairs Strategic Planning Retreat for the 2018-2019 academic year in the High-Tech Room of the College of Engineering. During the session, administrators discussed SUBR's strategic vision and strategies for aligning goals and objectives to the institution's mission statement. Campus academic leaders also discussed strategy for improving retention, graduation and the passage rate for licensure exams.

Presenter Todd Lancaster of the Franklin Covey Institute focused on what he termed the WIG, the "Wildly Important Goal" and how to manage it. He said goals can be met by putting into practice weekly habits that focused on meeting goals, establishing accountability measures and having a score board to measure progress.

Dr. James H. Ammons, executive vice president/executive vice chancellor, discussed his strategic vision for the campus and the choices campus leadership must make to transform Southern.

"There is nothing easy about what we do," Ammons said. "We must maximize our effort to ensure that we achieve the needed outcomes for legislative funding, improving our retention and graduation rates, and student success."

The session was organized by Dr. Bijoy Sahoo, senior associate vice chancellor for Academic Affairs. During the retreat, members of the Academic council identified student success and the re-affirmation of accreditation as their most important goals. Campus academic leaders also decided to focus their energies in 2018-2019 on helping students to graduate on time while preparing them to excel at four-star and five-star jobs.

"There is nothing easy about what we do. We must maximize our effort to ensure that we achieve the needed outcomes for legislative funding, improving our retention and graduation rates, and student success."

— Dr. James H. Ammons



Accredited ABET Programs
Civil and Environmental Engineering
Electrical Engineering
Mechanical Engineering
Electronic Engineering



Dual Enrollment Students Increase at SUBR

Southern University and A&M College (SUBR) is experiencing a nearly 22% increase in dual enrollment for fall 2018 after implementing new strategies for growth. According to Camacia Smith-Ross, executive director for Pre-College and Outreach Programs, the number of dual enrollees increased from 156 in 2017 to 190 in fall 2018. This year, SUBR has strengthened its presence in East Baton Rouge Schools from three to seven, and signed three new Memorandums of Understanding (MOU'S). The new partners are: McKinley High School, Belaire High School, Tara High School, Istrouma High School, Glen Oaks High School, Friendship Capital Magnet High and Madison Preparatory. The partnerships with St. Helena College and Career Academy and Peabody Magnet High will commence in spring 2019.

To boost dual enrollment, SUBR Pre-College and Outreach Programs sponsored a Dual Enrollment course facilitator training for high school teachers, counselors and faculty. The program also planned Parent/Student Orientation Sessions at partner schools, student recruitment events and informational fairs to boost dual enrollment.

Engineering College Accreditation Renewed

Patrick E. Carriere, dean of the College of Sciences and Engineering, was notified recently that all of the engineering programs in the College of Sciences and Engineering have been reaccruited by the Accreditation Board for Engineering and Technology (ABET). The accreditation is effective until September 2022. Among the college's programs are: civil and environmental, electrical, mechanical, and electronics engineering. ABET is an accrediting agency for programs in applied and natural science, computing, engineering and engineering technology. It is recognized as an accreditor by the Council for Higher Education Accreditation. To date, more than 3,800 programs at more than 775 colleges and universities in 31 countries have received ABET accreditation.

Summer Experiences Prepare Students for Careers

Upon their return, several Southern University students shared stories of their unique summer internship experiences. Michael Foster, a sophomore education major, got the chance of a lifetime to intern with Paramount Pictures through the Motion Pictures Association of America "HBCU in LA" internship program. He worked in post-production on various movie sets. One of his favorite experiences was creating a promo reel for the movie "Mission Impossible 6."

Paige Hall worked at the Alexandria P&G plant which will be closing in 2019. While working in the Dry Laundry Engineering Department, she completed various projects such as modifying fire systems, modifying drainage systems, and preparing a clean-out plan and estimate. At the end of her program, she was able to travel to Cincinnati to tour headquarters, attend informational sessions, and even meet David Taylor, chief executive officer of Procter and Gamble.

Tanisha Pruitt, Kobie Lain, and Regina Mungwe, decided to stay close to the Bluff by working with Governor John Bel Edwards' Inaugural Fellows Program and working with Louisiana Workforce Commission, Department of Transportation and Development, and the Department of Public Safety and Corrections, respectively.

Oscar McClain, Lela Murdock, Raven Buntyn, and Christian Washington were selected to participate in the Minority Serving Institutions Partnership Program (MSIPP) at Los Alamos National Laboratory (LANL). This internship lasted for ten weeks. Buntyn has been selected to continue her research at LANL during the 2018-2019 academic year.

SUBR Participates in Minority Business Fair

Mayor Sharon Weston Broome's administration sponsored the Equity in Business Workshops with Southern University as a participant. Mayor Broome said the participation underscores the need to make it easier for small minority-owned and disadvantaged businesses to land city-parish contracts.

Along with learning about ways to contract with the city-parish, attendees explored contracting opportunities with LSU, Southern University and the East Baton Rouge Parish School System. Workshop attendees also learned about best practices in bonding, insurance and finance, as well as some resources available to them, such as the Louisiana Small Business Development Center and Louisiana Economic Development's bonding assistance program.

LOSFA and SUBR Kicked Off Discussions on New Financial Literacy Program for Students

Officials at Southern University and A&M College (SUBR) met recently with the leadership at Louisiana Office of Student Financial Assistance (LOSFA) to begin discussions on piloting a new initiative. Among the participants at the meeting was Sujuan Boutte, executive director of LOSFA.

LOSFA has created a first-year experience financial literacy program that may be incorporated into the institution's curriculum. The program focuses on goal setting, budgeting, and applying for scholarships. LOSFA is a program of the Louisiana Board of Regents, administering the state's scholarship and grant programs and the state's college savings program. LOSFA also disseminates college access information within the state with a concentration on assisting students from low-income families and first generation college attendees.



Michael Foster



CHANCELLOR'S REPORT

Welcome Back,
Knights



The 2018 Fall Semester officially started Aug. 20, the first day of classes. A few days earlier on SUNO Move-in Day, Chancellor Lisa Mims-Devezin helped new students settle into their SUNO Housing apartments (right photo). From Aug. 20-24, the SGA hosted Welcome Week. The activities included Organization Day, a seminar "How to be a Student/Money Matters," a T-shirt and food giveaway, an ice breaker, and a Greek block party (left photo). Honore students pressure washed SUNO Housing to make new residents feel at home (center photo).

Dr. Kam Leads Collaboration with Brookhaven Lab

For the past 12 years, Dr. Murty Kambhampati, a biology professor at Southern University at New Orleans (SUNO), has taken students to the Brookhaven National Laboratory in Long Island,

NY to conduct research. This collaboration between SUNO and Brookhaven provides minority undergraduate students with hands-on opportunities to learn about natural resource management

SEE DR. KAM, PAGE 2

Dr. Kam Continued



SUNO students (from left) Chelsea Brown, Trevor McIntosh, Raven Williams and Dulaine Vining with Dr. Murty Kambhampati (third from left), and Brookhaven Lab mentor, Timothy Green (third from right) of the Environmental Protection Division.

while developing the foundations for graduate studies.

The fascinating part of the story is how the collaboration developed. Dr. Kambhampati, also affectionately called “Dr. Kam,” had a chance meeting with Noel Blackburn, manager of university relations and Department of Energy (DOE) programs at Brookhaven, during the Emerging Researchers National Conference in summer 2006. As part of his job, Blackburn is responsible for reaching out to historically black colleges and universities (HBCU’s).

The day before the conference ended, Blackburn tried to convince Dr. Kam’s colleague and physics professor, Dr. Joe Omojola, to come to Brookhaven Lab. However, Dr. Omojola thought Dr. Kam would be a better fit. That conversation gave birth to the collaboration that continues today - 12 years later.

The first summer, Dr. Kam took two of his biology students to conduct research at Brookhaven Lab. This research provided the students with the scientific expertise they need for natural resource management as well as built their self-esteem and confidence and changed the manner in which they approached their schoolwork.

“Something as simple and nonscientific as successfully getting a bee into a collection vial can go a long way in boosting their confidence,” Dr. Kambhampati said in a recent article* written by Ariana Tantillo and published on the Brookhaven National Lab Web site. “Back on campus, they feel more at ease answering questions and interacting with their professors in the classroom and begin to explore other opportunities that will allow them to advance their skills.”

To date, 35 students have gone to Brookhaven. Nearly half of the 35 students have gone on to pursue master’s or doctoral degrees, which led to careers as research scientists, medical doctors, toxicologists, pharmacists, nurses and science teachers. Several students also have won national recognition and awards.

HBCU & Southern System Leaders meet at SUNO



Two important groups meet on the SUNO campus in August. The 2018 Southern System and Campus Leadership Retreat was in the Conference Center Aug. 28-29. The group met to discuss and strategically think about the future of the institution.

The HBCU Advisory Council met in the Millie M. Charles School of Social Work Building Aug. 30. Associate Vice Chancellor of Academic Affairs Wesley Bishop was elected Council chair, SUNO Chancellor Mims-Devezin was appointed to the Council's Economic & Workforce Development Workgroup, and SuNO Observer Editor Helena Francis will work with the Council's Public Relations/Outreach Workgroup.

Top photo: New Orleans Mayor LaToya Cantrell, Commissioner of Higher Education Kim Hunter Reed and Associate Vice Chancellor of Academic Affairs Wesley Bishop participate in the HBCU Advisory Council meeting.

Middle photo: Dr. Toya Barnes-Teamer, director of HCM Strategists, gives a presentation on best practices at other universities across the United States during the SUS Leadership retreat.

Above: SUS President-Chancellor Ray L. Belton gives remarks at the SUS Leadership Retreat.

College of Arts & Sciences

Dr. Evelyn Harrell, Dean

► ADDICTIVE BEHAVIORS COUNSELING AND PREVENTION (ABCP)

The Louisiana Association of Substance Abuse Counselors and Trainers (LASACT) had its annual conference July 29-Aug. This year's theme was "Lighting the Path: Prevention, Treatment and Recovery." Several members of the ABCP Program and Social Sciences' faculty attended this state conference in Baton Rouge, including Drs. Evelyn Harrell, Travis Johnson, Kenneth Foy and adjunct professors Anthony Lowery and Bernadine Williams. Dr. Foy was a presenter at the conference. Twenty-five former and current students of the ABCP Program also attended. Ms. Monique Senette, a graduating senior received the Betty Breen Scholarship, which supported her attendance. Ms. Bernadette Jones, a 2015 graduate received the Prevention Specialist of the Year award.



Ms. Cherrie Brooks, a May 2018 graduate of the ABCP Program, was accepted into the Masters of Counseling Program at Xavier University.

► HEALTH INFORMATION MANAGEMENT SYSTEMS

Ms. Pharissa Robinson attended the 59th Annual Weiss Awards Aug. 20 event hosted by the New Orleans Council for Community and Justice (NOCCJ), which recognizes outstanding community leaders who exemplify civic and humanitarian contributions to the furtherance of human dignity.

Ms. Robinson also attended the Crescent City "Women Infants and Children" Roundtable Aug. 22, where she also served as a moderator at the Pop Fest.

Mr. John Barrilleaux attended/participated in the following professional events:

- Aug. 10 - LHIMA Board Meeting
- Aug. 21 - AHIMA/CAHIIM Competency Webinar
- Aug. 24 - LHIMA Board Committee Meeting
- Aug. 29 - AHIMA House of Delegates Meeting (Webinar)

Laura Douresseaux attended/participated in the following professional events:

- Aug. 10 - LHIMA Board Meeting
- Aug. 21 - AHIMA/CAHIIM Competency Webinar
- Aug. 24 - LHIMA Board Committee Meeting
- Aug. 29 - AHIMA House of Delegates Meeting (Webinar)

On Aug. 25, Sharon Mc Gee participated in an ICD 10 CM/PCS Update Webinar.

► MUSEUM STUDIES PROGRAM

Dr. Haitham Eid is working on his new book, *Museum Innovation and Social Entrepreneurship: A New Model for a Changing Era*.

Arts & Sciences Continued

Dr. Sara Hollis and Ms. Julie Romain a graduate of SUNO's M.A. Museum Studies Program, had watercolor drawings included in the Group Exhibition at the 2nd Story Gallery in the Healing Center Aug. 1-31.



The M.A. Museum Studies Program hosted the board meeting for the New Orleans Preservation Coalition (NOPC) Aug. 23. The Coalition consists of various museums, archives and cultural organizations in New Orleans.

The M.A. Museum Studies Program participated in Culture Collision 10 at the Contemporary Arts Center Aug. 29. Culture Collision is hosted annually by Public Radio WWNO 89.9.

NOPC Board Meeting at SUNO's Library



Ms. Christiani Nix, administrative assistant/recruiter, and Ms. Kirsten McLin, graduate student, sit at the M.A. Museum Studies table during Culture Collision 10 in the Contemporary Arts Center.

College of Business & Public Administration

Dr. Igwe Udeh, Dean

► Academic Excellence Initiatives

Chancellor Mims-Devezin Congratulates Two IOBSE Scholarship Winners

With the assistance of Mr. Ron Martin, 2018-2020 Regional Vice President Region 3D (Louisiana/Mississippi) and 2018 Member of the ASIS International Standards and Guidelines Commission; Ivan Casby, BS-Computer Information Systems major; and Shantel Jones, BS-Forensic Science major, attended the 2018 International Organization of Black Security Executives (IOBSE) Conference in Dallas, TX April 24. They were sponsored to attend the event by JC Penny Corporation. In all, there were 30 students from around the country at the conference. The two SUNO students (Shantel Jones and Ivan Casby) walked away with \$1,500 scholarship each, and one Grambling student won a \$1,500 scholarship. On top of all these, Ivan Casby received a free training program. Mr. Martin was on the SUNO campus Aug. 29 to present a Certificate of Achievement from IOBSE to Ivan

Business Continued



Mr. Ron Martin, 2018-2020 Regional Vice President Region 3D (Louisiana/Mississippi); from left, Shantel Jones, BS-Forensic Science major; Ivan Casby, BS-Computer Information Systems major; SUNO Chancellor Lisa Mims-Devezin; and SUS President-Chancellor Ray L. Belton.

and Shantel, and to ensure that they share their Dallas conference experience with students, faculty, staff and administration as a way to encourage participation in future IOBSE events. After a debriefing meeting with Chancellor Lisa Mims-Devezin and Dr. Igwe E. Udeh, Dean, College of Business & Public Administration, the students were honored during the Southern System Leadership Retreat in the SUNO Conference Center. Chancellor Mims-Devezin and SUS President-Chancellor Ray L. Belton congratulated the students for their achievement and expressed appreciation for the unique relationship between IOBSE and several campuses within the Southern System.

CBA and NAREB Host First Workshop for Potential Homeowners

The first workshop to prepare five potential homeowners to take the plunge was sponsored by National Association of Real Estate Brokers (NAREB) and the New Orleans Realtists and hosted by the SUNO College of Business & Public Administration (CBA) on Aug. 18. Those in attendance received hands-on assistance in reviewing their credit history/scores as well as tips for challenging erroneous information in their credit record. Additional sessions were devoted to tips for securing down payment, negotiating property prices and reducing expensive repairs through a well-thought-out home inspection contract. The near-term goal of the NAREB/CBA collaboration is to increase the home ownership rate among African-American in the Metro New Orleans Region, which is quite low when compared to the rate of ownership for African-Americans in other cities. The long-term goal is to brand the CBA as a center for the creation of wealth among African-Americans through homeownership, real estate investment and sound financial management. Additional workshops will follow over the next few months.

► CONFERENCE SESSION CHAIR

Dr. Igwe E. Udeh, dean & Alvin James Lawson Endowed Professor of Business, was named session chair for workshop VII: "Flags of Fraud and Investor Protection," during the 11th Annual Financial Literacy Leadership Conference in New Orleans Sept. 13 to 14. The conference is sponsored by the Society for Financial Education and Professional Development (SFE&PD), a Virginia-based national organization focusing on wealth creation through disciplined personal asset and financial management.

► CONFERENCE ATTENDANCE

Dr. Simeon Okpechi, professor of Accounting, attended the National Conference of the American Accounting Association in Washington, DC, Aug. 4-8.

► CONFERENCE BOARD APPOINTMENT

Dr. Simeon Okpechi, professor of Accounting, was named a member of the Special Committee for the Internationalization of Accounting Syllabus National Conference of the American Accounting Association in Washington, DC, Aug. 4-8.

► SMALL BUSINESS DEVELOPMENT & MANAGEMENT INSTITUTE

The Institute participated in a networking event with EMFAM Radio and Woodforest Bank at 14 Parishes restaurant in New Orleans. Met with Angele Von Der Pool to discuss a meeting of the minds and partnership with the

Business Continued

Women in Power Organization July 17. Angele Von Der pool, Chery Harrison, and Ms. Cynthia Beaulieu.

The orientation sessions for the upcoming Notary Prep trainings were Aug. 15-16. Conference call for the quarterly LBIA meeting held in Rustin, LA. Cynthia Beaulieu

First of 10 Peer-to-Peer Roundtables took place in the College of Business Conference room Aug. 30.

► OFFICE OF STUDENT SERVICES (OSS)

The Office of Student Services continued communication with unregistered Spring 2018 students in hopes of getting them registered for Fall 2018. The office also continued to work with students suspended for Fall 2018 to assist them in getting back on a path to success. OSS personnel met with each student individually to determine best path forward and strategies for eliminating barriers to success.

OSS worked with CBA faculty to develop measurable goals for students on financial aid suspension in order that students could be placed on a path to success.

OSS and the CBA Leadership Team conducted an introductory meeting with DXC Technologies and the state LED Workforce to determine their employment needs and SUNO/CBA's roll in providing students.

OSS and CBA Leadership Team met with the National Association of Real Estate Brokers (NAREB) president to provide feedback, guidance and technical assistance in the ongoing project to increase homeownership in the Black community.

College of Education & Human Development

Dr. Willie Jones, Interim Dean

► JOURNAL ARTICLE PUBLICATION

Jenita Hegwood, "The Effects of Traditional and Alternative Routes of Teacher Certification on Student Achievement" International Journal of Advanced Research in Education & Literature (Paper Id: 818), August 2018, ISSN: 2208-2441 VOLUME-4, ISSUE-8.



Honoré men at James Singleton Charter School.

► HONORÉ CENTER FOR UNDERGRADUATE STUDENT ACHIEVEMENT

The Honoré men started the new semester with service and style. They pressure washed SUNO Housing buildings to ensure that all residents felt right at home as they moved on campus to begin the new semester.

In keeping their commitment to become classroom teachers upon graduation, these young men also had the opportunity to welcome back the students of James Singleton Charter School on their first day.

The Honoré Center brought in one freshman this year. His name is Torray Martin, a graduate from Landry Walker High school.

Also this month, the Honoré Center brought back a member from the Fall 2017 cohort. In addition, the group meet with namesake Gen. Russell Honoré. The goal was for the new program director Mr. Morkeith Phillips to talk about his vision for the program and discuss his years of experience working with young men.

Education Continued

The Center for Certification and Teacher Quality has partnered with the Algiers Charter School Association (ACSA) for its *Embrace Excellence Program*. Ms. Cherie Goins of ACSA and Dr. Tanisca M. Wilson, coordinator of certification and education programs, coordinated implementation of the program. The initial meeting was in June. *Embrace Excellence* is funded by a Kellogg's Foundation grant that provides financial support for participants' tuition, Praxis fees and textbooks. Through a strategic Praxis preparation and curricula support program, the participants are expected to be certified within one year. The first cohort of participants enrolled for fall 2018.

Dr. Wilson presented at the Black Writers Conference at Georgia State University on the topic of "Building Readership Using Online Platforms." More than 100 African-American authors attended the July conference.



Dr. Tanisca Wilson gives a presentation at Georgia State University.

On Aug. 27, Dr. Wilson and Dr. Louise Kaltenbaugh met with school district partners from Jefferson, Plaquemines and St. Tammany Parishes to discuss the implementation and goals of a para-to-teacher pipeline (PTP). As a result of Dr. Wilson presented a proposed plan for success, all three district partners agreed to participate. The PTP program will focus solely on assisting non-degreed para educators with attaining a degree and certification.

In an ongoing effort to provide paid leadership and teaching opportunities to students, Dr. Wilson has partnered with Mr. Glen Caston of Grow Dat Youth Farm, an organization that focuses on "engaging youth in a process that challenges and supports them as they sharpen their leadership skills." On Aug. 28, Mr. Caston presented information to students through a creative display. As a result of his visit, two students were interviewed; one was hired. Also, Enriched Schools, an entity that hires guest educators continues to partner with the College of Education and Human Development to hire its students. As a result, Ms. Karla Boyd, Ms. Kizzie Fryson (former education student), Ms. Brandi Johnson and Mr. Denzel Roberts are employed as guest educators with the organization. The students continue to receive stellar reviews about their teaching performances.

The College of Education & Human Development has embraced technology-aided advising with the implementation of the Blumen. The software was implemented this summer and will assist faculty and staff with tracking advisor-advisee interactions in addition to streamlining departmental reporting. The initiative was led by Dr. Wilson with the support of the dean and faculty.

Community Outreach/Alumni Affairs/Public Relations

Mrs. Gloria B. Moultrie, Chief Administrative Officer



► SOUTHERN SYSTEM ALUMNI CONFERENCE

Former SUNO Alumni Association President Bessie Vaughn was recognized for her service at the Southern University National Alumni Federation Conference in Baton Rouge July 18-22. Mrs. Vaughn served as the SU Louisiana Regional Co-Director of Alumni Growth/Student Recruitment for four years under former National Alumni President Preston Castille. "It was a time of growth to exceptional leadership," Mrs. Vaughn said. "I'm a woman filled with gratitude to have had the opportunity."

► SUNO ALUM CO-AUTHORS BOOK

Vonda Taplin, a SUNO alumna and administrative assistant in the Office of Community Outreach, has co-authored a book entitled, "Inspired by Love: Words from the Heart of Women." A collaboration by Dr. Dawn M. Harvey of Clinton, MD, the book also features authors Regina Randolph Davis, Nakia Wright, Victoria Sowell, Terri Barnes, Angela Thornton and Diahann Smith. All the authors share their principals of life – lessons of love – cultivating greatness and the tools they used to achieve fulfillment.



► HUMAN RELATIONS COMMISSION

Tammy C. Barney, director of Public Relations, has been elected chair of the New Orleans Human Relations Commission. Established by Chapter 86 of the City Code, the Commission receives discrimination complaints, promotes initiatives that advance human rights and equity in the city, and advises the mayor on human rights issues. Commission meetings, which are open to the public, are every second Tuesday of the month in City Hall.



SEPTEMBER
2018

Chancellor's Report

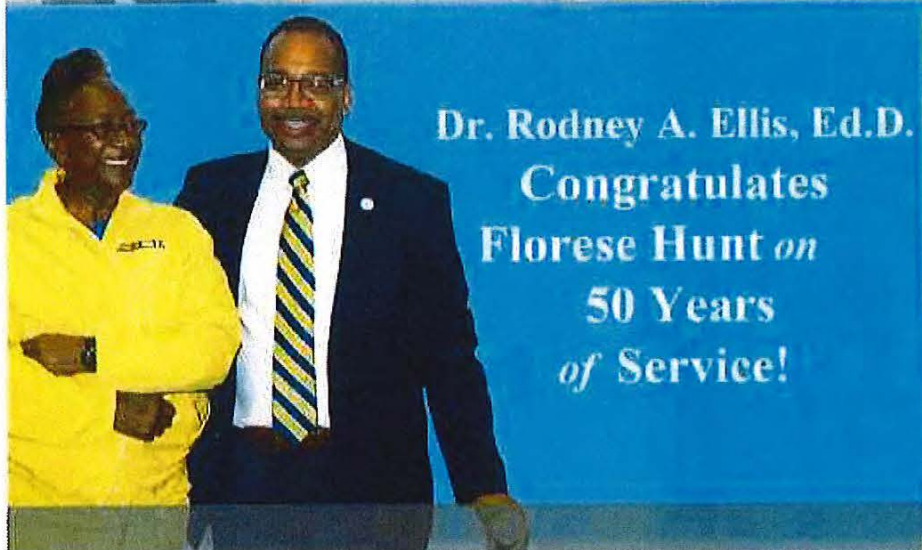
Volume 3

Number 9



Greetings from
Dr. Rodney A. Ellis Chancellor

2018 Fall Faculty / Staff Institute Transforming Together: The Next Chapter



Dr. Rodney A. Ellis, Ed.D.
Congratulates
Florese Hunt on
50 Years
of Service!

Inside this Issue:

- 2018 Fall Faculty / Staff Institute
- SUSLA Hosts Professional Development Symposium
- "Register for Fall at the Mall"
- SUMAS Hosts Summer Exhibit
- Veteran's Upward Bound Honors & Awards Program
- TRiO Celebrates College Signing
- New Hires
- Jag of the Month
- Student of the Month
- Upcoming Events

2018 Fall Faculty Staff Institute

The 2018 Fall Faculty/Staff Institute energized and engaged SUSLA faculty and staff to begin the fall semester in the spirit of excellence. The event was held in the new Alphonse Jackson Jr. Hall, allowing many members of the faculty and staff an opportunity to enjoy the lecture hall and explore the building who otherwise might not have regularly been in the facility. Day one of this two-day professional development event featured Dr. Joseph Silver. Dr. Silver is president of Silver and Associates, a full service education consulting firm. Dr. Silver's speech focused on getting the entire campus ready for the SACSCOC Reaffirmation in 2021. He outlined a basic game plan for success and encouraged each employee to take personal responsibility for the success of the university by doing their part and keeping focused on the big picture.



The highlight of the first day was the surprise reveal of the Quality Enhancement Plan (QEP) topic, "*Jaguars to the Core: Cultivating General Education Competencies*". Participants were asked to vote electronically and a giant confetti balloon pop revealed the winner. Faculty and staff also enjoyed several concurrent sessions on topics from customer service, communication, and team building, to an overview of SACSCOC principles.

The day closed with NISOD Excellence Awards winners being presented medals by SUSLA Chancellor Dr. Rodney A. Ellis.



(L to R) Dr. Rodney A. Ellis, Barbara Austin, Dr. Sharron Herron-Williams, Angelique Feaster, Stephanie Graham, Dr. Lonnie McCray, JoAnn Brown, Dr. Melva Williams, Dr. Regina Robinson, Kim Madden, Sandra Bigham, Dr. Iris Chamption and Marque Hall

Engaging in Best Practices Dr. Silver's "TOP TEN"

1. **MANTRA OF EXCELLENCE** should undergird what we do;
2. **QUALITY** is the ultimate goal - reputation will follow;
3. **REPUTATION** rests on results - not models;
4. **VALUED** added experience to your students is important;
5. **GOOD TEACHING** is a MUST - therefore, no excuse for lack of scholarly results;
6. **UNDERPREPARED STUDENTS** should leave prepared workforce ready;
7. **SHARED GOVERNANCE** - should mean something can't blur the lines;
8. **TRANSFORMING LIVES** of the students;
9. **FACULTY / STAFF INTERACTION** with the students is very important; and
10. **RELATIONSHIPS MATTER**

"Transforming Together: The Next Chapter"

Faculty / Staff Institute: Day 2



State of the University Address from Dr. Ellis

Day two of the institute began with SUSLA Chancellor, Dr. Rodney A. Ellis giving a state of the university address. Dr. Ellis highlighted several of the notable accomplishments from the year and major projects in the works for the coming year. Members of the Executive Team provided overviews of the goals and accomplishments from their various divisions and highlighted the hard work of their staff.



2018 New Employees

(L to R): Rufus Jackson, Ted Scott, Marquel Sennett, ??????????????????????????????????????, Jorge Sousa and ?????????????



Dr. Ellis introduced Interim Faculty Senate President, SGA President and Miss SUSLA Elect 2018-19

(L to R): Dr. Rodney A. Ellis, Professor Sonya Hester, Beatrice Wright, SGA President and Caitlyn Jones, Miss SUSLA Elect, 2018-2019

(Below L to R): Dr. Sharron-Herron Williams, Vice Chancellor for Academic Affairs and Dr. Ellis n(right) congratulating Dr. Joseph I. Orban, Distinguished Professor of Biomedical Science and Fullbright International U.S. Exchange Scholar (center)



SUSLA HOLDS PROFESSIONAL DEVELOPMENT SYMPOSIUM



The Academy of Excellence and SUSLA Engage came together this summer to sponsor a special Professional Development Symposium in the Jesse Stone Lecture Hall for faculty on campus. The guest presenter was Russell P. Nolan, Biology Instructor at Baton Rouge Community College. Mr. Nolan's presentation "*Examining the Exam: An Exploration of Formal Assessment Strategies*" was phenomenal. Instructors were definitely inspired and gleaned helpful techniques from Mr. Nolan's presentation.

Several faculty members from Allied Health participated in the symposium. Contika Shyne, Benita Lawrence and Terri Johnson all gave presentations that were students focused.

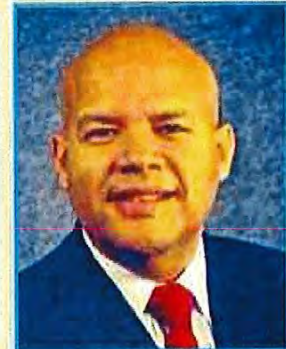
In addition, Stephanie Graham captured the audience's attention with a presentation concerning the status of Title III and Perkins. The morning concluded with Joyce Cottonham and Gwendolyn Tennell presenting on the topic "*Distance to Digital Learning: Shaping the Future*."

The Professional Development Symposium was a great opportunity for faculty and staff to collaborate and share best practices.

VETERANS UPWARD BOUND CELEBRATES VETERANS WITH HONORS & AWARDS PROGRAM

Southern University at Shreveport's Veterans Upward Bound (VUB) program recently hosted a special honors and awards program celebrating SUSLA's first cohort of Veterans Upward Bound program participants and honoring all of the brave men and women who have proudly served our country.

The guest speaker for the event was Troy J. Broussard, Director of Advocacy & Outreach for AARP Louisiana. Mr. Broussard is a proud Desert Storm Army Veteran. He spoke about the importance of the veteran population and the combined voting power they have to move the needle on issues important to veterans. Mr. Broussard develops and provides strategic leadership for AARP advocacy activities, including the implementation of national AARP advocacy efforts and campaigns at the local and state level.



The Veterans Upward Bound program at SUSLA provides resources for veterans that have put off pursuing a college education. This first cohort of the program were able to take advantage of a variety of services. The program assists veterans with wrap-around services and securing support from other locally available resources. Participants can receive academic assessments, career counseling, mentoring, tutoring, and instruction in core subject areas required for the demanding job market.



"We are so excited to have this first cohort in our Veterans Upward Bound Program, said Urina F. Holt, VUB Director. "It is important that we give back to our veterans and providing them with resources to help accomplish their educational goals is a great way to do that."

SUSLA's VUB program is also hosting a veteran's resource fair on the main campus at the end of the month. To learn more about the Veteran Upward Bound Program at SUSLA, contact Urina F. Holt, Director at uholt@susla.edu, 318-670-9633 or 318-670-9674.

SUSLA TAKES REGISTRATION TO STUDENTS WITH "REGISTER FOR FALL AT THE MALL" A REGISTRATION ONE-STOP EVENT

SUSLA Admissions, Financial Aid, Recruitment, TRIO, Athletics, and volunteer faculty, staff, and students spent Saturday August 11th at Pierre Bossier Mall in Bossier City and Mall St. Vincent in Shreveport helping students get into classes for the fall.

Four scholarships were given away along with several other prizes from the prize wheel at both mall locations. Prospective students were able to learn more about the over 30 programs offered at SUSLA.

"Our goal was to provide prospective students, an efficient and fun way to enroll for the fall semester," said Dr. Melva Williams, Vice Chancellor for Student Affairs and Enrollment Management at Southern University at Shreveport. *"We are meeting students in a location that is convenient for them and providing the assistance they need without them having to come to campus to register."*



Representatives answered questions, helped students get admitted, assisted students with applying for financial aid, and registered students for their classes. It was a great way for prospective students to get information and assistance on a variety of popular high wage and high demand academic programs.



With over 100 online courses plus evening classes, it is easy for students to get an education anytime and anywhere. SUSLA also offers state of the art on campus student apartments, sports, a marching band, cheer, dance and so much more.

SUSLA'S ADULT EDUCATION PROGRAM PROVIDES STUDENTS WITH LIFE SKILLS

SUSLA's Adult Education Program/Youth Network Initiative (YNI) Program offers students much more than just assistance with getting their high school diploma. Student participating in these programs are mentored by successful adults in a variety of life skills.

The focus of the most recent Life Skills learning session was leadership. Guest speakers focused on practical application experiences, job and career opportunities. A panel of diverse speakers from SUSLA and the community were invited to engage the students during the session.



The week started with retired Air Force veteran and entrepreneur, Mr. Vincent Sims. Sims shared information on the importance of being the type of leader that had a clear vision and could inspire others. He left the students with the Three (I's) of leadership... Inspire, Influence and Involve.

The next speaker was Chief Edward Reynolds, SUSLA's new Chief of Police. The Chief's comments focused on determination, focused, and long range planning to reach your goals.



Mr. Ryan Williams, CEO of Seedlinks Behavior Management LLC, and Human Service/Community Advocate from the Martin Luther King area engaged the students with his own personal experiences from youth to manhood.

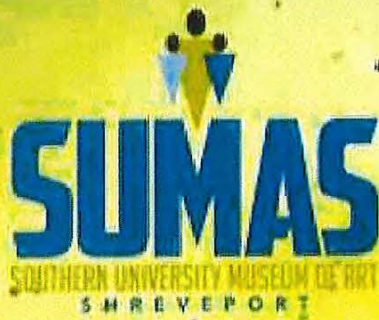


The last speaker was Ms. Fatina Elliot, Coordinator for the Academy of Excellence at SUSLA. Her professional and polished style was educational yet fun and inviting for the students. Elliot explained the importance of leading with confidence while being positive and motivating others towards a common goal.



The week concluded with the session, "Lead Your Life in a Way That Others Will Follow." The Adult Education/Youth Network Initiative Program is in the Division of Student Affairs and Enrollment Management

For more information and to schedule an event at the Academy of Excellence, contact Fatina Elliott Coordinator, at (318) 670-9376



"Expressions in Watercolor"

featuring the artwork of

Connie Stephens-Eaton

Summer Exhibition

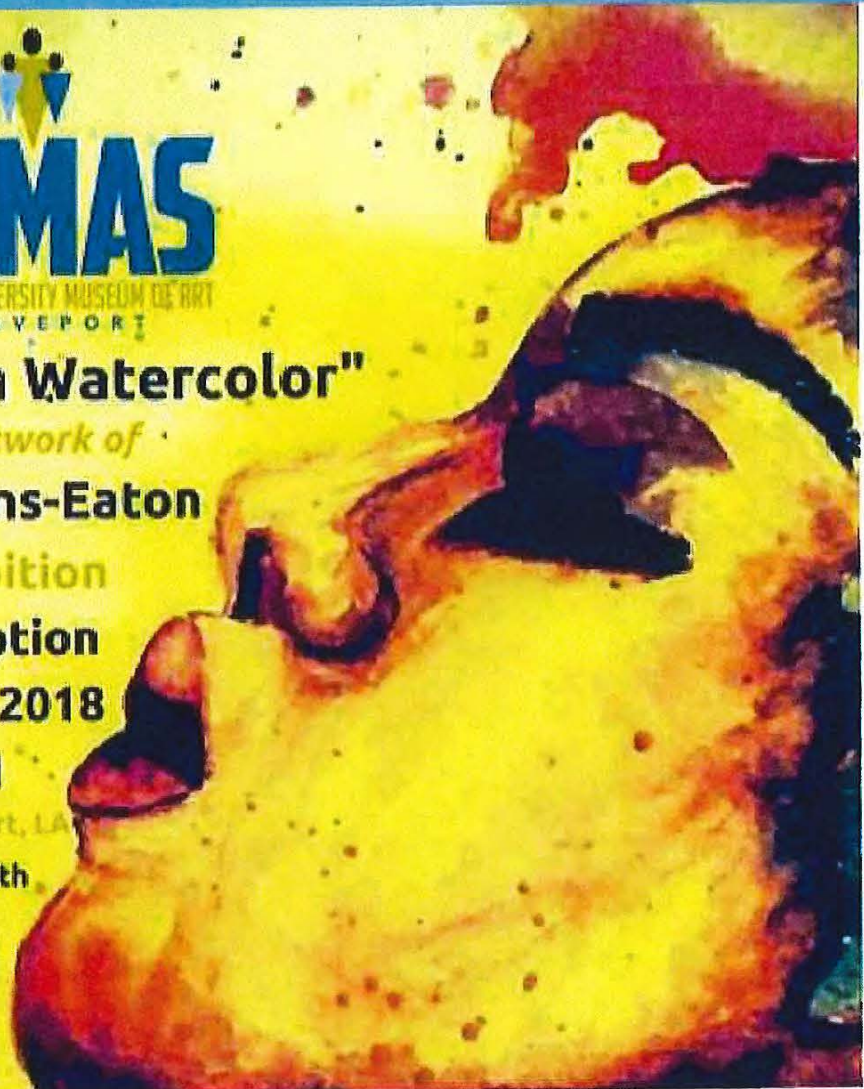
Closing Reception

September 5, 2018

5PM-8PM

610 Texas St. Shreveport, LA

in partnership with



'EXPRESSIONS IN WATERCOLOR' CLOSING RECEPTION

Southern University Museum of Art Shreveport (SUMAS) will host 'Expressions in Watercolor' exhibit closing reception, featuring the visual art and jewelry of visual artist Connie Stephens-Eaton on Wednesday, September 5, 2018, 5:00 p.m - 8:00 p.m.

A self-taught artist and native of Natchitoches, Louisiana, Connie Stephens-Eaton started drawing at the age of 4, where she found solitude in her art. She is a multi-medium artist working in oils, acrylics, watercolor, pen and ink, and pastels. Her artwork is featured across the nation in the form portraits, murals, and commissioned work in both public and private spaces. Connie is a Northwest Louisiana Juried Roster Artist with the Shreveport Regional Arts Council, an Art instructor at Bossier Parish Community College, and Noel Community Art Program. She is also the proud owner of Creations by Connie wearable art—a thriving jewelry business for 8 yrs.

The closing reception will be held in partnership with the monthly Downtown Shreveport Artwalk.

"SUMAS was honored to showcase the artwork and jewelry creations of visual artist Connie Stephens-Eaton as part of our annual summer exhibition"

said Angelique Feaster Evans, SUMAS Museum Coordinator.



SUSLA 2018/2019 STAFF SENATE IS INSTALLED

The 2018-2019 Staff Senate Executive Committee members were sworn in on July 23rd by Judge Karelia Stewart at SUMAS downtown.



PRESIDENT – SAUNDRA BIGHAM

Saundra has been employed at SUSLA for over 20 years. She currently serves in the position; Director of Dual Enrollment/Early College. She has also served as Director – Workforce Development/Governmental Affairs Liaison and the Director of Hospitality Programs.



VICE PRESIDENT – MARQUIS HALL

Marquis has worked for SUSLA for 10 years. He currently serves as the Coordinator of Testing. He has been the Cheer Coach for 10 years and the Dance Coach for 6 years.



SENATE SECRETARY and SENATOR – ADMINISTRATIVE ASSISTANTS - CARL OWENS

Owens has been employed with Southern University at Shreveport since August 2001. He currently serves as the Administrative Assistant to Dr. Lonnie McCray, Dean of Humanities. He has a total of 36 years with the state of Louisiana.



TREASURER- MARLO MILLER

Marlo has been employed at SUSLA for 4 years and currently works as Grants Coordinator in the Office of Sponsored Programs, in the division of R.S.P.I.E., managing the Perkins & Title III federal grants for the SUSLA campus. Marlo previously served as Banner Coordinator of Financial Aid and S.A.P. Committee Coordinator has also served as Veteran's Affairs Representative in Registrar's Office.



PARLIAMENTARIAN – WILLIE SIGLAR

Willie Siglar joined the SUSLA family almost 14 years ago and has been helping students achieve their educational goals. As an Educational Advisor with the TRIO Talent Search program, he spent over a decade working with youth in grades 6-12. His current role is Student Success Coach.



SENATOR –DIRECTORS - ANGELIQUE FEASTER EVANS

Angelique Feaster Evans is the Museum Coordinator at Southern University Museum of Art Shreveport. She has been employed with SUSLA for nearly four years.



SENATOR – BUSINESS – Elijah Teh-Teh

Elijah joined the staff at SUSLA January 2009. He has served on several committees including: Campus Climate committee and Staff grievance committee. He is now serving as the IT Network Manager for SUSLA.

(Staff Senate Executive Committee continued on next page)

SENATOR – MAINTENANCE – BOBBY BROWN

Bobby has served the SUSLA community for 24 years in the Maintenance department.



SENATOR - SECURITY - JEFF IVEY

Jeff Ivey has served the SUSLA community for 13 years as Lieutenant/Campus Police.



SENATOR – UNIVERSITY SUPPORT – REBECCA GILLIAM

Rebecca became a Jaguar in October 2001 as an Administrative Assistant and now serves as the Director of Student Activities.



NEW EMPLOYEE
Welcome

PROMOTION



Carla Buntyn
Educational Specialist



Marsha Smith
Recruiter
Support Advocate



Marquel Sennett
Assistant Professor
of History



Ted Scott
(Promotion)
Director
Williams Center for
Undergraduate Student
Achievement



Jorge Sousa III
Director of
Admissions and
Recruitment

**On behalf of the entire administration, faculty, staff and students
WELCOME TO JAGUAR NATION!**

TRiO

A Collaboration of School
College & Community

UPWARD BOUND SOUTH On the move!

UPWARD BOUND SOUTH CELEBRATES COLLEGE SIGNING DAY

TRiO Upward Bound South is so proud to announce the graduation of eleven seniors from Upward Bound area target schools. Each of the eleven students attended the 2018 summer session here at SUSLA.



Pictured l. to r. Mrs. Bobbie Lattier, Coordinator/Educational Advocate, Mrs. Betty Pagbeyro, Executive Director, TRiO Community Outreach Programs/Director of Upward Bound South and Upward Bound Natchitoches, Alliyah Holland (Woodlawn High School), Elaine Hamilton (Woodlawn High School), Carrington Thornton (Southwood High School), Ar'lia Holmes (Southwood High School), Trinity Williams (Southwood High School), Marcus Tobin Jr (Southwood High School), Marshainna George (Huntington High School) and Mrs. Deborah Moore, Educational Advocate.

TRiO COMMUNITY OUTREACH PROGRAMS VISIT UNIVERSITY OF TEXAS AT SAN ANTONIO AS PART OF SUMMER CULTURAL ENRICHMENT SERIES

Southern University at Shreveport Upward Bound North, Upward Bound South, Upward Bound Natchitoches, Upward Bound DeSoto and Upward Bound Sabine Programs combined nearly 200 students and chaperones for an educational and engaging summer cultural enrichment experience.

The group traveled to the University of Texas at San Antonio campus where they met with campus representatives, toured the campus, and learn more about the educational opportunities offered at the university. During their time in Texas, the students also visited the Texas state capital building, participated in Six Flags Physics In Motion, and toured the Alamo.

Cultural enrichment activities are part of all of the Upward Bound programs and are designed to foster fellowship among peers, enhance analytical and critical thinking skills, support positive self-esteem, and help participants with leadership development.

UPWARD BOUND SOUTH STUDENTS PARTICIPATE IN LABORATORY DISSECTION

Upward Bound South offered students the unique opportunity to perform a pig dissection as part of a student laboratory facilitated by science professor, Dr. Ashely Fitzgerald from LSU-Shreveport.

This scientific experience was intended to expose students to a learning environment on the post-secondary level of education. It also introduced students to basic human anatomy structure and terminology



WAY TO GOOD UBS

CONGRATULATIONS
Student of the Month

MISS SUSLA SOPHOMORE SHANECIA SMITH

Shaneicia is a native of Shreveport and graduated May 2016 from Southwood High School. Her major is Criminal Justice and she plans to become a homicide detective. Shaceicia will transfer to

Southern University Baton Rouge to complete her education. Her hobbies include being a youth advisor for GOMAD (Go Out and Make A Difference), shopping, singing, and dancing. Ms. Smith is a cheerleader for SUSLA and is the reigning Miss Sophomore.



JAGUAR of the MONTH

Rodney A. Ellis, Ed.D., Chancellor recognizes

"Jaguar of the Month"

LIEUTENANT JEFF IVEY

Reliable, dependable, friendly, and loves SUSLA!

These are the words many employees and visitors have used to describe Lt. Ivey. Ivey has worked at SUSLA for the past 15 years. He began as a police officer 2 and has been a lieutenant for the past 7 years. Prior to SUSLA, Ivey worked in the Detective Division of the Caddo Sheriff's Office for 12 years. He is married, has four children and, seven grandchildren. As a testament to his commitment as a father and grandfather, Mr. Ivey spends time with all of his grandchildren every Saturday for several hours. He is a deacon at Mt. Bethel, #1 in Keithville, LA.

Aside from his commitment to family and church, Lt. Ivey is committed to SUSLA. Dr. Joseph Silver (SACSCOC Consultant) stated how hospitable Lt. Ivey was during his visit and that he was a "perfect example of how an employee." This statement has been echoed by many visitors on campus as well as faculty and staff. Mr. Larry Ferdinand expressed his appreciation for Lt. Ivey and his assistance with traffic and visitors on campus during the summer camps this year. "I have observed and benefitted from the hard work of Lt. Ivey, his commitment to service for the campus, and his desire for SUSLA to be at its best", Leslie McClellon. **Congratulations Lt. Ivey!**



SOUTHERN UNIVERSITY AT SHREVEPORT



ALUMNI
ASSOCIATION

Founder's Pinning Ceremony & Luncheon

*Save the
Date*

FRIDAY, SEPTEMBER 7, 2018

EVENT INFORMATION

Petroleum Club | 416 Travis Street | Shreveport, LA

11:00 am

Registration / On-site Memberships

11:30 am

Luncheon and Pinning Ceremony

COST: \$25

RSVP: npamstar@yahoo.com | tichinawilliams@sbcglobal.net

(DEADLINE - August 29, 2018)

Become a Lifetime Member of
SUSLA Alumni Association **NOW!**

Join this distinguished group at the
Inaugural Pinning Ceremony & Luncheon

Go to - www.susla.edu/page/alumni-friends

(Click on Alumni Donations and Memberships)

45TH ANNUAL



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Leslie R. McClellon, Chief Administrative Officer

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Units of the Division of Institutional Advancement / University Relations
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Title IX Coordinator: Dr. Tuesday W. Mahoney,
Johnny L. Vance, Jr. Student Activity Center, Room 208, (318) 670-9201.

Section 504 Coordinator: Jerushka Ellis,
Health & Physical Education Complex, Room 314, (318) 670-9367.



Rodney A. Ellis, Ed.D
CHANCELLOR

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Chancellor's Report:
September 2018



SOUTHERN
UNIVERSITY

L A W C E N T E R

SERIOUSNESS OF PURPOSE

Events



Fall Orientation

The Southern University Law Center welcomed over 200 incoming students during fall orientation for the Day and Evening Division programs. This is the second largest class in the history of the law school. Students were addressed by an esteemed panel of speakers including our very own, Dr. Ammons. In addition, incoming students participated in classes on Professionalism conducted by the LSBA Committee on the Profession, as well as other break out sessions to provide insight into the law school experience.

National Bar Association Conference

During the 93rd Annual National Bar Association Conference held in New Orleans, SULC honored four outstanding alumni: Judge Darleen Nicole Sheppard, Elroy James, Jason Cantrell, and Angela White-Bazile. Held each year during the NBA conference, law school hosted breakfasts are highlights of the week-long event for most alums. SULC alums from around the country attended the event which resulted in record participation.



Partnerships & Collaborations

GU272 & Kellogg Foundation



The Southern University Law Center hosted a historical convening of the GU 272 descendants through the sponsorship of the W.K Kellogg Foundation. In 1838, 272 enslaved men, women and children were sold to settle mounting debts that could have forced the institution that later became Georgetown University to close. The Georgetown slaves ended up in Louisiana, mostly working at plantations in Iberville and Ascension parishes. The descendant community family members gathered to identify points of similarity and difference through the multi-generational impact of enslavement, and the kinds of opportunities and resources that can support the health and well-being of their respective families and communities.

Faculty Spotlight

Professor Angela A. Allen-Bell



Professor Angela A. Allen-Bell was selected as one of the Top Criminal Justice Researchers in the United States. Professor Allen-Bell was honored in Washington, D.C, where she presented her forthcoming book and her profound research on non-unanimous juries.

Professor Angela A. Allen-Bell is a native of New Orleans, Louisiana and a 1998 graduate of the Southern University Law Center in Baton Rouge, Louisiana. In 2008, she left the judiciary and began her career in academia as a law professor. Professor Bell is a committed public servant who frequently lends her time to causes involving social and/or restorative justice, criminal justice reform and prisoner reentry. Additionally, Professor Bell engages in advocacy work and is regular speaker in her community, as well as for professional organizations.

Student Spotlight

Ashley N. Baker

Ashley N. Baker, a 2L, was elected as ABA Delegate of Communications, Publications, and Outreach for the Law Student Division. In this position, Ashley will be a voting member of the ABA House of Delegates. She will oversee the division's national publications: Student Lawyer Magazine and the Before the Bar blog. Her vision for these publications is to provide balanced content on key national and international issues. It is her belief that these issues will be addressed in the near future by today's generation of law students. She plans to work closely with the Student Bar Association presidents and ABA representatives across the country to provide interesting and thought-provoking content. Her experience as a staff writer for



Southern University Law Center's newspaper, The Public Defender, has prepared her with the skills of finding and evaluating quality content for law-related publications.

As Delegate of Communications Ashley would also be charged with hosting the ABA Law Student Podcast.

Student Spotlight

Jimmie Herring Jr.



Brianna Golden



Jimmie Herring Jr. and Brianna Golden have been named by the White House Initiative on Historically Black Colleges and Universities as 2018 HBCU Competitiveness Scholars. The purpose of this program is to recognize outstanding student leaders and empower them to be advocates for excellence and competitiveness. The students will receive public recognition from the U.S. Department of Education and the Initiative, invitations to attend the 2018 National HBCU Week Conference, invitations to participate in monthly webinars hosted by the Initiative, opportunities to network with other scholars, and an acknowledgment letter signed by the Initiative's Executive Director. We are proud that Jimmie Herring Jr. and Brianna Golden will represent Southern University Law Center.

Remarkable Alumni



Class of 1992 alumnus, James David Cain Jr., was nominated for a federal judgeship. President Donald Trump nominated Cain to serve as a U.S. District Court Judge for the Western District of Louisiana, which includes Lake Charles.



Alumnus Eugene Gouaux III was appointed to the Fulbright Specialist Program Roster in the field of law by the U.S. Department of State, Bureau of Educational and Cultural Affairs (ECA). The program pairs highly qualified U.S. academics and professionals with host institutions abroad to share their expertise, strengthen institutional linkages, hone their skills, gain international experience, and learn about other cultures while building capacity at their overseas host institutions.