



SOUTHERN UNIVERSITY SYSTEM BOARD OF SUPERVISORS

Meetings

9 A.M.

FRIDAY, SEPTEMBER 22, 2017

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

ACADEMIC AFFAIRS COMMITTEE

9:00 a.m.

Friday, September 22, 2017

**J. S. Clark Administration Building, 2nd Floor
Baton Rouge, LA 70813**

AGENDA

1. Call to Order and Invocation
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Special Presentation
 - A. Law and Technology Initiatives, SULC
6. Action Items
 - A. Request Approval of Revised SU System Policy on Endowed Faculty, SUS
 - B. Request Approval of Appointments for Endowed Professorships, (see attached), SUBR
 - C. Request Approval of Grant/Contract with the East Baton Rouge Public Defender's Office, SULC
7. Other Business
8. Adjournment

MEMBERS

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



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

September 11, 2017

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

Dear Dr. Belton:

Attached, for your review and approval, is a revised Policy on Endowed Faculty and Chairs. We request your approval to amend the language for the Salary Supplement. The current policy states "**Endowment interest will be used as a Salary Supplement (not to exceed the aggregate total of \$5,000 per year plus fringes benefits)**". The revised Policy will state "**Endowment interest will be used as a Salary Supplement (not to exceed the gross amount of \$6,500 per year)**".

We also request that it be placed on the Board's agenda for approval at the September 2017 Board of Supervisors Meeting.

Thank you.

Sincerely,

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

Luria S. Young
Interim Executive Vice President
and Provost

LSY/swm

Approved:

A handwritten signature in cursive script that reads "Ray L. Belton".

Dr. Ray L. Belton, President-Chancellor



Southern University System

Policy on Endowed Faculty and Chairs

*Approved March 18, 2016
Revised September 1, 2017*

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THE SOUTHERN UNIVERSITY SYSTEM POLICY ON ENDOWED FACULTY AND CHAIRS

I. Introduction

Southern University System (hereafter "Southern University") comprises five (5) campuses: Southern University and A&M College at Baton Rouge (SUBR); Southern University at New Orleans (SUNO); Southern University at Shreveport, Louisiana (SUSLA); Southern University Law Center (SULC); and the Southern University Agricultural Research and Extension Center (SUAREC).

The appointment of a faculty member to a distinguished position as an endowed chair or endowed professor constitutes the highest honor that can be accorded to a member of the professorate. It is therefore important that there be standardized policies and procedures governing such appointments. The Endowed Professorship Program was created by the Louisiana Endowment Trust Fund for Eminent Scholars during the 1983 Regular Session of the Louisiana Legislature. It was established in the State Treasury by Section I of Acts 1983, No. 668 utilizing monies appropriated annually by the State Legislature. The Southern University System is subject to specified criteria governing eligibility for participation in this program as provided in the Board of Regents' Regulations for the Louisiana Trust Fund for Eminent Scholars. Since SU System campuses have diverse missions and characteristics, this policy is written with adequate flexibility to provide a broad framework that each campus may use to formulate a campus-specific endowed faculty policy that complements this System policy.

II. Purpose of Endowed Faculty Policy

Southern University awards endowed chairs and professorships to faculty who have made outstanding contributions in the areas of research, teaching and public service. The University continuously seeks to attract, reward, and retain distinguished faculty, leaders, scholars, and artists of national and international reputation to occupy endowed Chairs or Professorships as one of the highest forms of recognition of its distinguished faculty. An endowed

chair or professorship is intended to improve existing programs by providing support to attract new faculty members and associated resources. It can, however, be used to reward an individual with exceptional accomplishments who is already on the faculty. In addition to rewarding excellence, an endowed position carries with it the expectation of continuing worthy contributions in the area of discipline of the holder.

The holder of an endowed professorship should be considered as receiving a high honor, as well as recognition of consistently demonstrated outstanding performance and ability. Only faculty who have made outstanding contributions in the areas of research, teaching and public service shall be considered for endowed positions. The institutional expectation of a distinguished record of performance in the areas of teaching, research and service shall be met, in addition to any specific selection criteria associated with a particular endowed position. The appointment to an endowed professorship or endowed chair shall be based on merit and may be used to recognize a current member of the faculty or it may be associated with recruitment of a new faculty member.

III. Criteria, Application, Selection, Appointment Procedures

Criteria

Candidates shall demonstrate that their research and other scholarly activities contribute significantly to fulfilling the mission of Southern University both short and long term, for example, by attracting superior students and/or scholars to work in related activities. Candidate's research and other scholarly accomplishments shall be the major factor (at least 50%) in the evaluation and selection process. Other factors shall be included in the evaluation and selection process, such as teaching, university and community service, collegiality, mentoring, etc.

Application Process

Candidates for the awarding of Endowed Professors/Endowed Chairs may be nominated by colleagues from within or without the University. Candidates may also nominate themselves. In addition, the professorship may be recommended and utilized to fill a vacant faculty position. Prospective faculty members must submit the same relevant material as current faculty candidates. Applications/nominations shall include:

- A resume which includes personal data; educational background; employment history; honors; professional activities, especially research; and community service.
- Documentation of all research (articles, copies of books, off-prints where feasible, and programs of conferences at which papers were delivered. In case of professional fields of performing arts, evidence should be given of exhibits, concerts, performances, etc.) Supporting materials provided must document the outstanding contributions of the candidates in the areas of research, teaching and public service.
- Five letters of recommendation, two of which must be from outside the University. Additional reference letters/reports may be secured from the candidates' present/former colleagues, supervisors or employers.

Applicants for endowed awards shall demonstrate an interest in and the ability to work within both the academic setting and outside community. They should be able to foster a spirit of collegiality, and work to accrue benefits for both the community and University.

Selection Process A

On the SUBR, SUNO and SUSLA campuses the names of candidates and supporting materials shall be sent to the Selection Committee whose membership shall consist of tenured faculty members in the department. At least 75% of the Committee must participate in the decision.

The Committee shall forward the names (with supporting documents, including reasons for actions taken) of the highest ranked faculty candidates and alternates to the Deans of the Colleges with the open endowed positions. In cases where the Committee does not recommend a name for the endowed position, a letter should be sent from the Chair of the Committee to the Dean of the College with a reason for the action taken. If approved, the Dean of the College forwards the recommendation (highest ranked faculty candidates and alternate) to the Vice Chancellor and/or Executive Vice President for Academic Affairs and Provost. If approved the Vice Chancellor and/or Provost's recommendation must subsequently be submitted to and approved by the Chancellor, the President of the Southern University System and the Southern University

System Board of Supervisors. The normal appeals guidelines in the retention, tenure and promotions in the faculty handbook shall apply to appeals in respect of endowed chairs/professorships.

Selection Process B

On the SULC campus the names of candidates and supporting materials shall be sent to the Selection Committee consisting of tenured faculty of SULC. All members are required to review the dossiers of the candidates for endowed positions. At least 75% of the Committee must be present for decision making.

The Committee shall forward all names, recommendations (with supporting documents, including reasons for action taken) to the Chancellor. Supporting documents for candidates recommended for appointment must demonstrate their outstanding contributions in the areas of research, teaching and public service. Any member of the committee may file a report indicating why a nominee/candidate should not be appointed. Such report shall be forwarded to the Chancellor, along with the Committee's report with notification to the candidates. The normal appeals guidelines in the retention, tenure and promotions in the faculty handbook shall apply to appeals in respect of the endowed chairs/professorships. The Chancellor shall in turn review all reports and appeals and transmit his recommendation to the President of the Southern University System with notification to the candidates. Upon review of the Chancellor's recommendation, the President shall in turn make his recommendation to the Southern University System Board of Supervisors.

Appointment Process

■ Terms of Appointment - Endowed Chairs and Professorships

Appointment to an endowed chair is for a period up to three consecutive years. The term of the chair is made by the chief academic officer of a respective campus upon the recommendation of the college dean or committee chair. The appointment is renewable based on the results of the annual performance review of the chair holder. This appointment period is in accordance with the agreements which established these chairs.

Appointment to an endowed professor is for a period up to three consecutive years. The term of the professor is made by the chief academic officer of a respective campus upon the recommendation of the college dean or selection

committee chair. The appointment is renewable based on the results of the annual performance review of the endowed professorship. This appointment period is in accordance with the agreements which established these chairs.

Appointees may be selected for an additional three-year period by a majority vote of tenured faculty of the Department in which the endowed faculty serves.

All appointments are revocable without respect to term of appointment if the chief academic officer deems an appointee to have failed to fulfill the expectation of the appointment when assessed annually.

Letter of Appointment

After the Endowed Chair or Professor is approved by the Southern University Board of Supervisors, the appropriate campus Chancellor shall send a letter of appointment to the appointee which details and emphasizes expected commitments and contributions. The letter should stipulate:

1. Terms of appointment
2. Resources available to the appointee
3. Degree of control the appointee will have to accomplish the stated goals
4. The standards to be met by the appointee
5. The applicable evaluation, accountability and review standards
6. The letter of appointment shall be signed by the SU System President and Chancellor of the respective campus
7. The appointee shall indicate acceptance by his/her signature affixed where appropriate on the letter of appointment and return to the Chancellor's office
8. Copies of the signed letter of appointment shall be forwarded to Chancellor, the Executive Vice President for Academic Affairs and Provost or Vice Chancellor for Academic Affairs, the Office of Human Resources, and the Office of the President.

IV. Responsibilities of Candidates Awarded Endowed Positions

1. Appointees shall participate fully in the academic unit in which the position is awarded with particular emphases on conducting research,

teaching, delivering annual public lectures and producing results which enhance the national visibility of the University campus and System. The recipients shall each prepare an annual report of ongoing professional activities, which will be submitted to the Campus Vice Chancellor of Academic Affairs and/or Executive Vice President for Academic Affairs and Provost through normal administrative channels or in the case of the SULC, through the Chancellor.

2. The recipients of awards shall furnish the campus shall provide written annual reports of academic and research activities and accomplishments undertaken during the period that the positions are held. Copies of the report shall be provided to their respective Chancellor and System President. Documentation may include copies of books and off-prints of articles.
3. The designated campus and/or System officials shall be responsible for publicity related to the endowed position. A file of the history of the award, guidelines for selection, and names of the recipients shall be kept in the permanent record of the University.

V. Termination Procedures

Termination of the endowed position before the end of the appointee's stipulated term may occur for one or more of the following reasons:

1. Resignation or termination of employment from the faculty of Southern University
2. A change in status from full-time to part-time faculty
3. Denial or revocation of tenure by the university
4. Failure to fulfill the obligations of the endowed position or to maintain an overall level of service and activity comparable to that presented for selection; and/or
5. An extended absence due to illness or some other reason (beyond one year).

In the event that problems should occur in connection either items 4 or 5 above, the Dean of the College shall request that the Vice Chancellor of Academic Affairs and/or Executive Vice President for Academic Affairs and

Provost reconvene the Selection Committee or in the case of the SULC, the Chancellor shall reconvene the Selection Committee. The Committee shall meet to determine the proper course of action relative to recommending the continuance or termination of the endowed position.

VI. Recognition, Standards of Appointment and Review

Recognition

1. Faculty appointed to endowed chairs/professorships should be identified with the respective appointment's title in news releases, presentations, and publications. An additional sentence, "The XXXX Professorship is made available through the State of Louisiana Board of Regents Support Fund," should also be included.
2. Recognition of donors and interaction with donors and the recipient's unit/college/university should be promoted.

Review

A review and discussion of the established goals and related professional activities for the Chair or Professorship will be included as part of the annual faculty evaluation procedure. A separate assessment mechanism shall be developed for use in evaluating the appointee. Failure to meet the conditions of the appointment can result in termination of the Chair or Professorship.

Reports assessing the accomplishments of each Chair or Professorship are to be submitted to Southern University Board of Supervisors and the Louisiana Board of Regents. The Campus Vice Chancellor for Academic Affairs shall be responsible for preparation of such reports. In the case of SULC, the Chancellor shall be responsible for preparation of such reports. These reports are to be submitted annually.

VII. Financial Accountability

The Director of Institutional Advancement, acting as Executive Director of the Foundation, shall report the actual and/or projected earnings for each Endowment account to the Vice President of Finance and Business Affairs with copies to the System President, Executive Vice President for Academic Affairs and Provost, and the respective Campus Chancellors prior to the start

of each University fiscal year. The Executive Director of the Foundation, working collaboratively with each Chancellor and the President, is encouraged to re-invest a certain percentage of the interest-earning to help the principal to grow over time allowing the endowment fund to keep pace with inflation. The Vice President for Finance and Business Affairs shall receive the proceeds from the Endowment Funds from the Executive Director of the Foundation and transfer and/or allocate available funds as applicable to each campus. The respective campus is then authorized to expend the funds in accordance with Louisiana law, University and Foundation roles and regulations; and the pertinent endowment agreement. The appropriate Chancellor shall be responsible for submitting annual detailed budget requests and year-end budget reports on each Endowment account to the System President, via the Vice President for Finance and Business Affairs. Although the funds are dispersed by fiscal year, the awards and appointments will occur on the calendar year.

VIII. Permissible Use 01 Endowed Proceeds

1. Endowment interest will be used as a Salary Supplement (not to exceed the gross amount of \$6,500 per year).
2. Any endowment interest above the salary supplement may be used to support research related expenses, including equipment, supplies, travel, and student labor (not to exceed \$2,500 per year) upon the approval of chief academic officer on a respective campus, the campus Chancellor, the System Vice President for Business and Finance, **AND** the System President.
3. At no time shall the above expenditures exceed 75% of the allowable spending accrued in a fund account.

IX. Initiating Payments to Holders of Endowed Professorships

After receipt of the annual report from endowed chairs and professors in the month of October, each chief academic officer shall submit to the respective campus Chancellor a list of faculty eligible for award. In November of each year, the chief finance office shall prepare the appropriate paperwork for a salary distribution no later than December 15.

Requests for account numbers issued to new appointees should be made in advance of the November submission. Continuing appointees shall use their existing account numbers.

Each campuses' chief academic officer shall prepare an "Award Notice" in November with a copy to the campus Chancellor, System Executive Vice President for Academic Affairs and Provost, and the System President. The Award Notice will detail the amount of the salary distribution. In the event of a research distribution, copies shall also be forwarded to the Dean of the School/College and Chairperson of the Department (if applicable) in which the Endowed Chair or Professorship exists, and the campus Comptroller.

The Vice Chancellor and/or Executive Vice President for Academic Affairs shall initiate the Personnel Action Forms (PAFs) for all Endowed Chairs and Professorships based on the amount of approved funding. As stated above:

1. Endowment interest will be used as a Salary Supplement (not to exceed the gross amount of \$6,500 per year).
2. Any endowment interest above the salary supplement may be used to support research related expenses, including equipment, supplies, travel, and student labor (not to exceed \$2,500 per year) upon the approval of chief academic officer on a respective campus, the campus Chancellor, the System Vice President for Business and Finance, **AND** the System President.
3. At no time shall the above expenditures exceed 75% of the allowable spending accrued in a fund account.

Additionally, monthly timesheets are not necessary. It is only required that all chairs and professors submit an annual report in accordance to campus guideline and the specifics detailed in their initial award letter.



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

September 11, 2017

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

Dear Dr. Belton:

Attached is a list of SUBR Endowed Professorships. This item is being submitted for your review and approval.

We also request that it be placed on the Board's agenda for approval at the September 2017 Board of Supervisors Meeting.

Thank you.

Sincerely,


Luria S. Young
Interim Executive Vice President
and Provost

LSY/swm

Approved:


Dr. Ray L. Belton, President-Chancellor

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

Endowed Professorships
January 1 - December 31, 2017

| Faculty Name | Endowed Professorship | College |
|--------------------------|---|---|
| Dr. Bernestine McGee | Barbara Duxin/Kellogg Endowed Professorship for Agriculture, Family and Consumer Sciences | Agriculture, Family and Consumer Sciences |
| Dr. Zhu Hua Ning | James & Ruth Smith Endowed Professorship in the College of Sciences | Agriculture, Family and Consumer Sciences |
| Dr. Kofi Dodor | Tolar E. White/Casino Rouge Endowed Professorship in Accounting | Business |
| Dr. Aloyce Kaliba | Ben D. Johnson Professorship in Business | Business |
| Dr. Sung C. No | W.E. "Bill" Tucker Endowed Professorship in Business | Business |
| Dr. Mysore Ramaswamy | Peter Moncrief Endowed Professorship in Business | Business |
| Dr. Stephen Jaros | Dr. E.C. Harrison Endowed Professorship in Business | Business |
| Dr. Melissa Waters | Coca Cola Foundation Endowed Professorship | Business |
| Dr. Vasanta Chigurupati | Coca Cola Foundation Endowed Professorship in International Business | Business |
| Dr. Vineeta Hingorami | George Leon Netterville/Kellogg Endowed Professorship | Business |
| Dr. Victor Mbarika | Houston Alumnae Endowed Professorship in Business | Business |
| Dr. Kimberly Powell | Southern University Business & Industry Cluster Endowed Professorship | Business |
| Dr. Mary Darby | Lincoln J. Harrison-Coca Cola Foundation Endowed Professorship in Accounting | Business |
| Dr. Revathi Hines | Alphonse Jackson-Casino Rouge Endowed Professorship | Government and Social Sciences |
| Dr. Charles Vincent | Louis Jetson-Lamar Corporation Endowed Professorship | Government and Social Sciences |
| Dr. Leslie Taylor-Grover | Leon Tarver/Casino Rouge Endowed Professorship | Government and Social Sciences |
| Dr. Mahmoud Braima | Cleo Fields Endowed Professorship in Mass Communications | Humanities and Interdisciplinary Studies |
| Dr. Addie Dawson-Euba | Community Coffee/Frank Hayden Memorial Endowed Professorship in the Arts | Humanities and Interdisciplinary Studies |

**Endowed Professorships
January 1 - December 31, 2017**

| | | |
|----------------------|--|--|
| Dr. Tonya Rose | Joseph Kermit Haynes/Casino Rouge Endowed Professorship | Humanities and Interdisciplinary Studies |
| Dr. Nathan Haymer | Isaac Greggs/Casino Rouge Endowed Professorship in Education | Humanities and Interdisciplinary Studies |
| Dr. Luria Young | Rosalie Guidry Daste Endowed Professorship in Urban Education | Humanities and Interdisciplinary Studies |
| Dr. VerJanis Peoples | Joseph R. Glynn Professorship in Education | Humanities and Interdisciplinary Studies |
| Dr. Mwalimu Shujaa | Kleinpeter Family College of Education Professorship | Humanities and Interdisciplinary Studies |
| Dr. Cheryl Taylor | Drs. James and Jewel Prestage Kellog/Endowed Professorship in Nursing | Nursing & Allied Health |
| D. Janet S. Rami | Baton Rouge Area Foundation Endowed Professorship in Nursing | Nursing & Allied Health |
| Dr. Sharon Bator | Baton Rouge General/General Health System Endowed Professorship in Nursing | Nursing & Allied Health |
| Dr. Wanda Spurlock | Our Lady of the Lake Regional Medical Center Endowed Professorship in Nursing | Nursing & Allied Health |
| Dr. Sandra Brown | Woman's Hospital Endowed Professorship in Nursing | Nursing & Allied Health |
| Dr. Joshua Joseph | College of Engineering/Contractor's Educational Trust Fund Endowed Professorship | Sciences and Engineering |
| Dr. Patrick Carriere | School of Architecture/Contractor's Educational Trust Fund Endowed Professorship | Sciences and Engineering |
| Dr. Patrick Mensah | Formosa Plastic Endowed Professorship in Mechanical Engineering | Sciences and Engineering |
| Dr. Fred Lacy | Entergy Corporation Endowed Professorship in Engineering | Sciences and Engineering |
| Dr. Ghanashyam Joshi | Dow Chemical Company Endowed Professorship | Sciences and Engineering |
| Dr. Samuel Ibekwe | Dow Chemical/Gulf Coast Mechanical Engineering Endowed Professorship | Sciences and Engineering |
| Dr. Edwin Walker | BASF Corporation Endowed Professorship in Chemistry | Sciences and Engineering |

**Endowed Professorships
January 1 - December 31, 2017**

| | | |
|---------------------|---|--------------------------|
| Dr. Wesley Gray | Walter Dumas Endowed Professorship in Environmental Toxicology | Sciences and Engineering |
| Dr. Edward Doomes | Formosa/Prince Hall Endowed Professorship in Chemistry | Sciences and Engineering |
| Dr. Stephen McGuire | James & Ruth Smith Endowed Professorship in the College of Sciences and Agriculture | Sciences and Engineering |
| Dr. Rao Uppu | James & Ruth Smith Endowed Professorship in the College of Sciences and Agriculture | Sciences and Engineering |



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 7, 2017

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

RE: Salary Stipend for Clinical Assistant Professor Kelly Carmena & Approval of
Grant/Contract with the East Baton Rouge Public Defender Office

Dr. Belton:

Kelly Carmena, a Clinical Assistant professor and supervisor of the Criminal Law Clinic at the Southern University Law Center has secured a \$45,000 grant from the East Baton Rouge Parish Public Defender's office. The grant is for the Criminal Clinic to serve as one of several conflict counsels to represent indigent criminal defendants whose representation by the Public Defender may pose a conflict of interest. This grant is for a one-year period commencing October 1, 2017 and ending on September 30, 2018.

The funds would enable the Criminal Clinic to increase the level of services it offers to indigent criminal defendants and expand experiential learning opportunities for law students. The funding would also allow the clinic to ostensibly operate on a year round basis as opposed to a semester-by-semester basis, with very little summer activity.

This is a unique opportunity for the Law Center to partner with the East Baton Rouge Public Defender office, especially at a time when there are serious questions concerning the adequacy of indigent defender services in Louisiana. I therefore am requesting that the Southern University Board of Supervisors allow the Law Center to provide a salary stipend of \$30,000 plus benefits for twelve months from the grant funds. The salary stipend would end if the grant was not renewed. I am also requesting that the Board approve the Grant/Contract.


In addition, Professor Carmena would be engaging significantly more work. This work would entail a twelve-month commitment of time, instead of the customary nine-month commitment of time. The remaining funds would be used to fund a paid summer internship for a

Dr. Ray Belton
September 7, 2017
Page -2-

law student under the supervision of Professor Carmena. Professor Carmena would also be required to teach a summer criminal clinic law course.

I would appreciate if you would place this item on the agenda for the Board of Supervisors to consider at the September 22, 2017 meeting of the Board. If you have any questions, please feel free to contact me.

Yours sincerely,



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

Southern University Law Center's Criminal Clinic
September 5, 2017

Proposal for

Approval of Contract/Agreement with the East Baton Rouge
Parish District Defender's Office (aka Public Defender) –

By: Kelly G. Carmena
Assistant Clinical Professor
Attorney at Law

| | | |
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I. Summary

Currently, the SULC Criminal Clinic handles conflict misdemeanor matters through appointments by the criminal judges in the 19th JDC. Although most of the matters assigned to the SULC Criminal Clinic are conflict cases in which the District Defender/Public Defender's Office is unable to handle due to ethical and legal conflicts, there has never been a formal agreement between the two entities. It is the proposal of SULC and the SULC Criminal Clinic that SULC and the District Defender's Office for the Parish of East Baton Rouge join together to create a contract/grant under which the Southern University Law Center's Criminal Clinic will not only continue to represent misdemeanor conflict matters for the District Defender's Office, but also begin to represent indigent defendants charged with felony offenses in the 19th JDC.

The total budget being granted by the East Baton Rouge Parish District Defender's Office is \$45,000.

Introduction

The Southern University Law Center's Criminal Clinic, led by Assistant Professor Kelly G. Carmena, Attorney at Law, provides second and third year law students with "real world" experience in which they can evaluate and gain a fuller understanding of what is learned in the classroom; can observe and begin to develop the skills required for competent, ethical, and successful practice of law; begin to develop the ability to learn from experience and practice; and generally can begin the passage from student to professional attorney through the supervised practice of criminal defense in the 19th Judicial District Court of Louisiana.

Through supervised representation of indigent defendants charged with a crime in the 19th JDC, students learn proper courtroom decorum and attire, as well as how to draft motions, conduct client interviews and investigations, and hold trials.

II. Needs/Problems

The state of indigent defense in Louisiana has been one of an emergency for the past several years. Funding has been limited resulting in hardships for each district office to provide adequate representation to indigent clients facing criminal charges. In 2015, the District Defender Office for East Baton Rouge Parish was forced to lay off all full-time investigators, many of whom had been employed for many years with the office. In lieu of full-time investigators, the office began using part-time student investigators to do the work of eight previously employed full-time investigators. Yet, despite the decline in employees, case load continues to rise.

Over the last year, the District Office for East Baton Rouge Parish is faced with needing more attorneys than currently contracted with to assist in representing indigent defendant's facing felony offenses in the 19th JDC.

It has always been the mission of Southern University and Southern University Law Center to be a pillar in the Baton Rouge community at providing assistance and opportunity to those citizens deemed less fortunate or less likely to succeed. By joining forces with the East Baton Rouge District Defender's Office, Southern University along with Southern University Law Center will be able to reach even more citizens of Baton Rouge and the surrounding community by providing adequate and trustworthy representation to those facing criminal charges in the 19th JDC who qualify for representation through the District Defender's Office but where the District Defender has a current conflict.

III. Goals/Objectives

It has always been the goal of the Southern University Law Center's Criminal Clinic to provide client-centered legal representation for indigent criminal defendants charged with misdemeanor crimes in the 19th JDC. SULC looks to expand that goal by joining forces with the District Defender's Office to begin providing the same representation to criminal defendants who qualify for appointed counsel and cannot otherwise be represented by the District Defender and are facing felony offenses in the 19th JDC.

IV. Procedures/Scope of Work

All indigent criminal defendants charged under LA Revised Statutes with a felony offense who qualify for appointed counsel are referred to the District Defender's Office (aka Office of Public Defender). In instances where the District Defender has a conflict, the office will refer defendants to one of a roster of contract conflict attorneys/offices. It would be the job of the SULC Criminal Law Clinic to then, upon appointment by the District Defender, to provide legal representation for each of the defendants assigned from pre-trial to trial/resolution, sentencing, and if applicable post-conviction relief. Upon final resolution, the SULC Criminal Clinic would then be able to withdraw from the case as allowed by the Rules of Professional Conduct.

V. Timetable

The SULC Criminal Law Clinic and East Baton Rouge Parish District Defender's Office are looking to begin contract work immediately upon approval by the board.

VI. Budget

The District Defender will provide \$45,000 to supplement the salary of the attorney assigned to the criminal law clinic for representation.

VII. Key Personnel

Kelly G. Carmena, Assistant Professor of the Criminal Law Clinic/Supervising Attorney, will continue to oversee and manage the criminal law clinic and assist the Student Attorneys in providing adequate and ethical legal representation.

Student Worker/Secretary to assist in inputting DefenderData information.

VIII. Evaluation

At the end of each semester, the professor assigned to manage the criminal law clinic, will sit with each student attorney to evaluate the progress made in each file. The Clinic will also have access to the Public Defender Board's case tracking and management software, DefenderData, and will be responsible for timely inputting, updating and closing all files in DefenderData.

IX. Next Steps

All that is needed is the approval of the contract/grant by the Southern University Board.

**Southern University Law Center
East Baton Rouge Parish District Defender's Office
Public Defener's Office
Contract / Grant Agreement
Budget**

| Description | Budget Amount |
|------------------------------|----------------------------|
| Personnel Costs | |
| Salary and Wages | |
| Clinical Law Professor | \$ 30,000.00 |
| Student worker | <u>3,000.00</u> |
| Total | 33,000.00 |
| Fringe Benefits | 11,630.00 |
| Total | <u>44,630.00</u> |
| Supplies and expenses | 370.00 |
| Total | <u><u>\$ 45,000.00</u></u> |

FACILITIES AND PROPERTY COMMITTEE

(Following the Academic Affairs Committee)

Friday, September 22, 2017

**J. S. Clark Administration Building, 2nd Floor
Baton Rouge, LA 70813**

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Item
 - A. Request Approval of 5-Year Capital Outlay Request, SUS
6. Informational Item
 - A. Status Update of Priority Projects
7. Other Business
8. Adjournment

MEMBERS

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

SYSTEM NAME: Southern University and A&M College System

FY2018-2019 THRU FY2022-2023

5 Year Capital Outlay Plan

| System Priority | Campus Priority | Yr Originally Requested | Campus | Project | Actual Previous | FY18-19 | FY19-20 | FY20-21 | FY21-22 | FY22-23 | Yrs 2-5 Remaining Subtotal | Project Total |
|---------------------------------|-----------------|-------------------------|-----------|--|--------------------|---------------------|---------------------|--------------------|--------------------|--------------------|----------------------------|---------------------|
| 1 | 1 | FY 16-17 | SU System | SU System - Major Repairs and Deferred Maintenance of Buildings and Facilities/Site Infrastructure, including ADA upgrades, Re-Roofing, Mechanical HVAC & Energy Management Controls, Mechanical Plumbing, Electrical Power/Lighting/Fire protection systems and Construction (\$20,000,000 request August 2017) | \$4,000,000 | \$4,000,000 | \$4,000,000 | \$4,000,000 | \$4,000,000 | \$4,000,000 | \$16,000,000 | \$24,000,000 |
| 2 | 1 | FY17-18 | SUBR | Demolish Jesse Owens Hall Building that was built in 1958 w/ 14,928 sq. ft., state i.d. s02232 / su i.d. 46 (this building is very unsafe, cost for abatement, demolition & site rehabilitation \$15 to \$18/sq ft. \$300,000 + \$10k contingencies + \$30k engineering + fp&c fee \$10k = \$350,000) | | \$350,000 | | | | | \$0 | \$350,000 |
| 3 | 4 | FY17-18 | SUBR | New Campus Elevator Upgrades (ADA) - J B Moore Hall, Dunn Hall and School of Nursing . Budget \$850,000 | | \$250,000 | \$350,000 | \$250,000 | | | \$600,000 | \$850,000 |
| 4 | 1 | FY 16-17 | SUSLA | Lewis Collier Hall Science Building Renovation- re-roofing, foundation, site drainage, ext. concrete sun screen system, window repairs, Mech HVAC system, Electrical system, Architecture int. systems upgrades. | | \$1,200,000 | \$800,000 | \$800,000 | \$600,000 | | \$2,200,000 | \$3,400,000 |
| 5 | 1 | FY 14-15 | SUNC | Electrical Infrastructure Repair Park Campus | | \$750,000 | \$6,750,000 | | | | \$6,750,000 | \$7,500,000 |
| 6 | 1 | FY 17-18 | SULC | Mechanical HVAC and Plumbing System Upgrades for building interior and site exterior | | \$50,000 | \$500,000 | | | | \$500,000 | \$550,000 |
| 7 | 5 | FY 16-17 | SUBR | Mechanical and Plumbing System Upgrades for Stewart Hall | | \$470,000 | \$470,000 | \$470,000 | | | \$940,000 | \$1,410,000 |
| 8 | 2 | FY 13-14 | SUSLA | Existing Classroom Building Elevator/ADA Compliance | | \$50,000 | \$350,000 | | | | \$350,000 | \$400,000 |
| 9 | 3 | FY 07-08 | SUSLA | Collier Hall Science Bldg Rails/Ramps ADA Compliance | | \$63,000 | \$302,000 | | | | \$302,000 | \$365,000 |
| 10 | 4 | FY 10-11 | SUSLA | Concrete Walkways Repairs/ADA Compliance upgrades | \$85,000 | \$50,000 | \$528,000 | | | | \$528,000 | \$663,000 |
| 11 | 2 | FY 13-14 | SUNC | ADA Elevators for the Univ. Center & Health & Physical Education Building Buildings | | \$225,000 | \$2,250,000 | | | | \$2,250,000 | \$2,475,000 |
| 12 | 2 | FY 14-15 | SUAG | SUAG - A. O. Williams Hall Renovations - Phase 2 eastside, Building Interior system, Building Brick Masonry and Mechanical System upgrades - Budget for \$2,200,000 | | \$200,000 | \$2,000,000 | | | | \$2,000,000 | \$2,200,000 |
| 13 | 3 | FY 16-17 | SUNC | Repair roads and drainage on the Lake Campus. | | \$75,000 | \$750,000 | | | | \$750,000 | \$825,000 |
| 14 | 4 | FY 16-17 | SUNC | Gas Fired Emergency Generators Information Technology & Cafeteria | | \$40,000 | \$400,000 | | | | \$400,000 | \$440,000 |
| 15 | 5 | FY 12-13 | SUNC | Administration Building Replacement of Air Handling Units | | \$120,000 | \$1,200,000 | | | | \$1,200,000 | \$1,320,000 |
| 16 | 5 | FY 12-13 | SUSLA | Metro Campus Mechanical HVAC Replacement (144 units - 25 units per floor, 6 floors) (Downtown 610 Texas St.) | | \$200,000 | \$700,000 | \$700,000 | | | \$1,400,000 | \$1,600,000 |
| 17 | 2 | FY 16-17 | SUBR | Electrical Power/Lighting System Upgrades | | \$1,300,000 | \$1,300,000 | \$400,000 | | | \$1,700,000 | \$3,000,000 |
| 18 | 6 | FY 13-14 | SUNC | Cafeteria Building Replacement of Air Handling Units | | \$35,000 | \$350,000 | | | | \$350,000 | \$385,000 |
| 19 | 6 | FY 14-15 | SUSLA | Campus wide - Mechanical HVAC Automation Control System | | \$200,000 | \$800,000 | \$320,000 | | | \$1,120,000 | \$1,320,000 |
| 20 | 7 | FY 13-14 | SUSLA | Fine Arts Center HVAC Units & Plumbing | | \$200,000 | \$2,000,000 | | | | \$2,000,000 | \$2,200,000 |
| 21 | 3 | FY 16-17 | SUBR | James Lee & J. W. Fisher Hall Mechanical HVAC, Lab Fume Hoods, natural gas & water/system upgrades Renovations- \$5,000,000 budget for 2018 phase 2 | | \$500,000 | \$2,500,000 | \$2,000,000 | | | \$4,500,000 | \$5,000,000 |
| 22 | 1 | FY 16-17 | SUAG | SUAG - Road/Street and Canal Soil Erosion Improvements at SUAG Experimental Farm Station 14600 Scenic Highway / US Hwy 61 (Baker LA) | | \$300,000 | \$3,000,000 | | | | \$3,000,000 | \$3,300,000 |
| | | | | | | | | | | | \$0 | \$0 |
| Total Emergency Projects | | | | | \$4,085,000 | \$10,628,000 | \$31,300,000 | \$8,940,000 | \$4,600,000 | \$4,000,000 | \$48,840,000 | \$63,553,000 |

| System Priority | Campus Priority | Yr Originally Requested | Campus | Project | Actual Previous | FY18-19 | FY19-20 | FY20-21 | FY21-22 | FY22-23 | Yrs 2-5 Remaining Subtotal | Project Total |
|--------------------------------------|-----------------|-------------------------|--------|---------------------|-----------------|---------|---------|---------|-------------|-------------|----------------------------|---------------|
| 1 | 1 | FY10-11 | SUSLA | New Student Housing | | | | | \$1,110,000 | \$3,920,139 | \$5,030,139 | \$5,030,139 |
| | | | | | | | | | | | \$0 | \$0 |
| | | | | | | | | | | | \$0 | \$0 |
| | | | | | | | | | | | \$0 | \$0 |
| Total Self-Generated Projects | | | | | \$0 | \$0 | \$0 | \$0 | \$1,110,000 | \$3,920,139 | \$5,030,139 | \$5,030,139 |

| System Priority | Campus Priority | Yr Originally Requested | Campus | Project | Actual Previous | FY18-19 | FY19-20 | FY20-21 | FY21-22 | FY22-23 | Yrs 2-5 Remaining Subtotal | Project Total |
|----------------------------------|-----------------|-------------------------|--------|---|---------------------|---------------------|---------------------|--------------------|--------------------|------------------|----------------------------|---------------------|
| 1 | 1 | FY 15-16 | SUBR | T.T. Allain (Consent Decree ADA) \$1,010,000 | \$1,001,000 | | | | | | \$0 | \$1,001,000 |
| 2 | 2 | FY 15-16 | SUBR | A.W. Mumford (Consent Decree ADA) \$7,900,000 | \$7,900,000 | | | | | | \$0 | \$7,900,000 |
| 3 | 3 | FY 15-16 | SUBR | F.G. Clark Activity Center (Consent Decree ADA) \$7,450,000 | \$7,450,000 | | | | | | \$0 | \$7,450,000 |
| 4 | 1 | FY 14-15 | SUAG | SUAG - A. O. Williams Hall Renovations - Phase 1 westside, Roofing Flashing, Brick Masonry and Mechanical System upgrades (\$2,764,630 budget Federal) | \$2,375,000 | \$900,000 | | | | | \$0 | \$3,275,000 |
| 5 | 1 | FY 11-12 | SUSLA | Allen Building School of Nursing Renovation (Downtown Texas St.) \$3,433,800 budget | \$3,433,800 | | | | | | \$0 | \$3,433,800 |
| 6 | 4 | FY 16-17 | SUBR | Central Plant Mechanical System Upgrades (see SUS Major Repairs Funding FY 16-17) | \$310,000 | \$75,000 | \$75,000 | \$75,000 | | | \$150,000 | \$535,000 |
| 7 | 5 | FY 16-17 | SUBR | Roofing System Repairs/Replacements (see SUS Major Repairs Funding from previous years projects) 1. Navy ROTC 2. Army ROTC 3. Smith-Brown Memorial Student Union 4. J. B. Moore Hall 5. Augustus C. Blanks Hall 6. Southern University Laboratory School - gym & covered walks 7. J. S. Clark Adm. Building | \$929,000 | \$559,000 | \$359,000 | \$535,000 | \$550,000 | | \$1,444,000 | \$2,932,000 |
| 8 | 3 | FY 13-14 | SUSLA | Health, Physical Education & Recreation Complex Gym Roof Replacement | \$135,000 | \$100,000 | \$600,000 | | | | \$600,000 | \$835,000 |
| 9 | 6 | FY 14-15 | SUBR | Campus fire alarm systems upgrades for 22 buildings (JB Cade - \$280,000, ect.) - \$1,300,000 | \$280,000 | \$250,000 | \$500,000 | \$270,000 | | | \$770,000 | \$1,300,000 |
| 10 | 7 | FY 13-14 | SUBR | SU Laboratory School Addition and Upgrades - Phase 2 \$6,654,100 | \$54,100 | \$600,000 | \$3,000,000 | \$2,000,000 | \$1,000,000 | | \$6,000,000 | \$6,654,100 |
| 11 | 2 | FY 08-09 | SUSLA | New Dental Hygiene Center | \$1,000,000 | \$200,000 | \$1,725,000 | | | | \$1,725,000 | \$2,925,000 |
| 12 | 4 | FY 12-13 | SUSLA | Student Services Center Expansion & Stairwell Upgrades | | \$280,000 | \$2,683,300 | | | | \$2,683,300 | \$2,963,300 |
| 13 | 5 | FY 14-15 | SUSLA | Existing "New" Classroom Building Stairwell Renovation | | \$30,000 | \$300,000 | | | | \$300,000 | \$330,000 |
| 14 | 6 | FY 14-15 | SUSLA | Metro Campus Window Replacement/upgrades for 6 floors | | \$300,000 | \$300,000 | \$300,000 | | | \$600,000 | \$900,000 |
| 15 | 7 | FY 15-16 | SUSLA | Campus Street Concrete Repairs | | \$300,000 | \$500,000 | \$500,000 | \$500,000 | \$200,000 | \$1,700,000 | \$2,000,000 |
| 16 | 8 | FY 12-13 | SUSLA | Existing Student Housing Acquisition | | \$18,700,000 | | | | | \$0 | \$18,700,000 |
| | | | | | | | | | | | \$0 | \$0 |
| | | | | | | | | | | | \$0 | \$0 |
| | | | | | | | | | | | \$0 | \$0 |
| Total Continuing Projects | | | | | \$24,867,900 | \$22,294,000 | \$10,042,300 | \$3,680,000 | \$2,050,000 | \$200,000 | \$15,972,300 | \$63,134,200 |

| System Priority | Campus Priority | Yr Originally Requested | Campus | Project | Actual Previous | FY18-19 | FY19-20 | FY20-21 | FY21-22 | FY22-23 | Yrs 2-5 Remaining Subtotal | Project Total |
|---------------------------|-----------------|-------------------------|--------|---|-----------------|--------------|--------------|--------------|--------------|--------------|----------------------------|---------------|
| 1 | 3 | FY 17-18 | SUBR | New Science Complex (140,000 sq. ft.). This new complex to replace J. Fisher Hall (51,000 sf / 1953 yr) (Biology, Agriculture, Environmental Toxicology, Science-Mathematics/Edu) and W. James Hall (61,000 sf / 1972 yr) (Physics, Timbuktu Academy, Biology) | | \$4,000,000 | \$10,000,000 | \$15,000,000 | \$15,000,000 | \$2,000,000 | \$42,000,000 | \$46,000,000 |
| 2 | 1 | FY 17-18 | SUBR | Ravine and Bluff - Soil Erosion/Detachment and Sloughing off Repairs/Stabilization - Phase 4 | | \$800,000 | \$3,000,000 | \$2,500,000 | \$1,700,000 | | \$7,200,000 | \$8,000,000 |
| 3 | 1 | FY 17-18 | SUAG | Demolish the following buildings: Farm Cottage 1959 yr, Farm Cottage 1923 yr, Calf Barn 1939 yr, Dairy Creamery 1958 yr, Dairy Bull Pen A 1958 yr, Dairy Bull Pen B 1958, Dairy Silo 1960 yr and Dairy Barn 1972 yr. total sq. ft. 36,750 @ \$6 = \$220,500 + \$10k+\$20+\$7.5k=\$258,000 | | \$260,000 | | | | | \$0 | \$260,000 |
| 4 | 2 | FY 17-18 | SUBR | Sewer and Street Improvements at Jessie Stone and E.C. Harrison | | \$500,000 | | | | | \$0 | \$500,000 |
| 5 | 1 | FY 12-13 | SUNO | Repair and replace damaged and non-compliant sidewalks, ramps and parking lots | | \$37,500 | \$187,500 | \$187,500 | | | \$375,000 | \$412,500 |
| 6 | 5 | FY 17-18 | SUBR | Road Improvement and drainage Repair behind Hayden Hall (Performing Arts) building. Design would include parking area. | | \$60,000 | \$400,000 | \$200,000 | | | \$600,000 | \$660,000 |
| 7 | 1 | FY 17-18 | SULC | Electrical Power/Lighting System Upgrades for exterior parking & sidewalks and building interior | | \$40,000 | \$400,000 | | | | \$400,000 | \$440,000 |
| 8 | 6 | FY 17-18 | SUBR | Campus safety lighting system upgrades | | \$45,000 | \$250,000 | \$250,000 | | | \$500,000 | \$545,000 |
| 9 | 4 | FY 14-15 | SUNO | ADA Compliant restrooms and other public accommodations in the Administration Bldg. Cafeteria, University Center, Health & Physical Education Building and the L. Washington Library. | | \$250,000 | \$750,000 | \$750,000 | \$1,000,000 | | \$2,500,000 | \$2,750,000 |
| 10 | 4 | FY 17-18 | SUBR | J. S. Clark Administration Building, Brick wall repairs & Window & Replacement | | \$50,000 | \$450,000 | | | | \$450,000 | \$500,000 |
| 11 | 2 | FY 17-18 | SUNO | Lake Campus - Master meter for electrical, natural gas and water. | | \$400,000 | \$4,000,000 | | | | \$4,000,000 | \$4,400,000 |
| 12 | 3 | FY 12-13 | SUNO | Bashful Administration Building Window system replacement | | \$87,500 | \$875,000 | | | | \$875,000 | \$962,500 |
| 13 | 1 | FY 11-12 | SUSLA | New Workforce Training & Technology Center | | \$800,000 | \$3,000,000 | \$3,000,000 | \$2,200,000 | | \$8,200,000 | \$9,000,000 |
| 14 | 2 | FY 17-18 | SUSLA | New Classroom Building | | \$500,000 | \$3,000,000 | \$2,000,000 | \$2,000,000 | | \$7,000,000 | \$7,500,000 |
| 15 | 3 | FY 13-14 | SUSLA | New Auditorium and Performing Arts Theater | | | | | \$1,821,010 | \$9,000,000 | \$10,821,010 | \$10,821,010 |
| 16 | 4 | FY 12-13 | SUSLA | New Student Orientation & Success Facility (Information Center) | | \$700,000 | \$1,000,000 | \$1,000,000 | \$1,000,000 | \$1,000,000 | \$4,000,000 | \$4,700,000 |
| 17 | 5 | FY 14-15 | SUSLA | New Allied Health Careers Training Building | | \$2,500,000 | \$2,500,000 | \$17,000,000 | | | \$19,500,000 | \$22,000,000 |
| 18 | 6 | FY 14-15 | SUSLA | New Metro Center Parking Garage | | \$700,000 | \$7,000,000 | | \$583,333 | | \$7,583,333 | \$8,283,333 |
| 19 | 7 | FY 15-16 | SUSLA | New Student Outdoor Intramural Sports/Recreational Facility | | \$100,000 | \$720,000 | \$180,000 | | | \$900,000 | \$1,000,000 |
| 20 | 8 | FY 12-13 | SUSLA | New Main Campus Parking Garage | | \$550,000 | \$4,950,000 | | | | \$4,950,000 | \$5,500,000 |
| | 7 | FY 17-18 | SUBR | Campuswide pedestrian pathway repairs/additions for 2018 phase 1 | | \$150,000 | \$75,000 | \$75,000 | \$75,000 | \$75,000 | \$300,000 | \$450,000 |
| | | | | | | | | | | | \$0 | \$0 |
| | | | | | | | | | | | \$0 | \$0 |
| | | | | | | | | | | | \$0 | \$0 |
| Total New Projects | | | | | \$0 | \$12,530,000 | \$42,557,500 | \$42,142,500 | \$25,379,343 | \$12,075,000 | \$122,154,343 | \$134,684,343 |

GRAND TOTAL ALL CATEGORIES \$28,952,900 \$45,452,000 \$83,899,800 \$54,762,500 \$33,139,343 \$20,195,139 \$191,996,782 \$266,401,682

5 YEAR CAPITAL OUTLAY PLAN

INSTITUTION: Southern Unviersity System

5 YEAR CAPITAL OUTLAY PLAN

FY2018-2019 - FY2022-2023

| Project Title | 1st Yr Requested | Inst. Priority | Funding Source** | Previous Funding | FY18-19 | FY19-20 | FY20-21 | FY21-22 | FY22-23 | 5-Year Request | Total Cost |
|---|------------------|----------------|------------------|------------------|-------------|-------------|-------------|-------------|-------------|----------------|--------------|
| SU System - Major Repairs and Deferred Maintenece of Buildings and Facilities/Site Infrastructure, including ADA upgrades, Re-Roofing, Mechanical HVAC & Energy Management Controls, Mechanical Plumbing, Electrical Power/Lighting/Fire protection systems and Construction (\$20,000,000 request August 2017) | FY 16-17 | E-1 | G.O. | \$4,000,000 | \$4,000,000 | \$4,000,000 | \$4,000,000 | \$4,000,000 | \$4,000,000 | \$20,000,000 | \$24,000,000 |
| | | E-2 | G.O. | | | | | | | \$0 | \$0 |
| | | E-3 | G.O. | | | | | | | \$0 | \$0 |
| | | Self-Gen | | | | | | | | \$0 | \$0 |
| | | Self-Gen | | | | | | | | \$0 | \$0 |
| | | C-1 | G.O. | | | | | | | \$0 | \$0 |
| | | C-2 | G.O. | | | | | | | \$0 | \$0 |
| | | N-1 | G.O. | | | | | | | \$0 | \$0 |
| | | N-2 | G.O. | | | | | | | \$0 | \$0 |
| | | | | | | | | | | \$0 | \$0 |
| Totals | | | | \$4,000,000 | \$4,000,000 | \$4,000,000 | \$4,000,000 | \$4,000,000 | \$4,000,000 | \$20,000,000 | \$24,000,000 |

*Add lines where needed. LEGEND: E (Emergency), C (Continuing), N (New), G.O. (General Obligation Bonds).

**Change Funding Source Where Necessary

Self-Gen. Rev. (Self-Generated Revenues)

5 YEAR CAPITAL OUTLAY PLAN

INSTITUTION: Southern University Baton Rouge

5 YEAR CAPITAL OUTLAY PLAN

FY2018-2019 - FY2022-2023

| Project Title | 1st Yr Requested | Inst. Priority | Funding Source** | Previous Funding | FY18-19 | FY19-20 | FY20-21 | FY21-22 | FY22-23 | 6-Year Request | Total Cost |
|---|------------------|----------------|------------------|------------------|-------------|--------------|--------------|--------------|-------------|----------------|--------------|
| Demolish Jesse Owens Hall Building that was built in 1958 w/ 14,928 sq. ft., state I.d. s02232 / su I.d. 46 (this building is very unsafe, cost for abatement, demolition & site rehabilitation \$15 to \$18/sq ft. \$300,000 + \$10k contingencies + \$30k engineering + p&c fee \$10k = \$350,000) | FY 17-18 | E-1 | G.O. | | \$50,000 | \$300,000 | | | | \$350,000 | \$350,000 |
| Electrical Power/Lighting System Upgrades | FY 16-17 | E-2 | G.O. | | \$1,300,000 | \$1,300,000 | \$400,000 | | | \$3,000,000 | \$3,000,000 |
| James Lee & J. W. Fisher Hall Mechanical HVAC, Lab Fume Hoods, natural gas & water/system upgrades Renovations-\$5,000,000 budget for 2018 phase 2 | FY 16-17 | E-3 | G.O. | | \$500,000 | \$2,500,000 | \$2,000,000 | | | \$5,000,000 | \$5,000,000 |
| New Campus Elevator Upgrades (ADA) - J B Moore Hall, Dunn Hall and School of Nursing , Budget \$850,000 | FY17-18 | E-4 | G.O. | | \$250,000 | \$350,000 | \$250,000 | | | \$850,000 | \$850,000 |
| Mechanical and Plumbing System Upgrades for Stewart Hall | FY 16-17 | E-5 | G.O. | | \$470,000 | \$470,000 | \$470,000 | | | \$1,410,000 | \$1,410,000 |
| T.T. Allain (Consent Decree ADA) \$1,010,000 | FY 15-16 | C-1 | G.O. | \$1,010,000 | | | | | | \$0 | \$1,010,000 |
| A.W. Mumford (Consent Decree ADA) \$7,900,000 | FY 15-16 | C-2 | G.O. | \$7,900,000 | | | | | | \$0 | \$7,900,000 |
| F.G.Clark Activity Center (Consent Decree ADA) \$7,450,000 | FY 15-16 | C-3 | G.O. | \$7,450,000 | | | | | | \$0 | \$7,450,000 |
| Central Plant Mechanical System Upgrades (see SUS Major Repairs Funding) | FY 16-17 | C-4 | G.O. | \$310,000 | \$75,000 | \$75,000 | \$75,000 | | | \$225,000 | \$535,000 |
| Roofing System Repairs/Replacements (see SUS Major Repairs Funding FY from previous years projects) | | | | | | | | | | | |
| 1. Navy ROTC | | | | | | | | | | | |
| 2. Army ROTC | | | | | | | | | | | |
| 3. Smith-Brown Memorial Student Union | | | | | | | | | | | |
| 4. J. B. Moore Hall | | | | | | | | | | | |
| 5. Augustus C. Blanks Hall | | | | | | | | | | | |
| 6. Southern University Laboratory School - gym & covered walks | | | | | | | | | | | |
| 7. J. S. Clark Adm. Building | | | | | | | | | | | |
| Campus fire alarm systems upgrades for 22 buildings (JB Cade, ect.) - \$1,300,000 | FY 14-15 | C-6 | G.O. | \$280,000 | \$250,000 | \$500,000 | \$270,000 | | | \$1,020,000 | \$1,300,000 |
| SU Laboratory School Addition and Upgrades - Phase 2 \$6,654,100 | FY 13-14 | C-7 | G.O. | \$54,100 | \$600,000 | \$3,000,000 | \$2,000,000 | \$1,000,000 | | \$6,600,000 | \$6,654,100 |
| Revine and Bluff - Soil Erosion/Detachment and Sloughing off Repairs/Stabilization - Phase 4 | FY 17-18 | N-1 | G.O. | | \$800,000 | \$3,000,000 | \$2,500,000 | \$1,700,000 | | \$8,000,000 | \$8,000,000 |
| Sewer and Street Improvements at Jesse Stone and E.C. Harrison | FY 17-18 | N-2 | G.O. | | \$500,000 | | | | | \$500,000 | \$500,000 |
| New Science Complex (140,000 sq. ft.). This new complex to replace J. Fisher Hall (51,000 sf / 1953 yr) (Biology, Agriculture, Environmental Toxicology, Science-Mathematics/Edu) and W. James Hall (61,000 sf / 1972 yr) (Physics, Timbuktu Academy, Biology) | FY 17-18 | N-3 | G.O. | | \$4,000,000 | \$10,000,000 | \$15,000,000 | \$15,000,000 | \$2,000,000 | \$46,000,000 | \$46,000,000 |
| J. S. Clark Administration Building, Brick wall repairs & Window & Replacement | FY 17-18 | N-4 | G.O. | | \$50,000 | \$450,000 | | | | \$500,000 | \$500,000 |
| Road Improvement and drainage Repair behind Hayden Hall (Performing Arts) building. Design would include parking area. | FY 17-18 | N-5 | G.O. | | \$60,000 | \$400,000 | \$200,000 | | | \$660,000 | \$660,000 |
| Campus safety lighting system upgrades | FY 17-18 | N-6 | G.O. | | \$45,000 | \$250,000 | \$250,000 | | | \$545,000 | \$545,000 |
| Campuswide pedestrian pathway repairs/additions for 2018 phase 1 | FY 17-18 | N-7 | G.O. | | \$150,000 | \$75,000 | \$75,000 | \$75,000 | \$75,000 | \$450,000 | \$450,000 |
| | | | | | | | | | | \$0 | \$0 |
| | | | | | | | | | | \$0 | \$0 |
| Totals | | | | \$17,933,100 | \$9,659,000 | \$23,029,000 | \$24,025,000 | \$18,325,000 | \$2,075,000 | \$77,113,000 | \$95,046,100 |

*Add lines where needed. LEGEND: E (Emergency), C (Continuing), N (New), G.O. (General Obligation Bonds).

**Change Funding Source Where Necessary

Self-Gen. Rev. (Self-Generated Revenues)

5 YEAR CAPITAL OUTLAY PLAN

INSTITUTION: Southern University Law Center

5 YEAR CAPITAL OUTLAY PLAN

FY2018-2019 - FY2022-2023

| Project Title | 1st Yr Requested | Inst. Priority | Funding Source** | Previous Funding | FY18-19 | FY19-20 | FY20-21 | FY21-22 | FY22-23 | 5-Year Request | Total Cost |
|--|------------------|----------------|------------------|------------------|----------|-----------|-----------|---------|---------|----------------|------------|
| Mechanical HVAC and Plumbing System Upgrades for building interior and site exterior | FY 17-18 | E-1 | G.O. | | \$50,000 | \$500,000 | | | | \$550,000 | \$550,000 |
| | | E-2 | G.O. | | | | | | | \$0 | \$0 |
| | | E-3 | G.O. | | | | | | | \$0 | \$0 |
| | | C-1 | G.O. | | | | | | | \$0 | \$0 |
| | | C-2 | G.O. | | | | | | | \$0 | \$0 |
| | | C-3 | G.O. | | | | | | | \$0 | \$0 |
| Electrical Power/Lighting System Upgrades for exterior parking & sidewalks and building interior | FY 17-18 | N-1 | G.O. | | \$40,000 | \$400,000 | | | | \$440,000 | \$440,000 |
| | | N-2 | G.O. | | | | | | | \$0 | \$0 |
| | | N-3 | G.O. | | | | | | | \$0 | \$0 |
| | | N-4 | G.O. | | | | | | | \$0 | \$0 |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| Totals | | | | | \$0 | \$90,000 | \$900,000 | \$0 | \$0 | \$0 | \$990,000 |

*Add lines where needed. LEGEND: E (Emergency), C (Continuing), N (New), G.O. (General Obligation Bonds).

**Change Funding Source Where Necessary
Self-Gen. Rev. (Self-Generated Revenues)

5 YEAR CAPITAL OUTLAY PLAN

INSTITUTION: Southern Unversity Agricultural Research and Extension Center

5 YEAR CAPITAL OUTLAY PLAN

FY2018-2019 - FY2022-2023

| Project Title | 1st Yr Requested | Inst. Priority | Funding Source** | Previous Funding | FY18-19 | FY19-20 | FY20-21 | FY21-22 | FY22-23 | 5-Year Request | Total Cost |
|---|------------------|----------------|------------------|------------------|-------------|-------------|---------|---------|---------|----------------|-------------|
| SUAG - Road/Street and Canal Soil Erosion Improvements at SUAG Experimental Farm Station 14600 Scenic Highway / US Hwy 61 (Baker LA) | FY 16-17 | E-1 | G.O. | | \$300,000 | \$3,000,000 | | | | \$3,300,000 | \$3,300,000 |
| SUAG - A. O. Williams Hall Renovations - Phase 2 eastside, Building Interior system, Building Brick Masonry and Mechanical System upgrades - Budget for \$2,200,000 | FY 14-15 | E-2 | G.O. | | \$200,000 | \$2,000,000 | | | | \$2,200,000 | \$2,200,000 |
| | | E-3 | G.O. | | | | | | | \$0 | \$0 |
| | | Self-Gen | | | | | | | | \$0 | \$0 |
| | | Self-Gen | | | | | | | | \$0 | \$0 |
| SUAG - A. O. Williams Hall Renovations - Phase 1 westside, Roofing Flashing, Brick Masonry and Mechanical System upgrades (\$2,764,630 budget) | FY 14-15 | C-1 | G.O. | \$2,375,000 | \$900,000 | | | | | \$900,000 | \$3,275,000 |
| | | C-2 | G.O. | | | | | | | \$0 | \$0 |
| | | C-3 | G.O. | | | | | | | \$0 | \$0 |
| Demolish the following buildings: Farm Cottage 1959 yr, Farm Cottage 1923 yr, Calf Barn 1939 yr, Dairy Creamery 1958 yr, Dairy Bull Pen A 1958 yr, Dairy Bull Pen B 1958, Dairy Silo 1960 yr and Dairy Barn 1972 yr. total sq. ft. 36,750 @ \$6 = \$220,500 + \$10k + \$20 + \$7.5k = \$258,000 | | N-1 | G.O. | | \$260,000 | | | | | \$260,000 | \$260,000 |
| | | N-2 | G.O. | | | | | | | \$0 | \$0 |
| | | N-3 | G.O. | | | | | | | \$0 | \$0 |
| | | N-4 | G.O. | | | | | | | \$0 | \$0 |
| | | | | | | | | | | \$0 | \$0 |
| | | | | | | | | | | \$0 | \$0 |
| Totals | | | | \$2,375,000 | \$1,660,000 | \$5,000,000 | \$0 | \$0 | \$0 | \$6,660,000 | \$9,035,000 |

*Add lines where needed. LEGEND: E (Emergency), C (Continuing), N (New), G.O. (General Obligation Bonds).

**Change Funding Source Where Necessary

Self-Gen. Rev. (Self-Generated Revenues)

5 YEAR CAPITAL OUTLAY PLAN

INSTITUTION: Southern University New Orleans

5 YEAR CAPITAL OUTLAY PLAN

FY2018-2019 - FY2022-2023

| Project Title | 1st Yr Requested | Inst. Priority | Funding Source** | Previous Funding | FY18-19 | FY19-20 | FY20-21 | FY21-22 | FY22-23 | 5-Year Request | Total Cost |
|---|------------------|----------------|------------------|------------------|-------------|--------------|-----------|-------------|---------|----------------|--------------|
| Electrical Infrastructure Repair Park Campus | FY 14-15 | E-1 | G.O. | | \$750,000 | \$6,750,000 | | | | \$7,500,000 | \$7,500,000 |
| ADA Elevators for the Univ. Center & Health & Physical Education Building Buildings | FY 13-14 | E-2 | G.O. | | \$225,000 | \$2,250,000 | | | | \$2,475,000 | \$2,475,000 |
| Repair roads and drainage on the Lake Campus. | FY 16-17 | E-3 | G.O. | | \$75,000 | \$750,000 | | | | \$825,000 | \$825,000 |
| Gas Fired Emergency Generators Information Technology & Cafeteria | FY 16-17 | E-4 | G.O. | | \$40,000 | \$400,000 | | | | \$440,000 | \$440,000 |
| Bashful Administration Building Replacement of Air Handling | FY 12-13 | E-5 | G.O. | | \$120,000 | \$1,200,000 | | | | \$1,320,000 | \$1,320,000 |
| Cafeteria Building Replacement of Air Handling Units | FY 13-14 | E-6 | G.O. | | \$35,000 | \$350,000 | | | | \$385,000 | \$385,000 |
| | | C-1 | | | | | | | | \$0 | \$0 |
| | | Self-Gen | | | | | | | | \$0 | \$0 |
| Repair and replace damaged and non-compliant sidewalks, ramps and parking lots | FY 12-13 | N-1 | G.O. | | \$37,500 | \$187,500 | \$187,500 | | | \$412,500 | \$412,500 |
| Lake Campus - Master meter for electrical, natural gas and water. | FY 17-18 | N-2 | G.O. | | \$400,000 | \$4,000,000 | | | | \$4,400,000 | \$4,400,000 |
| Administration Building Window system replacement | FY 12-13 | N-3 | G.O. | | \$87,500 | \$875,000 | | | | \$962,500 | \$962,500 |
| ADA Compliant restrooms and other public accommodations in the Administration Bldg. Cafeteria, University Center, Health & Physical Education Building and the L. Washington Library. | FY 14-15 | N-4 | G.O. | | \$250,000 | \$750,000 | \$750,000 | \$1,000,000 | | \$2,750,000 | \$2,750,000 |
| | | | | | | | | | | \$0 | \$0 |
| | | | | | | | | | | \$0 | \$0 |
| Totals | | | | \$0 | \$2,020,000 | \$17,512,500 | \$937,500 | \$1,000,000 | \$0 | \$21,470,000 | \$21,470,000 |

*Add lines where needed. LEGEND: E (Emergency), C (Continuing), N (New), G.O. (General Obligation Bonds).

**Change Funding Source Where Necessary

Self-Gen. Rev. (Self-Generated Revenues)

5 YEAR CAPITAL OUTLAY PLAN

INSTITUTION: Southern University Shreveport

5 YEAR CAPITAL OUTLAY PLAN

FY2018-2019 - FY2022-2023

| Project Title | 1st Yr Requested | Inst. Priority | Funding Source** | Previous Funding | FY18-19 | FY19-20 | FY20-21 | FY21-22 | FY22-23 | 5-Year Request | Total Cost |
|--|------------------|----------------|------------------|------------------|--------------|--------------|--------------|--------------|--------------|----------------|----------------|
| Lewis Collier Hall Science Building Renovation- re-roofing, foundation, site drainage, ext. concrete sun screen system, window repairs, Mech HVAC system, Electrical system, Architecture int. systems upgrades. | FY 16-17 | E-1 | G.O. | | \$1,200,000 | \$800,000 | \$800,000 | \$600,000 | | \$3,400,000 | \$3,400,000 |
| Existing Classroom Building Elevator/ADA Compliance | FY 13-14 | E-2 | G.O. | | \$50,000 | \$350,000 | | | | \$400,000 | \$400,000 |
| Lewis Collier Hall Science Bldg Rails/Ramps ADA Compliance | FY 07-08 | E-3 | G.O. | | \$63,000 | \$302,000 | | | | \$365,000 | \$365,000 |
| Concrete Walkways Repairs/ADA Compliance upgrades | FY 10-11 | E-4 | G.O. | \$85,000 | \$50,000 | \$528,000 | | | | \$578,000 | \$578,000 |
| Metro Campus Mechanical HVAC Replacement (144 units - 25 units per floor, 6 floors) (Downtown 610 Texas St.) | FY 12-13 | E-5 | G.O. | | \$200,000 | \$700,000 | \$700,000 | | | \$1,600,000 | \$1,600,000 |
| Campus wide - Mechanical HVAC Automation Control System | FY 14-15 | E-6 | G.O. | | \$200,000 | \$800,000 | \$320,000 | | | \$1,320,000 | \$1,320,000 |
| Fine Arts Center HVAC Units & Plumbing | FY 13-14 | E-7 | G.O. | | \$200,000 | \$2,000,000 | | | | \$2,200,000 | \$2,200,000 |
| New Student Housing | FY10-11 | SG-1 | Self Gen. | | | | | \$1,110,000 | \$3,920,139 | \$5,030,139 | \$6,769,861.00 |
| Allen Building School of Nursing Renovation (Downtown Texas St.) \$3,433,800 budget | FY 11-12 | C-1 | G.O. | \$3,433,800 | | | | | | \$0 | \$3,433,800 |
| New Dental Hygiene Center | FY 08-09 | C-2 | G.O. | \$1,000,000 | \$200,000 | \$1,725,000 | | | | \$1,925,000 | \$2,925,000 |
| Health, Physical Education & Recreation Complex Gym Roof Replacement | FY 13-14 | C-3 | G.O. | \$135,000 | \$100,000 | \$600,000 | | | | \$700,000 | \$835,000 |
| Student Services Center Expansion & Stairwell Upgrades | FY 12-13 | C-4 | G.O. | | \$280,000 | \$2,683,300 | | | | \$2,963,300 | \$2,963,300 |
| Existing "New" Classroom Building Stairwell Renovation | FY 14-15 | C-5 | G.O. | | \$30,000 | \$300,000 | | | | \$330,000 | \$330,000 |
| Metro Campus Window Replacement/Upgrades for 6 floors | FY 14-15 | C-6 | G.O. | | \$300,000 | \$300,000 | \$ 300,000 | | | \$900,000 | \$900,000 |
| Campus Street Concrete Repairs | FY 15-16 | C-7 | G.O. | | \$300,000 | \$500,000 | \$ 500,000 | \$500,000 | \$200,000 | \$2,000,000 | \$2,000,000 |
| Existing Student Housing Acquisition | FY 12-13 | C-8 | G.O. | | \$18,700,000 | | | | | \$18,700,000 | \$18,700,000 |
| New Workforce Training & Technology Center | FY 12-13 | N-1 | G.O. | | \$800,000 | \$3,000,000 | \$ 3,000,000 | \$2,200,000 | | \$9,000,000 | \$9,000,000 |
| New Classroom Building | FY 17-18 | N-2 | G.O. | | \$500,000 | \$3,000,000 | \$ 2,000,000 | \$2,000,000 | | \$7,500,000 | \$7,500,000 |
| New Auditorium and Performing Arts Theater | FY 13-14 | N-3 | G.O. | | | | | \$1,821,010 | \$9,000,000 | \$10,821,010 | \$10,821,010 |
| New Student Orientation & Success Facility (Information Center) | FY 16-17 | N-4 | G.O. | | \$700,000 | \$1,000,000 | \$1,000,000 | \$1,000,000 | \$1,000,000 | \$4,700,000 | \$4,700,000 |
| New Allied Health Careers Training Building | FY 17-18 | N-5 | G.O. | | \$2,500,000 | \$2,500,000 | \$17,000,000 | | | \$22,000,000 | \$22,000,000 |
| New Metro Center Parking Garage | FY 06-07 | N-6 | G.O. | | \$700,000 | \$7,000,000 | | \$583,333 | | \$8,283,333 | \$8,283,333 |
| New Student Outdoor Intramural Sports/Recreational Facility | FY 02-03 | N-7 | G.O. | | \$100,000 | \$720,000 | \$ 180,000 | | | \$1,000,000 | \$1,000,000 |
| New Main Campus Parking Garage | FY 10-11 | N-8 | G.O. | | \$550,000 | \$4,950,000 | | | | \$5,500,000 | \$5,500,000 |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| Totals | | | | \$4,653,800 | \$28,828,000 | \$33,758,300 | \$24,510,000 | \$15,424,482 | \$14,120,139 | \$116,975,643 | \$116,975,643 |

*Add lines where needed. LEGEND: E (Emergency), C (Continuing), N (New), G.O. (General Obligation Bonds).

**Change Funding Source Where Necessary
Self-Gen. Rev. (Self-Generated Revenues)

FINANCE COMMITTEE

(Following the Facilities Committee)

Friday, September 22, 2017

**J. S. Clark Administration Building, 2nd Floor
Baton Rouge, LA 70813**

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Items
 - A. Request Authorization to Submit the FY 2018-2019 Budget Request to the Louisiana Division of Administration and be Ratified at the October 20, 2017 Meeting, SUS
6. Informational Item
 - A. Interim Financial Report as of August 2017
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 AND A&M COLLEGE SYSTEM

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

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

FAX NUMBER
(225) 771-5522

September 13, 2017

Honorable Members of the Board
Office of the Board of Supervisors
Southern University System
4th Floor, J.S. Clark Administration Building
Baton Rouge, LA 70813

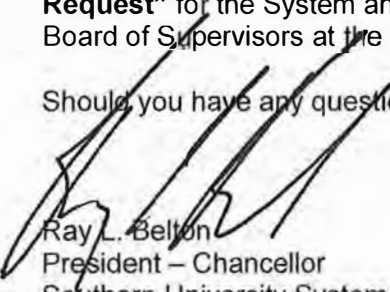
Honorable Members of the Board:

The **"Total Budget Request"** for the 2018-2019 fiscal year must be submitted to the Division of Administration, Office of Planning and Budget on or before **October 16, 2017** (*See Attached*), which is approximately one month earlier than last year. The components of the **"Total Budget Request"** and **addenda** are listed below:

- **Total Budget Request**
 - Operational Plan
 - Existing Operating Budget
 - Continuation Budget
 - Technical/Other Adjustment Package
 - New or Expanded Services Requests
 - Total Request Summary
- **Addenda**
 - Sunset Review
 - Information Technology
 - Children's Budget
 - Louisiana Workforce Commission
 - Nondiscretionary Adjusted Standstill Budget (Due November 27, 2017)

The Southern University Board of Supervisors is scheduled to meet on October 20, 2017. Since the **"Total Budget Request"** is due to the Office of Planning and Budget prior to the scheduled October 2017 Board meeting, I am requesting authorization to approve and submit the **"Total Budget Request"** for the System and campuses on or before **October 16, 2017**, subject to ratification by the Board of Supervisors at the October 20, 2017 regular Board meeting.

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


Ray L. Bellon
President – Chancellor
Southern University System

Attachment

Five Campuses, One Vision... Global Excellence

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JOHN BEL EDWARDS
GOVERNOR



JAY DARDENNE
COMMISSIONER OF ADMINISTRATION

State of Louisiana

Division of Administration
Office of Planning and Budget

MEMORANDUM

TO: Department Heads, Undersecretaries, and Fiscal Officers

FROM: Barry R. Dussé, State Budget Director *BRD*

DATE: August 24, 2017

SUBJECT: PREPARATION OF FISCAL YEAR 2018-2019 BUDGET DOCUMENTS

For Fiscal Year 2018-2019, all budget forms, addenda forms, and instructions are available in Microsoft Excel and PDF. Electronic versions of these forms are available on the Office of Planning and Budget (OPB) website http://www.doa.la.gov/Pages/opb/faf/faf-br_forms.aspx.

To download budget forms, addenda forms, and instructions, first access the OPB website; then select Forms, Guidelines and Memo > Budget Forms and Instructions from the navigation menu. The Forms and Guidelines page contains a link entitled FY 2018-2019 Budget Forms. Right click on the link, select "Save Target As..." and choose a place on your hard-drive to save the file named *opb_forms.zip*. This zip file contains all budget forms and their instructions. Once you have downloaded the file *opb_forms.zip* to your computer, use Windows Explorer to locate this file in the folder where you saved it. After you locate this file, double click on it to unzip the budget forms and save them to your computer.

The OPB developed these forms using Microsoft Excel so you will need to use software that is capable of using this format. The budget form instructions are in PDF, so you must use software that can read this format in order to read these instructions. **It is important that you take the time to carefully read through the entire packet. New or changed language is denoted in red font.**

Important Dates

| | |
|--|---------------------------------------|
| Budget Request Submission Deadline | October 16, 2017 |
| Addendum #5 Submission Deadline | November 27, 2017 |
| FY 2018-2019 Executive Budget Presentation | January 26, 2018 (<i>Tentative</i>) |
| 2018 Regular Legislative Session | March 12, 2018 – June 4, 2018 |

Reminders

Act 419 of the 2013 Regular Legislative Session requires that additional revenues from other means of financing to be recognized by the Revenue Estimating Conference (REC). For your FY 2018-2019 Budget Request, please be as detailed and accurate as possible when reporting and forecasting your revenues. We will be working with you on updating the information for any REC meetings that occur after the Budget Request submission date.

Act 377 of the 2013 Regular Legislative Session requires that authorized other charges positions be included in the executive budget and supporting documents. The related budget forms have been revised to disclose this information.

Total Budget Request

Title 39 mandates that budget development be on the basis of **appropriation levels** rather than **continuation levels**. However, continuation level is a required interim step in the budget development process. Agencies will prepare their budget requests with the current year existing operating budget as the budget request base to which adjustments are made to arrive at the total budget request. The “total budget request” must be submitted on or before **October 16, 2017**. It consists of six (6) separate components: the operational plan, the existing operating budget, the continuation budget, the technical/other adjustment package, new or expanded services requests, and total request summary. The total budget request should be accompanied by the addenda identified in this letter.

1. Operational Plan

The operational plan (OP) is the principal narrative portion of the budget request. It is the annual work plan of an agency and its component programs, and should be based on the agency’s **FY2017-2018 – FY2021-2022** strategic plan. As such, it must include an updated description of agency and program missions, goals, activities, performance objectives, and performance indicators. Please carefully read and follow the “Operational Plan Guidelines and Instructions” and use the OP forms included in the budget request package.

2. Existing Operating Budget

The existing operating budget (EOB) is the current year appropriation level adjusted for all APs, RBs, EBs, and BA-7s approved as of **September 1, 2017**. An EOB performance standard is the initial performance standard (from **Act 48 of 2017 Regular Legislative Session and Act 3 of the 2017 Second Extraordinary** Legislative Session) and any adjustments to performance standards as a result of BA-7s approved as of the EOB date.

3. Continuation Budget

The development of continuation budget (CB forms) allows the identification of the financial resources necessary to carry on all existing programs and functions of the budget unit at their current level of service in the ensuing fiscal year, including any adjustments necessary to account for the increased cost of services or materials due to inflation and estimated increases in workload

requirements resulting from demographic or other changes. Performance indicators must be used to justify workload adjustments in continuation budget forms.

4. Technical/Other Adjustment Package

Technical/Other Adjustments (T/OAP forms) reflect adjustments from the continuation level that allow for technical changes and transfers of a program or function from one agency or department to another agency or department. Any changes reflected by these forms (T/OAP) must have a zero statewide impact. Technical/Other Adjustments forms also contain a section, which must be filled out, to explain how the items of this form will affect performance.

5. New or Expanded Services Requests

New or expanded services requests (NE forms) provide information relative to the cost of new and/or expanded services, defined as (1) increases caused by a change in laws, regulations, or procedures which are/were controllable by the agency, and (2) additional services not previously provided nor defined under the workload criteria. Performance sections must be filled out to explain how objectives and performance indicators will be affected by the NE request.

6. Total Request Summary

The total request summary (TR-SUMM forms) provides a ready reference and a cross-check of the "total budget request".

When preparing your "total budget request", use the following guidelines:

1. Justifications: Full justifications of requests and data, including performance indicators, are imperative. Use continuation sheets where needed.
2. Personal Services: The ISIS-Human Resources (HR) payroll system enables the generation of more accurate, detailed reports, including the ZP116 base level report. The ZP116 report will be used to calculate the salary and related benefits required by each of your agencies. The ZP116 report should be downloaded (converted) to an Excel format. Use this Excel spreadsheet as the basis for your salary and related benefits base level calculations.

All budget requests that are different from the base-level ZP116 report from the HR system **MUST** be fully documented/justified. All budget requests **MUST** start with the base level report as of the **September 11, 2017** and detail all exceptions.

Should you be unable to fully document/justify requested changes, the base-level ZP116 will be utilized for your agency's salary and related benefits budget.

YOU MUST IDENTIFY YOUR VACANCIES ON THE ZP116 REPORT.

We suggest you run this report early to identify any problems in order that corrections can be made in the HR system's database.

3. Related Benefits:

A. Retirement - Form BR-12 asks you to "Post the actuarial rates for the Existing Operating Budget for each applicable retirement system". Please be apprised of information regarding percentage rates:

| | <u>UAL</u> | <u>+</u> | <u>NORMAL</u> | <u>=</u> | <u>TOTAL</u> |
|--|------------|----------|---------------|----------|--------------|
| (1) State Employees Retirement Rate (LASERS) | 33.8% | | 4.0% | | 37.8%* |
| (2) Teachers State Retirement Rate (TRSL) | 22.2% | | 4.2% | | 26.4%** |
| (3) State Police Retirement Rate (LSPRS) | 28.7% | | 18.7% | | 47.4%*** |

* Represents the composite rate of all LASERS plans.

** Represents the composite rate of all TRSL plans.

*** Represents the rate after the IPTF (Insurance Premium Tax Fund) deduction.

The retirement system rates listed above are the current rates for FY 2017-2018. OPB will make appropriate retirement rate adjustments based on any new rates.

B. FICA Taxes – Use the following percentages for computation:

- (1) FICA-OASDI*: Social Security 6.2% in 2018
 up to a maximum salary of \$130,500 in 2018**

* FICA stands for Federal Insurance Contributions Act, OASDI stands for Old-Age, Survivors and Disability Insurance.

** The wage base is adjusted annually to changes in the national average wage.

- (2) FICA-HI (Hospital Insurance): Medicare 1.45%, no maximum salary

C. Group Insurance – Premiums for group insurance should be requested at the current year appropriated level.

4. Operating Expenses and Professional Services: The standard inflation factors for Fiscal Year 2018-2019 are:

- (1) 2.84% general inflation
 (2) 3.64% medical inflation

5. Acquisitions/Major Repairs: These must be fully justified and requested on the appropriate form. New and replacement equipment must be identified.

6. Interagency Transfers (IAT): All agencies with IAT revenues or expenses must coordinate and ensure that both (the sending agency and the receiving agency) agencies agree on the amount of the IAT (justify each increase/decrease in IAT revenue). Signed IAT agreements must be

submitted with the full budget request. Please refer to Memorandum OSRAP 03-03 dated July 22, 2002, regarding Interagency Transfers. Failure to coordinate will jeopardize the inclusion of IAT authority in the Executive Budget.

There are certain mandated statewide IAT expenditures for which agreements cannot be executed by the budget request submission date due to the computation of these numbers/costs not being finalized prior to near completion of the Executive Budget process. Although this is not a complete listing, some examples are Civil Service, Division of Administrative Law, Office of Technology Services (OTS), Office of State Procurement, State Treasurer, and Legislative Auditor. If you have questions concerning this process, please contact your OPB budget analyst. Expenditures for these services should be requested at the current year invoiced amount. IAT agreements are to be executed and copies forwarded to the OPB when the amounts are actually determined for these items.

7. Insurance premiums through the Office of Risk Management should be requested at the current year appropriated level.
8. Payments made to the Louisiana Office Facilities Corporation (LOFC), and/or State Buildings and Grounds for operations and maintenance and/or rental charges should be requested at the current year appropriated level.
9. New or Expanded Service Requests: No restriction will be placed on an agency request; however, consideration should be given to the state's limited resources. The forms must be identified by program. Each request must be prioritized at the departmental and budget unit level.
10. Unless the OPB has given written authority for program modification, the agency's programs must be as reflected in the Existing Operating Budget. Any program modifications should be requested in the T/OAPs.

Addenda

There are **five (5)** addenda to the Total Budget Request packet: Sunset Review, Information Technology, Children's Budget, Louisiana Workforce Commission, and **Nondiscretionary Adjusted Standstill Budget**. All addenda forms and instructions are available on the OPB website. Submit these addenda to the Office of Planning and Budget as separate packages accompanying the "total budget request".

1. Sunset Review

- The Sunset Review addendum identifies legislatively authorized activities for which implementation funding has not been provided.

2. Information Technology

- For in scope customer agencies for the Office of Technology Services (OTS) as defined in Act 712 of the 2014 Regular Legislative Session, the Information Technology (IT) addendum requests

are **NOT** required for submittal. The CB- 8T continuation form was established to make **technology** related adjustments to your base budget for IT related functions. Completion of the CB-8T form is necessary to request for any increase or decrease in funding intended for costs associated with IT acquisition and operation of IT services/activities for Fiscal Year **2018-2019**. The form should be completed and submitted with your continuation budget package. All technology continuation budget requested adjustments should only impact the IAT object category and related means of financing.

- For out of scope agencies, OTS as defined in Act 712 of the 2014 Regular Legislative Session, this IT addendum requires the Form IT-0 (which includes Tab 1 and Tab 2 and can be downloaded from the OPB website referenced above) to be submitted with your total budget request to OPB, and an electronic copy in Excel format submitted via e-mail to itbudget@la.gov. Out of scope agencies should **NOT** use the CB-8T form.

3. Children's Budget

- The Children's Budget, as mandated by R.S. 46:2603 and 2604, is a subset of information provided elsewhere in the budget request and is designed to provide information relative to the cost of children's services. Children's Budget forms include Child Forms DT, DS, DC, AS, AC, Child-1 and Child-2. All agencies should carefully analyze their programs and review the Children's Budget Instructions before making a determination about whether or not they are subject to the provisions of the statute. The completed Children's Budget addendum must be submitted to the Office of Planning and Budget with the budget request; a copy must also be submitted to **Dr. Dana Hunter, Director, Children's Cabinet, Office of the Governor at (225) 219-4999**.

4. Louisiana Workforce Commission

- Budget units subject to the provisions of Act 1 of 1997, which created the Louisiana Workforce Investment Council (WIC), must comply with additional budget request requirements (except as limited, restricted, or otherwise prohibited by the Constitution of Louisiana). Questions regarding the WIC addendum should be directed to (225) 342-3110. The completed WIC addendum must be submitted to the Louisiana Workforce Investment Council. In addition, the completed addendum should accompany all copies of the total budget request submitted to the Office of Planning and Budget. See Appendix A of the WIC Budget Request Instructions and Guidelines for Fiscal Year **2018-2019** for a listing of Agencies Required to Submit a Workforce Development Budget Request.

5. Nondiscretionary Adjusted Standstill Budget

- The Nondiscretionary adjusted standstill budget is defined in Act 402 of the 2017 Regular Legislative Session requires each budget unit to submit a nondiscretionary adjusted standstill budget estimate for the current years existing operating budget as of December first. The Nondiscretionary adjusted standstill budget (DN) addendum requests are to be submitted separately from the Budget request forms. The form should be submitted on or before **November 27, 2017**. This will allow time for any adjustments made at the November JLCB meeting.

Submission of “Total Budget Request” and Addenda #1-4 are due no later than October 16, 2017.

Submission of Addendum #5 is due no later than November 27, 2017.

Submit the following for “Total Budget Request and Addenda #1-5

| <u>To Recipient Agency</u> | <u>Number of Copies</u> |
|--|---|
| Office of Planning and Budget 1201 North Third Street Claiborne Building, Suite 7-150 Baton Rouge, LA 70802 | <u>Original</u> and two (2) copies [three (3) sets in all] of the “total budget request” and addenda |
| Legislative Fiscal Office 18th Floor, State Capitol Building 900 North Third Street P.O. Box 44097 Baton Rouge, LA 70804 | One (1) copy of the “total budget request” and addenda |
| Senate Finance Committee 1st Floor, State Capitol Building | One (1) copy of the “total budget request” and addenda |
| House Appropriations Committee 11th Floor, State Capitol Building | One (1) copy of the “total budget request” and addenda |
| Louisiana Workforce Commission 1001 N. 23 rd Street Baton Rouge, LA 70802 | Agencies subject to the provisions of Act 1 of 1997 must submit one (1) copy of the Louisiana Workforce Commission addendum |
| Office of the Governor Children’s Cabinet Attn: Dr. Dana Hunter 1201 N. Third Street Ste. G-219 Baton Rouge, LA 70804 | Agencies subject to the provisions of the Children’s Cabinet must submit one (1) copy of the Children’s Budget addendum |
| Attn: DeKaya Guillory <u>Email to: itbudget@la.gov</u> | An electronic copy of all IT Details Form(s) |

It is the responsibility of the submitting agency to ensure that all forms are delivered to the appropriate recipient agencies, as stated above.

In addition to the hard copy of the Budget Request and Addenda #1-4, please submit an electronic copy of the entire Fiscal Year 2018-2019 package on disc. There should be one disc per budget request copy. **Please make sure all forms and the operational plan included on the disc are in Excel format, not PDF.** Both the hard copy and the disc should be submitted by **no later than 5:00 PM on October 16, 2017.**

Fiscal Year 2018-2019 Budget Request Documents
August 24, 2017

In addition to the hard copy of Addenda #5, please submit an electronic copy on disc. Please make sure all forms on the disc are in Excel format, not PDF. Both the hard copy and the disc should be submitted by no later than 5:00 PM on November 27, 2017.

If you have any questions pertaining to any of the OPB forms or instructions please contact your OPB budget analyst.

Thank you for your cooperation in filing a complete and timely set of budget documents.

BRD:TJM

Southern University System
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2018
As of August 31, 2017

| | Actual as of 8/31/2017 | Projected | Total FY 2017-18 | Budget as of 7/1/2017 | Actual as % of Budget | Over (Under) Budget |
|---|---------------------------|----------------------|----------------------|--------------------------|--------------------------|------------------------|
| Revenues | | | | | | |
| General Fund Direct | \$9,772,856 | \$31,717,526 | \$41,490,381 | \$41,490,381 | 23.6% | 0 |
| Statutory Dedicated | 582,828 | 4,122,455 | 4,705,283 | 4,705,283 | 12.4% | 0 |
| Funds Due From BOR | | | | | | |
| Federal | 112,594 | 3,541,615 | 3,654,209 | 3,654,209 | 3.1% | 0 |
| Self-Generated | | | | -00 | | |
| Tuition - Fall 2017 | 31,425,144 | 1,531,904 | 32,957,048 | 33,135,133 | 94.8% | (178,085) |
| Tuition - Spring 2018 | 2,126 | 30,591,758 | 30,593,884 | 30,593,884 | 0.0% | 0 |
| Tuition - Summer | 691,353 | 3,391,805 | 4,083,158 | 4,083,158 | 16.9% | 0 |
| Out-of-State Fees | 4,606,582 | 3,120,961 | 7,727,543 | 7,727,543 | 59.6% | 0 |
| Other | 1,959,212 | 7,948,698 | 9,907,909 | 9,907,909 | 19.8% | 0 |
| InterAgency Transfer | 302,435 | 3,109,352 | 3,411,787 | 3,411,787 | 8.9% | 0 |
| Total Revenues | \$49,455,129 | \$89,076,073 | \$138,531,203 | \$138,709,287 | 35.7% | (\$178,084) |
| Expenditures by Object | | | | | | |
| Salaries | \$9,295,894 | \$59,777,149 | \$69,073,043 | \$69,007,163 | 13.5% | \$65,880 |
| Other Compensation | 17,000 | 300,477 | 317,477 | 317,477 | 5.4% | (0) |
| Related Benefits | 3,791,892 | 28,051,341 | 31,843,233 | 31,781,566 | 11.9% | 61,667 |
| Total Personal Services | \$13,104,786 | \$88,128,967 | \$101,233,753 | \$101,106,206 | 13.0% | \$127,547 |
| Travel | \$21,276 | \$727,268 | \$748,543 | \$748,543 | 2.8% | \$0 |
| Operating Services | 1,797,595 | 12,398,584 | 14,196,179 | 14,270,179 | 12.6% | (74,000) |
| Supplies | 113,888 | 1,424,072 | 1,537,960 | 1,595,960 | 7.1% | (58,000) |
| Total Operating Expenses | \$1,911,484 | \$13,822,656 | \$15,734,140 | \$15,866,139 | 12.0% | \$(131,999) |
| Professional Services | 87,161 | 1,695,151 | 1,782,312 | 1,771,932 | 4.9% | 10,380 |
| Other Charges | 93,609 | 6,200,282 | 6,293,891 | 6,477,903 | 1.4% | (184,012) |
| Debt Services | 0 | 0 | 0 | 0 | 0% | 0 |
| Interagency Transfers | 0 | 5,856,834 | 5,856,834 | 5,856,834 | 0% | 0 |
| Total Other Charges | \$180,770 | \$13,752,267 | \$13,933,037 | \$14,106,669 | 1.3% | (\$173,632) |
| General Acquisitions | 705 | 2,073,765 | 157,532 | 157,532 | 0.4% | 0 |
| Library Acquisitions | 0 | 462,649 | 437,649 | 437,649 | 0.0% | 0 |
| Major Repairs | -00 | 25,000 | 25,000 | 25,000 | 0.0% | 0 |
| Total Acquist. & Major Repairs | \$705 | \$2,561,414 | \$620,181 | \$620,181 | 0.1% | \$0 |
| Scholarships | \$2,685,055 | \$3,576,494 | \$6,261,549 | \$6,261,549 | 42.9% | \$0 |
| | | | | | | |
| Total Expenditures | \$17,904,075 | \$122,569,066 | \$138,531,203 | \$138,709,287 | 12.9% | \$(178,084) |

Southern University Board and System Administration
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2018
As of August 31, 2017

| | Actual as of 8/31/2017 | Projected | Total FY 2017-18 | Budget as of 7/1/2017 | Actual as % of Budget | Over (Under) Budget |
|---|---------------------------|--------------------|---------------------|--------------------------|--------------------------|------------------------|
| Revenues | | | | | | |
| General Fund Direct | \$699,668 | \$2,259,517 | \$2,959,185 | \$2,959,185 | 23.6% | 0 |
| Statutory Dedicated | | | | | | |
| Funds Due To/ From Mgmt | | | | | | |
| Federal | | | | | | |
| Self Generated | | | | | | |
| Tuition - Fall 2017 | | | | | | |
| Tuition - Spring 2018 | | | | | | |
| Tuition - Summer | | | | | | |
| Out-of-State Fees | | | | | | |
| Other | | | | | | |
| InterAgency Transfer | | | | | | |
| Total Revenues | \$699,668 | \$2,259,517 | \$2,959,185 | \$2,959,185 | 23.6% | \$0 |
| Expenditures by Object | | | | | | |
| Salaries | \$191,505 | \$1,137,995 | \$1,329,500 | \$1,329,500 | 14.4% | 0 |
| Other Compensation | 8,667 | \$43,833 | 52,500 | 52,500 | 16.5% | 0 |
| Related Benefits | 65,686 | \$582,729 | 648,415 | 648,415 | 10.1% | 0 |
| Total Personal Services | \$265,858 | \$1,764,557 | \$2,030,415 | \$2,030,415 | 13.1% | \$0 |
| Travel | \$7,538 | \$134,962 | \$142,500 | \$142,500 | 5.3% | \$0 |
| Operating Services | 7,152 | \$107,348 | 114,500 | 114,500 | 6.2% | 0 |
| Supplies | 601 | \$76,210 | 76,811 | 76,811 | 0.8% | 0 |
| Total Operating Expenses | \$7,753 | \$183,558 | \$191,311 | \$191,311 | 4.1% | \$0 |
| Professional Services | 64,000 | \$114,000 | 178,000 | 178,000 | 36.0% | 0 |
| Other Charges | 0 | \$306,959 | 306,959 | 306,959 | 0.0% | 0 |
| Debt Services | 0 | \$-00 | | | | |
| Interagency Transfers | 0 | \$-00 | 0 | | 0.0% | 0 |
| Total Other Charges | \$64,000 | \$420,959 | \$484,959 | \$484,959 | 13.2% | \$0 |
| General Acquisitions | 0 | \$85,000 | 85,000 | 85,000 | 0.0% | 0 |
| Library Acquisitions | 0 | 0 | | | | 0 |
| Major Repairs | 0 | \$25,000 | 25,000 | 25,000 | | 0 |
| Total Acquist. & Major Repairs | 0 | 110,000 | 110,000 | 110,000 | 0.0% | \$0 |
| Scholarships | 0 | 0 | | | | \$0 |
| Total Expenditures | \$345,149 | \$2,614,036 | \$2,959,185 | \$2,959,185 | 11.7% | \$0 |

Southern University - Baton Rouge
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2018
As of August 31, 2017

| | Actual as of 8/31/2017 | Projected | Total FY 2017-18 | Budget as of 7/1/2017 | Actual as % of Budget | Over (Under) Budget |
|---|---------------------------|---------------------|---------------------|--------------------------|--------------------------|------------------------|
| Revenues | | | | | | |
| General Fund Direct | \$4,558,760 | \$14,819,551 | \$19,378,311 | \$19,378,311 | 23.5% | 0 |
| Statutory Dedicated | 331,663 | 1,570,599 | 1,902,262 | 1,902,262 | 17.4% | 0 |
| Funds Due From Mgmt or BOR | | | | | | |
| Federal | | | | | | |
| Self Generated | | | | | | |
| Tuition - Fall 2017 | 20,040,195 | 190,435 | 20,230,630 | 20,230,630 | 99.1% | \$-00 |
| Tuition - Spring 2018 | 0 | 18,104,445 | 18,104,445 | 18,104,445 | 0.0% | 0 |
| Tuition - Summer | 109,378 | 2,443,312 | 2,552,690 | 2,552,690 | 4.3% | 0 |
| Out-of-State Fees | 3,124,065 | 1,685,978 | 4,810,043 | 4,810,043 | 64.9% | 0 |
| Other | 891,581 | 6,100,242 | 6,991,823 | 6,991,823 | 12.8% | 0 |
| InterAgency Transfer | 302,435 | 3,109,352 | 3,411,787 | 3,411,787 | 8.9% | 0 |
| Total Revenues | \$29,358,078 | \$48,023,913 | \$77,381,991 | \$77,381,991 | 37.9% | \$0 |
| Expenditures by Object | | | | | | |
| Salaries | \$4,827,514 | \$32,339,516 | \$37,167,030 | \$37,167,030 | 13.0% | 0 |
| Other Compensation | 0 | 213,477 | 213,477 | 213,477 | 0.0% | 0 |
| Related Benefits | 1,937,841 | 15,755,255 | 17,693,096 | 17,693,096 | 11.0% | 0 |
| Total Personal Services | \$6,765,355 | \$48,308,248 | \$55,073,603 | \$55,073,603 | 12.3% | \$0 |
| Travel | \$1,676 | \$228,324 | 230,000 | \$230,000 | 0.7% | \$0 |
| Operating Services | 724,590 | 7,122,138 | 7,846,728 | 7,846,728 | 9.2% | 0 |
| Supplies | 67,197 | 842,464 | 909,661 | 909,661 | 7.4% | 0 |
| Total Operating Expenses | \$791,787 | \$7,964,602 | \$8,756,389 | \$8,756,389 | 16.6% | \$0 |
| Professional Services | 21 | 886,850 | 886,871 | 886,871 | 0.0% | 0 |
| Other Charges | 69,708 | 3,405,463 | 3,475,171 | 3,475,171 | 2.0% | 0 |
| Debt Services | 0 | 0 | 0 | | #DIV/0! | 0 |
| Interagency Transfers | 0 | 3,293,907 | 3,293,907 | 3,293,907 | 0.0% | 0 |
| Total Other Charges | \$69,729 | \$7,586,220 | \$7,655,949 | \$7,655,949 | 0.9% | \$0 |
| General Acquisitions | 0 | 43,532 | 43,532 | 43,532 | 0.0% | 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 | \$- | \$181,181 | \$181,181 | \$181,181 | 0.0% | \$0 |
| Scholarships | \$2,554,262 | \$2,930,607 | \$5,484,869 | \$5,484,869 | 46.6% | \$0 |
| Total Expenditures | \$10,182,809 | \$67,199,182 | \$77,381,991 | \$77,381,991 | 13.2% | \$0 |

Southern University Law Center
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2018
As of August 31, 2017

| | Actual as of 8/31/2017 | Projected | Total FY 2017-18 | Budget as of 7/1/2017 | Actual as % of Budget | Over (Under) Budget |
|---|---------------------------|---------------------|---------------------|--------------------------|--------------------------|------------------------|
| Revenues | | | | | | |
| General Fund Direct | \$947,077 | \$3,069,251 | \$4,016,328 | \$4,016,328 | 23.6% | 0 |
| Statutory Dedicated | \$35,718 | 171,954 | 207,672 | 207,672 | 17.2% | 0 |
| Funds Due From Mgmt or BOR | | | | | | |
| Federal | | | | | | |
| Self Generated | | | | | | |
| Tuition - Fall 2017 | \$3,207,950 | 0 | 3,207,950 | 2,940,403 | 109.1% | 267,547 |
| Tuition - Spring 2018 | \$2,126 | 2,827,959 | 2,830,085 | 2,830,085 | 0.1% | 0 |
| Tuition - Summer | \$234,355 | 465,645 | 700,000 | 700,000 | 33.5% | 0 |
| Out-of-State Fees | \$880,900 | 536,600 | 1,417,500 | 1,417,500 | 62.1% | 0 |
| Other | \$854,022 | 799,065 | 1,653,087 | 1,653,087 | 51.7% | 0 |
| InterAgency Transfer | | | | | | |
| Total Revenues | \$6,162,148 | \$7,870,474 | \$14,032,622 | \$13,765,075 | 44.8% | \$267,547 |
| Expenditures by Object | | | | | | |
| Salaries | 1,023,240 | 6,509,734 | 7,532,974 | 7,367,094 | 13.9% | 165,880 |
| Other Compensation | | | | | | |
| Related Benefits | 348,382 | 2,570,622 | 2,919,004 | \$2,817,337 | 12.4% | 101,667 |
| Total Personal Services | \$1,371,622 | \$9,080,356 | \$10,451,978 | \$10,184,431 | 13.5% | \$267,547 |
| Travel | \$3,340 | \$146,660 | \$150,000 | \$150,000 | 2.2% | \$0 |
| Operating Services | 96,890 | 1,514,303 | 1,611,193 | 1,611,193 | 6.0% | 0 |
| Supplies | \$9,236 | 90,764 | 100,000 | 100,000 | 9.2% | 0 |
| Total Operating Expenses | \$106,126 | \$1,605,067 | \$1,711,193 | \$1,711,193 | 6.2% | \$0 |
| Professional Services | \$750 | 608,491 | 609,241 | 609,241 | 0.1% | 0 |
| Other Charges | | 288,957 | 288,957 | 288,957 | 0.0% | 0 |
| Debt Services | | | | | | |
| Interagency Transfers | | 271,253 | 271,253 | 271,253 | 0.0% | 0 |
| Total Other Charges | \$750 | \$1,168,701 | \$1,169,451 | \$1,169,451 | 0.1% | \$0 |
| General Acquisitions | | | -00 | 0 | 0.0% | 0 |
| Library Acquisitions | | 300,000 | 300,000 | 300,000 | 0.0% | 0 |
| Major Repairs | | | -00 | 0 | 0.0% | 0 |
| Total Acquist. & Major Repairs | \$-00 | \$300,000 | \$300,000 | \$300,000 | 0.0% | \$0 |
| Scholarships | \$96,475 | \$153,525 | \$250,000 | \$250,000 | 38.6% | \$0 |
| | | | | | | |
| Total Expenditures | \$1,578,313 | \$12,454,309 | \$14,032,622 | \$13,765,075 | 11.5% | \$267,547 |

Southern University at New Orleans
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2018
As of August 31, 2017

| | Actual as of 8/31/2017 | Projected | Total FY 2017-18 | Budget as of 7/1/2017 | Actual as % of Budget | Over (Under) Budget |
|---|---------------------------|---------------------|---------------------|--------------------------|--------------------------|------------------------|
| Revenues | | | | | | |
| General Fund Direct | \$1,451,447 | \$4,718,461 | \$6,169,908 | \$6,169,908 | 23.5% | 0 |
| Statutory Dedicated | 96,948 | 496,791 | 593,739 | 593,739 | 16.3% | 0 |
| Funds Due From Mgmt or BOR | | | 0 | | 0.0% | 0 |
| Federal | | | 0 | | 0.0% | 0 |
| Self Generated | | | | | | |
| Tuition - Fall 2017 | 4,994,778 | 1,091,469 | 6,086,247 | 6,086,247 | 82.1% | 0 |
| Tuition - Spring 2018 | | 5,967,599 | 5,967,599 | 5,967,599 | 0.0% | 0 |
| Tuition - Summer | 5,424 | 294,576 | 300,000 | 300,000 | 1.8% | 0 |
| Out-of-State Fees | 281,851 | 318,149 | 600,000 | 600,000 | 47.0% | 0 |
| Other | 213,205 | 491,032 | 704,237 | 704,237 | 30.3% | 0 |
| InterAgency Transfer | | | | | | |
| Total Revenues | \$7,043,653 | \$13,378,077 | \$20,421,730 | \$20,421,730 | 34.5% | -00 |
| Expenditures by Object | | | | | | |
| Salaries | \$1,470,053 | \$9,657,704 | \$11,127,757 | \$11,127,757 | 13.2% | 0 |
| Other Compensation | | | | | 0.0% | 0 |
| Related Benefits | 686,014 | 4,481,212 | 5,167,226 | 5,167,226 | 13.3% | 0 |
| Total Personal Services | 2,156,067 | 14,138,916 | 16,294,983 | 16,294,983 | 13.2% | \$0 |
| Travel | \$551 | \$59,449 | \$60,000 | \$60,000 | 0.9% | \$0 |
| Operating Services | 154,272 | 2,033,773 | 2,188,045 | 2,188,045 | 7.1% | 0 |
| Supplies | 16,220 | 152,280 | 168,500 | 168,500 | 9.6% | 0 |
| | | | | | 0.0% | |
| Total Operating Expenses | \$170,492 | \$2,186,053 | \$2,356,545 | \$2,356,545 | 7.2% | \$0 |
| Professional Services | 1,010 | 52,810 | 53,820 | 53,820 | 1.9% | 0 |
| Other Charges | | 977,274 | 977,274 | 977,274 | 0.0% | 0 |
| Debt Services | 0 | 0 | 0 | 0 | 0.0% | 0 |
| Interagency Transfers | | 402,428 | 402,428 | 402,428 | 0.0% | 0 |
| Total Other Charges | \$1,010 | \$1,432,512 | \$1,433,522 | \$1,433,522 | 0.1% | \$0 |
| General Acquisitions | 0 | 0 | 0 | 0 | 0.0% | 0 |
| Library Acquisitions | 0 | 0 | 0 | 0 | 0.0% | 0 |
| Major Repairs | 0 | 0 | 0 | 0 | 0.0% | 0 |
| Total Acquist. & Major Repairs | \$0 | \$0 | \$0 | \$0 | 0.0% | \$0 |
| Scholarships | \$17,434 | \$259,246 | \$276,680 | \$276,680 | 0.0% | \$0 |
| Total Expenditures | \$2,345,554 | \$18,076,176 | \$20,421,730 | \$20,421,730 | 11.5% | \$0 |

Southern University at Shreveport
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2018
As of August 31, 2017

| | Actual as of 8/31/2017 | Projected | Total FY 2017-18 | Budget as of 7/1/2017 | Actual as % of Budget | Over (Under) Budget |
|---|---------------------------|---------------------|---------------------|--------------------------|--------------------------|------------------------|
| Revenues | | | | | | |
| General Fund Direct | \$1,301,286 | \$4,217,141 | \$5,518,427 | \$5,518,427 | 23.6% | 0 |
| Statutory Dedicated | 35,718 | 158,889 | 194,607 | 194,607 | 18.4% | 0 |
| Funds Due From Mgmt or BOR | | | | | | |
| Federal | | | | | | |
| Self-Generated | | | | | | |
| Tuition - Fall 2017 | 3,182,221 | 250,000 | 3,432,221 | 3,877,853 | 82.1% | (445,632) |
| Tuition - Spring 2018 | 0 | 3,691,755 | 3,691,755 | 3,691,755 | 0.0% | 0 |
| Tuition - Summer | 342,196 | 188,272 | 530,468 | 530,468 | 64.5% | 0 |
| Out-of-State Fees | 319,766 | 580,234 | 900,000 | 900,000 | 35.5% | 0 |
| Other | 403 | 558,359 | 558,762 | 558,762 | 0.1% | 0 |
| InterAgency Transfer | | | | | | |
| Total Revenues | \$5,181,590 | \$9,644,650 | \$14,826,240 | \$15,271,872 | 33.9% | \$(445,632) |
| Expenditures by Object | | | | | | |
| Salaries | \$1,086,739 | \$6,562,377 | \$7,649,116 | \$7,749,116 | 14.0% | (\$100,000) |
| Other Compensation | | | | | | |
| Related Benefits | 484,284 | 2,923,109 | 3,407,393 | 3,447,393 | 14.0% | (40,000) |
| Total Personal Services | \$1,571,023 | \$9,485,486 | \$11,056,509 | \$11,196,509 | 14.0% | (\$140,000) |
| Travel | \$2,043 | \$42,157 | \$44,200 | \$44,200 | 4.6% | \$0 |
| Operating Services | 658,022 | 1,400,191 | 2,058,213 | 2,132,213 | 30.9% | (74,000) |
| Supplies | 16,100 | 150,000 | 166,100 | 224,100 | 7.2% | (58,000) |
| | | | | | | |
| Total Operating Expenses | \$674,122 | \$1,550,191 | \$2,224,313 | \$2,356,313 | 28.6% | (\$132,000) |
| Professional Services | 21,380 | 0 | 21,380 | 11,000 | 194.4% | 10,380 |
| Other Charges | 23,901 | 428,429 | 452,330 | 636,342 | 3.8% | (184,012) |
| Debt Services | | 0 | 0 | 0 | 0.0% | 0 |
| Interagency Transfers | 0 | 773,508 | 773,508 | 773,508 | 0% | 0 |
| Total Other Charges | \$45,281 | \$1,201,937 | \$1,247,218 | \$1,420,850 | 3.2% | (\$173,632) |
| General Acquisitions | 705 | 3,295 | 4,000 | 4,000 | 17.6% | 0 |
| Library Acquisitions | 0 | 0 | 0 | 0 | 0.0% | 0 |
| Major Repairs | 0 | 0 | 0 | 0 | 0.0% | 0 |
| Total Acquist. & Major Repairs | \$705 | \$3,295 | \$4,000 | \$4,000 | 17.6% | \$0 |
| Scholarships | \$16,884 | \$233,116 | \$250,000 | \$250,000 | 0.0% | \$0 |
| Total Expenditures | \$2,310,058 | \$12,516,182 | \$14,826,240 | \$15,271,872 | 15.1% | \$(445,632) |

Southern University Agricultural Research and Extension Center
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2018
As of August 31, 2017

| | Actual as of 8/31/2017 | Projected | Total FY 2017-18 | Budget as of 7/1/2017 | Actual as % of Budget | Over (Under) Budget |
|---|---------------------------|--------------------|---------------------|--------------------------|--------------------------|------------------------|
| Revenues | | | | | | |
| General Fund Direct | \$814,617 | \$2,633,605 | \$3,448,222 | \$3,448,222 | 23.6% | 0 |
| Statutory Dedicated | 82,781 | 1,724,222 | \$1,807,003 | 1,807,003 | 4.6% | 0 |
| Funds Due From Mgmt or BOR | | | | | | 0 |
| Federal | 112,594 | 3,541,615 | \$3,654,209 | 3,654,209 | 3.1% | 0 |
| Self Generated | | | | | | |
| Tuition - Fall 2017 | | | | | | |
| Tuition - Spring 2018 | | | | | | |
| Tuition - Summer | | | | | | |
| Out-of-State Fees | | | | | | |
| Other | | | | | | |
| InterAgency Transfer | | | | | | |
| Total Revenues | \$1,009,992 | \$7,899,442 | \$8,909,434 | \$8,909,434 | 11.3% | \$0 |
| Expenditures by Object | | | | | | |
| Salaries | \$696,843 | \$3,569,823 | \$4,266,666 | \$4,266,666 | 16.3% | 0 |
| Other Compensation | 8,333 | 43,167 | \$51,500 | 51,500 | 16.2% | 0 |
| Related Benefits | 269,685 | 1,738,414 | \$2,008,099 | 2,008,099 | 13.4% | 0 |
| Total Personal Services | \$974,861 | \$5,351,404 | \$6,326,265 | 6,326,265 | 15.4% | \$0 |
| Travel | \$6,127 | \$115,716 | \$121,843 | \$121,843 | 5.0% | 0 |
| Operating Services | 156,669 | 220,831 | 377,500 | 377,500 | 41.5% | 0 |
| Supplies | 4,534 | 112,354 | 116,888 | 116,888 | 3.9% | 0 |
| Total Operating Expenses | \$161,203 | \$333,185 | \$494,388 | \$494,388 | 32.6% | \$0 |
| Professional Services | 0 | 33,000 | \$33,000 | 33,000 | 0.0% | 0 |
| Other Charges | 0 | 793,200 | \$793,200 | 793,200 | 0.0% | 0 |
| Debt Services | | | | | | 0 |
| Interagency Transfers | 0 | 1,115,738 | \$1,115,738 | 1,115,738 | 0.0% | 0 |
| Total Other Charges | \$-00 | \$1,941,938 | \$1,941,938 | \$1,941,938 | 0.0% | \$0 |
| General Acquisitions | 0 | 25,000 | \$25,000 | 25,000 | 0.0% | 0 |
| Library Acquisitions | 0 | 0 | \$-00 | 0 | 0.0% | 0 |
| Major Repairs | 0 | 0 | \$-00 | 0 | 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 | \$1,142,191 | \$7,767,243 | \$8,909,434 | \$8,909,434 | 12.8% | \$0 |

PERSONNEL AFFAIRS COMMITTEE

(Following the Finance Committee)

Friday, September 22, 2017

J. S. Clark Administration Building, 2nd Floor
Baton Rouge, LA 70813

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Items

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

| Name | Position/Campus | Salary |
|---------------------------|--|-----------|
| 1. Dr. Moustapha Diack | Assistant VP for Online Enrollment Services, SUBR New Appointment | \$120,000 |
| 2. Kelly Carmena | Clinical Assistant Professor - Salary Stipend, SULC | \$30,000 |
| 3. TBA | Executive Director of Internal Audit, SUS New Appointment | \$85,000 |
| 4. TBA | Associate Director of Internal Audit/ Director of Internal Audit SUS/SUBR New Appointment | TBA |
| 5. Cedric Upshaw | Director of Title IX/ADA System/SUBR New Appointment | \$90,000 |
| 6. Renita Harrison | Assistant Principal, SU Lab School New Appointment | \$75,000 |
| 7. Nadia Washington Seals | SU Lab School Virtual School Director Southern University Lab School New Appointment | \$75,000 |

B. Request Approval of Medical Leave of Absence over Three Months with Pay, SUBR

1. James Alton Taylor, Sr.
2. Diana F. Kelly

3. Ahmad Suleiman
4. LaShounda Franklin
5. Vinetta Hingorani
6. Mary Darby

C. Request for Termination Appeal Hearing – Caronda Bean, SUBR
(Executive Session may be required)

6. Informational Items

A. Overview of Hiring and Search Procedures and Practices

B. Status Update on Searches for Administrative Positions

7. Other Business

8. Adjournment

MEMBERS

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

| | | | | |
|-----------|--|--|--|--|
| JOB CLASS | | | | |
| JOB CODE | | | | |
| CAL ID | | | | |

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

| | | | | | | |
|-----------------|---|---|---|---|---|---|
| POSITION NUMBER | 2 | F | 9 | 6 | 7 | 0 |
|-----------------|---|---|---|---|---|---|

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

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

Previous Employee Michelle Hill Reason Left _____
 Date Left _____ Salary Paid _____

Profile of Person Recommended

Length of Employment July 1, 2017 To June 30, 2018
 Effective Date September 1, 2017

Name Moustapha Diack SS# 4627 Sex Male Race* Black
 (Last 4 digits only)

Position Title: Assistant Vice President for Online Services Department: Academic Affairs

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

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

Years Experience 30 years Southern University Experience 22 years

| Degree(s): | Type/Discipline (BA-Education): | Institution/Location (SU-Baton Rouge): | Year: |
|------------|---|--|-------|
| | MA-Physical & Organic Chemistry | University of Nancy, France | 1987 |
| | Ph.D. in Analytical Chemistry | University of Metz, France | 1990 |
| | M.Ed. in E-Learning Technology and Design | Jones International University, Colorado | 2007 |

Current Employer Southern University and A&M College

Personnel Action

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

Recommended Salary \$120,000 Salary Budgeted \$120,000

Source of Funds SUS-Inte-Institutional Budget; SUBR- General Operating Budget

Identify Budget: 111005-11172-61002-16000 Location _____
 Form Code: _____ Page 1 Item # _____

Change of: _____
 Position Director of SMED To Assistant Vice President for Online Services
 Status _____
 Salary Adjustment _____

Financial Aid signature (if, applicable): _____

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

| Source of Funds | Amount |
|--------------------------|--------|
| State | |
| 111005-11172-61002-16000 | 40,000 |
| 211001-22488-61003-21000 | 80,000 |

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable): _____

| | | | | | |
|--|---|--|--|---|---|
| <u>Luna Young</u> 9/19/17 Supervisor Date | <u>Luna Young</u> 9/19/17 Vice Chancellor Date | <u>Luna Young</u> 9/19/17 Director/Personnel Date | <u>Luna Young</u> 9/19/17 Dean Unit Head Date | <u>David Young</u> 9/19/17 Chancellor Date | <u>David Young</u> 9/19/17 Vice President/Finance Date |
| <u>David Young</u> 9/20/17 President Date | <u>David Young</u> 9/20/17 Chairman/S.U. Board of Supervisors Date | | | | |



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

September 7, 2017

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

**Re: Appointment of Dr. Moustapha Diack as
the Assistant Vice President for Online Services**

Dear Dr. Belton:

I respectfully submit this letter to request authorization to waive the search for the position of Assistant Vice President for Online Services. Southern University and A&M College already has a candidate who possesses the knowledge, skills and professional experiences to fulfill the requirements of this position, Dr. Moustapha Diack. The recent vacancy of this position severely compromises Southern University's ability to properly serve our growing online student population and remain in compliance with our accrediting agency, the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

As you know, Southern University's warning status from SACSCOC has provided us the opportunity to address areas of concern that must be improved immediately. The distance education component is critical to our accreditation status because it clearly aligns with the noncompliance of SACSCOC Standard 3.3.1.1. This standard requires the University to identify student learning outcomes and assess the outcomes to make meaningful improvements. We were cited specifically for not showing the vitality of our distance education program. The appointment of an Assistant Vice President for Online Services is critical if we want to remove the Warning status and not suffer any further sanctions.

I believe that Dr. Moustapha Diack will be the change agent to help move the University forward by ensuring that we are in compliance with our distance education programs and that these programs are strong. He is dedicated to Southern University as evidenced by his tenure at Southern University since 1995. He is currently serving as Professor and Chair of the doctoral program in Science/Mathematics Education. I have attached his impressive resume for your review to fully grasp his wealth of experience and depth of knowledge relative to distance education.

I seek your favorable consideration of this request to appoint Dr. Moustapha Diack to the position of Assistant Vice President for Online Services. If you have any questions, please contact me.

Sincerely, .

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

Luria Young
Interim Executive Vice President and Provost

Approved: _____

A handwritten signature in cursive script that reads "Ray L. Belton".

Dr. Ray L. Belton
President-Chancellor

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

Moustapha Diack, Ph.D.
Dept. Science/Mathematics Education
Southern University at Baton Rouge (SUBR)
P.O. Box 12566; Baton Rouge, LA. 70813
(225) 771 4784 (O); moustapha_diack@subr.edu

ACADEMIC PREPARATION

- | | |
|------|--|
| 2007 | Master of Education in E-Learning Technology and Design, Jones International University, USA |
| 1990 | Ph.D. in Analytical Chemistry, University of Metz, France |
| 1987 | Master in Physical and Organic Chemistry, University of Nancy, France |
| 1985 | Master in Biochemistry, University of Charleroi, Belgium |

ACADEMIC POSITIONS

- | | |
|--------------|---|
| 2013-Present | Chair, Doctoral Program in Science/Mathematics Education - Southern University Baton Rouge (SUBR) |
| 2004-present | Professor of Science and Mathematics Education – SUBR |
| 2000-2004 | Associate Professor of Science and Mathematics Education - SUBR |
| 1995-2000 | Assistant Professor of Chemistry, SUBR |
| 1993-1995 | Post-Doctoral Fellow, Louisiana State University |
| 1990-1993 | Post-Doctoral Fellow, Oak Ridge National Laboratory -Tennessee |

ELECTED POSITIONS

President Louisiana Academy of Sciences (LAS: 2006-2009)

The Louisiana Academy of Sciences (LAS) was founded in 1927 as an organization to unite the scientists of Louisiana for the purpose of encouraging research and education in all branches of science. It is governed by an Executive Committee and five Directorates who oversee more than 16 disciplines. The Academy holds an Annual Meeting at which scientists from throughout Louisiana give oral and poster presentations of original research. The Academy publishes a peer-reviewed journal: The Proceedings of the Louisiana Academy of Sciences.

Director, LAS Science Education Divisions for K-16 (2003 – 2009)

Diack oversees the LAS Science Education since 2003. This Division is composed of a higher education and K-12 sections.

Director of the MERLOT Africa Network (MAN) Organization (2006 – Present)

The MERLOT Africa Network or MAN is a collaborative network of MERLOT partner institutions from the US and from Africa to conduct educational research that leads to best practices in the use of digital learning content and the usability of e-learning repositories for global access. (Learn more - <http://man.merlot.org>)

MERLOT Faculty Development Editorial Board (2010 – Present)

The MERLOT Faculty Development Editorial Board provides leadership and is responsible for the Peer Review training materials, the expansion of the collection of materials, and the development of a Faculty Development Community within the MERLOT international organization.

Executive Chair of the E-Learning/E-Santé (ELES) Conference 2012 – Present.

The ELES4A conference is dedicated to fostering the applications of learning technologies for education, training and workforce and also, the application of e-Health Technologies for public health in Africa

Louisiana Board of Regents E-Learning Task Force (2011 – Present)

The task force will identify strategic objectives, elements, innovative approaches, and best practices that provide the momentum for Louisiana to truly embrace e-learning as a way to increase access to colleges and universities for both traditional students and adults.

Chair HBCU Summit at Innovate 2017 – Lead and Chair of the Summit targeting 104 HBCUs.

The Southern University System, the California State University, MERLOT, and OLC will share practices, strategies, and resources for reducing the costs of instructional materials for students, making higher education more affordable for more students in Historically Black Universities (HBCUs) in the United States and Higher Education Institutions in Africa (HEIA).

Appointed as member of Quality Matters (QM) International Committee for Online Course Design and Quality Standards – February 2017

III. ACADEMIC AND PROFESSIONAL EXPERIENCES

Host of the Pan-African Forum on OER (2007 – Present)

The Pan-African Forum on Open Education Resources (OER) is held in different African countries every year as part of the international e-learning Africa Conference. This gathers world specialists in the area of OER to discuss issues and solutions for implementing OER globally (Learn more - <http://man.merlot.org/research/index.html>)

Coordinated Symposiums and Conference Tracks including: "Best Practices in e-learning Design and Delivery" Symposium, 19th BCCE (Biennial Conference on Chemical Education), Purdue University, 2006; "Learning Objects & Emerging Technologies in Higher Education" Tracks, MERLOT International Conference, Ottawa, CA 2006 - MERLOT International Conference, New Orleans, LA 2007; " K-16 Educational Research" Louisiana Academy of Science Annual Conference, 2003-present.

General Teaching and Course Development

Diack taught introductory freshman chemistry courses and associated laboratories, undergraduate/graduate research and environmental science courses. He has developed and is currently teaching 5 online graduate courses including "Technology in Science/Mathematics Education – SMED 720" and "Instructional Design and Multimedia Technology – SMED 722". *SMED 720* reviews current research literature in the field of educational technology and provides hands-on experiences on various classroom technologies and e-learning management systems for teaching and learning. *SMED 722* reviews current instructional design theories and focuses on the

development of web-based interactive multimedia learning resources for K-16. Diack has also developed as part of a NSF grant a “Microcomputer-Based Laboratory (MBL) course - Chem113MBL”. Chem113MBL integrates computer-interfaced experiments using probes and interactive multimedia simulation to support science laboratory instruction.

Online Courses and Instructional Media Development

As a result of a Louisiana Distance Education funding from 2008 - 2009, Dr. Diack initiated at SUBR a research on Open Source Software for e-learning and the use of Open Content Repositories for course development. The project, “A Model of K-20 Online Professional Development: Integrating Open Source Software and Open Content Repositories”, used Moodle to develop online professional development modules and online courses. He has conducted numerous faculty development workshops and presentations on instructional design for online learning using various web design and multimedia design tools.

IV. RESEARCH ACTIVITIES/FELLOWSHIPS/GRANTS/CONTRACTS

Research Interests:

Diack assumed national and international leadership role in the fields of (1) instructional multimedia, (2) pedagogical integration and assessment of virtual learning environments and learner analytics, (3) design and implementation of professional development programs to assist faculty members in achieving the highest standards of effectiveness in technology-based instruction targeting millennial student. His current research group at Southern University and major graduate research focuses on learning design, learner analytics, and faculty/student readiness for 21st century learning technologies.

Current research interests of the group and doctoral dissertation topics include the primary areas listed below.

Open Education Resources (OER) and E-learning Technology - This research seeks to contribute to the field of OER technology and the pedagogy that facilitates its effective integration in the classroom. Particular interests are in the areas of (1) design, development and evaluation of multimedia learning resources, (2) elearning technology and virtual learning communities.

Virtual Laboratory and Science Teaching - This research focuses on the design of virtual learning environment in the science education and the implementation of sound curricula revisions to improve laboratory instruction through discovery and inquiry-based learning.

Distributed e-learning and Assessment- It aims to develop alternatives research methodologies and standards for evaluating of web-based learning design and factors that influence students' attitudes, perceptions and learning gains.

V. PROFESSIONAL COMMUNITY SERVICES

Dr. Diack has served in numerous committees at the departmental, university, statewide and national levels. Selected services include:

Selected Services:

Southern University System – Member Southern University Curriculum Committee (2016 – Present); Program Leader Southern University Virtual Library for Education (suol4ed.org) 2016 – present; Online Learning and system-wide professional Development 2001-present; Chair Steering Committee, SUBR Center of Excellence for Mathematics and Science Teacher Preparation (CEMSTP) – 2001- 2004; Advisory Council for Distance Education, 2004-Present; University-

wide Faculty Development Committee – 2001/2002 Task Force Committee “Policies Development for Distance Education and Continuing Education” – 1999/2000

Louisiana - Official member of the State’s Council of E-learning Practitioners (2007 – Present); Member of Louisiana to MERLOT Team (2000 – Present); Member of the Louisiana Task Force on Online Learning 2013 - present

International and National – Chair HBCU Summit on Affordable Learning and Quality Education – Innovate conference, 2017; Advisory Board member for the e-learning Africa organization (eLA: <http://elearning-africa.com/>) (2006-Present); Active member of the UNESCO Community of Interest on Open Education Resources (2007 – Present); Member of the National Learning Infrastructure Initiative (NLII) Working group, Learning Object Virtual Community of Practice (LOVCOP) 2003 – 2005;

Active member of the Association for Educational Communications and Technology (AECT), Division of Distance Learning (2002-2006)

Leadership in Faculty Development:

Diack hosted numerous faculty development programs, teacher preparation programs and summer institutes in the areas of instructional technology. Only some significant examples at the (a) local, (b) national and (c) international levels are outlined below:

(a) Local initiatives

Quality Matters in online course design (Fall 2009, Spring 2010, Fall 2010, spring 2011) – certified 125 faculty members from the SUS system on the application of the QM standards for the design of online courses for distance education.

State-wide webinar “Using Multimedia Resources and MERLOT” (Spring 2010). This is a State-wide webinar involving more than 43 participants.

State-wide webinar “Distributed Learning Resources: The MERLOT Collection” (Fall 2009). This is a State-wide webinar involving more than 60 participants.

State-wide Webinar Series (Fall 2006)

Conducted the 2006 Louisiana Webinar Series on Electronic Learning entitled “ The Louisiana Taste of MERLOT”. Webinars were sponsored by the Board of Regents’ Office of Information & Learning Technology to promote the use of electronic resources in K-16 Education in Louisiana. Webinars used the Elluminate™ Web Conferencing platform that enabled various higher education faculty throughout the State to participate virtually.

SUS Spring Workshop Series: “Effective Integration of Electronic Resources to support Online Course Design and Delivery” (Spring 2006)

Conducted a system-wide faculty development initiative to introducing the functionalities of the MERLOT Repository, Discussing modalities for selecting effective online resources to support departmental / collegial and Institutional e-learning initiatives and Identifying strategies for effectively integrating the MERLOT digital resources in online courses using Blackboard as Course Management System.

Summer Institute: Science and Mathematics Enrichment Workshop, SMEW (June 3 – June 5, 2002)

This summer institute involved 19 middle and higher school teachers. The curriculum included activities that challenge participant to use various instructional multimedia simulations and to develop lesson plans.

Skills Enhancement Technology Center Workshop (May, 5, 2001)

This one-day faculty workshop “Using the Blackboard™ Course Management System to Promote Engaged Learning” was designed to train SUBR faculty in developing PRAXIS related curricula using the Course Management System.

SUS Virtual Weekends Faculty Development (1999-2000)

The Southern University (SU) Virtual Weekend (VW) was a system wide initiative designed to assist faculty members in the development and delivery of interactive training over the World Wide Web. During the period 1999-2000, Diack led a SU-VW initiative to train more than 90 faculty members from the three SUS campuses on course development and management.

b. National Initiatives

Hosted numerous pre-conference faculty workshops on computer interfaced experiment (CIE) and interactive multimedia simulation (IMS) design and deployment - HBCU-UP National Conference, Feb. 10, 2005, New Orleans; 18th Biennial conference on Chemical education, Iowa state University, July 18, 2005; Texas Southern University (TSU) Research Week 2005, Houston, April 26, 2005; Association for Educational Communications and Technology (AECT) Annual Conference, Anaheim, California - October 22-26th, 2003 – Diack & Ana Donaldson (Iowa State University)

c. International Initiatives

Quality Matters in online course design (Fall 2010) – certified 60 eLearning practitioners in Nigeria through a series of expert workshops held in Lagos and Abuja.

Hosted a pre-conference workshop” Harnessing the Wealth of Free Global Digital Learning Resource Repositories”, 2nd International Conference on ICT for Development, Education and Training – Nairobi, Kenya, May 20, 2007. Contributed to the Lucent Scholars Khula Project “Teacher training in curricula contents and Technology” in the Eastern Cape Province of South Africa – summer 1999 (June 26 – July 25) - Follow-ups January-2000

VI. SELECTED PRESENTATIONS/PAPERS/EXHIBITIONS

- **Referee publications in the areas of separation, chemical, biological and agricultural sciences**

Diack has published 19 refereed papers in the listed areas including a US Patent "Separation of Inositols From sugars and Sugar Alcohols - The present invention relates to the Industrial scale production of the compound from natural source using simulate moving bed. M. Saska and M. Diack, US Patent # 5,482,631 (Jan. 9, 1996)

- **Selected publications in the area of educational technology**

[1] J. Pablico, M. Diack, A. Lawson - Differentiated Instruction in the High School Science Classroom: Qualitative and Quantitative Analyses, *International Journal of Learning, Teaching and Educational Research*, Vol. 16, No 7, 2017

[2] L. Jackson, A. Lawson, M. Diack, E. Khosravi, R. Vincent-Finleyn - An Analysis of Pair Programming as a Pedagogical Tool for Student Success in Computer Science at a Community College. In Proceedings of EdMedia: World Conference on Educational Media and Technology 2016 (pp. 693-697).

[3] J. Ledet, J. Hinson, A. Lawson, M. Diack, M - The Impact of simSchool on Self-Efficacy of

Pre-Service Teachers Enrolled in a Mathematics Class. In D. Slykhuis & G. Marks (Eds.), Proceedings of Society for Information Technology & Teacher Education International Conference 2015 (pp. 798-802).

[4] A. Itegboye, K. Samake, M. Diack, Protocol for a Systematic Literature Review of Research on Online Education, Paper accepted for the International Conference on ICT for Africa, Nigeria, March 23-26, 2011. Itegboye, K. Samake, M. Diack, Protocol for a Systematic Literature Review of Research on Online Education, Paper accepted for the International Conference on ICT for Africa, Nigeria, March 23-26, 2011

[5] J. Broussard, Y. Lou, V. M'barika, C. Thomas, M. Diack, "The Effects of Implementing Multimedia Case Studies to Assist Students within Various Demographics with Technical Knowledge Acquisition and Application, submitted to the 15th Pacific Asia Conference on Information Systems - PACIS 2011.

[6] S. Negash, M. Diack, Open Education Resource (OER) in Sub-Saharan Africa: Think Big, Start Small, and Scale Up, Paper accepted for the Ninth Annual Global Information Technology Management Association (GITMA) World Conference, Atlanta, Georgia on June 22-24, 2008

[7] M. Diack, S. Negash, "The African Taste of MERLOT: Harnessing the Wealth of Free Global Digital Learning Resource Repositories, 4-hours workshop, Proceedings of the 2nd International Conference on ICT for Development, Education and Training – Nairobi, Kenya, May 20, 2007.

[8] J. P. Suits, S. N. Kunze, M. Diack, Use of Micro-Computer Based Laboratory Experiments to Integrate Multiple Representations of Scientific Phenomena, Educational Multimedia, Hypermedia & Telecommunications, ED-MEDIA 2005.

[9] M. Diack, J. P. Suits, Integrating Research Strategies into Science Laboratory Instruction, Proceedings Louisiana Alliance for Minority Participation (LAMP) 7th Annual DoE EPSCoR, Research Conference

[10] J. P. Suits, M. Diack, Instructional Design of Scientific Simulations and Modeling Software to Support Student Construction of Perceptual to Conceptual Bridges, Educational Multimedia, Hypermedia & Telecommunications, ED-MEDIA 2002, p.1904.

- **Presentations**

Over 265 presentations, including international, national, and regional. Illustrative examples in the areas of educational research and faculty development as well as graduate student's presentations follow.

Preconference Workshop: Textbook Affordability Programs That Work! Get Started At Your Own Campus, OLC ACCELERATE Conference 2017, November 14, 2017, Orlando, FLA

Sharing strategies for effectively delivering online and hybrid education affordably, INNOVATE International Conference, April 5-7, 2017 - New Orleans, LA

Applying Technology Innovations within Your Institutions in the next 6 months: Questions, issues and answers with HBCU Summit participants, INNOVATE International Conference, April 5-7, 2017 - New Orleans, LA

Affordable Learning Solutions (AL\$) At Southern University System (SUS), INNOVATE International Conference, April 5-7, 2017 - New Orleans, LA

Affordable Learning Solutions Initiative: Planning Activities for HBCUs , INNOVATE International Conference, April 5-7, 2017 - New Orleans, LA

Conversations On Evidence-Based Practices For Virtual Science Laboratory (VSL) Adoption For STEM Education, INNOVATE International Conference, April 21, 2016 - New Orleans, LA

Who's Really Doing The Teaching: Parental Involvement In K-12 Full-Time Virtual Schooling? INNOVATE International Conference, April 21, 2016 - New Orleans, LA

Expert panel entitled "Reaching Scale With Adaptive Learning", technology that integrate Open Textbook in the design of individualized learning environments - Online Learning Consortium – Accelerate – International conference, held in Orlando Florida, in November 15 – 18, 2017.

M. Diack, T. Senecca, ' Harnessing Open Education Resources (OER) Repositories in Course Design using Moodle as CMS". Louisiana Moodlemoot Conference, Baton Rouge River Center, March 23 -26, 2011

M. Diack, C. Banks, D. Williams, R. Johnson - Panel Discussion "Lifting All Boats: State e-Readiness". Louisiana Moodlemoot Conference, Baton Rouge River Center, March 23 -26, 2011

Keynote Presentation – International Collaboration for a Research Agenda on Open Education and E-Learning: Potential Role of Higher Education in Africa -International Conference on ICT for Africa 2010 - March 25-28th Cameroon

Keynote Presentation – Leveraging Open Education Resources (OER) to Improve Learning Outcomes: Opportunities and challenges for K-12 Education - Louisiana Distance Learning Education, May 13, 2010 - Marksville, LA.

Keynote Presentation – E-Learning Innovations for Development: Harnessing Open Education Resource (OER) repositories for E-Learning and E-Health in Africa - 2010 Nigeria IT Professionals' Assembly, July 1, 2010 – Abuja, Nigeria

M. Diack, B. Diallo, V. M'barika, "International Panel on Open Education in Africa: Build locally and share globally", Emerging Technologies for Online Learning Symposium, July 20-23, 2010

M. Diack, Internationalizing the QM Process & Tool Set, 2nd Annual Quality Matters Conference, June 11-13, 2010, Oak Brook, Illinois, "Improving Outcomes Through Quality Standards"

M. Diack Design and Deployment of Sustainable E-Learning Solutions Adapted to an African Context, MERLOT International Conference, Minneapolis, Minnesota, August 7-10, 2008

M. Diack Opening Access to Scientific Documentation, MERLOT International Conference, Minneapolis, Minnesota, August 7-10, 2008

M. Diack, S. Negash, G. Hanley, MERLOT Africa Network (MAN) Project: Status Report After One Year of Its Launching, MERLOT International Conference, Minneapolis, Minnesota, August 7-10, 2008

M. Diack, B. Diallo, G. Hanley, S. Negash, "Rethinking the Policies and Promoting Awareness for Deploying E-Learning in Africa", MERLOT International Conference, Minneapolis, Minnesota, August 7-10, 2008

M. Diack, Introducing the MERLOT African Network (MAN) Project, Invited Talk to the MERLOT Leadership Community Meeting, MERLOT International Conference, New Orleans, LA – June 7, 2007

M. Diack, G. Hanley, S. Negash, The MERLOT African Network (MAN) Project: Expanding the Community of Practice to Africa, Round Table, MERLOT International Conference, New Orleans, LA – June 7, 2007

S. Negash, M. Diack, Beyond e-Readiness: Real Access/ Real Impact for eLearning in Sub Saharan Africa, Forum presentation 2nd International Conference on ICT for Development, Education and Training – Nairobi, Kenya, May 20, 2007.

J. Bidlack, S. Cooper, M. Zahn, M. Diack, J. Sewell, S. Stokes, R. Purdon, Medical Update: Biopchemical Research Shows that a Little MERLOT Everyday Improves the Health of your Teaching – Panel Discussion, MERLOT International Conference, Nashville, TN – July 25, 2005

J. P. Suits, S. N. Kunze, M. Diack, Use of Micro-Computer Based Laboratory Experiments to Integrate Multiple Representations of Scientific Phenomena - Educational Multimedia, Hypermedia & Telecommunications World Conference, Montreal, Canada - June 27- July 2, 2005

M. Diack, Globalization of E-Learning through the Guided Integration of Digital Learning Object Repositories - Fifth International Conference in Public Policy & Administration, Dakar, Senegal - June 18-22, 2005

M. Diack, Online Learning Repositories and the Scholarship of Teaching and Learning, Faculty Workshop – Research Week 2005, Texas Southern University, Houston, Texas - April 26, 2005

S. Quadri and M. Diack, Multimedia Educational Resources for Learning and Online Teaching (MERLOT): Supporting K-16 e-Learning at No Cost – Teaching in Higher Education Conference, Louisiana State University, Baton Rouge, LA - April 17, 2005

M. Diack, Enhancing Science Instruction through the Integration of Computer-Interfaced Experiment and Interactive Multimedia Simulation - HBCU-UP National Conference 2005, New Orleans, LA - February 10, 2005

M. Diack, Coupling Instructional Learning Objects and Computer-Interfaced Experiment: An Emerging Model of Learning Environment that Supports Deeper Learning - National Learning Infrastructure Initiative (NLII) Annual Conference, New Orleans, LA - January 23, 2005

M. Diack, Pedagogical Advantages of Integrating MBL and Simulation into Science Laboratory Instruction - MERLOT International Conference, Costa Mesa, CA - Aug. 2-6, 2004

M. Diack, Interactive Response Technology: Checking Learning Outcomes in Real Time - J. K. Haynes Annual Teacher Conference, Southern University, Baton Rouge, LA - July 22, 2004

J. P. Suits, S. Nicole, M. Diack, Use of Microcomputer-Based Laboratory Experiments to Integrate Conceptual and Procedural Knowledge - 18th Biennial Conference on Chemical Education, Iowa State University, Iowa - July 18, 2004

M. Diack, Instructional Simulation and Virtual Reality Laboratory Environment (VRLE) to Support Deeper Learning (DL) – Baton Rouge Community College/Louisiana Speaker Bureau - March 1, 2004

M. Diack, J. P. Suits, Collaborative Use of Simulation and MBL Experiments to Help Students Link Data and Theory - 18th Annual NSF Innovations in the Undergraduate Curriculum Symposium, Philadelphia, Pennsylvania - August 25, 2004

J. Suits, M. Diack, Use of Technology to Teach Laboratory Investigative Skills - 227th ACS National Meeting, Anaheim, CA - March-28, 2004

M. Diack, Study of Chemistry by Guided Inquiry Method Using Virtual Reality Laboratory Environment (VRLE) - Stanford Research Institute (SRI)/Center for Innovative Learning and Technology Working Group, Stanford University, CA - February 21, 2003

M. Diack, Designing Instructions that Enable All Students to Learn Chemistry: A Moral Imperative for HBCUs, Invited Panelist - HBCU-UP SMART Program Self Study, Lafayette, LA - May 16, 2003

M. Diack, Implications of Instructional Design Theory and the Principles of Multimedia Learning in the Design of Learning Objects - The New Media Consortium (NMC) Online Conference on Learning Objects - October 14, 2003

J. P. Suits, M. Diack, Use of Computer Simulations and Modeling Software to Support Student Construction of Mental Models - Louisiana Academy of Science Annual Meeting, Gonzales, LA - March 21, 2003

M. Diack, J. P. Suits, Student Construction of Mental Models, 225th ACS National Meeting, New Orleans, LA - March 23, 2003,

M. Diack, Packaging the Learning Object: A Model of Integration and Dissemination of MERLOT in Louisiana, MERLOT International Conference, Orlando, Florida - September 27, 2002

M. Diack, J. P. Suits, Curriculum Enhancement through the Integration of Microcomputer-Interfaced Sensors and Multimedia Simulation, Proceedings Louisiana Alliance for Minority Participation (LAMP) 6th Annual DoE EPSCoR Research Conference, Baton Rouge, LA - November 1, 2002

M. Diack, R. Smith, Advantages of Alternative Course Delivery Formats in Teaching Introductory Science Laboratory” - Proceedings, Louisiana Academy of Sciences 76th Annual Meeting, Louisiana State University – March 21, 2001.

M. Diack, A State System Approach to implementing Multimedia Electronic Resources for Learning and Online Teaching (MERLOT) - MERLOT International Conference, Tampa, Florida - August 12, 2001

M. Diack, Khula Project in the Republic of South Africa - Syllabus Educational Technology Conference, Orlando, Florida - March 9, 2000

M. Diack, Distributed Learning for Higher Education “Virtual Universities and Internet2”, Colloquium – Science and Mathematics Education Doctoral Program, Southern University, Baton Rouge, LA - April 20, 2000

M. Diack, “Addressing the Needs for Faculty Development in the Area of On-line Course Development” WCB/Blackboard User Conference, Richmond Virginia - May 8, 2000

M. Diack, “Distance Learning in Science Mathematics Education”, Colloquium – Science and Mathematics Education Doctoral Program, Southern University, Baton Rouge, LA - April 28, 1999

M. Diack “Using Technology to Improve Instruction in SMET”, Panel Presentation and Discussion, Southern University, SMART Faculty Curriculum Development Retreat, New Orleans - May 26, 1999

VII. EDITORIAL WORK/CONSULTANCIES/REVIEW PANELS

Associate editor, MERLOT-Faculty Development Community and MERLOT Chemistry Community; Peer Review Panel, Journal of Learning and Online Teaching (JOLT); Senior Editor, African Journal of Information Systems (AJIS), Associate Editor, Journal of Educational Research in Africa (JERA or JERARE – Revue Africaine de la Recherche en Education)

VIII. AWARDS/SPECIAL RECOGNITION

Diack received many institutional awards (SUBR/College Sciences Teacher of the Year 2002/2003 and 200/2001). International Awards include:

2008/2009 MERLOT International Award for eLearning Innovations

2009 SUBR Teacher of the Year

2011 - International Distinguished Services Award 2011

recognitions from Rhodes University (South Africa (S.A.)), University of Fort Hare (S. A.), Vista University (S.A) for his contributed to the Lucent Scholars Khula Project “Teacher training in curricula contents and Technology” in the Eastern Cape Province of South Africa – summer 1999 (June 26 – July 25) - Follow-ups January-2000.

IX. PROFESSIONAL AFFILIATIONS AND MEMBERSHIPS

Organizations include the Louisiana E-learning Council of Practitioner; Multimedia Education Resources for Learning and Online Teaching (MERLOT); Quality Matters Organization – Independent Trainer; The-Online-Educator-Network (OEN) – Project Director; Louisiana Academy of Sciences (LAS); National Academy of Sciences (NAS), MERLOT Africa Network (MAN); SREB Educational Technology Cooperative

FUNDED STRATEGIC INITIATIVES

PI, Louisiana Innovation Grant 2017 - “Enabling Educational Quality and College Affordability through a System-Wide Implementation of Zero-Textbook-Cost Courses and Degrees, \$19,000 – June 2017 – July 2018

PI, Hewlett Foundation Sub-Contract CSU/MERLOT: Deploying Southern University Open Library and developing faculty development models for integrating Open Education Resources in designing Online Courses and Programs, \$48,000 – February 2017 /February 2019

Co-PI, Collaborative Research: LIGO Science Education Center Partnership – Broadening Participation, National Science Foundation (NSF), \$2,577,210.00 – September 15, 2015/August 31, 2020

PI, Networked Virtual Laboratory for STEM Education, Louisiana Board of Regents Task Force on Online Learning, 15,925 – 2015/2016

Co-PI, Education Research Grant: A Multi-Metric Approach to Assess the Impact of STEM Instructional Multimedia on Undergraduate Teaching and Learning Outcomes, National Science Foundation (NSF), \$500,000 – 2007/2010

PI, Collaborative Chemistry Laboratory Model (CCLM): Integrating Microcomputer-Based Laboratory with Interactive Multimedia Computer Simulations, National Science Foundation (NSF), \$170,987 – 2002/2005

PI, Louisiana MERLOT Distance Education, Louisiana Board of Regents, \$57,000 – 2002/2005

PI, Riverdeep Educational Portal, Riverdeep the Learning Company & Milliken Foundation Grant, \$7,000 – 2002/2004

PI, "Increasing Teacher Certification through The Use of a Multi-Campus Blackboard Network & Multimedia Learning Objects", Louisiana Board of Regents, \$45,523 – 2002/2003

PI, Louisiana – Multimedia Educational Resources for Learning and Online Teaching (MERLOT), Louisiana Board of Regents, \$45,523 – 2002/2002

Co-PI, Increasing Teacher Certification through a System-wide Blackboard Network, Louisiana Board of Regents Distance Education Initiative, \$41,540 – 2001/2002

PI, LA – Multimedia Educational Resources for Learning and Online Teaching (MERLOT), Louisiana Board of Regents Distance Education Initiative, \$21,000 – 2000/2001

DOCTORAL STUDENTS – MAJOR ADVISOR

The table lists dissertation in which Diack served as major advisor for the last three years 2014/2016. He is currently directing many dissertations and serving as member of dissertation committees.

| Student Name | Title of Study | Grad Date |
|-----------------------|---|-------------|
| Cruz, Ingrid | “Impact of Educational Robotics in Promoting Critical Thinking Skills in Middle School Math and Science Students” | Fall 2016 |
| Smothers, Lisa | The Impact of Matching Teachers’ Instructional Strategies and Students’ Learning Preferences to Enhance Mathematical Achievement of At-Risk Algebra I Students” | Fall 2016 |
| Amous, Haythom | The Use of Second life As An Effective Means of Providing Informal Science Education to Secondary School Students | Summer 2016 |
| Darby-White, Tillerie | Assessing students' learning outcomes, attitudes, and self -efficacy toward the integration of virtual laboratory in general chemistry | Spring 2016 |
| Evans, Sadereka | Factors that impede science performance among students that attend low performing middle schools | Spring 2016 |

| | | |
|---------------------------------|---|-------------|
| Pablico, Jane | An Exploratory Study of Differentiated Instruction to Improve Learning outcomes in the high school science classroom | Spring 2016 |
| Jack, Leticha | An Analysis of the Implementation and the Effect of Jigsaw and Think-Pair-Share Cooperative Learning Strategies on Ninth Grade Students' Achievement in Algebra I | Spring 2015 |
| Jackson, Emily | The Experiences of Science Teachers' Participation in an Inquiry-based Professional Development | Spring 2015 |
| Ledet, Julia | An Exploratory Study on the Impact of a Classroom Simulator for Educators on Self-Efficacy of Students Pursuing a Degree in Elementary Education | Spring 2015 |
| Lewchalermvongs, Phakaporn(Yoe) | Calculus misconceptions of undergraduate students at an HBCU | Spring 2015 |
| Smith, Kendra | Factors Associated with the Success of First-Time African American Freshmen Taking Introductory Science Lecture Courses at a Private HBCU | Fall 2015 |
| Stovall, NiShawn | Investigating the Parental Involvement in the Quality and Effectiveness of Virtual Schooling for k-12 Education | Fall 2015 |
| Iteboje, Ajibike | Mobile Technology Adoption for Teaching Activities: Influencing Factors in Selected Colleges in Nigeria and the United States. | Fall 2014 |
| Martin, Brittany | Stem Students' Perceptions of Academic Advisement and the effects of Academic Advisement on Satisfaction and Academic success of Stem students at an HBCU in Southeastern Louisiana | Fall 2014 |
| Warren, Sundee | Investigating the Effectiveness of Online Learning in Science Courses" | Fall 2014 |

PORTFOLIO MILESTONES: BUILDING E-LEARNING INFRASTRUCTURE FOR THE SOUTHERN UNIVERSITY SYSTEM YEAR 2016

*Professor Moustapha Diack
Chair Doctoral Program in Science/Math Education
Interim Director Online Learning & Faculty Development
Southern University in Baton Rouge, LA*



1. Launching a Global Digital Scholar Program

Diack launched a MERLOT/MAN DSP, a community of faculty and graduate students who serve as mentors, innovators, project leaders, and liaisons communicating the interests and innovations of educators in the area of E-Learning and E-Health. The organizations certified in April 27, 2016, during the Louisiana Annual E-Learning Conference held in Baton Rouge Louisiana, the first cohort of Digital Scholars. The MERLOT/MAN DS is composed of 13 scholars from the Doctoral Program in Science/Mathematics Education (SMED) at Southern University in Baton Rouge (SUBR), Louisiana.



Dr. Moustapha Diack, MAN Director, SMED, SUBR; Dr. S. Warren, DS Coordinator; Dr. Gerry Hanley, MERLOT Executive Director

See Here: http://grapevine.merlot.org/archives/2015_spring.html#news3

See here: <http://www.subr.edu/index.cfm/newsroom/detail/861>

2. SU System signs MOU with Cal State to support innovative learning solutions project

The Southern University System recently signed a Memorandum of Understanding with California State University (CSU) and the Multimedia Education Resources for Learning and Online Teaching (MERLOT) organization for the design and deployment of Southern University's Affordable Learning Solutions (AL\$) Initiative. Professor Moustapha Diack, lead of SUS AL\$ project.



Diack Chair SMED – SUS President Belton – Hanley MERLOT/CSU – Brown SUBR Provost

See Here: <http://www.subr.edu/index.cfm/newsroom/detail/916>

3. SUS faculty, students get access to free digital textbooks and open education resources

The Southern University System (SUS) announces the recent launch of the Southern University Open Online Library for Education (SUOL) <http://www.suol4ed.org/>, the first of several diverse components of Southern University's Affordable Learning Solutions (AL\$) initiative, created in partnership with California State University (CSU) and the Multimedia Education Resources for Learning and Online Teaching (MERLOT).

SUOL provides a wealth of open educational resources (OER) for students, faculty, and staff in one convenient location.



See Here: <http://www.subr.edu/index.cfm/newsroom/detail/1006>

See Here: <http://www.sus.edu/PressRoom/PressRoomDisplay.asp?pl=34521&p2=Y>

Visit Library: <http://www.suol4ed.org/>

4. SUS Hosting a Summit at INNOVATE 2017 on Advancing Affordable Learning Solutions And Quality Online Education For HBCUs

The Southern University System, the California State University, and MERLOT will share practices, strategies, and resources for reducing the costs of instructional materials for students, making higher education more affordable for more students in Historically Black Universities (HBCUs) in the United States and Higher Education Institutions in Africa (HEIA). Leaders from Southern University System (SUS), California State University (CSU) and a national Steering Committee composed of 10 leading HBCUs will facilitate a series of sessions and workshops that will be embedded in the annual INNOVATE conference held in New Orleans, April 5-7, 2017.

Join Professor Moustapha Diack, HBCU Summit Chair, and SUS President/Chancellor Ray Belton as they welcome attendees to the HBCU Summit at OLC Innovate 2017.



Practitioners Summit for Advancing Affordable Learning Solutions and Quality Online Education for HBCUs

Please join us at at the OLC/MERLOT INNOVATE Conference in April 2017

See Here: <https://onlinelearningconsortium.org/innovate/>

Summit Program: <https://onlinelearningconsortium.org/innovate/hbcu-affordable-learning-summit-2017/>

5. SUS Declares the Week of Thanksgiving - Open Education Week– Initiative Lead by Dr. Diack



Faculty played an institutional leadership role in the planning and organizing a SU System week dedicated to Open Education Resources (OER) and Open Textbook. The Open Education Week held during the week of November 16-22 featured a video channel produced by faculty and librarians to raise awareness, online panel discussions hosted by System SGA Presidents, SU Faculty and SUBR

Librarians and training webinars facilitated by national experts in the area of OER. LEARN MORE: LEARN
See Here: <http://www.suol4ed.org/events.html>

6. Southern University Signs a MOU with the Cogbooks Company to conduct research on Adaptive Learning Technologies.

Southern University, the historically Black educational institution in Baton Rouge, Louisiana, has entered into an agreement with CogBooks Company to implement the Advanced Adaptive Technology Coursework program. Southern University and Arizona State University are the only educational institutions nationwide that will be using the system.

The Advance Adaptive Technology platform uses 21st century learning technologies to deliver quality online instruction coursework that will be used in biology and history classes to assess the effectiveness of the learning environments to improve student-learning outcomes. CogBooks then will provide research on the benefits of adaptive coursework to build on the positive results.



See Here: <https://www.jbhe.com/2016/08/southern-university-in-louisiana-to-implement-advanced-adaptive-technology-coursework/>

7. Professor Diack Invited to contribute on Expert Panel for Scaling and Research on Adaptive Learning

Dr. Moustapha Diack was an invited speaker for an expert panel entitled “Reaching Scale With Adaptive Learning” during the Online Learning Consortium – Accelerate – International conference, held in Orlando Florida, in November 15 – 18. Diack’s presentation focused on instructional design and research perspectives for deploying adaptive learning and individualized learning at scale. Research is currently with the Biology dept.

[See Here: https://onlinelearningconsortium.org/olc-accelerate](https://onlinelearningconsortium.org/olc-accelerate)

8. Contribution to the SU LIGO Program

The LIGO project at SUBR engages education and STEM undergraduates, SUSLA Connect students, teachers near SUBR and SUNO, SMED doctoral students, and the local community in activities focused on the science of LIGO (<https://www.ligo.caltech.edu/LA>). Dr. Luria Young is the principal investigator of the SU LIGO SEC Outreach Partnership. Stephen McGuire, the James and Ruth Smith Endowed Professor of Physics, principal investigator – LIGO Scientific Collaboration, and director, SUBR-LIGO Advanced Optical Materials Laboratory; VerJanis Peoples, director of the School of Education; and Moustapha Diack, professor and chair, Doctoral Program in Science/Mathematics Education (SMED) and director of SUBR Online Initiatives, serve as co-PIs.

See Here: <http://www.subr.edu/index.cfm/newsroom/detail/1007>

9. Southern University Transition to the MOODLE LMS

Dr. Diack was very instrumental in the transition of the SUBR campus from the Blackboard learning management system. His experience was very significant after being a strong advocate for many years and having deployed the LMS in setting hybrid course with the SMED doctoral program he is currently chairing. Involvement in this transition included working with the SUBR Division of IT to set up the platform with pedagogical tool, but more importantly designing online professional development courses to train faculty at SU.

See Here: [SU Moodle site](#)

10. Chairing a National Steering Committee – HBCU Summit for Affordable Learning Solution and Quality Online Program

Created and hosted a Social network Community on MERLOT Voices Network was created to facilitate community discussions and planning for the HBCU Summit Steering Committee and Ambassadors. This is an invitation only community exclusively reserved to the Summit Steering Committee and Ambassadors. It is monitored by Professor Moustapha Diack, HBCU Summit Chair.



This community is created to facilitate community discussions and planning for the HBCU Summit Steering Committee and Ambassadors. The is an invitation only community exclusively reserved to the [Summit Steering Committee and Ambassadors](#). It is monitored by Professor Moustapha Diack, HBCU Summit Chair.

Website: <https://onlinelearningconsortium.org/innovate/>

Location: [New Orleans](#)

Members: 20

Latest Activity: on Sunday



See Here: http://voices.merlot.org/group/hbcu_summit_innovate

[Leave Group](#)

Members (20)



11. HBCU NATIONAL AWARD NOMINATION

The Southern University System has nominations in eight categories for the 2017 HBCU Awards. HBCU Digest, Friday, June 16, announced the finalists in 28 categories for the seventh installment of the national award ceremony that acknowledges and celebrates achievements at historically black colleges and universities throughout the United States.

See Here: <http://www.subr.edu/index.cfm/newsroom/detail/1043>

12. LOUISIANA INNOVATION GRANT 2017

Southern University Baton Rouge (SUBR) has been awarded a Louisiana Board of Regents (BOR) eLearning Innovation Grant for a project entitled, "Enabling Educational Quality and College Affordability through a System-Wide Implementation of Zero-Textbook-Cost Courses and Degrees.

See: <http://www.subr.edu/index.cfm/newsroom/detail/1047>

13. Presentation Dillard University Convocation Speaker - August 14, 2017

14. Presentation Southern University Convocation Speaker - August 15, 2017

15. Workshop: Textbook Affordability that works: Get started at your own institution -

<https://onlinelearningconsortium.org/attend-2017/accelerate/olc-accelerate-2017-session-page/?session=3834&kwds=>

16. Adaptive Learning Design - Presentation Loretta - <https://onlinelearningconsortium.org/attend-2017/accelerate/olc-accelerate-2017-session-page/?session=4241&kwds=>

17 - Publication John Pablico: Differentiated Instruction in the High School Science Classroom: Qualitative and Quantitative Analyses, International Journal of Learning, Teaching and Educational Research.

<https://www.ijlter.org/index.php/ijlter/article/view/957>

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| JOB CLASS3 | 8 | 0 | 0 | 0 |
| JOB CODE | F | | | |
| CAL ID | M | | | |

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

| | | | | | | |
|-----------------|---|---|---|---|---|---|
| POSITION NUMBER | 3 | M | 9 | 9 | 2 | 6 |
|-----------------|---|---|---|---|---|---|

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

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

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

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

Profile of Person Recommended

Length of Employment 10/01/2017 To 09/30/2018
 Effective Date 10/01/2017

Name Kelly G. Carmena xxx-xx-4992 Sex F Race* W
 (Last 4 digits only)

Position Title: Professor Department: Law Center - Instruction

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

| | | |
|--|--|--|
| | | |
|--|--|--|

 New Position Expiration Date: _____

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

Years Experience 7 Southern University Experience 4
 Degree(s): Type/Discipline (BA-Education): J.D. Institution/Location (SU-Baton Rouge): Southern University Law Center Year 2009

Current Employer Southern University Law Center

Personnel Action

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

Recommended Salary \$30,000 Salary Budgeted \$30,000

Source of Funds Grant

Identify Budget: State/Grant Location 327548-31240-61003-34100
 Form Code: BOR10 Page 1 Item # 1

Change of: _____
 Position _____
 Status _____
 Salary Adjustment _____

Financial Aid signature (if, applicable):

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

| Source of Funds | Amount |
|--------------------------|-------------|
| 311001-31240-61003-34100 | \$61,880.00 |
| | |
| | |

Comments: (Use back of form)

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

| | |
|---|---|
| <u>John K. Pierre</u> 9/20/17 Supervisor Date | <u>Gen. R. Hall</u> 9/20/17 Dean/Unit Head Date |
| <u>Stephanie Diamond</u> 9/29/17 Vice Chancellor Date | <u>John K. Pierre</u> 9/20/17 Assoc. V/C for Fin. Affairs Date |
| <u>Stephanie Diamond</u> 9/21/17 Director/Personnel Date | <u>Blondine McEnt</u> 9/20/17 Chancellor Date |
| <u> </u> 9/21/17 President Date | <u> </u> Vice President/Finance Date |
| | <u> </u> Business Affairs/Comptroller Date |
| | <u> </u> Chairman/S.U. Board of Supervisors Date |

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino

Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

Contract for Conflict Public Defense Services, supervised by Kelly Carmena/Professor Law Clinic, effective October 01, 2017 through September 14, 2018.

EMPLOYEE REGULAR WORK SCHEDULE:

Daily

EMPLOYEE DIRECT SUPERVISOR:

Chancellor, John Pierre

NUMBER OF EMPLOYEES SUPERVISED, (if any)

100

HR USE ONLY: STATUS (circle one):

EXEMPT

NON-EXEMPT

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE

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

**SOUTHERN UNIVERSITY LAW CENTER
ENCUMBERED / FUNDS AVAILABLE**

DOC. I.D. # _____
 DATE _____ 9/20/17
 BY _____ DML/arg

Do Not Write Below This Area

For Human Resource and Budgetary Control Use Only!

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

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

CONTINGENT UPON AVAILABILITY OF FUNDS



SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL

POST OFFICE BOX 9294

BATON ROUGE, LOUISIANA 70813-9294

OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

September 7, 2017

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

RE: Salary Stipend for Clinical Assistant Professor Kelly Carmena & Approval of Grant/Contract with the East Baton Rouge Public Defender Office

Dr. Belton:

Kelly Carmena, a Clinical Assistant professor and supervisor of the Criminal Law Clinic at the Southern University Law Center has secured a \$45,000 grant from the East Baton Rouge Parish Public Defender's office. The grant is for the Criminal Clinic to serve as one of several conflict counsels to represent indigent criminal defendants whose representation by the Public Defender may pose a conflict of interest. This grant is for a one-year period commencing October 1, 2017 and ending on September 30, 2018.

The funds would enable the Criminal Clinic to increase the level of services it offers to indigent criminal defendants and expand experiential learning opportunities for law students. The funding would also allow the clinic to ostensibly operate on a year round basis as opposed to a semester-by-semester basis, with very little summer activity.

This is a unique opportunity for the Law Center to partner with the East Baton Rouge Public Defender office, especially at a time when there are serious questions concerning the adequacy of indigent defender services in Louisiana. I therefore am requesting that the Southern University Board of Supervisors allow the Law Center to provide a salary stipend of \$30,000 plus benefits for twelve months from the grant funds. The salary stipend would end if the grant was not renewed. I am also requesting that the Board approve the Grant/Contract.


In addition, Professor Carmena would be engaging significantly more work. This work would entail a twelve-month commitment of time, instead of the customary nine-month commitment of time. The remaining funds would be used to fund a paid summer internship for a

Dr. Ray Belton
September 7, 2017
Page -2-

law student under the supervision of Professor Carmena. Professor Carmena would also be required to teach a summer criminal clinic law course.

I would appreciate if you would place this item on the agenda for the Board of Supervisors to consider at the September 22, 2017 meeting of the Board. If you have any questions, please feel free to contact me.

Yours sincerely,



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

Executive Director of Internal Audit,
SUS
New Appointment

PAF TO COME

Associate Director of Internal Audit/
Director of Internal Audit
SUS/SUBR
New Appointment

PAF TO COME

DIRECTOR OF TITLE IX AND ADA
COMPLIANCE

PAF TO COME

COMPLIANCE AND
DIVERSITY OFFICER
AND TITLE IX
COORDINATOR

| | |
|------------------------|--|
| Position Title | COMPLIANCE AND DIVERSITY OFFICER AND TITLE IX COORDINATOR |
| Job Description | <p>The Compliance Officer reports to the President and CEO and through a dotted line to the Audit and Compliance Committee. The Compliance Officer serves as the University's independent and objective executive-level Compliance Officer, overseeing the University's privacy and compliance programs, diversity programs, development of affirmative action programs, equal employment and equal educational opportunity commitments; Title IX and sex discrimination; financial aid, reviewing and evaluating privacy and compliance issues and concerns within the University. The position ensures the Board of Directors, Executive and Senior Management, faculty, staff, students, and others are in compliance with the rules and regulations of regulatory agencies; that University policies and procedures are being followed; and that behavior in the University meets the University's Codes of Conduct. Other privacy and compliance areas include (list not meant to be exhaustive or order of importance):</p> <ul style="list-style-type: none">• Title IX and Sexual Discrimination• Violence Against Women Act (VAWA)• Higher Education Act of 1965• Title VII Civil Rights Act of 1964 and 1991• Americans with Disability Act (ADA)• Equal Employment Opportunity (EEO)• Equal Educational Commitments• Title IV Financial Aid• Executive Order 13160• Sexual Violence Elimination Act of 2013 (SaVE)• Fair Employment and Housing Act (FEHA)• Health Insurance Portability and Accountability Act (HIPAA)• Diversity• Ethics |

Oversees, develops, initiates, maintains, and revises, privacy and compliance programs, policies and procedures University-wide; and advises University leadership on privacy and compliance matters. Monitors and evaluates privacy and compliance programs, standards, and procedures University-wide, to prevent illegal, unethical, and improper activity while facilitating collaboration, raising awareness, and providing guidance.

- Ensures proper reporting of violations or potential violations to duly authorized enforcement agencies as appropriate and/or required. Establishes and provides direction and management of Alert Line. Promotes awareness of and help resolving ethical or policy violations.
- Serves as the liaison to various state and federal regulatory agencies for issues regarding privacy and compliance.
- Establishes standards and procedures to promote Codes of Conduct and ethical behavior throughout the University by proactively engaging the University community to identify, investigate, and evaluate concerns, assess risk, and assist in developing effective compliant solutions that reflect the University's core values, applicable laws, regulations, policies and procedures.
- Recommends and follows up on corrective and other actions to promote codes of conduct, ethical culture, decisions and behavior, and mitigate institutional risk and properly address privacy, ethics and compliance concerns in a timely manner.
- Collaborates with executive and senior management, faculty, students and staff and various departments (e.g., Human Resources, Academic Affairs, Risk Management, Legal Counsel, Financial Aid, IRB, and others as appropriate) to develop and provide an effective privacy and compliance training and educational program for new and ongoing students, faculty, staff, and parents regarding their rights under state and federal laws.
- Responsible for guiding efforts to conceptualize, define, assess, nurture, and cultivate diversity as an institutional and educational resource.
- Oversees programs, activities, and initiatives designed to foster a climate that respects pluralism and diversity. Develops effective strategies to promote diversity in student, faculty, and staff recruitment and actively participates in building strong networks and recruitment sources.
- Monitors and oversees enforcement of all federal and state requirements for Title IV, Title IX, affirmative action, equal employment opportunity, civil rights, ADA, HIPAA, Financial Aid, and equal educational opportunity commitments; overseeing the investigation and resolution of student, staff, and faculty complaints of discrimination and sexual harassment; advising the administration about resolving complaints through investigative and other intervention techniques.
- Establishes and maintains a mechanism to track access to protected health information, within the purview of the practice/organization and as required by law to allow qualified individuals to review or receive a report on such activity.
- Oversees and ensures the right of the practice/organization's patients to inspect, amend and restrict access to protected health information, when appropriate.
- Serves as an independent channel of communication to receive and direct privacy and compliance issues to appropriate resources for investigation and resolution. Serves as an independent internal resource with which concerned parties may communicate after other formal channels and resources have been exhausted. Develops and oversees a system for uniform handling of such violations.
- Collaborates with other departments (e.g., Student Affairs, Academic Affairs, Human Resources, Risk Management, Internal Audit, IRB, Financial Aid, and Legal Counsel) to direct privacy and compliance issues to appropriate existing channels for investigation and resolution.
- Responsible for professional level activities in analyzing and interpreting federal financial aid regulations regarding all Title IV and other financial aid programs as well as coordinating training and development activities for the Financial Aid Office pertaining to student financial aid regulations.
- Consults with Legal Counsel as needed to resolve difficult legal privacy and compliance issues. Provides general guidance on how to avoid or deal with similar situations in the future.
- Serves as a member of or liaison to, the organization's various committees, including the IRB, Privacy, or Policies Committee. Also serves as the information privacy liaison for users of clinical and administrative systems.

- Reviews all system-related information security plans throughout the University's network to ensure alignment between security and privacy practices, and acts as a liaison to the Information Systems department.
- Works with academic departments, Human Resources, and Academic Affairs to develop diverse academic pools and monitor recruitment, selection, promotions, and terminations, ensuring compliance with EEO regulations. Coordinates with HR to evaluate employment criteria, recruitment, compensation, job classification, benefits, and advertising to ensure that they are not discriminatory on the basis of sex.
- Supports and assist faculty with infusion of diversity content in course curricula.
- Adjudicates and issues final dispositions on all EEO complaints filed with the University, and serves as the principle contact for all matters related to civil rights from federal and state agencies.
- Works with department-level compliance coordinators to synchronize privacy and compliance policies and procedures.
- Provides regular reports and presentations to Board of Trustees, executive and senior management to convey relevant and timely information about privacy, compliance activities, ethics, diversity, trends, and the status of significant corrective action plans.
- Regularly reviews all University manuals, handbooks, websites, publications, and other resources to ensure that they include a consistent non-discrimination and compliance statements with all of the necessary protected classes as well as the name, phone number, and address of the appropriate compliance coordinator.
- Attends trainings and keeps abreast of a working knowledge of current laws, regulations, guidelines, and U.S. Department of Education's Office for Civil Rights related to Title IV, Title IX, Title VII, ADA, EEO, HIPAA, Financial Aid, diversity, discrimination and sexual harassment in institutions of higher learning.



SOUTHERN UNIVERSITY LABORATORY SCHOOL
129 SWAN ST. BATON ROUGE, LA 70813
PHONE: (225) 771-3490 FAX: (225) 771-2782

September 11, 2017

To: Dr. Luria Young
Interim Executive Vice President
For Academic Affairs and Provost

From: Herman R. Brister
Director, Southern University Laboratory School (SULS)

Re: Administrative Vacancies at SULS

Please accept this correspondence requesting approval to waive advertisement and hire for the following positions Assistant Principal and Director of Virtual School. Attached to this document is the resume for the Assistant Principal and Virtual School Director. The Laboratory School is comprised of a traditional school with pre-k through 12th grade student enrollment of 311 students and a virtual school with kindergarten through 12th grade serving 367 students. The total enrollment for both schools is 678 students. After accessing the needs of both schools, I have come to the conclusion that the virtual school is in need of a full time leader dedicated to service the students. Previously SULS was staffed with two Assistant Principals and Fuel Education as a part of its contract with SULS provided an onsite liaison for the school. This was an additional cost of \$75,000 per year to the school. The on –site liaison did not have the authority to make decisions for SULVS. Hiring a full time Director will provide the Virtual School with a high degree of efficiency and consistency. Reassigning Mrs. Seals to this position will free up two Assistant Principal positions for the SULS. One of the positions will not be filled, while the other position will be filled by Renita Harrison Sherrard.

Southern University Laboratory School Virtual School Director (SULVS): Nadia Washington Seals (see attachment for resume and recommended virtual school structure)

The Southern University Laboratory School Virtual School Director will oversee the day to day operations of SULVS. The current enrollment of the virtual school is

approximately 350 students (K-12). The daily responsibilities of this position includes but are not limited to the following;

1. Student applications
2. Enrollment procedures
3. Oversee the review of IEP plans in conjunction with state and federal guidelines
4. Oversee the review of 504 plans in conjunction with state and federal guidelines
5. Supervises the Academic Advisor (Counselor)
6. Acts as a liaison between K12 Education, Fuel Education, and SULS
7. Monitors the academic progress of students
8. Oversee and plan for state testing (LEAP, ACT, and EOC)
9. Oversee Louisiana State Department of Education state reporting
10. Implement Board Approved Pupil Progression as needed (Promotion Standards)
11. Develop and implement student success guide (Virtual School Handbook)
12. Oversee student integration with Student Information System (JCAMPUS, PEAK, and OLS)

This adjustment will capitalize on Mrs. Seals' experiences and expertise within the K-12 educational setting.

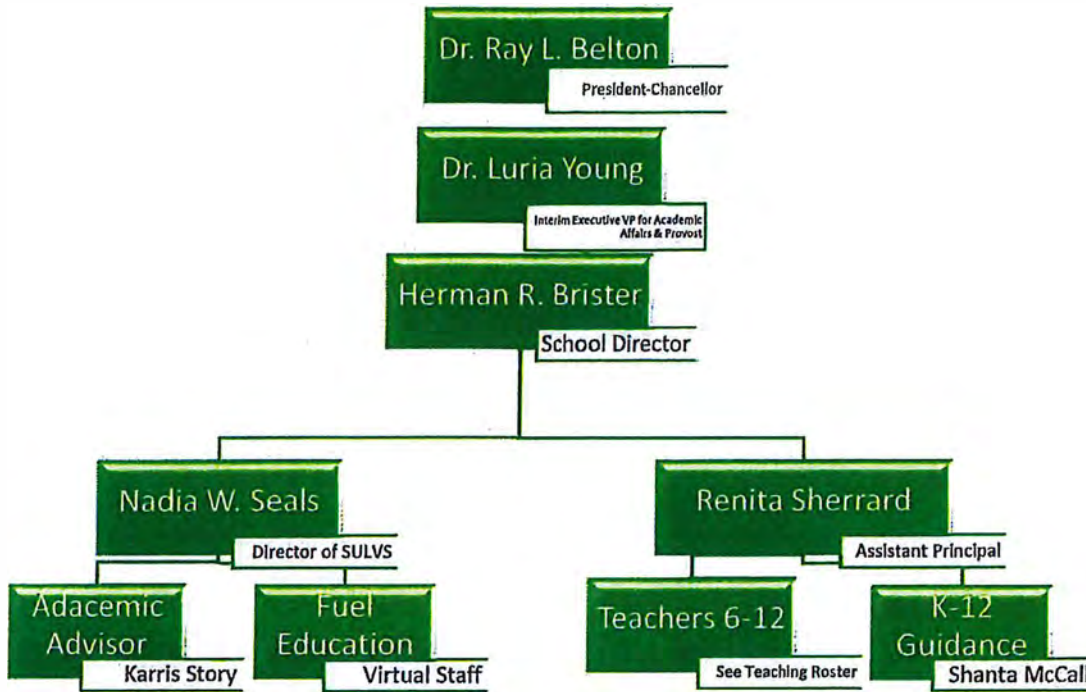
Southern University Laboratory School Assistant Principal: Renita Harrison Sherrard (see attachment for resume)

The Southern University Laboratory School Assistant Principal will assist the Director with the day to day operations of the school. The current enrollment of the school is 308 students (PreK-12). The daily responsibilities of this position includes but not limited to the following;

1. Promoting the mission, vision, and goals of the Director
2. Communicating High Expectations for All
3. Quality assurance officer for teaching and learning
4. Oversee student enrollment for Pre-K to 12
5. Manage Organizational Systems and Safety
6. Promote Collaboration with families and community members
7. Oversee COMPASS Evaluation System for Pre-K
8. Oversee student integration with Student Information System (JCAMPUS)
9. Monitors academic progress of students
10. Oversee the review of 504 plans in conjunction with state and federal guidelines

Budgetary Implications

| | Position | Previous Personnel | Replacement | Cost (-,+) |
|----------|------------------------------------|---------------------------|--------------------|-------------------|
| 1 | Assistant Principal (6-12) | Jalynn Jones | Renita H. Sherrard | +\$75,000 |
| 2 | Director of Virtual School | Vacancy | Nadia W. Seals | +\$75,000 |
| 3 | Fuel Education Liaison | Tonya Evens | Removing Position | -\$75,000 |
| 4 | Assistant Principal (Elem.) | Nadia W. Seals | Removing Position | -\$65,000 |
| 5 | Dean of Students | Aaron Sutton | Removing Position | -\$59,000 |
| | Total in additions: | | | \$150,000 |
| | Total in Position Removals: | | | \$199,000 |
| | Net Savings: | | | \$49,000 |



This organization structure is critical to the academic and financial success of Southern University Laboratory School. It supports an efficient use of school personnel and resources which will allow the administrative team to be more consistent and responsive to the students, teachers, and parents of both schools.

Sincerely,

Herman R. Brister

Herman R. Brister
Director, Southern University Laboratory School

Approvals:

Luria Young 9/13/17

 Dr. Luria Young
 Interim Executive VP for Academic Affairs & Provost

[Signature]

 Dr. Ray Belton
 President-Chancellor

Ben Pugh 9/14/17

 Mr. Benjamin Pugh
 Vice Chancellor for Finance
 and Administration

fueleducation™

Head of School, Principal, Program Administrator

Dedicated decision maker responsible for day to day oversight of Virtual Program

Assistant HOS, Principal, Program Administrator

Begins at 300-500 students

Guidance Counselor

Ratio 1:200

One for K-8

One for 9-12

Transcript reviews/Assistance with Course placement

Testing Coordinator (shared resource)

Coordination of efforts between Fuel Ed Testing and Accountability Manager

- Test coordination, scheduling, training, equipment ordering, site reservations, etc.

State Reporting/Accountability Manager

Tonya Evans currently owns this role

Mentors (Advisor type)

Owner of student success

- Liaison between Fuel Ed teachers, and students and their families regarding academic escalations and/or attendance concerns
- SULVS has contracted FuelEd to provide mentors for all 6-12 students, as this role is required in the

Grades 9-12

- Ratio 1:50
- New student account set up; PEAK
- Course placement; PEAK
- Semester and next year course placements; PEAK
- Progress and attendance monitoring

Grades K-8

- Ratio 1:125
- Semester and next year course placements; OLS
- Progress and attendance monitoring

Office Admin – 1:200

- Finance – Billing support coordinating between Fuel Ed, School and University
- On site enrollment support (up to 500, beyond should be dedicated)
- Inbound, outbound phone calls
- Student Cum files, student records requests
- Attendance monitoring and escalations support

Enrollment Manager (Can be office admin up to 200 students - beyond should be dedicated during enrollment season)

- Oversees the enrollment process from launch to closure
- Manages the communications, application reviews and approvals internally, communications with releasing school for records, etc.
- Liaison between school and Fuel Ed enrollment team

OB CLASS
OB CODE
AL ID

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER **2 F 9 4 8 9**

AMPUS: SUS SUBR X SULAC SUAREC SUNO SUSLA

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

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

RECEIVED

Previous Employee Reason Left FMLA Sick Leave
 Date Left 08/14/2017 Salary Paid 39,564.00

Profile of Person Recommended

Length of Employment August 14, 2017 To December 15, 2017
 Effective Date August 14, 2017

Name James Alton Taylor, Sr. SS# xxx-xx-2937 Sex M Race* W

Position Title: Professor of Education Department: School of Education

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

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

Years Experience 41 Southern University Experience 9

Degree(s): Type/Discipline (BA-Education): Juris Doctor Institution/Location (SU-Baton Rouge): Loyola University of the South Year: 05/1988
Ph.D. - Curriculum and Instruction University of New Orleans 05/1981
M.Ed. - Administration/Supv Tulane University 08/1972

Current Employer Southern University

Personnel Action

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

Recommended Salary 39,564.00 Salary Budgeted

Source of Funds State

Identify Budget: 5-10855 211001-22256-21000 Location School of Education
 Form Code: BOR-10 Page 5 Item # 106

Change of: From To
 Position Status Salary Adjustment None Financial Aid signature (if, applicable):

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

| Source of Funds | Amount |
|---------------------------|--------------------|
| <u>2-10855</u> | <u>\$67,825.00</u> |
| <u>211001-22256-21000</u> | |

Comments: (Use back of form)
 See Reverse Side Graduate School signature (if, applicable):

Supervisor [Signature] Date 09/22/17
 Vice Chancellor [Signature] Date 9/30/17
 Director/Personnel [Signature] Date 9/13/17
 President [Signature] Date 9/18/17
 Dean/Unit Head [Signature] Date 9/22/17
 Chancellor [Signature] Date 9/14/17
 Vice President/Finance [Signature] Date 9/18/17
 Business Affairs/Comptroller [Signature] Date 9/18/17
 Chairman/S.U. Board of Supervisors _____ Date _____

SOUTHERN UNIVERSITY
 HUMAN RESOURCES
 SEP - 11 AM 11:17
 2017 SEP 11 PM 2

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. James Taylor submitted his request for FMLA leave during the month of August 2017. The PAF is generated to start his leave from 08/14/2017 through 12/15/2017.

EMPLOYEE REGULAR WORK SCHEDULE: Daily 8:00 am -- 5:00 pm

EMPLOYEE DIRECT SUPERVISOR: Dr. Tonya Rose/Dr. VerJanis Peoples

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

SOUTHERN UNIVERSITY SYSTEM
SOUTHERN BUDGET OFFICE

SEP 14 2017

[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 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)

AFFAIRS & COMPTROLLER
2017 SEP 15 AM 8:58

REQUEST FOR LEAVE OF ABSENCE FORM
SOUTHERN UNIVERSITY SYSTEM

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

Name of Employee: James A. Taylor, Sr. SSN: [REDACTED]

Address: [REDACTED] Phone: [REDACTED]

Title: Professor of Education Highest Degree: Ph.D.

Birth Date: [REDACTED]

NO. OF CONSECUTIVE FISCAL YEARS ACTIVE SERVICE AT THIS INSTITUTION: 10

12/15/17 OW

EFFECTIVE DATE OF LEAVE: 08/14/2017 ANTICIPATED RETURN DATE: 12/18/2017

Purpose of leave Requested (click one):

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

*must be attending physician

TYPE OF LEAVE REQUESTED (check one):

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

SOUTHERN UNIVERSITY
HUMAN RESOURCES
2017 SEP - 1 AM 11: 17

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 | _____ | No | <u>X</u> |
| Group Insurance | Yes | _____ | No | <u>X</u> |
| Elected Supplemental Benefits | Yes | _____ | No | <u>X</u> |

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

08/14/2017
DATE

[Signature]
SIGNATURE OF APPLICANT

PRIOR LEAVE RECORD FROM THIS INSTITUTION:

Date of Last Leave: 02/23/2017-05/15/2017
Purpose of Last Leave: FMLA Sack Leave

TYPE OF LAST LEAVE:

With pay X Amount: 39,564.60
Without Pay _____
Length of last leave: X 17 Weeks

Signature of Chairperson

Perjanu A. Hoque

Signature of College Dean

Lina Yong 8/30/17

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

| | | | |
|-----------|--|--|--|
| JOB CLASS | | | |
| JOB CODE | | | |
| CAL ID | | | |

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

| | | | | | | |
|-----------------|---|---|---|---|---|---|
| POSITION NUMBER | 2 | F | 9 | 5 | 1 | 3 |
|-----------------|---|---|---|---|---|---|

CAMPUS: SUS 2017 SUBR X AM 9:23
 SULAC _____ SUAREC _____ SUNO _____ SUSLA _____

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

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

Previous Employee Diana F Kelly
 Date Left 08/14/2017

Reason for Infirmary Sick Leave
 Salary Paid 52,000.00 Yearly

RECEIVED
 AUG 31 2017

Profile of Person Recommended

Length of Employment August 14, 2017 To December 15, 2017 Vice President
 Effective Date August 14, 2017 for Academic Affairs and Provost

Name Diana F. Kelly SS# xxx-xx-6683 Sex F Race* B
 (Last 4 digits only)

Position Title: Chair Department: Curriculum and Instruction

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

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

Years Experience _____ Southern University Experience 9

| Degree(s): | Type/Discipline (BA-Education): | Institution/Location (SU-Baton Rouge): | Year: |
|------------|---------------------------------------|--|-------------|
| | <u>Ph.D. - Educational Leadership</u> | <u>Louisiana State University</u> | <u>1997</u> |
| | <u>M.Ed. - Reading Specialty</u> | <u>Louisiana State University</u> | <u>1978</u> |
| | <u>B.A. - Elementary Education</u> | <u>Southern University</u> | <u>1978</u> |

Current Employer Southern University

Personnel Action

Check One _____ New Appointment _____ Continuation _____ Sabbatical _____ X Leave Absence
 Transfer _____ Replacement _____ X Other (Specify) PAF Leave Sick Leave

Recommended Salary 52,000.00 Yearly Salary Budgeted _____

Source of Funds State

Identify Budget: 5-10855 21001-22256-21000 Location _____ School of Education _____
 Form Code: BOR-10 Page 5 Item # 101

Change of: _____ From _____ To _____

Position _____ Status _____ Salary Adjustment None _____ None _____

Financial Aid signature (if, applicable): _____

List total funds currently paid this employee by Southern University:

| Source of Funds | Amount |
|--------------------------|--------------------|
| <u>2-10855</u> | <u>\$52,000.00</u> |
| <u>21001-22256-21000</u> | |

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

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

Supervisor [Signature] Date 08/22/17
 Vice Chancellor [Signature] Date 8/30/17
 Director/Personnel [Signature] Date 9/13/17
 President _____ Date _____
 Dean/Unit Head [Signature] Date 8/22/17
 Chancellor [Signature] Date 9/15/17
 Vice President/Finance [Signature] Date _____
 Business Affairs/Comptroller _____ Date _____
 Chairman/S.U. Board of Supervisors _____ Date _____

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS: Dr. Diana Kelly submitted her request for sick leave during the month of August 2017. The PAF is generated to start her leave from 08/14/2017 through 12/15/2017.

EMPLOYEE REGULAR WORK SCHEDULE:

Daily 8:00 am – 5:00 pm

EMPLOYEE DIRECT SUPERVISOR:

Dr. Tonya Rose/Dr. VerJanis Peoples

NUMBER OF EMPLOYEES SUPERVISED, (if any)

HR USE ONLY:

STATUS (circle one):

EXEMPT

NON-EXEMPT

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE

CODE

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
H1
J1
F1
F0

SOUTHERN UNIVERSITY SYSTEM
BUDGET OFFICE

SEP 14 2017

FUNDS AVAILABLE

Do Not Write Below This Area

For Human Resource and Budgetary Control Use Only!

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

- Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- Application for Employment Form Admin/Fac/Uncl Positions(Civil Service Application for classified employees)
- Authority to Release (signed by employee) (submitted to Campus Police with Criminal/Background Check form)
- Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- Exemptions Survey Form (signed by employee and budget head)
- Proposed Employee Appointment
- Proposed Employee Clearance
- Restricted/ Job Appointment/CS Rule 5g Letter of Justification (for classified, if applicable)

REQUEST FOR LEAVE OF ABSENCE FORM
SOUTHERN UNIVERSITY SYSTEM

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

Name of Employee: Diana F. Kelly, PhD SSN: xxx-xx-6683

Address: [REDACTED] Phone: (225) 924-6597

Title: Chair, Department of Curriculum & Instruction Highest Degree: PhD

Birth Date: [REDACTED]

NO. OF CONSECUTIVE FISCAL YEARS ACTIVE SERVICE AT THIS INSTITUTION: 9

EFFECTIVE DATE OF LEAVE: 8/14/17 Du ANTICIPATED RETURN DATE: 12/13/17

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) 20 weeks

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

Receiving treatment and recovering from illness

SOUTHERN UNIVERSITY
HUMAN RESOURCES
2017 SEP - 1 AM 11: 18

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 retains a portion of my salary each pay period because I previously retired]

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

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

8/14/17
DATE

Diana F. Kelly
SIGNATURE OF APPLICANT

PRIOR LEAVE RECORD FROM THIS INSTITUTION:

Date of Last Leave: _____ thru August 4, 2017

Purpose of Last Leave: [REDACTED]

TYPE OF LAST LEAVE:

With pay X Amount: _____

Without Pay _____

Length of last leave: X 19 weeks

Signature of Chairperson

Signature of College Dean

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

| | | | |
|-----------|--|--|--|
| JOB CLASS | | | |
| JOB CODE | | | |
| CAL ID | | | |

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

SOUTHERN UNIVERSITY
HUMAN RESOURCES

| | |
|-----------------|-------------|
| POSITION NUMBER | 2 F 9 9 4 0 |
|-----------------|-------------|

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

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

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

RECEIVE

AUG 16 2017

Previous Employee Ahmad Suleiman Reason Left N/A
Date Left N/A Salary Paid \$69,748

Office of the Executive Vice President
for Academic Affairs and Provost

Profile of Person Recommended

Length of Employment 08/14/2017 To 12/15/2017
Effective Date 08/14/2017

Name Ahmad Suleiman S-# S00019194 Sex M Race* W
(Last 4 digits only)

Position Title: Professor Department: Chemistry

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

New Position Expiration Date: _____

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

Years Experience 33 Southern University Experience 26

| | | | |
|------------|----------------------|----------------------------------|-------------|
| Degree(s): | Type/Discipline: | Institution/Location: | Year: |
| | <u>PhD-Chemistry</u> | <u>University of New Orleans</u> | <u>1983</u> |
| | <u>MS-Chemistry</u> | <u>Texas Southern University</u> | <u>1978</u> |
| | <u>BS-Chemistry</u> | <u>University of Houston</u> | <u>1975</u> |

Current Employer Southern University at Baton Rouge

Personnel Action

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

Recommended Salary \$38,474 Salary Budgeted \$38,474

Source of Funds State Funds

Identify Budget: 2-102-10869 Location Chemistry
Form Code: 1 Page 1 Item # 1

Change of: From To

Position _____
Status _____
Salary Adjustment _____

Financial Aid signature (if applicable):

List total funds currently paid this employee by Southern University:

*See Reverse Side

Comments: (Use back of form)

| Source of Funds | Amount |
|--------------------------|------------------|
| <u>21001-22076-21000</u> | <u>34,844.00</u> |
| | |
| | |

*See Reverse Side

Graduate School signature (if applicable):

| | |
|---|--|
| <u>Emile E. Dumas</u> Supervisor Date <u>8/16/2017</u> | <u>[Signature]</u> Dean/Unit Head Date <u>8/16/17</u> |
| <u>[Signature]</u> Vice Chancellor Date <u>8/16/17</u> | <u>[Signature]</u> Chancellor Date <u>8/16/17</u> |
| <u>[Signature]</u> Director/Personnel Date <u>8/28/17</u> | <u>[Signature]</u> Vice President/Finance Business Affairs/Comptroller Date <u>9/7/17</u> |
| <u>[Signature]</u> President Date _____ | <u>[Signature]</u> Chairman/S.U. Board of Supervisors Date _____ |

RECEIVED SUBR/BUDGET OFFICE

2017 AUG 29 10:22

2017 SEP -6 PM : 50

2017 SEP 11 PM 2: 02

SOUTHERN UNIVERSITY
HUMAN RESOURCES

SOUTHERN UNIVERSITY
HUMAN RESOURCES

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. Ahmad Suleiman will have major surgery in August 2017 and, as stated by his physicians, will require the remainder of the semester to recuperate. Accordingly, his medical leave is for August 14, 2017 to December 15, 2017. The necessary documentation for his medical leave, including statements from two physicians are on file in Human Resources.

EMPLOYEE REGULAR WORK SCHEDULE: MTWThF 8-5
EMPLOYEE DIRECT SUPERVISOR: Dr. Edward Doomes
SUPERVISOR/DEPARTMENT CONTACT NUMBER _____
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

2017 SEP 7
 SOUTHERN UNIVERSITY SYSTEM
 HUMAN RESOURCES
 SOUTHERN UNIVERSITY
 BUDGET OFFICE
 211001-22476-2000
 AUG 31 2017 2:02
 Updates
 FUND 1111111111

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

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

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

**REQUEST FOR LEAVE OF ABSENCE FORM
SOUTHERN UNIVERSITY SYSTEM**

Campus: SUS ___ SUBR SULAC ___ SUAREC ___ SUNO ___ SUSLA ___

Name of Employee: Ahmad A. Suleiman SSN: [REDACTED]

Address: [REDACTED] Phone: (225) 778-7800

Title: Professor of Chemistry Highest Degree: Ph.D.

Birth Date: [REDACTED]

NO OF CONSECUTIVE FISCAL YEARS ACTIVE SERVICE AT THIS INSTITUTION: 25

EFFECTIVE DATE OF LEAVE: 8/15/2017 ANTICIPATED RETURN DATE: 1/08/2018

RECEIVED
AUG 25 2017
Office of the Executive Vice President
for Academic Affairs and Provost

Purpose of leave requested (check one):

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

TYPE OF LEAVE REQUESTED (check one):

- a. With pay _____
- b. Without pay _____

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

16 weeks

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

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

| | | |
|-------------------------------|---|----------|
| Teacher Retirement | Yes <input checked="" type="checkbox"/> | No _____ |
| State Retirement | Yes _____ | No _____ |
| Group Insurance | Yes <input checked="" type="checkbox"/> | No _____ |
| Elected Supplemental benefits | Yes _____ | No _____ |

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

4/27/2017
DATE

Ahmad A. Suleiman
SIGNATURE OF APPLICANT

PRIOR LEAVE RECORD FROM THIS INSTITUTION:

Date of Last Leave: Spring 2015
Purpose of Last Leave: Medical Leave

TYPE OF LAST LEAVE:

With pay _____ Amount: \$ 34,874
Without pay _____
Length of last leave: _____

| | | |
|--|---|---|
| <u>[Signature]</u> Signature of Chairperson | <u>[Signature]</u> Signature of College Dean | <u>[Signature]</u> Signature of Chief Academic Officer |
| <u>[Signature]</u> Signature of Campus Chancellor | <u>9/2/17</u> Date | <u>[Signature]</u> Signature of System President |
| | | <u>9/2/17</u> Date |

2017 AUG 28 AM 11: 29
SOUTHERN UNIVERSITY
HUMAN RESOURCES

Signature of Appropriate Committee Chairperson Date _____
Signature of Chairman of the Board Date

LASHONDA FRANKLIN

PAF TO COME

| | | | |
|------------|--|--|--|
| JOB CLASS | | | |
| JOB CODE | | | |
| CAL ID/BUD | | | |

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

SOUTHERN UNIVERSITY
 HUMAN RESOURCES
 POSITION NUMBER 2F9859
 2017 AUG 28 PM 12:02

CAMPUS: SUS SUBR X SULAC SUAREC SUNO SUSLA

EMPLOYMENT CATEGORY: 9-MONTH 12-MONTH OTHER X (Specify) Fall 2017

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

Previous Employee Vineeta Hingorani Reason Left Leave of Absence
 Date Left 8/22/2016 Salary Paid \$41504.00

Profile of Person Recommended

Length of Employment August 15, 2017 To December 15, 2017
 Effective Date August 1, 2017

Name Vineeta Hingorani SS# Sex F Race* Indian
 (Last 4 digits only)

Position Title: Professor Department: Dept. of Acct., Econ., & Finc.

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 PAT, if applicable.)

Years Experience 22 Southern University Experience 22
 Degree(s): Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge):
PhD University of New Orleans
MS University of New Orleans
MBA University of New Orleans

Current Employer SUBR

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) Fall 2017

Recommended Salary \$41,504.00 Salary Budgeted \$41504.00

Source of Funds STATE BUDGET

Identify Budget: 211001-22206-61002 Location
 Form Code: Page Item #

Change of: From To
 Position
 Status
 Salary Adjustment

Financial Aid signature (if, applicable):

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

| Source of Funds | Amount |
|-----------------|-------------|
| 211001-22206 | \$83,008.00 |
| | |
| | |

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

G. S. Hebrayem 08/17/2017 Joseph R. Hays 8/24/17
 Supervisor Date Dean/Unit Head Date
Lucretia Jones 8/30/17 Blair
 Vice Chancellor Date Chancellor Date
Esther S. Gagnier 9/06/17
 Director/Personnel Date Vice President/Finance Date
 9/14/17
 President Date Business Affairs/Comptroller Date
 Chairman/S.U. Board of Supervisors Date

Marlyn Oshertz 771-5191

SOUTHERN UNIVERSITY
 HUMAN RESOURCES
 2017 AUG 28 PM 11:48

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS: The EPAF is effective for 08/14/2017 to 12/15/2017. Dr. Hingorani will be on leave with pay and benefits. Her sick leave application and FMLA documents have been submitted to Human Resources for processing.

EMPLOYEE REGULAR WORK SCHEDULE: Mon - Fri

EMPLOYEE DIRECT SUPERVISOR: Dr. GHEBREYESUS/DEAN ANDREWS (771-5640)

NUMBER OF EMPLOYEES SUPERVISED, (if any) 0

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

SOUTHERN UNIVERSITY SYSTEM
 CODE BUDGET OFFICES
 211001-22206-21000
 SEP 13 2017
 [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 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)

APPROVED
 AFFAIRS & CONTROLLER
 RECEIVED

| | | | | |
|-----------|--|--|--|--|
| JOB CLASS | | | | |
| JOB CODE | | | | |
| CAL ID | | | | |

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER: 2017 SUN 08 PM 12:03 SUSLA
 HUMAN RESOURCES

CAMPUS: SUS SUBR SULAC _____ SUAREC _____ 2017 SUN 08 PM 12:03 SUSLA
 EMPLOYMENT CATEGORY: 9-MONTH _____ 12-MONTH _____ OTHER (Specify) Fall Semester _____

- 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 MARY DARBY Reason Left SICK LEAVE
 Date Left JULY 15, 2013 Salary Paid \$69,379.00

Profile of Person Recommended

Length of Employment August 1, 2017 To December 15, 2017
 Effective Date August 14, 2017

Name MARY DARBY SS# XXX-XX-8618 Sex F Race* B
 (Last 4 digits only)
 Position Title: ASSIST PROF Department: ACCOUNTING

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 44 Southern University Experience 44
 Degree(s): Type/Discipline (BA-Education): JD Institution/Location (SU-Baton Rouge): SUBR Year: 1990
MBA NORTHEASTERN UNIVERSITY 1970
BS - ACCT SUBR 1966

Current Employer SOUTHERN UNIVERSITY BATON ROUGE

Personnel Action

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

Recommended Salary \$ 34,689.48 Salary Budgeted \$ 69,379.00

Source of Funds STATE BUDGET

Identify Budget: 111000-2205-1000 Location _____
 Form Code: _____ Page _____ Item # _____

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

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

| Source of Funds | Amount |
|-----------------|-------------|
| 2205 | \$69,379.00 |
| | |
| | |

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

*See Reverse Side

Graduate School signature (if, applicable):

G. A. Habreman 08/24/2017 [Signature] 8/24/17
 Supervisor Date Dean/Unit Head Date
[Signature] 8/30/17 [Signature] [Signature]
 Vice Chancellor Date Chancellor Date
[Signature] 9/06/17 [Signature] [Signature]
 Director/Personnel Date Vice President/Finance Date
[Signature] 9/14/17 [Signature] [Signature]
 President Date Chairman/S.U. Board of Supervisors Date

Marilyn Oherby 771-5640

SOUTHERN UNIVERSITY
 HUMAN RESOURCES
 2017 SEP - 5 AM 11:48

REQUEST FOR LEAVE OF ABSENCE FORM
SOUTHERN UNIVERSITY SYSTEM

SOUTHERN UNIVERSITY
 HUMAN RESOURCES

CAMPUS: SUS _____ SUBR X _____ SULAC _____ SUAREC _____ SUNO _____ SUSLA _____
 2017 AUG 28 PM 12:03

Name of Employee: MARY DARBY SSN: _____

Address: _____ Phone: _____

Title: Assistant Professor Highest Degree: JD

Birth Date: _____

NO. OF CONSECUTIVE FISCAL YEARS ACTIVE SERVICE AT THIS INSTITUTION: 43 years

EFFECTIVE DATE OF LEAVE: 9/1/2017 ANTICIPATED RETURN DATE: 01/01/2018

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) 15

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 | _____ |

2017 SEP 5 AM 11:48
 SOUTHERN UNIVERSITY
 HUMAN RESOURCES

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

9/24/17
 DATE

Mary Darby
 SIGNATURE OF APPLICANT

PRIOR LEAVE RECORD FROM THIS INSTITUTION:

Date of Last Leave: July 2014
 Purpose of Last Leave: _____

TYPE OF LAST LEAVE:

With pay X Amount: 34,689.50
 Without Pay _____
 Length of last leave: 19 weeks

G. S. Hughes Signature of Chairperson *Mary Darby* Signature of College Dean *Louis Young* 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's Criminal Clinic
September 5, 2017

Proposal for

Approval of Contract/Agreement with the East Baton Rouge
Parish District Defender's Office (aka Public Defender) –

By: Kelly G. Carmena
Assistant Clinical Professor
Attorney at Law

| | | |
|-------|-------------------------------|---|
| I. | SUMMARY | 3 |
| II. | INTRODUCTION | 4 |
| III. | NEEDS/PROBLEMS..... | 5 |
| IV. | GOALS/OBJECTIVES..... | 5 |
| V. | PROCEDURES/SCOPE OF WORK..... | 5 |
| VI. | TIMETABLE..... | 6 |
| VII. | BUDGET..... | 6 |
| VIII. | KEY PERSONNEL | 7 |
| IX. | EVALUATION | 7 |
| X. | NEXT STEPS..... | 7 |

I. Summary

Currently, the SULC Criminal Clinic handles conflict misdemeanor matters through appointments by the criminal judges in the 19th JDC. Although most of the matters assigned to the SULC Criminal Clinic are conflict cases in which the District Defender/Public Defender's Office is unable to handle due to ethical and legal conflicts, there has never been a formal agreement between the two entities. It is the proposal of SULC and the SULC Criminal Clinic that SULC and the District Defender's Office for the Parish of East Baton Rouge join together to create a contract/grant under which the Southern University Law Center's Criminal Clinic will not only continue to represent misdemeanor conflict matters for the District Defender's Office, but also begin to represent indigent defendants charged with felony offenses in the 19th JDC.

The total budget being granted by the East Baton Rouge Parish District Defender's Office is \$45,000.

Introduction

The Southern University Law Center's Criminal Clinic, led by Assistant Professor Kelly G. Carmena, Attorney at Law, provides second and third year law students with "real world" experience in which they can evaluate and gain a fuller understanding of what is learned in the classroom; can observe and begin to develop the skills required for competent, ethical, and successful practice of law; begin to develop the ability to learn from experience and practice; and generally can begin the passage from student to professional attorney through the supervised practice of criminal defense in the 19th Judicial District Court of Louisiana.

Through supervised representation of indigent defendants charged with a crime in the 19th JDC, students learn proper courtroom decorum and attire, as well as how to draft motions, conduct client interviews and investigations, and hold trials.

II. Needs/Problems

The state of indigent defense in Louisiana has been one of an emergency for the past several years. Funding has been limited resulting in hardships for each district office to provide adequate representation to indigent clients facing criminal charges. In 2015, the District Defender Office for East Baton Rouge Parish was forced to lay off all full-time investigators, many of whom had been employed for many years with the office. In lieu of full-time investigators, the office began using part-time student investigators to do the work of eight previously employed full-time investigators. Yet, despite the decline in employees, case load continues to rise.

Over the last year, the District Office for East Baton Rouge Parish is faced with needing more attorneys than currently contracted with to assist in representing indigent defendant's facing felony offenses in the 19th JDC.

It has always been the mission of Southern University and Southern University Law Center to be a pillar in the Baton Rouge community at providing assistance and opportunity to those citizens deemed less fortunate or less likely to succeed. By joining forces with the East Baton Rouge District Defender's Office, Southern University along with Southern University Law Center will be able to reach even more citizens of Baton Rouge and the surrounding community by providing adequate and trustworthy representation to those facing criminal charges in the 19th JDC who qualify for representation through the District Defender's Office but where the District Defender has a current conflict.

III. Goals/Objectives

It has always been the goal of the Southern University Law Center's Criminal Clinic to provide client-centered legal representation for indigent criminal defendants charged with misdemeanor crimes in the 19th JDC. SULC looks to expand that goal by joining forces with the District Defender's Office to begin providing the same representation to criminal defendants who qualify for appointed counsel and cannot otherwise be represented by the District Defender and are facing felony offenses in the 19th JDC.

IV. Procedures/Scope of Work

All indigent criminal defendants charged under LA Revised Statutes with a felony offense who qualify for appointed counsel are referred to the District Defender's Office (aka Office of Public Defender). In instances where the District Defender has a conflict, the office will refer defendants to one of a roster of contract conflict attorneys/offices. It would be the job of the SULC Criminal Law Clinic to then, upon appointment by the District Defender, to provide legal representation for each of the defendants assigned from pre-trial to trial/resolution, sentencing, and if applicable post-conviction relief. Upon final resolution, the SULC Criminal Clinic would then be able to withdraw from the case as allowed by the Rules of Professional Conduct.

V. Timetable

The SULC Criminal Law Clinic and East Baton Rouge Parish District Defender's Office are looking to begin contract work immediately upon approval by the board.

VI. Budget

The District Defender will provide \$45,000 to supplement the salary of the attorney assigned to the criminal law clinic for representation.

VII. Key Personnel

Kelly G. Carmena, Assistant Professor of the Criminal Law Clinic/Supervising Attorney, will continue to oversee and manage the criminal law clinic and assist the Student Attorneys in providing adequate and ethical legal representation.

Student Worker/Secretary to assist in inputting DefenderData information.

VIII. Evaluation

At the end of each semester, the professor assigned to manage the criminal law clinic, will sit with each student attorney to evaluate the progress made in each file. The Clinic will also have access to the Public Defender Board's case tracking and management software, DefenderData, and will be responsible for timely inputting, updating and closing all files in DefenderData.

IX. Next Steps

All that is needed is the approval of the contract/grant by the Southern University Board.

**Southern University Law Center
East Baton Rouge Parish District Defender's Office
Public Defener's Office
Contract / Grant Agreement
Budget**

| Description | Budget Amount |
|------------------------------|--------------------------|
| Personnel Costs | |
| Salary and Wages | |
| Clinical Law Professor | \$ 30,000.00 |
| Student worker | 3,000.00 |
| Total | 33,000.00 |
| Fringe Benefits | 11,630.00 |
| Total | 44,630.00 |
| Supplies and expenses | 370.00 |
| Total | \$ 45,000.00 |

RECRUITMENT AND ADMISSIONS

(Following the Personnel Affairs Committee)

Friday, September 22, 2017

**J. S. Clark Administration Building, 2nd Floor
Baton Rouge, LA 70813**

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Informational Item
 - A. Report on Fall 2017, Student Enrollment, All Campuses
6. Other Business
7. Adjournment

MEMBERS

Rev. Joe R. Gant, Jr., Chair, Mr. Richard Hillard- Vice Chair,
Mr. Armond Duncan, Mr. Raymond Fondel, Jr.,
Rev. Donald R. Henry, Dr. Leon Tarver II,
Mrs. Ann A. Smith- Ex Officio

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS

(Following the Recruiting and Admissions Committee)

Friday, September 22, 2017

**J. S. Clark Administration Building, 2nd Floor
Baton Rouge, LA 70813**

AGENDA

1. Call to Order and Invocation
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Special Presentations
 - A. Above and Beyond Award**
6. Action Items
 - A. Minutes of the July 21, 2017, Regular Meeting of the Board of Supervisors
 - B. Minutes of the August 18, 2017, Regular Meeting of the Board of Supervisors
 - C. Minutes of the September 8, 2017, Special Meeting of the Board of Supervisors
 - D. Approval of Committee Reports and Recommendations
 - E. Request to place Joel Hawkins' Name on the SU Lab Basketball Court
 - F. Request for Approval of Administrative Reorganization, SUS, SUBR
 - G. Request for Approval of the Medical Marijuana Contractor/Vendor for Southern University
 - H. Resolutions

7. Informational Items

A. Update on Southern University Laboratory School

B. System President's Report

C. Campus Reports

8. Other Business

9. Adjournment

Southern University and A&M College System

BOARD OF SUPERVISORS MEETING

Board of Supervisors Meeting Room

2nd Floor, J.S. Clark Administration Building

Baton Rouge, Louisiana

9 a.m.

Friday, July 21, 2017

Minutes

The meeting of the Southern University Board of Supervisors was called to order by Board Chair Mrs. Ann A. Smith. The invocation was given by the Rev. Dr. Moses Simms.

PRESENT

Mrs. Ann A. Smith, Mr. John L. Barthelemy, Atty. Tony Clayton, Dr. Leroy Davis, Mr. Raymond Fondel, Dr. Curman Gaines, Rev. Joe R. Gant, Jr., Mr. Richard Hilliard, Atty. Patrick Magee, Atty. Domoine Rutledge, Mr. Michael A. Small, Dr. Leon R. Tarver II, Rev. Samuel Tolbert, and Dr. Rani Whitfield.

ABSENT

NONE

UNIVERSITY PERSONNEL ATTENDING

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

BOARD COUNSEL

Attys. Winston DeCuir, Jr., and Tracie Woods

ACADEMIC AFFAIRS COMMITTEE

Friday, July 21, 2017

9:00 A.M.

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

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, Dr. Leon R. Tarver II, Dr. Leroy Davis, Atty. Tony M. Clayton, Rev. Joe R. Gant, Jr. and Mrs. Ann A. Smith

Absent: None

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Dr. Tarver and seconded by the Rev. Gant the agenda was recommended for adoption.

Motion passed unanimously.

AGENDA ITEM 4: PUBLIC COMMENTS

Dr. Nigel Gwee, president of the SUBR Faculty Senate, spoke in support of the recommendations for faculty promotions and tenure at SUBR and also expressed support for the approval of the Faculty Handbook at SUBR. Dr. Diola Bagayoko of the Honors College also spoke in support of the approval of the SUBR Faculty Handbook. Dr. Thomas Miller former president of the SUBR Faculty Senate spoke in support of the recommendations for Tenure and Promotion, the approval of the SUBR Faculty Handbook, and the reinstatement of the Finance program in the College of Business.

AGENDA ITEM 5: SPECIAL PRESENTATIONS

HBCU Nursing School of the Year
HBCU Female Faculty Member of the Year

Dr. Janet Rami, Dean of the College of Nursing and Allied Health and Dr. Cheryl Taylor, chair of the graduate nursing program were presented certificates of recognition for the achievement of earning HBCU awards during the HBCU Digest Awards Dinner held in Washington, D.C. Dean Rami accepted the award for earning HBCU Nursing School of the Year and Dr. Taylor was recognized as HBCU Female Faculty Member of the Year. Dr. Rami and Dr. Taylor made remarks and thanked members of the Board for the recognition. Both asked for continued support of the College of Nursing and Allied Health.

AGENDA ITEM 6: ACTION ITEMS

Upon the motion by Dr. Tarver and seconded by Dr. Davis agenda action items A, B, C, D, F, G, H, and I were recommended for approval in globo.

Motion passed.

Academic Affairs Committee Chair Gaines announced that Agenda item E would be discussed separately and Atty. Clayton asked Dr. Donald Andrews to give a justification for the action presented to the Board regarding the Endowed Chair in Small & Minority Business Enterprise. Board Member Fondel also asked Dr. Andrews to give the rationale for reinstating the Finance Program.

- A. Request Approval to Reinstatement the College of Business Finance Program, SUBR**
Dr. Andrews stated that the College received \$460,000 from the Louisiana Department of Insurance to enhance the Finance program. The Board of Regents is recommending termination of the Finance program because of low completion rates. However, within the Finance program the College offers a concentration in insurance. To discontinue the program would compromise the College's ability to recruit students to the insurance concentration. The College has devised an enhancement plan to ensure higher completion rates.
- B. Request Approval of Changes to the BSN Program Progression Policies, SUBR**
- C. Request Approval for Authority to Offer a New Degree Program-Bachelor of Science in Educational Studies, SUNO**
- D. Request Approval of Tenure and Promotion Recommendations, SUBR**
- E. Request to Convert the James A. Joseph/United Companies Corporation Endowed Chair in Small & Minority Business Enterprise into Three Endowed Professorships, SUBR**

Dr. Donald Andrews stated that the College of Business has not been successful in recruiting a national scholar to fill the Endowed Chair because of recent budget reductions in state funding for public higher education. In addition, the Board of Regents (BOR) has issued several directives concerning unfilled endowed chairs. The College is not in compliance with the established investment policy. Dr. Andrews stated that by converting the Endowed Chair into three professorships an internal search could be done and the professorships would assist current faculty in their research productivity.

Atty. Tony Clayton expressed concern about the conversion stating that the University's credit rating could be affected.

Atty. Rutledge asked if Dr. Andrews had the authority to make this decision considering that there is a donor. Dr. Andrews stated that he has been communicating with the donor and the donor is in agreement with the conversion.

Atty. Clayton made a motion to defer action on the Endowed Chair until there is proof that the College of Business faculty concurs with the proposed action.

Motion failed.

Upon the motion by Dr. Davis and seconded by Dr. Tarver the request to convert the James A. Joseph/United Companies Corporation Endowed Chair into three Endowed Professorships was recommended for approval.

Motion passed.

Atty. Clayton opposed the recommendation

- F. Request Approval of Letter of Intent for a Ph.D. in Criminal Justice, SUBR**
- G. Approval of the Scholarship Policy for SU Laboratory School, SUBR**
- H. Approval of Faculty Handbook, SUBR**
- I. Request Approval of Admission of Transfer and Former Students Policy, SUSLA**

AGENDA ITEM 7 OTHER BUSINESS

NONE

AGENDA ITEM 8 ADJOURNMENT

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

FACILITIES AND PROPERTY COMMITTEE

(Following the Academic Affairs Committee)

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

MINUTES

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

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

Absent: None

AGENDA ITEM 3: ADOPTION OF THE AGENDA

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

Motion passed.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: INFORMATION ITEMS

A. Priority Projects Updates, by Campuses

Director of Facilities Planning Eli Guillory prepared a listing of the projects currently in progress that were included in the meeting packet. Mr. Guillory reviewed the status of each project listed. He informed Board members that the erosion and bridge repair project is in the planning phase. A proposed date for completion would be given next week.

B. Capital Outlay Funding for FY 2017-18

Mr. Guillory reviewed the Capital Outlay funding based on HB2 and stated that \$33 million dollars is available to the University. A summary was included in each meeting packet. He noted that special priority has been given to the SUBR campus to assist with HVAC upgrades.

AGENDA ITEM 6: OTHER BUSINESS

Mr. Guillory also gave an update on the status of the University's compliance with fire inspections and drills. Funding is available to address the problem of emergency exit lights and fire emergency lights in all buildings.

AGENDA ITEM 7: ADJOURNMENT

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

Motion passed.

FINANCE COMMITTEE

(Following the Facilities and Property Committee)

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

MINUTES

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

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

Absent: None

AGENDA ITEM 3: ADOPTION OF THE AGENDA

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

Motion passed.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

A. Request Ratification of Mid-Year Budget Adjustments (BA-7) Number 5 (Revised), Number 6 (Revised) and Number 7, SUS

System Vice President Flandus McClinton informed members of the Board that BA-7s #5, #6, and #7 are being presented for ratification. BA-7#5 transfers some budget authority from SUBR to increase the budget authority at the SU Law Center.

Upon the motion by Atty. Clayton and seconded by Mr. Hilliard the ratification of Mid-Year budget adjustments 5, 6, and 7 were recommended for approval.

Motion passed.

B. Request Approval of Salary and Wage Increases, SUS

President Belton stated that he and System Vice President Flandus McClinton reviewed the System budget and funds are available to give all non-administrative System office employees a 4% salary increase. The estimated cost is \$94,718.00

Upon the motion by Atty. Clayton and seconded by Mr. Hilliard the request to approve salary and wage increases for non-administrative employees at the System office was recommended for approval.

C. Request Approval of Salary and Wage Increases, SUBR

President Belton stated that he and Vice Chancellor for Finance Benjamin Pugh reviewed the budget for SUBR and funds are available to give all non-administrative full-time general fund employees a 4% pay increase. The request also includes a 4% increase for employees who are paid from auxiliary and agency fund accounts. Increases for grant-in-aid funds will be based on approval of funding agencies and availability of funds. The cost to fund the increases is approximately \$2,355,000.

Upon the motion by Atty. Clayton and seconded by Mr. Hilliard the request to approve salary and wage increases for non-administrative employees at SUBR was recommended for approval.

D. Request Approval of Salary and Wage Increases, SULC

Chancellor John Pierre stated that he along with the finance staff have reviewed the Law Center's budget and determined that funds are available to give 4% increases to eligible personnel. The estimated cost is \$321,747.

Upon the motion by Atty. Clayton and seconded by Mr. Hilliard the request for salary and wage increases for eligible employees of the SULC was recommended for approval.

E. Request Approval of Equity Adjustment for SU Marching Band Personnel, SUBR

President Belton explained that during the Spring 2017 semester students approved a referendum creating an additional fifty-dollar fee (Human Jukebox Fee) for supporting the SU Marching Band. The fee was ratified by the Board during its April 2017 meeting. He explained that the band director has asked for a salary adjustment for himself and for members of the band staff for the last 2 years, but because of budget constraints the University was unable to provide the increase.

Upon the motion by Atty. Clayton and seconded by Mrs. Smith the request for equity adjustments for SU Marching Band personnel was recommended for approval.

Motion passed.

F. Request Approval of a Proposed Amendment to the 2014 Aramark Facility Lease Contract, SUS

System Vice President Flandus McClinton stated that the proposed amendment is being requested so that Aramark could provide a new \$584,000 financial commitment for construction and renovation in 2017. The proposal is to shift \$292,000 from the 2019 financial commitment and add that amount to the financial commitment for 2017. The reason the funds are needed is to construct a Chick-fil-A unit prior to the start of the Fall 2017 semester. The previous space had been occupied by Popeyes. No other obligations in the contract will be altered.

Upon the motion by Mr. Hilliard and seconded by Rev. Henry the request for the amendment to the Aramark contract was recommended for approval

Motion passed.

G. Request Approval of Travel Policy, SUSLA

SUSLA Chancellor Rodney Ellis stated that the proposed policy is presented so that employees

will adhere to the State of LA Travel Guide as set forth by the LA State Division of Administration.

Motion/vote...

AGENDA ITEM 6: INFORMATION ITEMS

A. General Operating Budget Funding for FY 2017-18

System Vice President McClinton informed members of the Board that a schedule was included in the meeting packet that outlines the change in state general funds for FY 2018 compared to funding for FY 2017. The chart outlines changes in the general fund allocation, changes in statutory dedications, changes in interagency transfer, and change in self-generated funds. The percentage reductions for FY 2018 was delineated in chart form for each campus in the SU System.

AGENDA ITEM 7: OTHER BUSINESS

NONE

AGENDA ITEM 8: ADJOURNMENT

Upon the motion by Rev. Gant and seconded by Atty. Clayton the Finance Committee adjourned.

PERSONNEL AFFAIRS COMMITTEE

(Following the Finance Committee)

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

MINUTES

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

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

Absent: None

AGENDA ITEM 3: ADOPTION OF THE AGENDA

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

Motion passed unanimously.

AGENDA ITEM 4: PUBLIC COMMENTS

SUBR Faculty Senate President Dr. Nigel Gwee reiterated his support of faculty members that were recommended for promotions.

AGENDA ITEM 5: ACTION ITEMS

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

Upon the motion by Dr. Tarver and seconded by Atty. Clayton items 5A numbers 1 through 11 were recommended for approval in globo.

Motion passed.

| Name | Position/Campus | Salary |
|-------------------------|---|------------------|
| NEW APPOINTMENTS | | |
| 1. Herman Brister | Director of Southern University Laboratory New Appointment, SUBR | \$125,000 |
| 2. LaShonda Stirgus | Athletics Chief Financial Officer New Appointment, SUBR | \$68,000 |
| 3. Trayvean Scott | Executive Associate Athletics Director New Appointment, SUBR | \$85,000 |

| | | |
|------------------------------|--|----------|
| 4. Latricia Greggs | Interim BSN Chair New Appointment, SUBR | \$95,000 |
| 6. Eduardo Martinez-Ceballos | Professor, Biology and Chemistry Promotion, SUBR | \$69,746 |
| 7. Alex Hak-Chul Shin | Professor, Civil Engineering Promotion, SUBR | \$81,791 |
| 8. Renita Marshall | Research Professor/Interim Director of SIOHOM Promotion, SUBR | \$84,680 |
| 9. Bernard W, Griffin | Athletic Director New Appointment, SUNO | \$60,000 |
| 10. Rosemary Harris | Director of Residential Life New Appointment, SUNO | \$63,000 |
| 11. Vincent Johnson | Interim Director, Honore' Center New Appointment, SUNO | \$72,000 |

Committee Chair Magee recognized President Belton who made remarks that the appointments in the Department of Athletics would be supported by a grant that the department received from the NCAA.

Board members Atty. Clayton, Dr. Davis, and Dr. Whitfield congratulated Mr. Herman Brister on his appointment as Director of the SU Laboratory School and expressed their excitement that there would be stability and leadership at the school. Atty. Rutledge also congratulated Mr. Brister on the appointment and stressed the importance of investing in good employees and empowering them to fulfill their duties.

B. Request Approval of Medical Leave for Ruby Jean Simms, SUBR

Upon the motion by Dr. Tarver and seconded by Rev. Henry, the request for medical leave for Ruby Jean Simms was recommended for approval.

Motion passed.

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

Upon the motion by Dr. Tarver and seconded by Rev. Henry, the implementation of the special entrance rate for SUNO police officers effective July 1, 2017 was recommended for approval.

Motion passed.

AGENDA ITEM 6: OTHER BUSINESS

Rev. Gant expressed concern about the Board approving leaves of absence. He stated that if the leave requires Board approval the request should be received by the Board prior to the effective date of the leave.

AGENDA ITEM 7: ADJOURNMENT

Upon the motion by Rev. Gant and seconded by Atty. Clayton the Personnel Affairs Committee adjourned.

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS

(Following the Personnel Affairs Committee)

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

MINUTES

The meeting of the Southern University Board of Supervisors was called to order by Board Chair Mrs. Ann A. Smith. All members were present.

Mrs. Smith cautioned the audience about loud outbursts. She asked that everyone remain respectful and limit comments to agenda items only if participating in public comments.

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Atty. Patrick Magee and seconded by Dr. Gaines the agenda was recommended for adoption.

Motion passed unanimously.

Board Chair Ann Smith asked that Agenda Action Item 6F - Notice of Termination Appeal -Dr. Brandon Dumas be moved so that Board members may consider the item after all Information Items have been presented.

AGENDA ITEM 4: PUBLIC COMMENTS

Dr. Thomas Miller, secretary of the Faculty Senate, SUBR spoke in support of the approval of faculty raises because the University does not give cost of living adjustments. SUBR Faculty Senate President Nigel Gwee spoke in support of faculty raises and also asked that board members make the best decision based on what is best for the students and faculty. Professor Albert Samuels spoke to members of the Board about item 6F. He stated that he doesn't relish in the University's current disposition but encouraged Board members not to look at the salacious allegations, but look at the performance of Dr. Brandon Dumas. Enrollment is down, retention is down and complaints are up. He cautioned them to make the best ethical decision. Student Raven Hammond attempted to speak on behalf of her sister and the decision that was made in a disciplinary proceeding. She was cautioned by Board counsel to refrain from any further discussion so that FERPA laws would not be violated. President Belton agreed to meet with the group immediately following the meeting. Jamie Robinson, current SUBR student, spoke in support of Dr. Dumas and stated that he was doing a great job for the students at SUBR. He further stated that faculty members don't do what they are supposed to do. Dr. Diola Bagayoko stated that there are many members of the faculty that go above and beyond to assist students. Stephen Stewart, alumnus of SUBR, spoke to say that the aquatics program should be reinstated and the pool named in honor of Coach Hightower. He also stated that more signage is needed at Seymour Gymnasium. He suggested that the Board should adopt a policy that would require all incoming freshmen to take swimming because African Americans drown at a higher rate than any other ethnic group. Sonya Norwood, SUBR alumnus, spoke about the Division of Student Affairs and the behavior of Dr. Dumas and his unfair treatment of students. She asked all Board

members to read the petition on Change.Org regarding the investigation of Dr. Brandon Dumas. She asked Board members to take the work that has been done by the alumni group regarding allegations of misconduct in Student Affairs and to keep personal feelings out of the decision that would be made. She asked Board members to make a decision that is in the best interest of the students and the University.

AGENDA ITEM 5: SPECIAL PRESENTATION

The *Above and Beyond Award* was presented to Jocha Gordon-Talbert, admissions counselor in the Office of Admissions and Recruitment. President Belton, Mrs. Smith, and Rev. Henry congratulated Mrs. Talbert and presented a certificate. Mrs. Gordon-Talbert thanked members of the Board for the recognition.

AGENDA ITEM 6: ACTION ITEMS

A. Approval of Minutes of the April 21, 2017 meeting

Upon the motion by Atty. Magee and seconded by Dr. Tarver the minutes were recommended for adoption.

Motion passed.

RESOLVED by the Board of Supervisors for the Southern University System that the minutes of the June 16, 2017, meeting, be and they are hereby approved.

B. Approval of Committee Reports and Recommendations

Upon the motion by Atty. Clayton and seconded by Rev. Gant the committee reports were recommended for approval subject to the objections that were made by Board members.

Motion passed.

RESOLVED by the Board of Supervisors for Southern University, that the actions taken by the Academic Affairs Committee, Facilities and Property Committee, Finance Committee, and Personnel Affairs Committee be and they are hereby approved.

1. Academic Affairs

a. Request Approval to Reinstate the College of Business Finance Program, SUBR

RESOLVED by the Board of Supervisors for Southern University, that the recommendation to reinstate the College of Business Finance Program, SUBR, be and it is hereby approved.

b. Request Approval of Changes to the BSN Program Progression Policies, SUBR

RESOLVED by the Board of Supervisors for Southern University, that the recommendation to make changes to the progression policies for the BSN in the College of Nursing and Allied Health, SUBR, be and it is hereby approved.

c. Request Approval for Authority to Offer a New Degree Program-Bachelor of Science in Educational Studies, SUNO

RESOLVED by the Board of Supervisors for Southern University, that the recommendation to offer a Bachelor of Science in Educational Studies, SUNO, be and it is hereby approved.

d. Request Approval of Tenure and Promotion Recommendations, SUBR

RESOLVED by the Board of Supervisors for Southern University, that the recommendations for tenure and promotions, SUBR, be and it is hereby approved.

e. Request to Convert the James A. Joseph/United Companies Corporation Endowed Chair in Small & Minority Business Enterprise into Three Endowed Professorships, SUBR

RESOLVED by the Board of Supervisors for Southern University, that the recommendation to convert the James A. Joseph/United Companies Corporation Endowed Chair in Small and Minority Business Enterprise into Three Endowed Professorships, SUBR, be and it is hereby approved.

f. Request Approval of Letter of Intent for a Ph.D. in Criminal Justice, SUBR

RESOLVED by the Board of Supervisors for Southern University, that the recommendation to approve the Letter of Intent for a Ph.D. in Criminal Justice, SUBR be and it is hereby approved.

g. Approval of the Scholarship Policy for SU Laboratory School, SUBR

RESOLVED by the Board of Supervisors for Southern University, that the recommendation to approve the scholarship policy for the SU Laboratory School, SUBR, be and it is hereby approved.

h. Approval of Faculty Handbook, SUBR

RESOLVED by the Board of Supervisors for Southern University, that the recommendation to approve the Faculty Handbook, SUBR, be and it is hereby approved.

i. Request Approval of Admission of Transfer and Former Students Policy, SUSLA

RESOLVED by the Board of Supervisors for Southern University, that the recommendation to approve the admission of transfer and former students policy, SUSLA, be and it is hereby approved.

2. Facilities and Property Committee

No action items were presented. The information items presented will be filed for auditing purposes.

3. Finance Committee

a. Request Approval Request Ratification of Mid-Year Budget Adjustments (BA-7) Number 5 (Revised), Number 6 (Revised) and Number 7, SUS

RESOLVED by the Board of Supervisors for Southern University that the mid-year BA-7s Number 5, Number 6 and Number 7, SUS be and it is hereby approved.

b. Request Approval of Salary and Wage Increases, SUS

RESOLVED by the Board of Supervisors for Southern University that the recommendation to approve salary and wage increases, SUS be and they are hereby approved.

c. Request Approval of Salary and Wage Increases, SUBR

RESOLVED by the Board of Supervisors for Southern University that the recommendation to approve salary and wage increases, SUBR be and they are hereby approved.

d. Request Approval of Salary and Wage Increases, SULC

RESOLVED by the Board of Supervisors for Southern University that the recommendation to approve salary and wage increases, SULC be and they are hereby approved.

e. Request Approval of Equity Adjustment for SU Marching Band Personnel, SUBR

RESOLVED by the Board of Supervisors for Southern University that the recommendation to approve an equity adjustment for SU Marching Band Personnel, SUBR be and they are hereby approved.

f. Request Approval of a Proposed Amendment to the 2014 Aramark Facility Lease Contract, SUS

RESOLVED by the Board of Supervisors for Southern University that the recommendation to amend the 2014 Aramark Facility Lease, SUS be and it is hereby approved.

g. Request Approval of Travel Policy, SUSLA

RESOLVED by the Board of Supervisors for Southern University that the recommendations to approve the travel policy, SUSLA be and it is hereby approved.

4. Personnel Affairs Committee

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

1. Herman Brister

RESOLVED by the Board of Supervisors for Southern University, that the new appointment of Herman Brister as Director, SU Laboratory School, SUBR, at a salary of \$125,000 be and it hereby is approved.

2. LaShonda Stirgus

RESOLVED by the Board of Supervisors for Southern University, that the new appointment of LaShonda Stirgus as Chief Financial Officer, Department of Athletics, SUBR, at a salary of \$68,000 be and it hereby is approved.

3. Trayvean Scott

RESOLVED by the Board of Supervisors for Southern University, that the new appointment of Trayvean Scott as Executive Associate Athletics Director, Department of Athletics, SUBR, at a salary of \$85,000 be and it hereby is approved.

4. Latricia Greggs

RESOLVED by the Board of Supervisors for Southern University, that new appointment of Latricia Greggs as Interim BSN Chair, College of Nursing and Allied Health, SUBR, at a salary of \$95,000 be and it hereby is approved.

5. Eduardo Martinez-Ceballos

RESOLVED by the Board of Supervisors for Southern University, that the promotion of Eduardo Martinez-Ceballos to Professor, Biology and Chemistry, SUBR, at a salary of \$69,746 be and it hereby is approved.

6. Alex Hak-Chul Shin

RESOLVED by the Board of Supervisors for Southern University, that the promotion of Alex Hak-Chul Shin to Professor, Civil Engineering, SUBR, at a salary of \$81,791 be and it hereby is approved.

7. Renita Marshall

RESOLVED by the Board of Supervisors for Southern University, that the promotion of Renita Marshall to Research Professor-Interim Director, SIOHOM, SUAREC/SUBR, at a salary of \$84,680 be and it hereby is approved.

8. Bernard Griffin

RESOLVED by the Board of Supervisors for Southern University, that the new appointment of Bernard Griffin as Athletic Director, SUNO, at a salary of \$60,000 be and it hereby is approved.

9. Rosemary Harris

RESOLVED by the Board of Supervisors for Southern University, that the new appointment of Rosemary Harris as Director of Residential Life, SUNO, at a salary of \$63,000 be and it hereby is approved.

10. Vincent Johnson

RESOLVED by the Board of Supervisors for Southern University, that the new appointment of Vincent Johnson as Interim Director of The Honore' Center, SUNO, at a salary of \$72,000 be and it hereby is approved.

C. Approval of Conditional Admissions Policy

Upon the motion by Dr. Tarver and seconded by Dr. Davis the conditional admissions policy was recommended for approval.

Motion passed.

D. Evaluation of the President-Chancellor

Upon the motion by Atty. Clayton and seconded by Dr. Davis that item 6E Resolutions would be considered before Item 6D.

Motion passed.

E. Resolutions

President Belton offered resolutions as follows:

Condolences

The Albert Spurlock, Sr. Family

The Glenmar Smith Family

The Eamon Kelly Family

The Joseph Wayne Brown Family

Upon the motion by Dr. Davis and seconded by Rev. Gant the resolutions were recommended for approval.

Motion passed.

D. Evaluation of President-Chancellor, SUS

Board Chair Smith announced that the evaluation of the President-Chancellor was a matter that required the Board to convene in executive session and that no votes would be taken nor any motions made.

Upon the motion by Atty. Magee and seconded by Atty. Clayton the Board convened in executive session to consider the annual evaluation of President-Chancellor Belton.

Roll Call:

Yays: Smith, Henry, Barthelemy, Clayton, Davis, Fondel, Gant, Gaines, Hilliard, Magee, Rutledge, Small, Tarver, Tolbert, and Whitfield

Nays: None

RECONVENTION

Yays: Smith, Henry, Barthelemy, Clayton, Davis, Fondel, Gant, Gaines, Hilliard, Magee, Rutledge, Small, Tarver, Tolbert, and Whitfield

Nays: None

AGENDA ITEM 7: INFORMATIONAL ITEMS

a. Medical Marijuana Update

Chancellor Bobby Phills stated that seven applications had been received. The College Committee is reviewing the candidates and will narrow the pool to three applicants and one candidate will be brought to the Board for consideration. Atty. Clayton asked for clarification on the presentation of only one applicant to the Board for consideration. He suggested that the Board select from the top three applicants instead. Atty. Clayton stated that he felt the Board would merely be ratifying the committee's decision if only one candidate is presented.

Board member Fondel reminded other members of the Board of the reasoning for Dr. Phills making the selection.

Dr. Davis stated that he did not remember the Board taking a position on the selection and stated that he would prefer that three candidates are presented to the Board so that one may be selected.

Dr. Tarver stated that he did not remember the Board taking any such position and he suggested a review of the minutes from the meeting where this action occurred.

Atty. Clayton asked whether or not the seven applicants paid a \$25,000 fee. Dr. Phills stated that each applicant paid the required fee. Atty. Clayton asked what happened to the \$175,000 in that the University was to receive as a result of collecting the application fees. Dr. Phills stated that there were attorney fees that were paid. Atty. Clayton asked why did the University need to pay Atty. Preston Castille \$80,000 to read seven applications. Atty. Clayton asked if any other lawyers were paid. Dr. Phills stated that the University attorney, the Decuir, Clark and Adams Firm was also paid \$30,000. Dr. Phills maintained that he did not pay any attorneys and that the Foundation made the payments.

Atty. Rutledge took issue with Atty. Clayton's characterization of the matter. He asked that Atty. Clayton look at the billing because the work speaks for itself. He asked that Atty. Clayton look at the document that governs the relationship. The Foundation was to be reimbursed for any expenses it incurred.

Board Chair Smith asked Dr. Phills to provide the documents to Atty. Clayton so that he could review them.

In response to a question from Atty. Clayton about his knowledge of the matter, President Belton stated that the Chancellor has kept him informed of the process. He asked that the discussion be framed in the context of the agreement. The Foundation was asked to advance the funds to begin the process and to assist with the development of a funding model. According to the contract/agreement, the University was responsible for reimbursing the Foundation. Dr. Belton stated that he would abide by whatever the Board deemed necessary.

Atty. Rutledge stated that there is no decision that the Board needs to make at this time. By contract the funds are being held by the Foundation and pursuant to the contract the expenses that the Foundation has undertaken have to be reimbursed. He stated that he is uncomfortable with the characterization portrayed by Atty. Clayton and stated that it is unfair because Atty. Clayton does not know the work that has been done. He further stated that it is very hard, if not impossible, to consistently make good decisions with poor information and Atty. Clayton has arrived at a conclusion with no information.

Atty. Clayton maintained his position that the funds should have been given to the University and not the attorneys and that he is exercising his fiduciary duty to the tax payers of the state to question the matter.

b. Update on the Investigation-Division of Student Affairs, SUBR

Board Chair Smith announced that the Board may meet in executive session to discuss investigative procedures concerning allegations of misconduct and the investigation of handling Title IX complaints is a matter that will require the Board to convene in executive session. Information contained in the report contains student data and may violate the Federal Educational Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act (HIPPA). She said no votes would be taken nor any motions made.

Upon the motion by Rev. Gant and seconded by Dr. Davis the Board convened in executive session.

Roll Call

Yays: Smith, Henry, Barthelemy, Clayton, Davis, Fondel, Gant, Gaines, Hilliard, Magee, Rutledge, Small, Tarver, Tolbert, and Whitfield

Nays: None

RECONVENTION

Roll Call:

Yays: Smith, Henry, Barthelemy, Clayton, Davis, Fondel, Gaines, Hilliard, Magee, Rutledge, Small, Tarver, Tolbert, and Whitfield

Nays: Gant

Board Chair Smith asked the Board Counsel to make a statement. He stated that the results of the investigation into the processes that are used to investigate Title IX complaints was shared with members of the Board. He explained that it was not an investigation into a particular person. He also said that he would be working with the Provost to make recommendations to improve how the University handles the complaints

c. Customer Service Initiative, SUBR

Dr. Robyn Merrick gave members of the Board a summary of the activities that have occurred with the SU Smiles Customer Service Initiative. The Employee Recognition event was held and was a day set aside to let employees know that they are appreciated. During the event, President-Chancellor Belton announced a 4% across the board salary increases for employees. She stated that the next phase of the initiative would be mandatory customer service trainings that will be conducted for members of the staff and Board members were invited to attend. She stated that the training would be conducted by a Disney trained customer service professional and it will also feature motivational speaker Dennis S. Brown. She informed Board members that faculty members would receive training during the Fall convocation on August 16. Plans are also in place to take the initiatives to other campuses in the System.

d. Campus Reports

Each Campus Chancellor submitted written reports that were included in the meeting packet.

SUNO – Chancellor Mims-Devezin announced that the report is enclosed in the meeting packet.

SUSLA – Chancellor Ellis announced the open house for the opening of the Alphonse Jackson building on Thursday, August 17.

SUAREC- Dr. Bobby Phills stated that the Land Grant campus would be holding a retreat July 31, and August 1st and 2nd. Board members were invited to attend.

SULC – Chancellor Pierre announced activities for the celebration of the Law Center's 70th anniversary. Derrick Hatfield grandson of Charles Hatfield applied to the SULC and will begin studying during the Fall semester. Charles Hatfield is credited with the SULC being established.

SUBR – Dr. Luria Young announced that the John B. Cade Library has a slave narrative collection that is available to the general public. She thanked Library Dean Emma Perry for her work in making the narratives available.

AGENDA ITEM F: NOTICE OF TERMINATION OF APPEAL- DR. BRANDON K. DUMAS

Chair Smith announced that the Board may convene in executive session to discuss personnel matters and that the discussion and consideration of the employment appeal of Dr. Brandon Dumas is such a matter. She also stated that if the appeal presentation led to student protected information or student records which are protected from disclosure by FERPA or the HIPPA or other Southern University employees, the Board will not hear or receive any such information.

Mrs. Smith outlined protocol for the appeal hearing. She stated that Dr. Dumas would state the nature of his appeal in approximately 5-7 minutes and after his presentation the floor would be opened for debate. She stated that President-Chancellor Belton also would answer any questions that might arise and once the discussion is concluded the chair will entertain a motion to affirm or deny the appeal.

Atty. Clayton asked if it was necessary for Dr. Dumas to have the hearing publicly.

Counsel informed Atty. Clayton that Dr. Dumas requested that the hearing be held publicly.

Mrs. Smith announced that all names and other identifying information on materials or documents must be redacted such that the names of the affected persons or identifying information is removed.

Dr. Dumas distributed documents to members of the Board and asked Mrs. Smith to restate protocol.

Protocol was restated by Mrs. Smith.

Dr. Dumas stated that he would not be able to adequately respond or explain his position without being able to name individuals.

Board Counsel Winston Decuir, Jr. explained that in holding the hearing publicly, Dr. Dumas is not permitted to disclose information protected by FERPA or to disclose employment information such as disciplinary records or personnel evaluations or any information that the affected persons have a privacy interest in.

Dr. Dumas' attorney Travis Turner asked for clarity on the kinds of information that could be presented during the hearing

Board Counsel Decuir explained the types of information that could be presented. Atty. DeCuir further explained that the privacy interests of another employee could not be breeched simply because Dr. Dumas has requested a public hearing. He stated that any health, academic or personnel type information could not be disclosed.

Atty. Clayton asked that the documents that were distributed be retrieved.

Atty. DeCuir stated that he had briefly reviewed the documents and they pertain to another employee's performance and the information could not be disclosed.

Atty. Clayton suggested that the hearing be held in executive session.

Rev. Tolbert questioned whether Human Resources identified whether there was a second Southern University employee in the video that surfaced in June. Board Counsel DeCuir stated that the Associate Vice President for Human Resources interviewed the young lady and she confirmed that the other individual in the video was not a Southern University employee.

Dr. Dumas then requested that his hearing be held in executive session.

Upon the motion by Atty. Magee and seconded by Atty. Clayton the Board convened in executive

session.

Roll Call

Yays: Smith, Henry, Barthelemy, Clayton, Davis, Fondel, Gant, Gaines, Hilliard, Magee, Rutledge, Small, Tarver, Tolbert, and Whitfield

Nays: None

RECONVENTION

Roll Call:

Yays: Smith, Henry, Barthelemy, Clayton, Davis, Fondel, Gant, Gaines, Hilliard, Magee, Rutledge, Small, Tarver, Tolbert, and Whitfield

Nays: None

Board Chair Smith asked whether there was a motion to grant Dr. Dumas' appeal?
There was no response from members of the Board.

Board Chair Smith asked whether there is a motion to deny Dr. Dumas' appeal?
There was no response from members of the Board.

The Board counsel stated that the President's decision stands if no motions are made.

Atty. Clayton made a motion to table the matter and return it to the President for additional fact-gathering and the results returned to the Board in 60 days.

Atty. Decuir stated that the motion to table the appeal would not alter the effective date of the termination. The appeal would be tabled until the Board considers it at a later date.

Atty. Clayton clarified his motion.

Upon the motion by Atty. Clayton and seconded by Rev. Samuel Tolbert the termination of Dr. Dumas was recommended for retraction to allow additional fact-gathering by the President and administration and the results returned to the Board in 60 days.

Atty. Magee asked Atty. DeCuir for clarification on Atty. Clayton's motion.

Atty. Decuir stated that if Atty. Clayton's motion fails, the personnel action remains in effect as provided by the President and if the motion passes, the termination would be reversed and the appeal would be granted.

Atty. Magee stated that based on the motion of Atty. Clayton, the President's actions are either affirmed or denied.

Atty. Magee called for the question which was seconded by Rev. Henry.

Roll Call

Yays: Smith, Henry, Barthelemy, Clayton, Davis, Fondel, Gaines, Gant, Hilliard, Magee,

Rutledge, Small, Tarver, Tolbert, and Whitfield

Nays: None

Atty. Decuir stated that the only procedural action that could be taken by the Board is to vote on the underlying motion.

Atty. Decuir explained that a yay vote would be a vote to pass Atty. Clayton's motion and to reverse the President's decision to terminate and a nay vote would allow the President's decision to stand.

Roll Call

Yays: Henry, Clayton, Fondel, Gant, Tolbert, and Whitfield

Nays: Smith, Barthelemy, Davis, Gaines, Hilliard, Magee, Small, Rutledge, Tarver

The motion failed.

AGENDA ITEM 9: ADJOURNMENT

Upon the motion by Dr. Davis and seconded by Atty. Magee the meeting adjourned.

Motion passed.

Southern University and A&M College System

BOARD OF SUPERVISORS MEETING

Southern University at Shreveport

Jesse N. Stone Lecture Hall

3050 Martin Luther King Jr. Drive

Shreveport, Louisiana

9 a.m.

Friday, August 18, 2017

Minutes

The meeting of the Southern University Board of Supervisors was called to order by Board Chair Mrs. Ann A. Smith. The invocation was given by Dr. Harry Blake, pastor, Mount Canaan Baptist Church, Shreveport.

Atty. Winston DeCuir Jr. administered the oath of office to SU Baton Rouge Student Government Association President Armond Duncan, who is the student representative on the Board.

PRESENT

Mrs. Ann A. Smith, Atty. Tony Clayton, Dr. Leroy Davis, Mr. Raymond Fondel, Rev. Joe R. Gant, Jr., Mr. Richard Hilliard, Atty. Domoine Rutledge, Dr. Leon R. Tarver II, Armond Duncan.

ABSENT

Mr. John L. Barthelemy, Dr. Curman Gaines, Mr. Michael Small, Rev. Samuel Tolbert, Dr. Rani Whitfield, Rev. Donald Ray Henry, Atty. Patrick Magee.

UNIVERSITY PERSONNEL ATTENDING

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

BOARD COUNSEL

Attys. Winston DeCuir Jr., and Tracie Woods

ACADEMIC AFFAIRS COMMITTEE

Friday, August 18, 2017

9:00 A.M.

Southern University at Shreveport
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 Vice Chair Dr. Leon Tarver called the committee meeting to order.

Present: Dr. Leon R. Tarver II, Dr. Leroy Davis, Atty. Tony M. Clayton, Rev. Joe R. Gant, Jr., Mrs. Ann A. Smith, and Armond Duncan.

Absent: Dr. Curman Gaines

AGENDA ITEM 3: ADOPTION OF THE AGENDA

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

Motion passed

AGENDA ITEM 4: PUBLIC COMMENTS

None

AGENDA ITEM 5: SPECIAL PRESENTATION

A. IBM PARTNERSHIP, SUBR

Mr. Michael Moore with IBM discussed a proposed partnership with the University.

AGENDA ITEM 6: ACTION ITEM

A. Request Approval of Dr. Mwalimu Shujaa as the Kleinpeter Family Endowed Professorship/Chair, SUBR

Upon the motion by Dr. Davis and seconded by Mrs. Smith, Dr. Mwalimu Shujaa was recommended as the holder of the Kleinpeter Family Endowed Professorship/Chair at SUBR.

Motion passed.

AGENDA ITEM 7: INFORMATION ITEMS:

A. Report on Accreditation Status of all Eligible Programs, by Campuses

Dr. Luria Young, Interim Executive Vice President and Provost reported that all departments within the Southern University System that are eligible for the SACSCOC designation are accredited. The SACSCOC timeline for both Southern University at Baton Rouge and Southern University at New Orleans are part of the class of 2020. In December 2017, the University will have an orientation with representatives from SACS. The University's decennial report will be due in September, 2019. The QEP will be due in November, 2019 and the onsite visit will occur between January and April of 2020. Southern University at Shreveport is part of the class of 2021. The Law Center was just accredited in 2015 with an initial application. SULC's QEP and compliance certification along with an interim report will be due Fall, 2019.

AGENDA ITEM 8: OTHER BUSINESS

None

AGENDA ITEM 9: ADJOURNMENT

Upon the motion by Rev. Gant and seconded by Atty. Clayton the Academic Affairs Committee adjourned.

Motion passed.

FACILITIES AND PROPERTY COMMITTEE

(Following the Academic Affairs Committee)

Southern University at Shreveport
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 Member Dr. Leroy Davis.

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

Absent: Rev. Donald Ray Henry and Dr. Rani Whitfield.

AGENDA ITEM 3: ADOPTION OF THE AGENDA

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

Motion passed.

AGENDA ITEM 4: PUBLIC COMMENTS

None

AGENDA ITEM 5: INFORMATION ITEM

A. Priority Projects Updates, by Campuses

Vice President for Finance and Business Affairs Flandus McClinton stated that a copy of the priority projects was included in the meeting packet and reported that all targets are up to date. Mrs. Smith asked for an update on the roofing projects of campus buildings at SUBR. Director of Facilities Planning Eli Guillory was asked to give detailed information on the projects. Mr. Guillory stated that a tremendous amount of progress is being made.

Rev. Gant asked about the construction of the sidewalks on the Baton Rouge campus. Rev. Gant said it was bad timing. Mr. Guillory called Mr. Ben Pugh, SUBR vice chancellor for finance and administration, to further discuss the issue. Mr. Pugh stated that the contract was just signed and the money had to be spent immediately. The source of funds was Title III and there was a deadline for spending those funds.

AGENDA ITEM 6: OTHER BUSINES

None

AGENDA ITEM 7: ADJOURMMENT

Upon the motion by Atty. Rutledge and seconded by Mr. Fondel the Facilities and Property Committee adjourned.

Motion passed.

ATHLETICS COMMITTEE

(Following the Facilities and Property Committee)

Southern University at Shreveport
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: Tony Clayton, Mr. Raymond Fondel, Mrs. Ann A. Smith, and Atty. Domoine Rutledge.

Absent: Rev. Donald Ray Henry, Mr. Michael Small, and Atty. Patrick Magee.

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Atty. Rutledge and seconded by Mr. Fondel, the agenda was recommended for adoption.

Motion passed.

AGENDA ITEM 4: PUBLIC COMMENTS

None

AGENDA ITEM 5: ACTION ITEMS

A. Request approval of Employment Contract for Head Baseball Coach, SUBR

SUBR Athletic Director Roman Banks introduced the Head Baseball Coach Kerrick Jackson. Coach Kerrick Jackson thanked the committee for allowing him to be a part of the program.

Upon the motion by Mr. Fondel and seconded by Atty. Rutledge the recommendation to appoint Kerrick Jackson as head baseball coach was recommended for approval.

Motion passed

B. Request Approval of Athletics Budget FY 2017-2018, SUNO

C. Request Approval of Athletics Budget FY 2017-2018, SUBR

D. Request Approval of Athletics Budget FY 2017-2018, SUSLA

Atty. Tony Clayton requested that AGENDA ITEMS: B, C, D be approved in globo.

Upon the motion by Atty. Clayton and seconded by Dr. Tarver the athletics budgets for SUNO, SUBR, and SUSLA were recommended for approval.

Motion passed.

AGENDA ITEM 6: OTHER BUSINESS

Mr. Fondel asked that Mr. Banks inform Board Members about the game day experience on campus for the first game of the season. Mr. Banks reviewed game day parking and the recommended ways to arrive on the campus and to exit the campus after the game. Mr. Banks also stated that there are reserved parking for the physically challenged in the area where the band practices.

AGENDA ITEM 7: ADJOURNMENT

Upon the motion by Mr. Fondel and seconded by Mr. Hilliard the Athletics Committee adjourned

Motion passed.

Finance Committee
(Following the Athletics Committee)
Southern University at Shreveport
Jesse N. Stone Lecture Hall
3050 Martin Luther King Jr. Drive
Shreveport, Louisiana

MINUTES

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

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

Absent: Rev. Donald Ray Henry

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Atty. Clayton and seconded by Dr. Tarver the agenda was recommended for adoption.

Motion passed.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: ACTION ITEMS

Atty. Rutledge stated that he met with Mr. McClinton and thoroughly reviewed each budget.

Upon the motion by Atty. Clayton and seconded by Dr. Davis agenda items A, B, C, D, F, G, H, and I were recommended for approval in globo.

Motion passed.

AGENDA ITEM 6: INFORMATIONAL ITEM

None

AGENDA ITEM 7: OTHER BUSINESS

None

AGENA ITEM 8: ADJOURNMENT

Upon the motion by Atty. Clayton and seconded by Mr. Hilliard the Finance Committee adjourned.

Motion passed

PERSONNEL AFFAIRS COMMITTEE

(Following the Finance Committee)

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

MINUTES

The Personnel Affairs Committee was called to order by Committee Member Rev. Joe Gant.

Present: Atty. Tony Clayton, Rev. Joe R. Gant, Jr., Dr. Leon R. Tarver II, and Mrs. Ann A. Smith.

Absent: Atty. Patrick Magee, Rev. Donald Ray Henry, and Dr. Curman Gaines.

AGENDA ITEM 3: ADOPTION OF THE AGENDA

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

Motion passed.

AGENDA ITEM 4: PUBLIC COMMENTS

None

AGENDA ITEM 5: ACTION ITEMS

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

Atty. Clayton stated that the Interim Internal Auditor remains in an interim position. Atty. Clayton asked President Belton why the administration allows employees to remain in interim positions for long periods of time when they are obviously doing a good job. Mr. Clayton stated why not give them the job and let them assume their duties.

Dr. Belton stated that it's his understanding that a candidate will be presented to the Board for consideration.

Dr. Tarver stated it seems we're overlooking someone who is very deserving of the job. He stated every comment that he heard has been positive and that she has done a wonderful job. Dr. Tarver stated why do we keep searching when we have someone inside the organization that can do the job.

| Name | Position/Campus | Salary |
|-------------------------|--|------------------|
| NEW APPOINTMENTS | | |
| 1. Kerrick Jackson | Head Baseball Coach New Appointment, SUBR | \$75,000 |
| 2. Jacqueline J. Hill | Director & Associate Professor for College of Nursing and Allied Health New Appointment, SUBR | \$115,000 |
| 3. Ruth W. Johnson | Director of Educational Talent Search New Appointment, SUNO | \$67,000 |
| 4. Linda Frederick | Director of Student Support Services New Appointment, SUNO | \$69,113 |
| 5. Haitham Eid | Program Director, M.A. Museum Studies New Appointment, SUNO | \$68,000 |
| 6. Veloria Nanze | Director of Accounting New Appointment, SUSLA | \$60,000 |

Upon the motion by Dr. Tarver and seconded by Atty. Clayton personnel agenda action items 1, 2, 3, 4, 5, 6, were recommended for approval in globo.

Motion passed.

AGENDA ITEM 6: OTHER BUSINESS

Atty. Clayton stated he wanted to take a point of personal privilege to compliment Chancellor Ellis and the SUSLA staff. The Shreveport campus employees were very nice and helpful.

AGEND ITEM 7: ADJOURNMENT

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

Motion passed.

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS

(Following the Personnel Affairs Committee)

Southern University at Shreveport
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 Mrs. Ann A. Smith.

All members were present except Mr. John Barthelemy, Dr. Curman L. Gaines, Rev. Donald Ray Henry, Atty. Patrick Magee, Mr. Michael Small, Rev. Samuel Tolbert, and Dr. Rani Whitfield.

Chancellor Ellis introduced a special guest before the Board of Supervisors Committee began. He recognized Ms. Lydia Jackson, the daughter of Mr. Alphonse Jackson. The new building at SUSLA was named in his honor. Ms. Jackson thanked members of the Board and stated that she is very grateful for the wonderful things that they are doing.

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Atty. Clayton and seconded by Dr. Davis the agenda was recommended for adoption.

Motion passed.

AGENDA ITEM 4: PUBLIC COMMENTS

None

AGENDA ITEM 5: SPECIAL PRESENTATION

A. Above and Beyond Award

Ms. Joslin Pickens presented Harolyn Wilson, the Above and Beyond Award honoree for August. Ms. Wilson teaches mathematics at Southern University at Shreveport. Mrs. Smith presented a plaque and Dr. Belton presented a certificate to the honoree. Ms. Wilson thanked the Board and stated that she takes pride in what she does every day. She also expressed her passion for teaching.

AGEND ITEM 6: ACTION ITEMS

Upon the motion by Atty. Rutledge and seconded by Dr. Tarver agenda item A. Approval of the Minutes was recommended for adoption.

Motion failed.

Upon the motion by Dr. Tarver and seconded by Atty. Clayton agenda action items B, C, and D were recommended for approval in globo.

Motion passed.

A. Minutes of July 21, 2017, Regular Meeting of the Board of Supervisors

The minutes of the July 21, 2017, regular meeting of the Board of Supervisors were not approved.

Yays: Atty. Tony Clayton, Dr. Leroy Days, Mr. Richard Hilliard, Mr. Armond Duncan, Dr. Leon Tarver, and Atty. Domoine Rutledge

Nays: Rev. Joe R. Gant and Mr. Raymond Fondel

B. Approval of Committee Reports and Recommendations

RESOLVED by the Board of Supervisors for Southern University, that the actions taken by the Academic Affairs Committee, Facilities and Property Committee, Athletics Committee, Finance Committee, and Personnel Affairs Committee be and they are hereby is approved.

1. Academic Affairs

a. Request Approval of Dr. Mwalimu Shujaa as the Kleinpeter Family Endowed Professorship/Chair, SUBR

RESOLVED by the Board of Supervisors for Southern University that the appointment of Dr. Mwalimu Shujaa as the holder of the Kleinpeter Family Endowed Professorship/Chair, SUBR be and it hereby is approved.

2. Facilities and Property

No action items were presented. The information items presented will be filed for auditing purposes.

3. Athletics

A. Request Approval of Employment Contract for Head Baseball Coach. SUBR

RESOLVED by the Board of Supervisors for Southern University that the employment contract for Head Baseball Coach, SUBR be and it hereby is approved.

B. Request Approval of Athletics Budget FY 2017-2018, SUNO

RESOLVED by the Board of Supervisors for Southern University that the Athletics Budget for FY 2017-2018, SUNO be and it hereby is approved.

C. Request Approval of Athletics Budget FY 2017-2018, SUBR

RESOLVED by the Board of Supervisors for Southern University Athletics Budget for FY 2017-2018, SUBR be and it hereby is approved.

D. Request Approval of Athletics Budget FY 2017-2018, SUSLA

RESOLVED by the Board of Supervisors for Southern University Athletics Budget for FY 2017-2018, SUSLA be and it hereby is approved.

4. Personnel Affairs

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

1. Kerrick Jackson

RESOLVED by the Board of Supervisors for Southern University, that the new appointment of Kerrick Jackson as Head Baseball Coach, SUBR, at a salary of \$75,000 be and it hereby is approved.

2. Jacqueline J. Hill

RESOLVED by the Board of Supervisors for Southern University, that the new appointment of Jacqueline J. Hill as Director & Associate Professor for College of Nursing and Allied Health, SUBR, at a salary of \$115,000 be and it hereby is approved.

3. Ruth W. Johnson

RESOLVED by the Board of Supervisors for Southern University, that the new appointment of Ruth W. Johnson as Director of Educational Talent Search, SUNO, at a salary of \$67,000 be and it hereby is approved.

4. Linda Frederick

RESOLVED by the Board of Supervisors for Southern University, that the new appointment of Linda Frederick as Director of Student Support Service, SUNO, at a salary of \$69,113 be and it hereby is approved.

5. Haitham Eid

RESOLVED by the Board of Supervisors for Southern University, that the new appointment of Haitham Eid as Program Director, M. A. Museum Studies, SUNO, at a salary of \$68,000 be and it hereby is approved.

6. Veloria Nanze

RESOLVED by the Board of Supervisors for Southern University, that the new appointment of Veloria Nanze as Director of Accounting, SUSLA, at a salary of \$60,000 be and it hereby is approved.

E. Evaluation of Chancellor Rodney Ellis, SUSLA (*Executive Session may be required*)

RESOLVED by the Board of Supervisors for Southern University System, that the evaluation of Chancellor Rodney Ellis, SUSLA, be and it hereby is approved.

F. Evaluation of Chancellor John Pierre, SULC (*Executive Session may be required*)

RESOLVED by the Board of Supervisors for Southern University System, that the evaluation of Chancellor John Pierre, SULC, be and it hereby is approved.

G. Resolutions

President Belton offered resolutions as follows:

Commendations

Dr. Eva Brown Fields on her 90th Birthday
Ms. Marva Carey Coleman on her 80th Birthday

Condolences

Dr. Walter Craig Jr. Family
The Ronald F. Mason Sr. Family
The Clarence Williams Family
The Velena Lolita Smith Johnson Family
The Alzina Princess Franklin Dixon Family
The Maudice Gentry Family
The Lamar Proctor Sr. Family
Atty. Robert Shelton

Dr. Walter Craig, Jr. Family Dr. Craig, a former professor of music and assistant band director at SUBR and the father of SUBR engineering professor Walter Craig, who was a music scholar having toured the country as a trumpet player in the Navy Band and is credited with establishing the Phi Mu Alpha Sinfonia Fraternity at SUBR, passed away Wednesday, July 26, 2017.

The Ronald F. Mason, Sr. Family. Mr. Ronald F. Mason Sr., a native and resident of New Orleans, Louisiana and father of former SU System President Ronald F. Mason Jr, passed away Friday, July 28, 2017.

The Clarence Williams Family. Mr. Williams, father of Judge Byron C. Williams who served as Executive Counsel to former SU System President Ronald Mason Jr., passed away Sunday, July 30.

The Velena Lolita Smith Johnson Family. Mrs. Johnson, a member of the SUBR administrative staff who had served in the Office of the Registrar for more than 30 years and at the time of her passing was serving as Interim Registrar at SUBR, passed away Wednesday, August 2.

The Alzina Princess Franklin Dixon Family. Ms. Dixon, a graduate of SUBR with both undergraduate and master's degrees in Special Education with a concentration on Hearing Impairment, and a teacher in the EBR Parish School System for more than 30 years, passed away Thursday, August 3.

The Maudice Gentry Family. Ms. Gentry, a native of Mansfield, LA and resident of Fair Oaks, CA who attended SUBR in the early 70s, passed away Friday, August 4.

The Lamar Proctor, Sr. Family. Mr. Proctor, father of SUBR Archives Librarian Angela Proctor, passed away on Friday, August 11.

AGENDA ITEM 7: INFORMATIONAL ITEMS

A. President's Report

President-Chancellor Belton announced that the Governor would be making a press announcement on the SUBR campus on August 28. The governor is offering his support in trying to mitigate the erosion issues and the bridge issues at SUBR. Governor Edwards has identified resources to help repair the campus.

Dr. Merrick gave an update on the customer service initiative. Dr. Merrick stated that the initiative is starting with the SUBR campus first. We have completed three of the four mandatory training sessions. She stated that there were about 700 full-time employees who participated in the training. The training facilitator Latoya Franklin, who is a Disney Certified Trainer, is compiling a report that will summarize results from the training. The preliminary report submitted revealed that one major area that the University should address is inter-campus and collegial relationships i.e. relationships between campus departments. Dr. Merrick stated that there would be a similar training with students, primarily student leaders.

a. Campus Reports

Each Campus Chancellor submitted written reports that were included in the meeting packet.

SUNO—Chancellor Lisa Mims-Devezin stated that the fall pre-collegiate conference was held. Dr. Sharon Green formerly of the SUSLA campus served as the guest speaker. Dr. Green spoke to the conference about togetherness and self-efficacy. They also held a new student transfer orientation. On August 10, Dr. Mims-Devezin attended the Brookhaven National Laboratories closing ceremony. Two students from Southern University at New Orleans were selected to do an oral presentation.

SUSLA—Chancellor Rodney Ellis asked his employees to stand and be recognized for the work they do for the University. Dr. Ellis also gave an update on the Jaguar Courtyard. In February he was given the approval to move forward in refinancing the residential apartments on campus which will be a cost savings to the University. Closing on the loan will occur in October. Dr. Ellis thanked the Board for their support.

SUAREC—Chancellor Bobby Phills stated that the report submitted outlines various activities occurring at the SUAREC. The first administrative retreat was held and will become an annual event. SUAREC will host a senior recruitment date for students at the September 30 football game. The SUAREC continues to work with the New Orleans Parish School System to consider development of an agriculture school in the city. The marijuana initiative is moving, the committee has narrowed the list from seven to three. The committee will begin to interview the applicants in the upcoming week. The top three applicants will be presented to the Board for consideration. Chancellor Phills recommend that the Board have a special meeting to select the applicant.

The Board of Supervisors selected Friday, September 8, 2017 for the Special Board Meeting.

It was suggested that a motion to amend the agenda to add an action item regarding scheduling the special meeting of the Board be done.

Upon the motion by Dr. Tarver and seconded by Rev. Gant the agenda was amended to add an action item.

Motion passed.

Upon the motion by Dr. Tarver and seconded by Rev. Gant to waive the ten-day notice of the meeting was recommended for adoption.

Motion passed.

SULC—Chancellor John Pierre reminded everyone that the Law Center will be celebrating 70 years. The Southern University Law Center opened its doors on September 1, 1947. Chancellor Pierre asked that the Board participate in the event. Chancellor Pierre also stated that the enrollment has increased at the Law Center. Chancellor Pierre met with Mr. Alfred Harrell and the CEO of the WK Kellogg Foundation.

SUBR—Dr. Luria Young stated that the campus held its opening faculty convocation. Dr. Young said she heard nothing but great comments. Dr. Young shared that Student Board Member Armond Duncan served on a panel as part of the convocation. Mr. Duncan was allowed to give brief comments about his experience.

AGENDA ITEM 8: OTHER BUSINESS

Atty. Tony Clayton stated that Armond Duncan is a great asset to the Board. He stated that the student representative will be able to show them things through a student perspective.

Michael Wells, administrative assistant to the Board, presented birthday cards to two Board members: Rev. Joe Gant and Rev. Samuel Tolbert.

AGEND ITEM 9: ADJOURNMENT

Upon the motion by Atty. Clayton and seconded by Dr. Davis the Board of Supervisors meeting adjourned.

Southern University and A&M College System
BOARD OF SUPERVISORS MEETING
Board of Supervisors Special Meeting Room
2nd Floor, J.S. Clark Administration Building
Baton Rouge, Louisiana
11:00am
Friday, September 08, 2017
Minutes

The meeting of the Southern University Board of Supervisors was called to order by Board Chair Mrs. Ann A. Smith. The invocation was given by the Rev. Donald R. Henry.

PRESENT

Mrs. Ann A. Smith, Atty. Tony Clayton, Dr. Leroy Davis, Mr. Raymond Fondel, Atty. Domoine Rutledge, Dr. Leon R. Tarver II, Mr. John L. Barthelemy, Dr. Curman Gaines, Mr. Mike Small, Rev. Samuel Tolbert, Rev. Donald Ray Henry, Atty. Patrick Magee,

ABSENT

Dr. Rani Whitfield, Joe R. Gant, Jr., Mr. Richard Hilliard, Armond Duncan

UNIVERSITY PERSONNEL ATTENDING

System President Ray Belton, Chief of Staff Robyn Merrick, Interim Executive Vice President and Provost Luria Young, Vice President for Finance and Business Affairs Flandus McClinton, Dr. Bobby Phills (SUAREC)

BOARD COUNSEL

Attys. Winston DeCuir, Jr., and Tracie Woods

Southern University and A&M College System
BOARD OF SUPERVISORS MEETING
Board of Supervisors Special Meeting Room
2nd Floor, J.S. Clark Administration Building
Baton Rouge, Louisiana
11:00am
Friday, September 08, 2017
Minutes

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Atty. Domoine Rutledge and seconded by Mr. Raymond Fondel, the agenda was recommended for adoption.

Motion passed.

AGENDA ITEM 4: PUBLIC COMMENTS

Kristen Tucker the Chief Operating Officer Southern Roots Therapeutics thanked the committee for the transparency. She asked the committee for consideration or more information brought to the board. She wanted to make sure that the board was given all the information possible. If there were any question from the board they would like the opportunity to be able to answer those questions or address their concerns. Ms. Tucker also brought a message from their attorney. There was a concerned from Southern Roots attorney about when the meeting was posted. Attorney Winston DeCuir stated that the law required that a meeting be posted 24 hours prior to the meeting time. The meeting post went up before 11:00am. Which mean that this is a valid meeting.

Elena Williams the Chief Operation Officer for Advance Biomedics, stated that their proposal was very solid and they were looking forward to partnering Southern University. Ms. Williams introduce their advisor and lobbyist Mr. Peter Williams. Mr. Williams said they did not have enough time to respond to the RFP. He also stated that they have millions of dollars sitting in the bank. They have put their best package forward. He stated that Biomedics come with diverse team and some of the best professional in field of medical marijuana. Mr. Williams stated he was the only lobbyist at the Capitol lobbying for Southern University to be part of this program.

Jacob Irving is the co-founder and also the director of patient outcomes for Southern Roots Therapeutics. Jacob stated that he also have been working on lobbying for medical marijuana in Louisiana. He stated that he was that this program will be a lifeline for patients. Mr. Jacob asked the board to keep them in mind and do something for people with cerebral palsy.

AGENDA ITEM 5: REQUEST FOR APPROVAL OF THE MEDICAL MARIJUANA CONTRACTOR/VENDOR FOR SOUTHERN UNIVERSITY

Mrs. Smith asked Dr. Phills to lead in discussion.

Dr. Phills stated that the land grant campus is pleased and honored to have this opportunity to bring forth what he views of one of the most significant part of Southern University history which is getting involved in this program. Dr. Phills stated that this program would not only bring financial resources but will allow us to do something that truly help the community that we serve. The team have been working for the last four months going over the various application. The committee has been trained and following the pack guidelines on how we should view the application and draw various conclusions. The team brought forth three of the top candidates.

1. Med Louisiana, LLC
2. Advance Biomedics, LLC.
3. Southern Roots Therapeutics, LLC

The companies are listed in ranking order. Dr. Phills stated that Southern University look at the best qualified candidate that will bring the best resources to the university.

Dr. J. Snowden, The chair of the Medical Marijuana Institute and she also chaired the committee. Dr. Phills Executive Assistant, worked very close with Dr. Snowden.

Dr. Snowden gave the various rationales for each of the three vendors that was brought forward. Dr. Snowden informed Southern Roots that they answered all of their questions when they came to the site visit and therefore there was no need to send anymore. The team received seven applications. The team found three stood out more than the others and they were chosen as finalists. Dr. Snowden stated that based on many factors including the criteria set forth in the RFA (Request for Applications. Dr. Snowden stated because of the finance and cohesiveness the team would like to recommend to Dr. Phills and the Board of Supervisors that Med Louisiana serve as the vender for the Medical Marijuana review process operator.

Dr. Tarver aske Dr. Snowden why this company and tell the board a little more about the company. There was no representative at the meeting for Med Louisiana.

Team found that Med Louisiana had more expertise in this area and two of their primary officers have cultivation facilities in other area and proprietary patents that they will bring along with them. Dr. Snowden also state finance played a roll also. They looked at the cohesiveness of the group on how they work together. Overall how they would serve the Southern University System.

Board Members asked question to Dr. Snowden. There concerns was minority ownership and percentage of what will be given to the university. Dr. Snowden stated that minority ownership and percentage were some of the criteria the team was looking for in a company.

Atty. Rutledge asked about the projection of each company. He stated that these projections will be heavily dependent on the patient count.

There also was a concern about the projective patient count. There are approximately 4200 patients in Louisiana. Dr. Snowden stated to have quality medicine the team has to go with the company that will provide quality expertise and that's one of the reason they choose Med Louisiana.

Dr. Phills will negotiation with the company and bring the selected company for board approval.

Dr. Snowden gave a review of the evaluation Criteria Scoring.

Once it is determined that an application meet the mandatory qualification criteria described. It will be reviewed and given a numerical score by the Committee according to the quality and thoroughness of its responses to the requirements set out in the RFA. The evaluation process will include not only an evaluation of the entire RFA response, but may include other relevant sources of information regarding the applications and its Principal Officers and Key Personnel, such as the results of the Committee's background checks, if applicable.

The evaluation of applications will involve the numerical scoring of each application.

The information below was share by the team member.

Evaluation Criteria Scoring

Once it is determined that an application meets the mandatory qualification criteria described above, it will be reviewed and given a numerical score by the Committee according to the quality and thoroughness of its responses to the requirements set out in the RFA. The evaluation process will include not only an evaluation of the entire RFA response, but may include other relevant sources of information regarding the Applicant and its Principal Officers and Key Personnel, such as the results of the Committee's background checks, if applicable.

The evaluation of applications will involve the numerical scoring of each application. Applications will be evaluated by the Committee in accordance with the merit criteria laid the ability of the Applicant to demonstrate their suitability to operate the Facility. In conducting its full evaluation, the Committee may also contact references, conduct background checks, contact state regulators in any other state(s) where the Applicant, Applicant's backers, or others associated with the Applicant have engaged in, or sought to be engaged in the state's medical marijuana program. The Committee may also visit any existing marijuana-related businesses associated with the Applicant's or the Applicant's Principal Officers.

The University reserves the right to accept or reject any Application and waive any informality in any Application submitted. All Applications will be reviewed to determine compliance with mandatory requirements as specified in the RFA.

| Criteria | Points Percentage |
|---|-----------------------------------|
| A. Business Information | <i>Pass Fail</i> |
| B. Suitability of Principal Officers and Key Personnel | <i>Pass Fail</i> |
| C. Financial Background | <i>50 points 5%</i> |
| D. Financial Projections & Revenue Forecast | <i>150 points 15%</i> |
| E. Site Plan & Production Facility Design | <i>100 points 10%</i> |
| F. Staffing Plan | <i>100 points 10%</i> |
| G. Operational Compliance | <i>200 points 20%</i> |
| H. Production Compliance | <i>200 points 20%</i> |
| I. Security Plan | <i>100 points 10%</i> |
| J. Progressive Initiatives | <i>100 points 10%</i> |
| | |
| Total | <i>1,000 points 100%</i> |

Selection of Finalists

After completing the review and scoring of all applications, the Committee shall rank them according to final score to determine which Applications are reasonably susceptible of being selected for award. The committee will select the three to five finalists with the highest scores and provide notification via email to all Applicants by the date laid out in the RFA Timetable.

The selection of finalists shall be made in the best interest of the University. Determination shall be made from the Applicants' financial, managerial and organizational ability and resources to serve the University. Only Applications from financially responsible organizations or individuals, as determined by the University, presently engaged in providing services sufficiently alike in type and scope to those in this RFA shall be considered. Representatives from the University reserve the right to inspect the Applicant's existing operations under its management prior to selecting finalists. The University anticipates receiving creative and innovative Offers which are realistic in terms of the services required. While a maximum score of 1,000 points is possible, the applications must achieve a minimum score of 750 points to be selected as a finalist. If no application obtains a score of at least 750 points, the Committee may request modification from the Applicant(s) whose scores are closest to 750 points so as to render the applications acceptable. Alternatively, if the Committee determines that sufficient modifications cannot be made to raise enough application scores to an acceptable level, the Committee may re-issue the RFA at a future date.

The top three finalists with the highest numerical scores were invited to interview with the MMRC. Those finalists were MED Louisiana, LLC; Southern Roots Therapeutics, LLC; and Advanced Biomedics, L.L.C. These finalists were required to prepare a PowerPoint presentation for individual interviews conducted August 21-22, 2017. Following the interviews, members of the committee also visited proposed site locations for each of the three finalists. The MMRC concluded the evaluation process with ranking of finalists and recommendation of applicant to become the Medical Marijuana Cultivation and Production Facility Operator. Based on the above evaluation process, below is the ranking of the three finalists, the recommendation of the committee and the consonance of the SU Agricultural Research and Extension Center (SUAREC) Leadership - Bobby R. Philis, Chancellor-Dean.

Rankings and recommendations are as follows:

#1 MED Louisiana, LLC

#2 Advance Biomedics, L.L.C.

#3 Southern Roots Therapeutics, LLC

The board member Small suggest that we allow the three vendor to come back will their final proposal. Now that the vendors know what the university is looking for. This give the board a little time to digest the information that was brought before them. Doing the regular board meeting they will make the decision from the information that the vendor provide to them.

Dr. Phills stated that the building structure is very important to the production of the produce. The commissioner of Ag. has made it clear that they are not just talking about plastic greenhouses. The vendor need to be able to make there is no contamination and wind or rock come through. The building structures need to be enclosed.

The board may elect one are more of the seven vendor. There were three vendor brought from the committee, but a member can vote on any of the seven vendor that provided applications. There is language in the RFA that allow for waiver or procedural matters and informalities. The university reserves the right to either reject or accept or waive informalities in any application submitted.

Mr. Small made a motion to allow the three companies recommended by the committee to present their best and final proposal and mainly to address the concerns of the board.

Upon the motion by Mr. Small and seconded by Dr. Leon Tarver the motion was recommended for adoption.

Motion passed

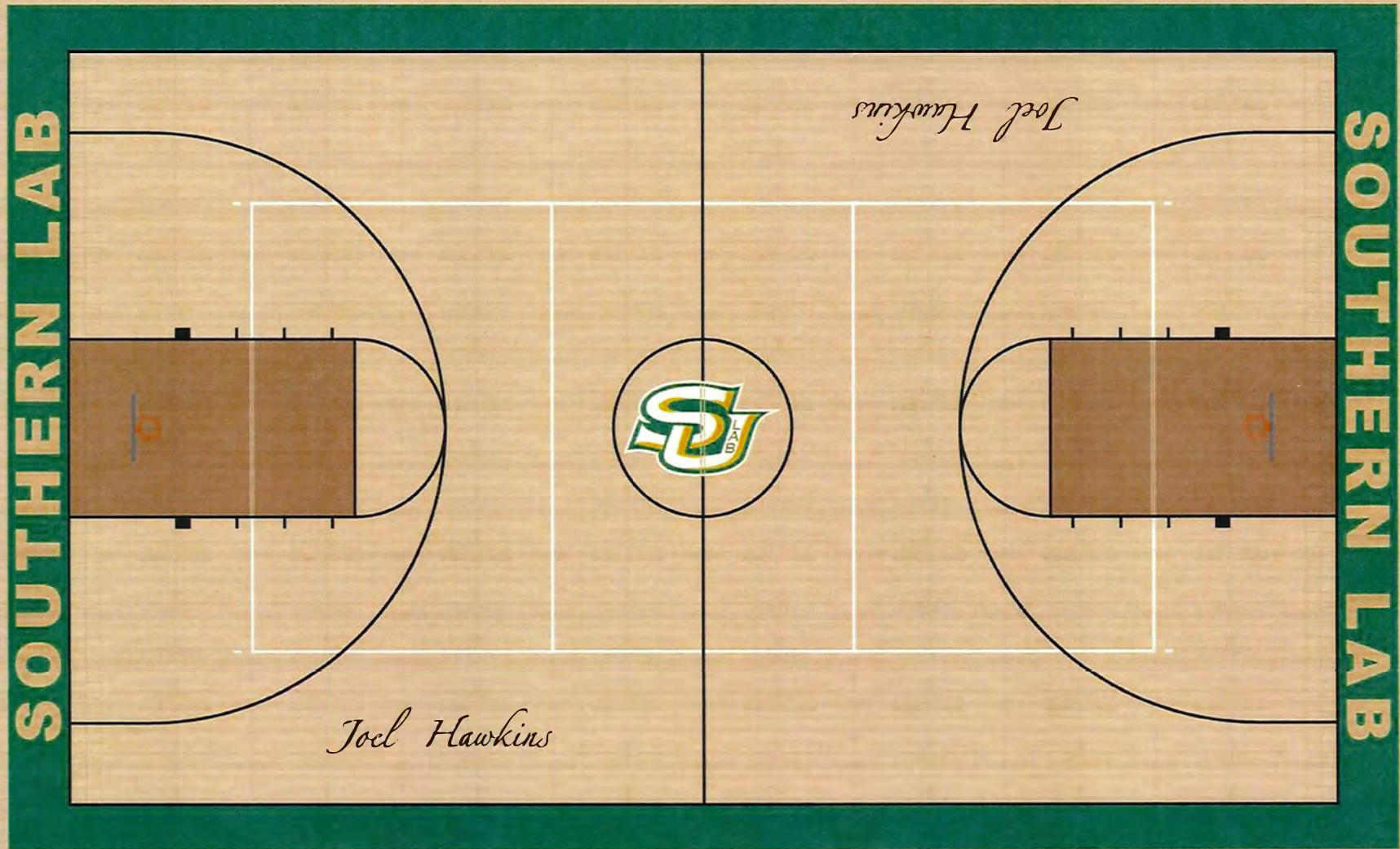
ADENDA ITEM 6: OTHER BUSINESS

NONE

ADENDA ITEM 7: ADJOURNMENT

Upon the motion by Atty. Tony Clayton and seconded by Dr. Leroy Davis the meeting adjourned.

SOUTHERN LAB FLOOR LAYOUT 8.25.17



APPROVAL SIGNATURE _____

DATE _____



Z FLOOR CO., LTD.
 350 BETCHAN Avenue
 LAKE DALLAS, TX 75065
 940-497-4994 Office
 940-497-5044 Fax
 www.zfloor.com

SCALE LOGO & LETTERING INFORMATION

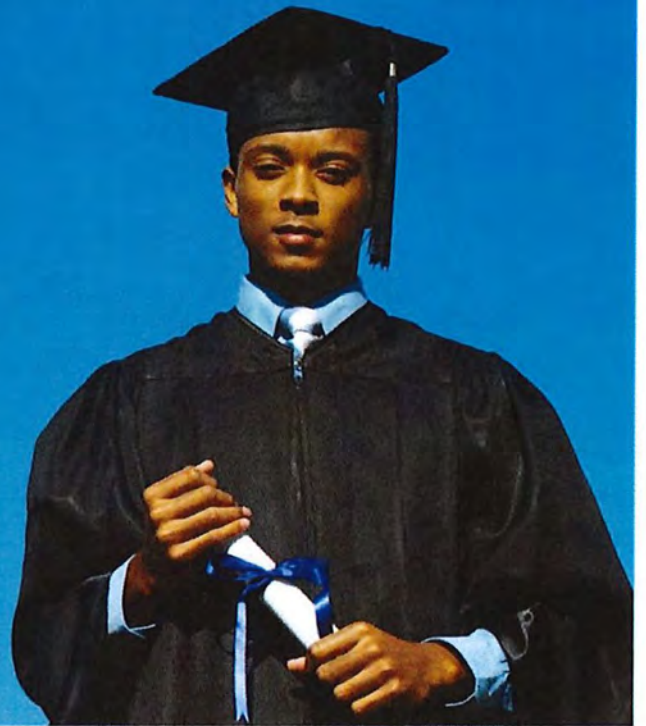
5'x5'

BORDER
 3' x 4'

“SOUTHERN LAB” letterings sized at 3’ tall x 42’ wide
 (baseline letterings are natural wood reveal)
 “SU” logo sized at 11.6’ tall x 19’ wide
 (this logo has 1/2” natural breaks between colors)
 “Joel Hawkins” letterings sized at 2.3’ tall x 15’ wide



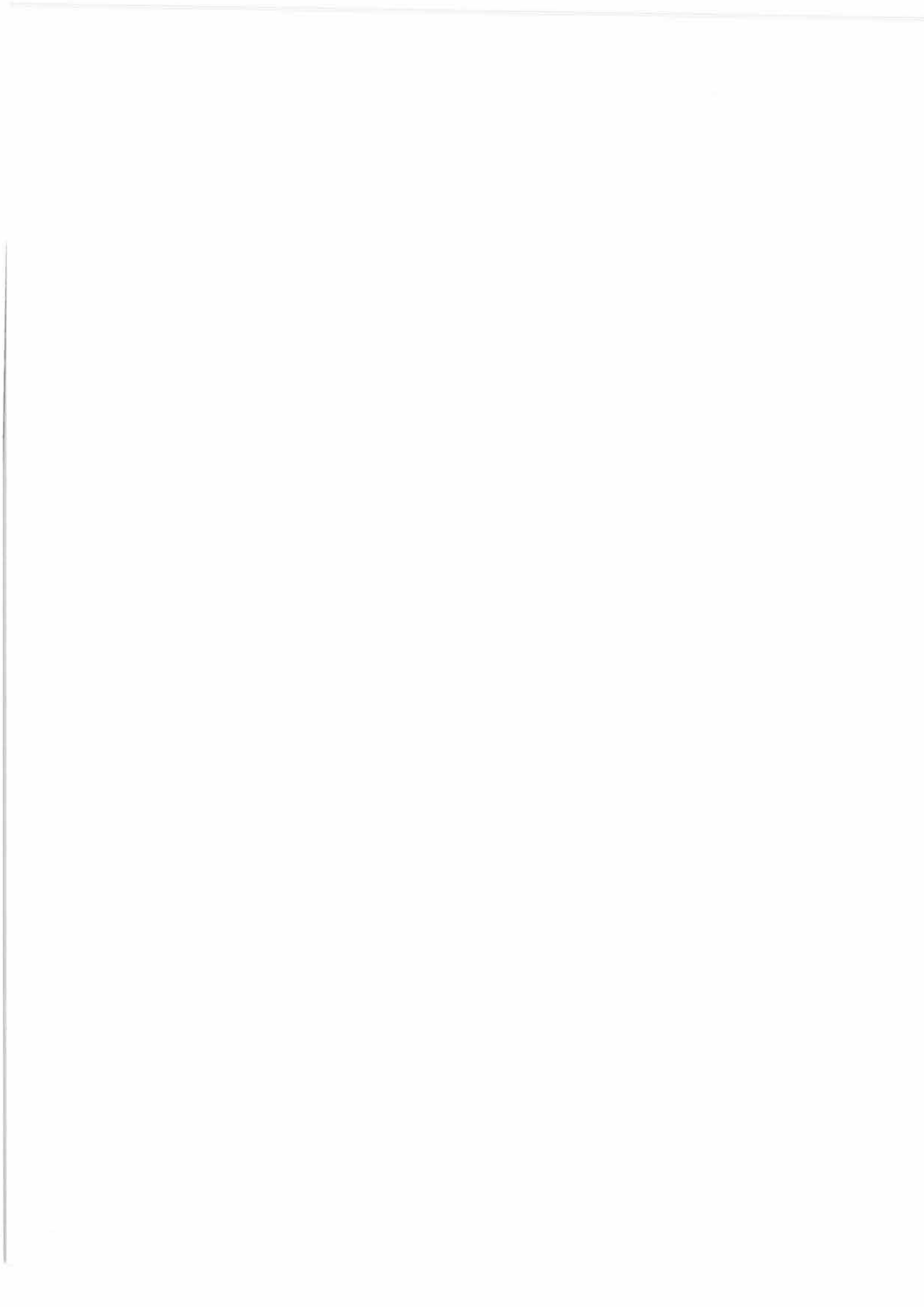
**FULFILLING THE PROMISE:
CREATING PATHWAYS FOR
STUDENT SUCCESS &
EXCELLENCE**



**Southern University System
Southern University and A&M College
*Proposed Administrative Reorganization***

Presented to the Southern University Board of Supervisors

Ray L. Belton, Ph.D.
President-Chancellor
September, 2017



Introduction

On March 2017, the Southern University and A&M College System celebrated its 137th year commitment to achieving the mission of Historically Black Colleges and Universities (HBCU). Nationally, HBCUs are seen as beacons that have, and will continue to be, manifestations of the American dream of equal educational opportunities for all, regardless of religion, ethnic group, or socioeconomic status. Inasmuch as the Morrill Act, that established these institutions, was designed to finance agricultural and mechanical education and to make this education available to all social classes of people in the United States. The Act actually represented a new approach to higher educational attainment and as a result many HBCU's experienced great educational outreach and established a remarkable tradition of educating students such that they have literally shaped the African American middle class of America.



Today, however, many of these same institutions are facing challenges in light of the unstable economy, internal and external economic upheavals, low enrollment, accountability metrics, and accreditation issues. Such factors then provide the backdrop for HBCU's to reposition themselves and establish a pathway forward, responding to the question of relevancy while maintaining the distinctive missions that afforded them their unique place in history in the first place.

In accordance, the Southern University and A&M College System remains steadfast in our commitment to invest in educational outcomes designed to raise the educational attainment of Louisiana citizens, thereby reducing barriers to entry and expanding opportunities for Southern University graduates to participate in Louisiana's 21st century economy. The University is recognized as being not only a top producer in engineering and nursing but as well one of the top highest producers of bachelor's degree awarded to African Americans in the United States. One can argue that its research and public service mandate today nurtures intellectual, social, economic and cultural development, while its global outreach aims shapes governments and nations.

Therein, I view the Southern University and A&M College System as an institution of prominence whose mission is critical if the State of Louisiana is to achieve any semblance of economic success. Its overarching mission is draped in its origin and guided by its historical traditions. The relative question, then is --Is it not Southern University's responsibility to actively participate in preserving and advancing the economy and society? I believe it is her purpose, one that we should all aspire, too.

I, therefore, present what I view as a conceptual vision for the Southern University and A&M College System and organizational frameworks that will enable the administration to fulfill its promise to stakeholders within the entirety of the university community.

Conceptual Vision

Southern University and A&M College System, as aligned with its land grant mission and guided by its historical traditions of embracing academic excellence, scholarly research, global outreach and public service, will be recognized as a leading contributor to the State's economic success having a propensity to advance the interests of underserved communities in a changing and complex universal society.

The Pathway Forward - Evidence-Based Decision Making

In keeping with the presented conceptual vision for the Southern University and A&M College System, a new Strategic Plan is being developed for the System that will be supported by outcomes-based goals and supporting specific, measurable, attainable, results-oriented and time-bound (SMART) objectives. Each SMART objective will have a performance indicator and a performance standard. Institutional effectiveness of the Southern University and A&M College System will be measured through quarterly, semi-annual, and annual assessments, while a dashboard will be created to display the results.



FULFILLING THE PROMISE: CREATING PATHWAYS FOR STUDENT SUCCESS & EXCELLENCE

| Outcomes-Based Goals For Student Success | Performance Metrics |
|--|---|
| ACCESS | <ul style="list-style-type: none"> • <i>Number of Undergraduate Students Enrolled</i> • <i>Number of Graduate Students Enrolled</i> • <i>Number of International Students Enrolled</i> • <i>Number of Non-Traditional Students Enrolled</i> • <i>Number of Dual Enrollment Students Enrolled</i> • <i>Number of Students Enrolled 100% Online</i> |
| RETENTION & PROGRESSION | <ul style="list-style-type: none"> • <i>1st - 2nd Year Retention Rate</i> • <i>3rd - 4th Year Retention Rate</i> |
| GRADUATION & COMPLETION | <ul style="list-style-type: none"> • <i>6 -Year Graduation Rate</i> • <i>3 -Year Graduation Rate</i> • <i>Time to Degree</i> |
| SCHOLARSHIP & RESEARCH | <ul style="list-style-type: none"> • <i>Number of Grants Submitted</i> • <i>Number of Grants Funded</i> • <i>Dollar Value of Total Grants</i> • <i>% Change in Dollar Value of Grants</i> • <i>Number of Publications Submitted</i> • <i>Number of Publications Accepted</i> |
| ACADEMIC PROGRAMS | <ul style="list-style-type: none"> • <i>Number of New Programs Designated as 4 & 5 Star Programs</i> |
| ADVANCEMENT & DEVELOPMENT | <ul style="list-style-type: none"> • <i>Dollar Value of Annual Giving</i> • <i>% Change of Annual Giving</i> • <i>Funding Resources Generated for Special Projects/Capital Improvements</i> • <i>% Change for Funding Resources Generated for Special Projects/Capital Improvements</i> |
| PHYSICAL PLANT/FACILITIES/ INFRASTRUCTURE/CAPITAL IMPROVEMENTS | <ul style="list-style-type: none"> • <i>Dollar Value of Capital Investment by Year</i> • <i>% Change of Capital Investment</i> |

A Sense of Urgency

Elevate Louisiana was adopted by the Board of Regents, during the December 2015 meeting, to address the changing landscape of public higher education. *Elevate Louisiana* is supported by two specific goals - Educate and Innovate. A related occurrence was the State's response to Act 619 of the 2016 Regular Session, by Senator Sharon Hewitt, which called for a comprehensive analysis of public higher education.

For far too long the Southern University and A&M College System has been operating without a clearly defined direction. Recent events on the SUBR Campus have further strengthened my resolve to propose a bold pathway that is grounded in outcomes-based goals with corresponding performance metrics.

To that end, *Fulfilling the Promise: Creating Pathways for Student Success & Excellence* represents the conceptual framework for the development and implementation of a new System-wide Strategic Plan that will propel us into the next decade of excellence in teaching, research, and service.



Completing the Leadership Team

The successful development and implementation of the Strategic Plan – *Fulfilling the Promise: Creating Pathways for Student Success & Excellence* – requires the addition of three System positions proposed in the organizational structure on page 8.

Collectively, the three positions will complete my leadership team at the System level. Simply put, the three positions will close the gaps in my current leadership team. As previously mentioned, the need to revisit our current organizational structure is driven by the quest to increase operational effectiveness. The current operational structure was envisioned in response to a leadership model (President-Chancellor) that was adopted by the Board in Spring 2015.

Therein, the aim was to identify opportunities where the university could benefit from greater efficiencies and during a time of many fiscal challenges, reduce costs to System institutions. Subsequently, the administration sought to minimize the System structure and lower pool costs which represented saving to the campuses. The strategy worked as pool cost to SU institutions have been reduced. However, it has become apparent that in doing so, the System office can no longer respond effectively to those responsibilities it maintains today and those that are envisioned in advancing this new Strategic Plan.



The three proposed positions represent three critical areas of need for the Southern University and A&M College System:

Strategic Planning, Policy and Institutional Effectiveness

It is anticipated that this role would provide the leadership required to establish a coordinated policy-platform that seamlessly integrates institutional effectiveness, policy and strategic planning designed to measure the health index of the Southern University and A&M College System with respect to established outcomes of student success that include access and articulation; retention and progression; online and distance learning; completion and graduation; scholarship and research; academic programs and service learning; workforce and economic development; advancement and development; physical plant and capital improvements; and accountability.

External Affairs

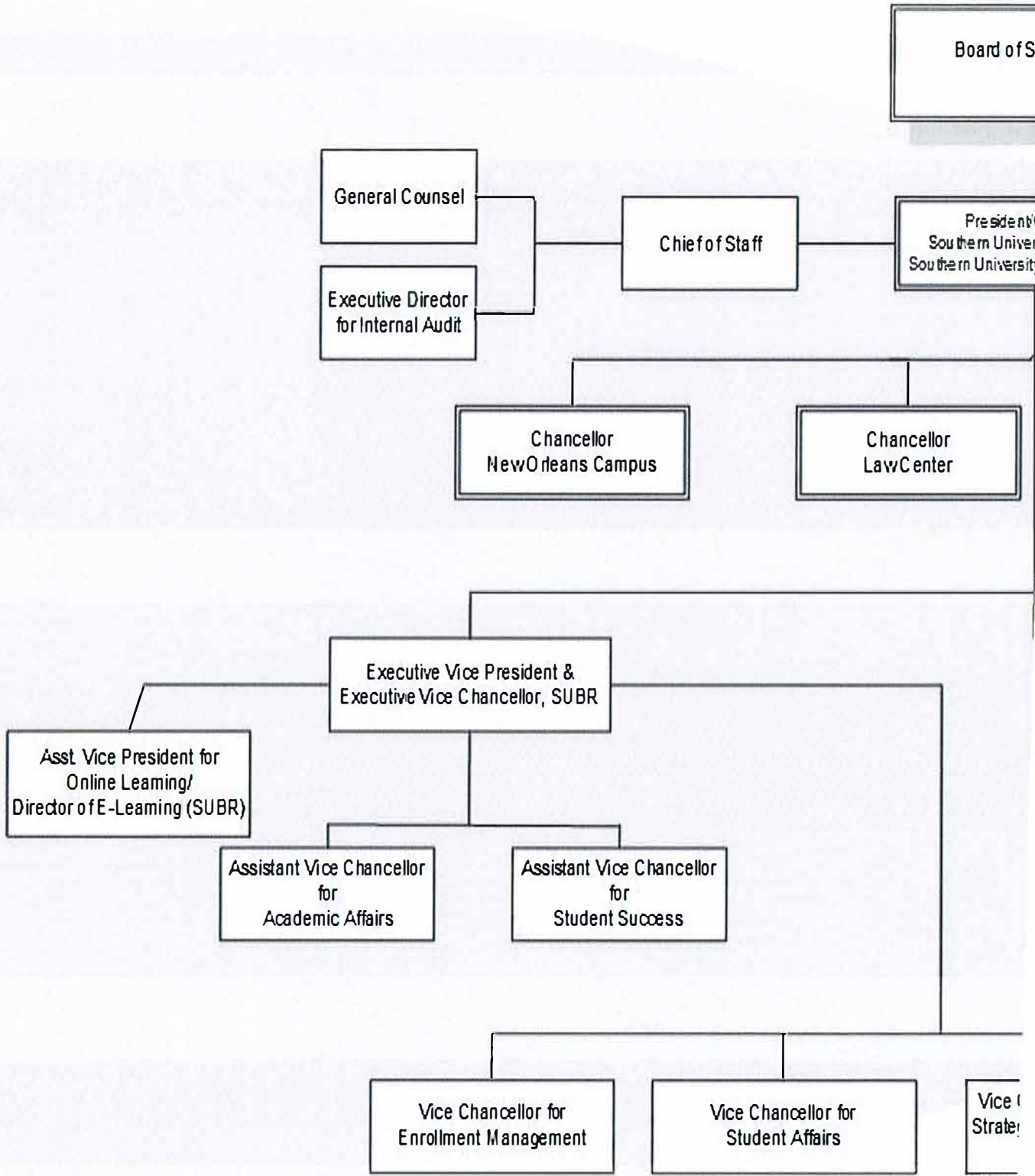
This role provides leadership to the Southern University and A&M College System by increasing its visibility and support among its external stakeholders, assuming the responsibility for overall communications, research-based messaging, marketing, and branding activity for the System, and the development and implementation of public relations campaigns to attract the best students, motivate alumni and donors, and recruit high quality faculty and staff.

Chief of Staff

This role will provide assistance in leadership for the President-Chancellor and units among the System. The primary responsibility will be inclusive of assisting the President in maximizing the operating performance of the Southern University and A&M College System.

The organizational chart on page 8 denotes these proposed additions. Job descriptions for each are listed beginning on page 11.

Southern University and A&M



I College and System/SUBR

advisors

Chancellor
/System and
and A&M College

Foundation

Chancellor
Shreveport Campus

Chancellor/Dean
Agricultural Research and Extension
Center/SUBR College of Agriculture

Vice President for
External Affairs

Vice President for
Finance & Business Affairs

Vice President for Policy &
Institutional Effectiveness
SU/S/SUBR

Assoc. Vice President for
Human Resources

Assoc. Vice President for
Information Technology and
Chief Information Officer

Assoc. Vice President for
Financial & Treasury
Services

Director of Institutional
Research & Data
Governance

SUBR

Chancellor for Research,
Initiatives & Economic
Development

Vice Chancellor for Finance
and Administration

Vice President for Strategic Planning, Policy and Institutional Effectiveness

This position provides leadership in establishing a coordinated policy-platform that seamlessly integrates institutional effectiveness, policy and strategic planning designed to measure the health index of the Southern University and A&M College System with respect to established outcomes of student success that include access and articulation; retention and progression; online and distance learning; completion and graduation; scholarship and research; academic programs and service learning; workforce and economic development; advancement and development; physical plant and capital improvements; and accountability.

The successful candidate will serve as lead in the development and execution of the System Strategic Plan that is grounded in the President-Chancellor's Conceptual Vision – Fulfilling the Promise: Creating Pathways for Student Success & Excellence – designed to raise the educational attainment of Louisiana citizens, thereby reducing barriers to entry and expanding opportunities for Southern University System and A&M College graduates to participate in Louisiana's 21st century economy.

By creating a central repository for system-wide institutional data and identifying user-friendly reporting tools, such as dashboards, the successful candidate will provide empirical information to the President-Chancellor, members of the Southern University Board of Supervisors, as well as internal and external stakeholders to make informed, data-driven decisions. In effect, the successful candidate will be instrumental in creating an evidence-based culture, where data is used to inform academic planning, improve campus operations, and support effective strategies of student access, success and completion across the Southern University and A&M College System.

Duties and Responsibilities

Works closely with the leadership across the Southern University and A&M College System to develop a system-wide Strategic Plan, Reporting Matrix and Dashboard to track and monitor the implementation of the plan, thereby generating critical outcomes data for student access, success, and completion, necessary for reports to internal and external stakeholders, such as the Louisiana Board of Regents and the Louisiana Legislature.

Works closely with the campus chancellors, vice chancellors, deans, department heads and directors of the academic and non-academic units across the Southern University and A&M College System to align campus and unit strategic plans with the new system-wide Strategic Plan to ensure congruity and consistency.

Provides leadership and helps to set annual empirical targets for academic and non-academic units across the Southern University and A&M College System to allow for the comparison of actual year-end data to established targets.

Provides leadership and oversight for the reporting functions of the Institutional Research Offices across the Southern University and A&M College System.

Conducts professional development workshops across the Southern University and A&M College System on the Strategic Planning Process and Policy Development.

Works closely with the leadership (chancellors, vice chancellors, deans, department heads and directors) across the Southern University and A&M College System to develop a system-wide Policy Development Process and a Policy Catalog, where current policies are reviewed and updated and new policies are developed, as necessary.

Works closely with the leadership (chancellors, vice chancellors, deans, department heads and directors) across the Southern University and A&M College System to develop a system-wide Articulation Agreement Master Plan that is academic department-specific with Community Colleges to increase community college transfers.

Participates in the budget development process for the System to ensure institutional effectiveness efforts are appropriately supported by resources.

Develops the budget for the institutional effectiveness, policy, and strategic planning areas.

Oversees staff affiliated with institutional effectiveness, policy, and strategic planning areas.

Remains current by attending professional development seminars, workshops, and conferences.

Performs other duties as assigned by the President-Chancellor.

Required Qualifications

- An earned doctorate in policy studies or related field.
- A minimum record of ten years in progressively responsible leadership positions in higher education and/or government, having served a minimum of five years as a senior executive.
- Record of progressively complex supervisory experience in higher education and/or government.
- Executive higher education experience in institutional effectiveness at the campus and/or system level.
- Substantial policy experience in higher education administration, preferably in a senior leadership role.
- A record of accountability.

Preferred Qualifications

- Working experience with Historically Black Colleges and Universities.
- Working experience at both the campus and system levels.
- A broad understanding of higher education with direct experience in academic affairs, student affairs, and enrollment management.
- A successful record of grant funding by federal/state agencies.
- Classroom experience in teaching policy-related courses, preferably at the graduate level.
- Excellent written and oral communication skills.
- Excellent interpersonal skills.
- A successful record of political tact and acumen

Vice President for External Affairs

The Vice President for External Affairs is responsible for programs and communications that foster a greater understanding of the University system and its mission. The major divisions of External Affairs are the offices responsible for governmental relations, Communications including media relations and marketing, alumni, special events and the Southern University Museum Art. The Vice President for External Affairs is responsible for developing and implementing a coordinated program of strategic communications designed to advance the institutional objectives of the University, by means of a comprehensive array of communication media, from print to broadcast to the Internet. University strategic communications are based on careful analysis of the interests and perspectives of major stakeholders—local, national, and international. The central purpose of the External Affairs divisions is to inform people about the University's goals, aspirations, and programs, and thereby build support for its mission of teaching, research, and service.

The position has important liaison responsibilities for all campuses, institutes, colleges, and departments within the Southern University and A&M College System. Further, the successful candidate will have specific communications duties aligned with the goals of the Southern University A&M College campus that will include supervising the public relations functions, internal communications, strategic communications, and media relations, marketing and branding. This Vice President will work collaboratively with each campus to develop a system identity while respecting the unique message of each campus. The Vice President will work closely with the President, Vice Presidents, Chancellors and others to collaborate on communication strategies to inform and influence public opinion.

The position promotes the Southern University and A&M College System by increasing its visibility and support among its external stakeholders. The Vice President leads the development and implementation of public relations campaigns to attract the best students, motivate alumni and donors, and recruit high quality faculty and staff.

Duties and Responsibilities

Provides leadership for the University's integrated marketing and communications functions by overseeing communication plans, goals, and objectives, designing systems of effective controls to guide work toward expected outcomes, and evaluating progress towards their accomplishment.

Develops and executes a comprehensive, long-term and proactive system-wide communications, marketing, and branding campaign that is consistent with the goals and aspirations of the University.

Leads the University's crisis communication strategy and response.

Utilizes a research-based approach to identify key messages and audiences, works to communicate the University's stories by weaving them together to create a consistent, unified message.

Serves as the Southern University and A&M College System's brand manager, articulates the appropriate image and brand in the delivery of the institutional messages.

Ensures Southern University and A&M College System place in the media marketplace, by determining target audiences, media platforms and media outlets.

Proposes a fiscally sound communications budget for the Southern University and A&M College System and secures resources by implementing income-generating activities to carry out the communications department functions and mission.

Advises the President-Chancellor on national positioning opportunities, collaborates with the institution's fundraising divisions, athletics, and other university programs, and guides the planning and execution of major external outreach efforts and marketing campaigns.

Required Qualifications

- Demonstrated success in achieving institutional goals and objectives, leading and building relationships with cross-functional teams, political knowledge and savvy, diplomacy, tact, courage of convictions, commitment to education and community it serves, and a high tolerance for ambiguity.
- A record of success in progressively responsible positions in higher education. Preferably, this will be demonstrated by at least ten years of related experience, five of which are at the management level.
- Exceptional skills in communications, marketing, and interpersonal relations are required. Experience in digital marketing and technology. The ability to develop and implement strategic communications and research-based marketing plans is required.
- A terminal degree.

Preferred Qualifications

- Experience leadership that exhibits core values of customer service, user-experience, and metrics.
- Management experience in staff development, budgeting, research, and customer service is required.
- Expertise in making presentations, public speaking, and negotiating with key constituents is required.
- Demonstrated understanding and awareness of national dialogue surrounding higher education.

Chief of Staff

The Chief of Staff to the President-Chancellor shall provide leadership In chief of staff role, the successful candidate shall perform specific duties assigned by the President-Chancellor, the Board of Supervisors, or by any standing or special committee of the Board. The successful candidate shall have the primary responsibility for assisting the President-Chancellor in maximizing the operating performance of the Southern University and A&M College System.

The Chief of Staff reports to the System President and is a member of the President's Executive Cabinet. The Chief of Staff advises the System President on policy, procedural and operational issues of the System and is responsible for implementation of same. The Chief of Staff provides support to the President in his role as Secretary to the Board of Supervisors. The Chief of Staff represents the President to the campuses, Chancellors, Vice Presidents, other system campus administrators, Board of Regents, and other external constituents. The Chief of Staff is in a visible executive level leadership role for the System on behalf of the President.

Duties and Responsibilities

- Responsible for ensuring that various duties assigned to Executive Cabinet members, Internal Auditor and General Counsel and other directors who report to the President are thoroughly and timely completed.
- Supervision of policy and research, and communications originated from the System's office.
- Supervision of the administrative staff who provides support to the President and Vice-Presidents.
- Responsible for handling suggestions, recommendations, and resolving complaints sent to the President's office from internal and external constituents.
- Responsible for ensuring that various reports and data requests from the Board of Regents are submitted accurately and timely, i.e. GRAD Act Annual Reports.
- Responsible for responding to requests made by members of the Board of Supervisors.
- Advises the President on various matters.
- Responsible for the operation of the President's Office in his absence, including chairing the executive cabinet meetings and the Chancellors' meetings.
- The successful candidate will also serve as a liaison between campus Chancellors and the President-Chancellor.
- Performs other duties as assigned.

Required Qualifications

- A Ph.D. or appropriate terminal degree is required.
- Significant knowledge and understanding of higher education.
- Substantial administrative experience in higher education with more than ten years of progressively responsibilities in a multi-campus public university system.
- Experience in board relations, advancement, development, and fund-raising.
- Demonstrated solid negotiation skills and demonstrated ability to multitask.
- Ability to make good, consistent and fair decisions (based on fact and data).
- Ability to work with cross-functional teams and to foster teamwork.
- Strong communication and interpersonal skills to include written, oral, listening and presentations.
- Exhibits qualities of emotional maturity, genuineness, self-confidence, common sense, judgment, fairness, creativity, discretion, decisiveness, political savvy, diplomacy, tact, resiliency, adaptability, courage of convictions and tolerance for ambiguity.
- A record of unquestioned integrity and trustworthiness.

Preferred Qualifications

- Demonstrated leadership skills and abilities, including ability to lead, plan and manage change.
- Commitment to quality and integrity
- Demonstrated ability to be a problem-solver.
- Demonstrated record of outstanding achievements in education leadership and outreach.
- Experience building and managing a team amongst a complex organization.
- Proven leadership skills among executive administrators
- Ability to follow protocol when acting on behalf of the President-Chancellor



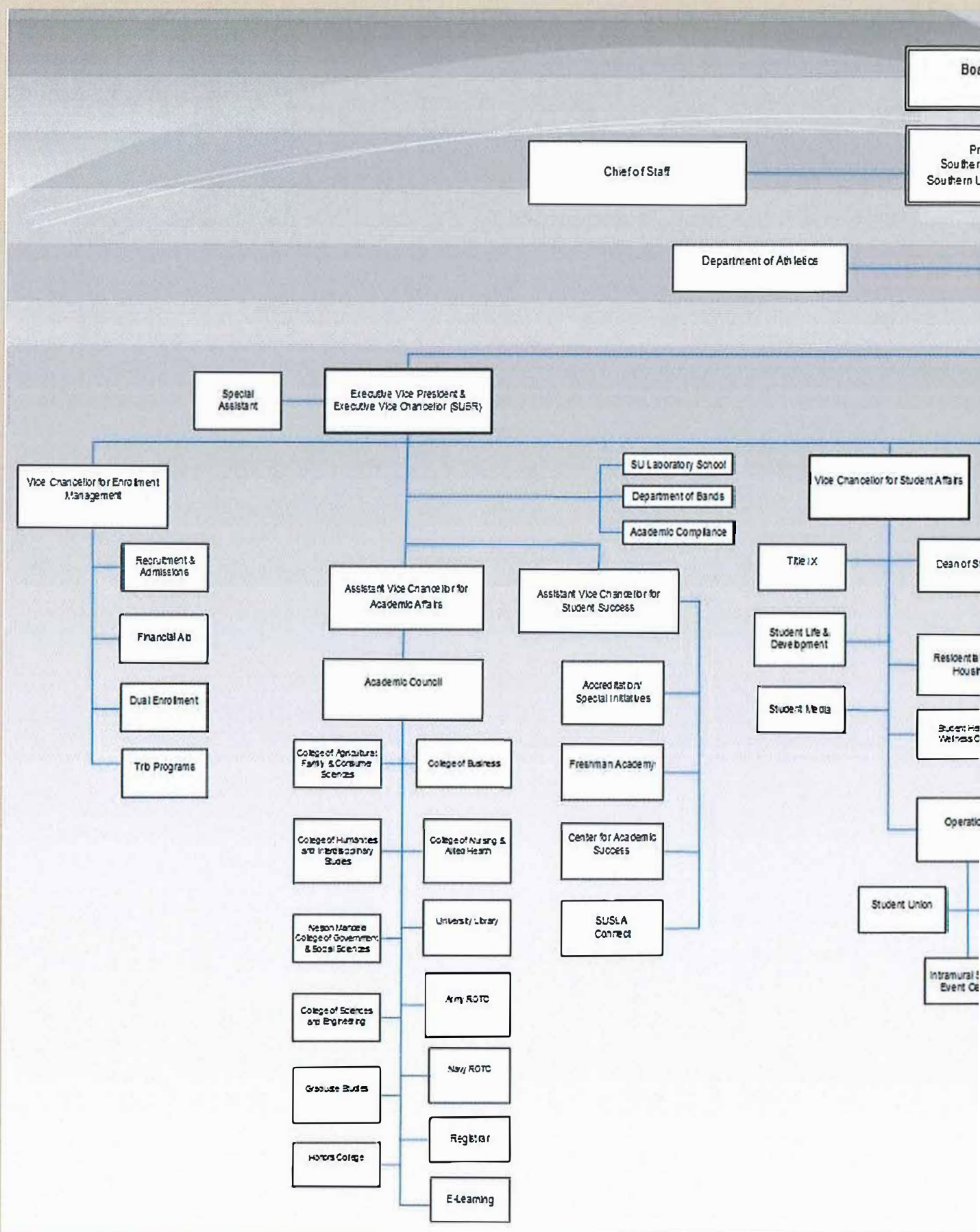
Southern University System Administrative Reorganization Cost For Fiscal Year Ending June 30, 2018

| Funding Distribution | | | | | | |
|--|---------------|---------|-------------------|----------------|---------------------|----------------------------|
| Position | Annual Salary | SUBS | SUBR General Fund | SUBR Title III | Inter-Institutional | Total Funding Distribution |
| Chief of Staff | 130,000 | 130,000 | - | - | - | 130,000 |
| Vice President for External Affairs | 120,000 | 56,000 | 64,000 | - | - | 120,000 |
| Vice President for Policy & Institutional Effectiveness | 120,000 | 50,000 | - | 25,000 | 45,000 | 120,000 |
| Director of Institutional Research & Data Governance | 102,440 | - | - | 102,440 | - | 102,440 |
| Asst. Vice President for Online Learning | 120,000 | - | 60,000 | - | 60,000 | 120,000 |
| Assistant to the President for Institutional Advancement | 35,000 | - | - | 35,000 | - | 35,000 |
| Total Salaries | 627,440 | 236,000 | 124,000 | 162,440 | 105,000 | 627,440 |
| Fringe Benefits | 244,863 | 94,400 | 48,360 | 60,103 | 42,000 | 244,863 |
| Total Personnel Cost | 872,303 | 330,400 | 172,360 | 222,543 | 147,000 | 872,303 |
| Budgeted Funds | | 332,416 | 172,360 | 238,950 | 147,000 | 890,726 |
| Budget Balance | | 2,016 | - | 16,407 | - | 18,423 |



Realignment of the Southern University and A&M College Organizational Structure

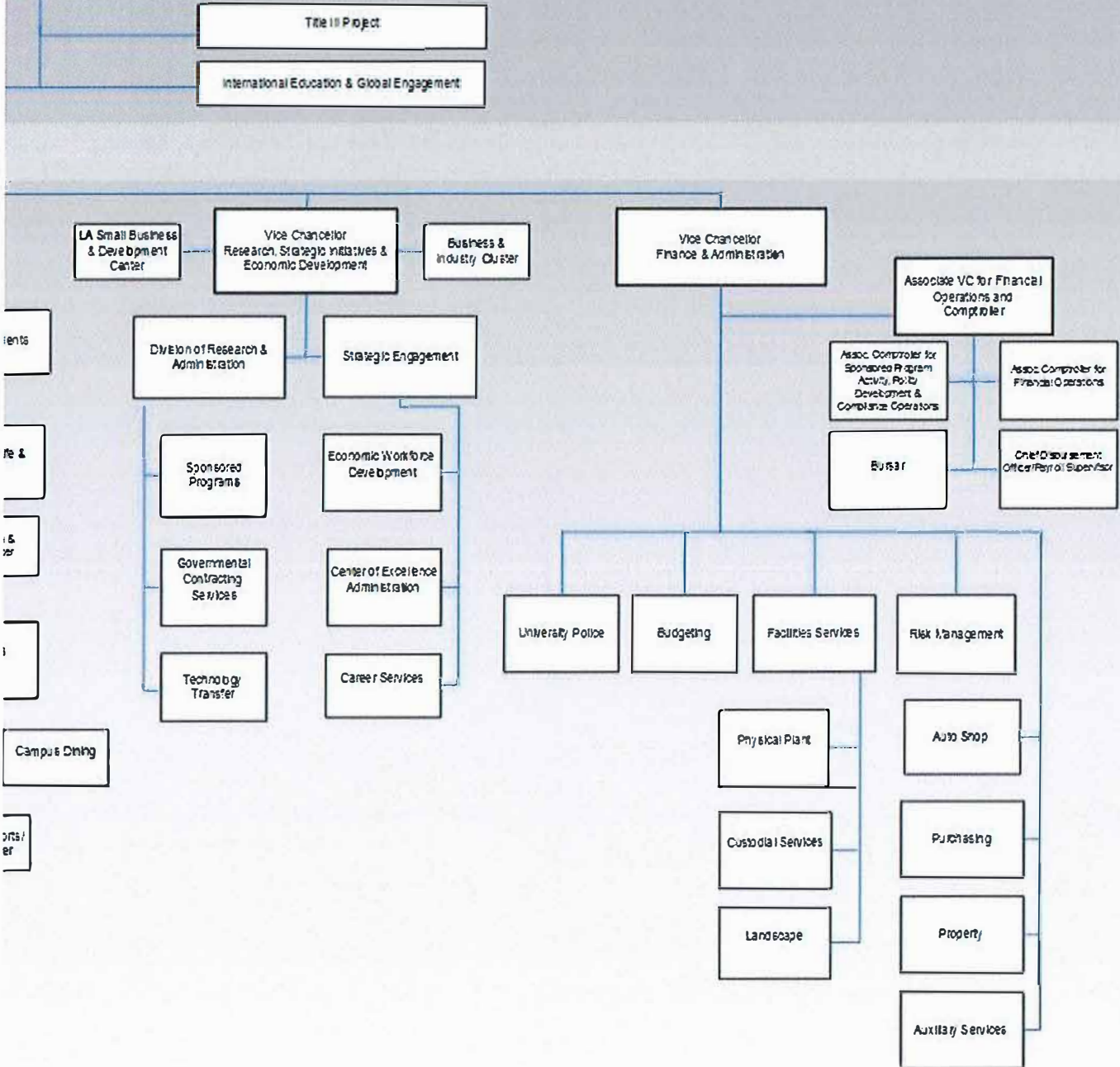
In keeping with the aim to ensure a state of optimal operational effectiveness, the Southern University Baton Rouge's (SUBR) organizational structure is presented for realignment. Therein, this framework aligns mission-related priorities with available resources, rethinks organizational design in light of institutional expectations, responsibilities, commitments and budget priorities. More specifically, the realignment plan is expected to contribute significantly to the furthering of the Strategic Plan that currently guides the Baton Rouge campus. It is designed to enable the university a measure of success in fulfilling its core values and lays a foundation for SUBR to achieve its mission of advancing the pillars of the institution, namely, teaching and learning, research and innovation and its public service agenda. The following page displays the proposed SUBR organizational chart.



Southern University-Baton Rouge

of Supervisors

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Proposed Realignment

The proposed realignment adopts the following major changes for SUBR:

1. Redefines the Executive Vice President for Academic Affairs/Provost (SUBR) to Executive Vice President/Executive Vice Chancellor (SUBR)
2. Provides direct authority to the Executive Vice Chancellor to manage institutional vice chancellors
3. Establishes the role of Vice Chancellor for Student Affairs
4. Establishes the role of Vice Chancellor of Enrollment Management
5. Directs the Director of the Southern University Lab School to report directly to the Executive Vice Chancellor of SUBR
6. Directs the Director of Title III to report directly to the President-Chancellor
7. Moves the Center of Student Achievement from the Office of Student Affairs to the Office of Academic Affairs; further establishing the Freshman Academy
8. Merges the Student Counseling Center and Student Health Center to be named Student Health & Wellness Center
9. Establishes Business and Industry Cluster and moves Career Services to the Office of Research and Strategic Initiatives
10. Establishes the position of Director of Title IX
11. Establishes the position of Director of Academic Compliance

Summary

Southern University and A&M College System's foundation is one that is built on the promise of imparting knowledge to a diverse population and in accordance owns the distinction of being the only historically black system in America. While the university system remains viable today and enjoys a reputation of embracing excellence, the System must continually assess pathways forward as it advances its aim to serve the State, nation and global markets. The establishment of such a pathway starts with a vision and goals that provide guidance and a mechanism to assess outcomes. It is my aim for this document to serve that purpose.

With Regards,

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



Southern University and A&M College at Baton Rouge **CHANCELLOR'S REPORT**

Significant Accomplishments/Achievements

SUBR Awarded \$3 Million Dollar Grant from the National Science Foundation

Southern University's Center for Next Generation Multifunctional Composites was recently awarded a \$3 million dollar grant from the National Science Foundation (NSF) for the next phase of its project CREST Center for Next Generation Multifunctional Composites (NextGen Composites Phase II). The Center of Research Excellence in Science and Technology (CREST) program supports the enhancement of research capabilities of minority-serving institutions through the establishment of centers that effectively integrate education and research.



On July 24, 2017, Dr. Patrick F. Mensah, principal investigator and professor in mechanical engineering, received notification that Southern was one of seven institutions to be awarded the grant. The grant application was a two-year process and a collaborative effort of seven Southern University professors. This award commenced on September 1, 2017 and ends August 31, 2022.

The Next Generation Multifunctional Composites research involves a mix of mechanical engineering professors and chemistry and physics professors. Mechanical engineering professors include Dr. Mensah, Dr. Fareed Dawan, and co-principal investigators, Dr. Guoqiang Li and Dr. Samuel I. Ibekwe. Science professors include Dr. Scott Wicker, and co-principal investigators, Dr. Rachel E. Vincent-Finley and Dr. Guang-Lin Zhao.

Dr. Mensah and his team received the first phase of the grant back in 2009 which was a \$5 million grant that enabled Southern to establish the Center for NextGen Composites. During the five years of the grant, Dr. Mensah said more than 200 students were involved in the research and project. After extensive training, students helped researchers develop the structure of the program and materials they are currently working with today.

"I am thankful for being given this opportunity to lead this program and for the collaboration, because it is not just me, it's the professors that made it possible with countless hours working on this. I feel this is going to be a beacon for attracting students because of the exciting nature of the research we are engaged in. Like dealing with new generation material being used in the aerospace industry, automotive industry, the Navy, and in the power industry. We want to be at the forefront and develop new novel materials that will help us as a society," said Dr. Mensah.

The NextGen project focuses on developing the proper ink for 3D printing machines that create composites for self-healing structure application material that can repair itself when cracked. This kind of material will be used to help lessen the result of catastrophic accidents. Dr. Mensah used a bodily wound as a metaphor for how the composites will work. "When we cut ourselves, our wounds heal themselves overtime." This is the same thing they are creating within this project.

Dr. Mensah recalls the Space Shuttle Columbia that disintegrated upon reentering Earth's atmosphere in 2003. This accident was caused by an object that broke off and struck the left wing of the orbiter. The crew could not see the seriousness of the damage because it was small and was not problematic until the shuttle was reentering the earth's atmosphere. The damage allowed hot atmospheric gases to penetrate and destroy the shuttle's internal wing.

The national grant competition started out with over 30 or so proposals and narrowed down to 20 that were invited and finally given to seven institutions. "We are certainly honored to be given the second opportunity to lead this activity here at Southern University. It has boosted our department. Mechanical engineering is one of the strongest here in the College of Sciences and Engineering. Our enrollment is going up and we hope to keep increasing our enrollment. This is not only impacting our engineering program but we have professors and students from physics. It will impact students in STEM in general. This helps us to build a stronger STEM program and leads us as the forefront of graduating more STEM students due to the workforce," Dr. Mensah stated. Southern University will continue development of its Next Generation Multifunctional Composites Center in collaboration with LSU, Baton Rouge Community College, and its industrial partners. In this phase, there will be about 20 students involved in the project that consists of research and a K-12 student outreach program throughout Louisiana.

SUBR students will receive stipends, research assistantships, and the opportunity to attend national conferences to present the results of their work. "We hope to send a contingent of our students working on our research to participate and showcase what they are working out here. Also, to bring the light on our institution and help us as we try to build an institution and bring more students," said Dr. Mensah.

America Makes Partners with its First HBCU- Southern University

Southern University and A&M College has recently become a Silver member with America Makes, and the first HBCU to partner with the nation's leading and collaborative partner in additive manufacturing (AM) and 3D printing (3DP) technology research, discovery, creation, and innovation. This public-private partnership is a multi-agency collaboration among industry, universities, and government partners, led by the Departments of Commerce, Energy, Defense, Education, NASA, and the National Science Foundation.



"We are committed to connecting leading companies through America Makes to Southern University students," explains Byron Clayton, president and CEO of Research Park Corporation. Research Park Corporation, which is a subsidiary of Nexus LA, worked with Dr. Michael Stubblefield, SUBR vice chancellor for research and strategic initiatives, to forge the partnership. Nexus LA has collaborated with Southern previously during the Bayou Classic BizTech Challenge.

America Makes currently has more than 170 members with member organizations representing small and large industry, academia, non-profits, and government. America Makes is managed and operated by the National Center for Defense Manufacturing and Machining (NCDMM). The institute, through its members, have created an educational roadmap that details specific skills and trainings deemed necessary for the workforce to incorporate into the university's departmental curriculum. As a result, leading companies will be more inclined to employ Southern University students. The partnership aims to make Southern students more competitive for employment at industry leading companies.

Dr. Victor Mbarika Appointed as Chair for the Emerging Young Entrepreneurs Advisory Board

Dr. Victor Mbarika, Endowed Professor of Southern University's International Center for Information Technology and Development and College of Business, was recently appointed as Chair for the Advisory Board of the Emerging Young Entrepreneurs in Africa (EYE Africa).



The EYE initiative is a non-profit organization that aims to inspire a generational shift in the African Agribusiness Industry. At the heart of their mission, is a vision of building a robust African economy driven by thriving, locally-owned and gender-inclusive businesses.

Dr. Mbarika's role consists of coordinating a small board of members spanning across every continent that is tasked with refining the organization's goals and implementing empowerment initiatives that create opportunities for self-sustainability. As he settles into his role, he hopes to take groups of students from the University to various countries in Africa to develop joint business opportunities within poor-resourced areas. This venture will allow Southern University

students to increase their international reach and to become more globally aware.

Dr. Mbarika will collaborate with Assistant Professor and Ph. D student Foluso Ayeni, who serves as president of the African Students Organization.

Dr. Addie Dawson-Euba's Artwork Featured in Online Gallery



Congratulations to Dr. Addie Dawson-Euba, a professor in the department of Visual and Performing Arts, whose artwork has been selected as one of the finalist in the Spring Competition gallery entitled F R A G Mented on artscenetoday.com. There were over 500 hundred entries nationally and internationally. The online gallery will be available until September 26, 2017.

Chief of Police Joycelyn Johnson named Regional Director of the Year



Southern University Chief of Police, Joycelyn Johnson, was named the HBCU Law Enforcement Executives and Administrators' (LEEA) Regional Director of the Year for Region 4 on July 18, 2017, at the LEEA Annual Conference in New Orleans. HBCU-LEEA is a non-profit organization that provides protective programs and training to law enforcement agencies on HBCU institutions campuses in order to maintain the highest standards in promoting security and law enforcement.

Regional Vice President Melvin Harris of the HBCU-LEEA said, "I searched for someone doing a remarkable job and my sights landed on LEEA member Chief Johnson. Chief's achievements during her 18 years with SUPD, and three years as interim chief and now chief, made her an exceptional candidate."

An overwhelmed Johnson said, "To be recognized outside of my campus really means a lot to me. If Southern University was not in the city I was raised, I would not be a college graduate nor in the position I am today."

During Johnson's time as interim chief, the SUPD has ramped up engagement between officers and students, created the Jags Safe App, became the first HBCU to join the White House Data Initiative on 21st Century Policing under former President Barack Obama, and held various events such as active shooting seminars and "Kickin' it with Cops," to name a few. Chief Johnson and the SU Police Department plan to launch a number of new campus safety initiatives in the coming year. One includes a new system for mass alert notifications that will work in conjunction with the Jag Safe App.

System-wide Contributions to Hurricane Harvey Relief

The Jaguar Nation extends prayers and well wishes for SU students, alumni, and all residents affected by Hurricane Harvey. In a collective effort to help survivors of the hurricane, all campuses donated non-perishable food items, clothing, personal hygiene products, infant care items (disposable diapers, formula, food), bottled water, and cleaning supplies.

Additionally, alumni, friends, and stakeholders can continue to help the may help the humanitarian relief effort by making contributions to a special 2017 Texas Flood Fund established by the SU System Foundation. Donations are being accepted by clicking the link:

<https://foundation.sus.edu/texas-flood-relief/>.

Fans and supporters who attended the season-opener for Jaguar football game in A.W. Mumford Stadium on Sunday, September 3, 2017 were able to make contributions to the relief fund at the stadium.

Center for Service Learning Holds Successful Back to School Expo

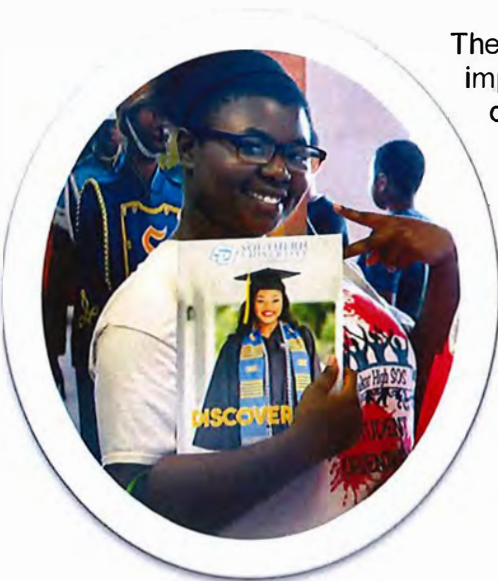


The Southern University Baton Rouge Center for Service Learning partnered with the Baker High School Football Team and Baker School Board staff to pack more than 900 bags of school supplies for families at the at the Second Annual Back to School Expo on Saturday, August 5, 2017. The event was held at the school board office located on 14740 Plank Road, Baker. Several vendors provided supplies for the event including the Southern University Recruitment Office, BREC, East Baton Rouge Parish Library, and the Baker Museum.

According to Dr. Barbara Carpenter, dean of international affairs, university outreach and SUBR's Center for Service Learning, "The event went very well. I believe many families appreciated the school supplies because it helps

them to meet the requirements for their children at

the beginning of the start of the school year. I also look forward to interacting with people in the community."



The supply drive aimed to help many families that were directly impacted by the tragic August 2016 flooding. The school supply donations were given to Baker students enrolled in grades pre-K through 12 and to the Gardere Initiative, an agency that provides after school tutoring or children needing assistance with math, English, and science in the Gardere Lane area.

Dr. Carpenter served as the event coordinator and represents District 63 in the Louisiana House of Representatives.

SEPTEMBER 2017

SUNO *Moving Forward*

SOUTHERN UNIVERSITY at NEW ORLEANS



CHANCELLOR'S REPORT



LEFT PHOTO: Dr. Sharon F. Green, chief executive officer of BEST Talent and associate professor in the Division of Allied Health at Southern University at Shreveport, was the keynote speaker at the Fall 2017 University Conference. She discussed "Collective Self-Efficacy: The Key to Togetherness." **RIGHT PHOTO:** Gillis Bourgeois, a horticultural attendant, was the first employee to receive the new "Amazing Knight Award" presented by Chancellor Lisa Mims-Devezin. Mr. Bourgeois, who has worked at SUNO since 1995, received the honor for his devotion, humility and hard-working, cooperative spirit.



SUNO Collects Items for Hurricane Harvey Relief

To help those impacted by Hurricane Harvey, Southern University at New Orleans (SUNO) collected nonperishable food and other items. Thanks to the generosity of SUNO students, faculty, staff, alumni and the community, the University collected seven pallets of food, water, school supplies and personal hygiene items.



SUNO CHANCELLOR ATTENDS NABJ CONFERENCE: *Southern University Chancellor Lisa Mims-Devezin, right, served on a panel during the National Association of Black Journalists Convention Aug. 11 at the Hilton New Orleans Riverside. She and Grambling State University President Rick Gallot, right, discussed "The Survival of HBCUs in the Trump Age."*

College of Arts & Sciences

Dr. Evelyn Harrell, Dean

► NATURAL SCIENCES

Dr. Murty Kambhampati took four SUNO students to the Brookhaven National Lab (BNL) in Long Island, NY to participate in a summer research program. Ms. Precious Williams, Mr. Tre' Wise, Octavia Allen and Mr. Trevor McIntosh, all Biology majors and first time undergraduate research students from the Department of Natural Sciences, participated in the summer College Research Training Program (CRTP) under the supervision of Dr. Timothy Green, BNL's



Chancellor Lisa Mims-Devezin (fifth from left) stands with Dr. Murty Kambhampati (fifth from right) BNL staff and SUNO and Cornell University research interns.

Environmental Compliance Manager. These internships were sponsored by the NSF LS-LAMP program, Department of Energy, and the U.S. Department of Education sponsored Minority Science and Engineering Improve-

Arts & Sciences Continued

ment Program (MSEIP) grant to SUNO. The research teams were engaged in laboratory and the field work-based ecological research projects on eastern box turtles, small mammals, and pollinators.

At the end of the 10-week program, all interns completed evaluation surveys, research abstracts and papers. In addition, interns made poster presentations Aug. 10, as a part of the Summer Symposium program. Two of the interns, Ms. Precious Williams and Mr. Trevor McIntosh, were selected for oral presentations in the BNL Summer Symposium Closing Ceremony. Chancellor Lisa Mims-Devezin, graciously attended BNL to support the students. While there, she participated in the Closing Ceremony and met with BNL Office of Educational Programs (OEP) and Department of Energy officials during a working luncheon.

Forensic Science

The SUNO Forensic Science program is proud to announce that it now has 98 students majoring in the program! Forensic Science welcomed many new freshmen, including students from Canada, Chicago, IL and Sydnee' Jackson from Alaska, pictured left. The Forensic



Sydnee' Jackson



SaFER students Dominique McCormick, Ayrian LeBeauf, Jatnna Bejaran, Diamanika Moss and Jacy Haynes participate in Organizational Day Aug. 23.

Science program is making a name for itself.

SUNO Forensic Education and Research (SaFER) participated in Organization Day Aug. 23. Several students represented SaFER and passed out candy and drinks as a welcome and welcome back to all SUNO students.

Dr. Christian Clement

Dr. Clement was a visiting professor May 21-Aug. 29 at Louisiana State University Health Sciences Center (LSUHSC) in the Professor Walter Lukiw's lab, Neuroscience Center of Excellence. This is for the grant, LBRN/LA-INBRE/NIH, awarded to me for the 2017 LBRN SRP Faculty Baton Rouge for research entitled "HSV-1 Infection Characteristic of ICP4, ICP0, Viral DNA, and Brain Inflammation." Part 2 of research work completed and discussions are underway for a major Publication in PLoS ONE Journal.

Manuscript (Mbio-D-17-00063R1) in peer-reviewed Journal MICROBIOME entitled "Microbial Regulation of microRNA Expression in the Amygdala and Prefrontal Cortex" by Hoban et al., 2017 reviewed/edited by Dr. Clement and one other was accepted for publication.

Starting this Fall Semester, Dr. Clement will train/mentor in his SUNO Research lab for at least six SUNO students in the area of "Cell culture Techniques and *in vitro* Modeling of Human Diseases."

Publications

Dr. Zheng Chen, associate professor of Mathematics, co-published a paper with Dr Joe Omojola and SUNO graduate Gino Loverde.

Zheng Chen, Joe Omojola, Gino P. Loverde, "Applying Linear Algebra in Solving the Lights Out Puzzle through Programming in Sage," International Journal on Recent and Innovation Trends in Computing and Communica-

Arts & Sciences Continued

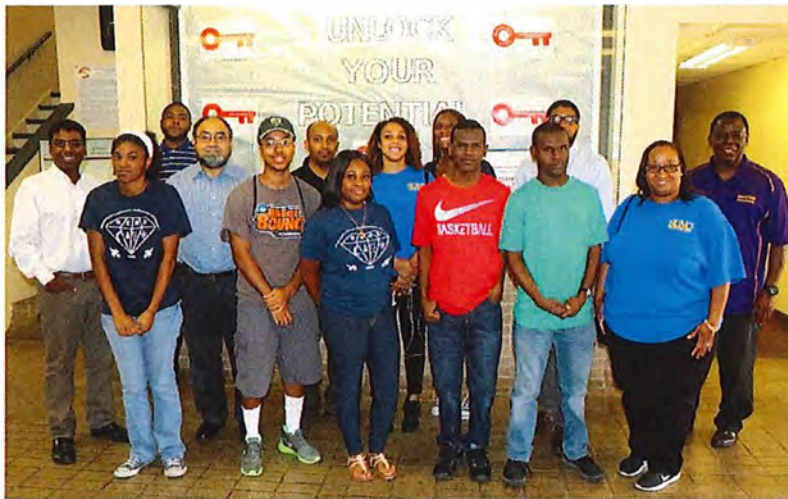
tion (ISSN: 2321-8169), 5 (8), p 59 – 64.

Drs. Mostafa Elaasar and Nebiat Sisay Scholars from Research Opportunity for Science and Engineering Signatures (ROSES) program visited The Center for Advanced Microstructures and Devices (CAMD) at Louisiana State University. Professor Phillip Sprunger, whose research is focused on understanding interconnecting properties of various surface/thin-film/nanophase systems using synchrotron-based spectroscopy, hosted SUNO delegates. CAMD facility houses an accelerator that produces and stores a beam of high-energy electrons. The accelerated electrons are deflected by magnets resulting in emission of radiation in the form of light. This research center is ideal for studying the arrangement of molecules and atoms, advances in medical care and new drugs, biological materials, such as proteins and enzymes, and chemical processes.



SUNO students participating in the ROSES summer program Shane Shelby, Shawn Shelby, David Davis, Jarmika Jordan, Reginell Meridy, Roshawn Mitchell-Cleveland, Leilani Perriatt and Victoria Warner, traveled with Dr. Mostafa Elaasar, professor of Physics, and Dr. Nebiat Sisay, assistant professor of Chemistry.

The ROSES program also took SUNO scholars to another exciting tour to educate undergraduate researchers about new science ventures related to health physics. Drs. Elaasar and Sisay traveled with students Shane Shelby, Shawn Shelby, David Davis, Jarmika Jordan, Reginell Meridy, Roshawn Mitchell-Cleveland, Leilani Perriatt, and Victoria Warner to Alcorn State University in Mississippi.



The Nuclear engineers at Alcorn research and develop the processes, instruments and systems used to derive benefits from nuclear energy and radiation. They design, develop, monitor and operate nuclear plants to generate power. They may work on the nuclear fuel cycle—the production, handling and use of nuclear fuel and the safe disposal of waste produced by the generation of nuclear energy—or on the development of fusion energy. The tour has opened doors for collaborations between Alcorn and SUNO faculties to better serve students in the fields of health physics. To this end, SUNO faculty are working on developing a course

that will benefit students in nuclear engineering fields. Drs. Elaasar and Sisay will work on designing a radiation safety courses — lecture and lab — to prepare students who want to pursue a career in health physics.

Arts & Sciences Continued

► ARTS AND HUMANITIES

Dr. Michael Torregano gave a lecture/piano performance on the music of Louis Armstrong at the Old U.S. Mint Aug. 9. He later lectured and performed New Orleans jazz piano style at the Mint Aug. 17.

Dr. Anderson Tate Jr., spent Aug. 2 – 20 in Columbia, where he had been invited to discuss the possibility of establishing an exchange with La Universidad Atlantico (del norte de Barranquilla, Colombia). He also visited several high schools to market SUNO and recruit.

► SOCIAL SCIENCES

Dr. John Penny

On Aug. 1, Dr. John Penny lead the SUNO Community as chair of the Department of Social Sciences in collaboration with the Louisiana Justice Commission in a powerful presentation of the film "Beyond the Wall." This film presentation was made possible as the result of a request from members of the Probation Leadership Summit and the Social Impact Action Campaign's "After Incarceration, There's Life." As the chair of the Department of Social Sciences, Dr. Penny's leadership encompasses six academic programs, including Addictive Behaviors Counseling and Prevention, (B.S., A.A.), Criminal Justice, (B.S., and M.A.), Psychology, (B.S.), Political Science and Sociology.

Participation in such a cooperative and collaborative event was significant for the Department of Social Sciences and the College of Arts and Sciences. Arts and Sciences has as its mission the intent to bring together a single faculty from three departments: Arts and Humanities, Social Sciences and Natural Sciences. In small measure, a portion of this mission is being accomplished through the presentation of "Beyond the Wall."

Dr. Evelyn Harrell, dean of the College of Arts and Sciences, addressed the audience in an opening welcome, sharing some of her vision for the College of Arts and Sciences. She watched the film with her other Arts and Science faculty members in attendance: Dr. George Amedee, Political Science; Dr. Pamela Marshall, Forensic Science; and Dr. Raymond Delaney, Criminal Justice; to name a few. In the audience, there was a wide array of representatives from the community: Mr. Leo Hayden, Orleans Parish Sheriff's Office; Mr. Calvin Pepp, NOLA Cease Fire; Mr. Troy Henry, candidate for Mayor; New Orleans City Council members, educators and an attorney from the U.S. Attorney's Office. They were all very vocal and were able to offer possible solutions in our collective attempt at criminal justice and social justice reform.

A Questions and Answers Panel was assembled following the film presentation. The panelists were Ms. Jenny Phillips, producer/director of the film; Mr. Louie Diaz, a mental health expert who starred in the film; Mr. Oliver Thomas, a community activist; and SUNO students Mr. Hakim Kashif and Ms. Danielle Metz.

"The presentation was very intriguing and it piqued my interest," Mr. Kashif said. "I am pleased to know that there are practical people who is doing the work. I would like to see another showing of the film to a broader audience and to collaborate with Louie's program to duplicate the efforts here in New Orleans.

Dr. Marshall also had some reflective comments after participating in this event. "This was a tremendous film and effort by the producer to capture the realities of offender re-entry into their communities. I was moved by their stories and their personal struggles with drugs, money, family and homelessness. While the movie focuses on Boston, it is easy to see this happening in any one of our cities. I had never before considered how hard it is to get 'clean' when you go back to the same people, same community, same overall environment. It was enlightening."

Dr. Marshall went on to say: "I think this video should be a part of our curriculum here at SUNO – Social Work, ABCP, Criminal Justice, Forensic Science, to name a few. As Oliver Thomas stated, 'it will take all of us having these discussions to create policy change that is meaningful.'"

Arts & Sciences Continued

► HEALTH INFORMATION MANAGEMENT SYSTEMS

On Aug. 1, 2017, Deanna Bolden-Harris, a student in the HIMS program, passed the difficult national AHIMA CCS exam. She is now a certified inpatient coding specialist. This hard-sought-after certification designation places her within the ranks of a small number of professionals with a clinical documentation expertise that commands on average a \$50,000+ annual salary whether she graduates, works from home or travel codes. Kady Angelo, another student in the HIMS program, passed her national boards, the RHIA exam, Aug. 11. This certification designation increases her marketability as a HIM hospital director immediately after graduation.

On Aug. 29, Professor Sharon McGee was installed as president of GNOHIMA. Professor John Barrilleaux, stepped down as past-president, and Professor Laura Douresseaux was installed as a national LHIMA delegate.

On Aug. 1-2, Professors Pharissa Robinson and John Barrilleaux attended AHIMA's Assembly on Education faculty development institute in Los Angeles, CA.

► MUSEUM STUDIES PROGRAM

The M.A. Museum Studies Program has received the prestigious Community Supporter Award from the Mardi Gras Indian Hall of Fame. The program also received proclamations from State Rep. Joseph A. Marino and the New Orleans City Council for the program's distinguished work with the Mardi Gras Indians. Dr. Haitham Eid, director of the M.A. Museum Studies Program, and Dr. Sara Hollis, professor of Museum Studies, received the award on Aug. 13.

COMMUNITY

Dr. Eid served as a judge for the 2017 Satchmo Annual "What a Wonderful World" Contest at Ellis Marsalis Arts Center.

Dr. Hollis has five new paintings in a Group Show at the Second Story Gallery – New Orleans Healing Center, located at 2372 St. Claude Ave. An article by Dr. Sara Hollis about the gift of 80 artworks to NOMA by Arthur Roger was published in *The New Orleans Tribune* in the latest issue.



Dr. Sara Hollis and Dr. Haitham Eid accept the Community Supporter Award from the Mardi Gras Indian Hall of Fame.

College of Business & Public Administration

Dr. Igwe Udeh, Dean

► ACADEMIC EXCELLENCE INITIATIVES

National Association of Real Estate Brokers (NAREB) Banquet

The National Association of Real Estate Brokers (NAREB) had the *Clergy, Civic & Community Leaders Engagement Luncheon* at the Intercontinental Hotel on St. Charles Avenue Aug. 1. NAREB invited the leadership of the College of Business to the luncheon to lead the effort to align higher education and wealth-building, using the clergy, civic and community leaders as champions. Several speakers, including Mary Thomas, New Orleans NAREB chapter president; Cerita Battles, head of Retail Diverse Segments at Wells Fargo Bank; Bishop Caig Worsham, NAREB Faith-Based Partnership; Michelle Calloway, vice chair, NAREB Board of Directors; Courtney Johnson Rose, NAREB Community Wealth Building chair; Ray Carlisle, president, NID-HCA; Dr. Willie Gable, Chairman, National Baptist Convention Housing & Economic Development; Ron Cooper, NAREB President; Jeffery Hicks, NAREB president-elect; and Bishop J. Wendell Davis, board member of the University of Southern California Cecil Murray School of Civic Engagement, spoke during the luncheon. Dr. Jerry Young, president, National Baptist Convention, USA, Inc. was the keynote speaker.

Business Continued



The SUNO team used the opportunity to advertise the university, college and academic programs. The team also used the opportunity to solicit partnerships with the agencies and organizations present for internships, research support and student recruitment. The College of Business & Public Administration will continue to work with the New Orleans NAREB Chapter in developing workshops, seminars, targeted course offerings and certification programs aimed at increasing the wealth-creation capacity of New Orleans Metro residents through investment and careers in real estate.

CBA Student Receives Employment Offer from the CIA

Thanks to Thurgood Marshall College Fund (TMCf), Tommy Hoang, an undergraduate Computer Information Sys-

tems major from New Orleans, had the opportunity to go through the CIA (Central Intelligence Agency) Boot Camp in Langley, VA, where he received a full-time job offer upon graduation.

The CIA Boot Camp consisted of activities at the CIA Headquarters and the CIA Museum; lectures and open discussion with panelists who are full-time CIA employees; and group projects. The participants learned how to analyze intelligence reports and prepare daily briefings for the President of the United States. At the end of the Boot Camp, the candidates went through interviews for the chance to work with the CIA.

After months of waiting, Mr. Hoang received a letter of acceptance and an invitation back to the CIA for polygraph and other tests. In addition, Mr. Hoang has extensive computer hardware and software experience. He has entered into and taken top prizes in regional and local hackathons and IT competitions. He is proficient in C++, JAVA, HTMLS, SQL, PHP, SWIFT3, PYTHON, and JavaScript/jQuery.



► JOURNAL PUBLICATION & PAPERS UNDER REVIEW

Charles Briggs (2017). The World on Your Palm: An Implication for the Digital Supply Chain Economy. *International Journal of Advanced Engineering Research and Science (IJAERS)* Vol. 4. Issue. 6. pp. 45-62.

Charles Briggs (2017). Maritime Piracy: A Disruptive Implication for Global Oil Transportation Security. *International Journal of Civil, Mechanical and Energy Science* (under review).

► SBDMI WORKSHOPS/SEMINARS/TRAININGS/MEETINGS

The National Association of Real Estate Brokers (NAREB) 70th Annual Convention; August 1, 2017; Convention theme, "Building Black Wealth Homeownership"; Intercontinental Hotel, St. Charles Avenue; Minister Luncheon; Dr. Igwe Udeh, Ms. Timotea Baily and Ms. Cynthia Beaulieu.

Live Broadcast of WBOOK Radio Program; August 3,10,17,24, & 31, 2017; "SUNO Small Business Institute Network," sponsored by SUNO Small Business Incubator.

Business Continued

Webinar HBCU-CDAC on Impact Survey for International Business Innovation Association (INBIA); Impact Survey will provide Entrepreneurial Support Organizations (ESO) opportunities for increased public funding; Aug. 9, 2017; Ms. Cynthia Beaulieu.

Completed Impact Survey for INBIA; Aug. 15, 2017; Ms. Cynthia Beaulieu.

Completed SBDMI Annual Report 2016-2017; Aug. 15, 2017; Ms. Cynthia Beaulieu.

Louisiana Business Incubation association (LBIA); Aug. 17, 2017; New Orleans BioInnovation Center, Canal Street; Quarterly meeting; Membership and Ms. Cynthia Beaulieu.

Met with Representatives from Morehouse College from Atlanta; Aug. 18, 2017; Small Business Incubator; Tour Incubator and met with Dr. Mostafa Elaasar to get information on conceptualizing a youth entrepreneurship space focusing on STEM Programs; Mr. Mayfield, Morehouse, Ms. Cain, Morehouse, Dr. Elaasar, SUNO and Ms. Cynthia Beaulieu.

Met with HBCU-CDAC Executive Director Mr. Ron Butler to finalize and tour accommodations for the HBCU Innovation Conference in New Orleans, Sept. 7-8, 2017; Aug. 18, 2017; Ms. Cynthia Beaulieu & Mr. Ron Butler.

Completed Louisiana Business Incubator Association (LBIA); Aug. 18, 2017; "Business Incubator Support Program 2017-2018"; Ms. Cynthia Beaulieu.

Met with Notary Instructors to outline upcoming curriculum; July 21, 2017; Mr. Craig Duronslet, Ms. Suzan Henry, Ms. Diana Thomas and Ms. Cynthia Beaulieu.

Submitted LBIA Grant; Aug. 21, 2017; Ms. Cynthia Beaulieu.

Louisiana Economic Development (LED) SEBD- Peer-To-Peer Roundtable Program; Aug. 22, 2017; first of 10 monthly sessions; exciting entrepreneurial activity which provides the opportunity to improve leadership skills, sharpen decision-making abilities and build lasting relationships through peer-to-peer learning for CEO and 2nd Tier business owners; 12 Participants; Mr. John Matthews, LED and Ms. Cynthia Beaulieu.

► OFFICE OF STUDENT SERVICES (OSS)

The Office of Student Services continued communicating with unregistered Spring 2017 students in hopes of getting them registered for Fall 2017.

Continued to work with students suspended for Fall 2017 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.

Collaborated with Dean and CBA academic leadership on a response to initial review of CIR report by AACSB accreditation team. The leadership decided that the CBA faculty ITTM committee should provide the official response.

Reached out to active cohorts to ensure that they are registered and on track for graduation.

College of Education & Human Development

Dr. Willie Jones, Interim Dean

► HIGHLIGHTS

Dr. Willie Jones attended the Louisiana Board of Regents Academic and Student Affairs Committee meeting for the approval of the Bachelor in Educational Studies degree program. The program approved by the board members unanimously. The program will begin in the Fall 2017 semester.



Drs. Jones and Diane Bordenave convened a SUNO partnership meeting Agenda for Children, Modern Parents Magazine, Rayne Early Childhood Program, Jefferson Parish McDonough 26 Public School Principal, and Garden of Eden Christian Academy on Aug. 17 to develop three courses for the Birth to Kindergarten

ten program that would allow students to get their Ancillary Certificate to serve as lead teachers in pre-school classrooms.

This collaborative partnership will create a system of best practice sharing across a network of state approved early childhood programs that improves the effectiveness of pre-school teachers participating in the program. All partners will provide valuable input in designing coursework and applied practice experiences.

SUNO's faculty members have extensive experience in course design and practice experiences. Among other similar achievements, Dr. Jones has been a part of the Board of Regents' Birth to K certification program planning since its inception. Dr. Jenita Hegwood serves as SUNO's director of Field Experiences and Internship observing, mentoring and instructing candidates seeking initial certification. Dr. Bordenave has a Certificate in Interdisciplinary Infant Studies, earned in conjunction with her Ed.D. at Rutgers University, in Learning, Cognition and Development and serves as the College's Assessment Coordinator. Of the partners, Dr. Sheletta Williams and Teresa Magee will provide the most expertise. Both are CLASS Reliable and trained in Tier I curriculum and assessment tools. Sheletta Williams has a Doctor of Philosophy in Clinical Psychology from Louisiana State University. The Lead Agency has proven to be a reliable resource as well.

Through the partnership, the College of Education will provide valuable recruitment of candidates to meet local workforce needs. Carol Alexander-Lewis will publish changes generated by ACT 3 and include workshops in the annual Parent Forum that will both inform parents and attract new candidates. Demetria Hamilton recognized the gap in options for para-professionals looking to advance or improve their skills, which these courses can provide and can recruit.

Six students are eligible for Teacher Candidacy for the Fall 2017 Semester. Dr. Louise Kaltenbaugh submitted applications for four Certification-Only candidates who applied and received their Level 1 Louisiana Teaching Certificates, applications for three Certification-Only candidates who applied and received their PL2 Teaching Certificates, and applications for three Undergraduate candidates who applied and received their Level 1 Teaching Certificates.

Dr. Kaltenbaugh interviewed 15 potential post baccalaureate candidates for Fall 2017 enrollment and five Certification-Only candidates for Fall 2017 enrollment. She also revamped four course syllabi for the Fall 2017 semester.

► RESEARCH

Dr. Sherry Bachus researched and reviewed literature on family and consumer science, child development, parenting and family relations, family therapy and behavioral health.

Education Continued

► GRANTS SUBMISSIONS

Dr. Jones is serving as co-chair for the Lumina Foundation Grant development team. Dr. Jones and Dr. Harry Russell (School of Social Work) are currently developing a proposal to enhance retention efforts at SUNO. The proposal will be submitted to the Louisiana Board of Regents in October.

Dr. Bordenave met with Dr. Marva Lewis and Maureen Joseph regarding an IMH grant Aug. 25. She also met with Agenda for Children staff, Lead Agency for the Believe and Prepare Early Childhood Cohort 3 grant, and Dr. Jones Aug. 8. She wrote and submitted the Prepare Early Childhood Cohort 3 grant to BelieveandPrepare@la.gov Aug. 23.

Dr. Sherry Bachus served on the Kellogg Foundation Grant Committee.

Ms. Celina Carson completed the grant close-out process for the 2017 Healthy Minds-Healthy Bodies Learning Institute summer program with an enrollment of 150 students and professional development of eight CoEHD teachers and CDFS candidates.

► ACCREDITATION/ASSESSMENT

Dr. Bordenave met with Dr. David Adegboye on Aug. 16 to review SACSCOC Web site resources.

► WORKSHOPS, CONFERENCES AND SCHOLARLY ACTIVITIES

Dr. Bordenave asked to review an article for publication in the American Research Journal of Humanities and Social Sciences (Article No: ARJHSS2017022) Aug. 24.

Dr. Tanisca M. Wilson participated in the Research-to-Practice Spotlight online workshop for *Advancing High Quality Teaching Using the Clinical Model*. Dr. Renee A. Middleton, Chair of AACTE hosted the workshop.

Dr. Bachus completed Pediatric First Aid, CPR and AED, National Safety Council training for license renewal 2017-2019. Dr. Bachus also attended the Mental Health Rehabilitation workshop, Louisiana Department of Health, Office of Behavioral Health.

► PROFESSIONAL OUTREACH TO STUDENTS AND COMMUNITY

Dr. Bachus continues to participate in churches' outreach programs for educational and scholarship programs for children.

Dr. Tanisca M. Wilson attended the Algiers Charter School Summit in July to inform non-certified teachers about SUNO's Teacher Education programs.

School of Social Work

Rebecca Chaisson, Dean



Dr. Pat Guillory

Dr. Pat Guillory, LCSW-BACS was the invited keynote speaker for the annual Step Sisters Group Banquet, a community group providing scholarships to deserving young women who exemplify the benefits of hard work and dedication to their academic pursuits. According to feedback from banquet participants, Dr. Guillory's speech was inspiring.

On another note, Dr. Guillory was invited to be the trainer for a number of Resources for Human Development programs in the New Orleans area. Her training sessions included

Education Continued

Recovery Philosophy, Stages of Change in Therapy, and Ethical Decision-Making.

Dr. Samuel Odom was recently appointed to the Board of Directors for the Congressional Research Institute for Social Work and Policy (CRISP). CRISP is committed to expanding the participation of social workers in federal legislative and policy processes. CRISP acts as a bridge between social work researchers and the federal government to ensure their research is known to federal policy makers. CRISP works to expand opportunities for students to find field placements in federal government offices both on the Hill and in offices near their schools. Dr. Odom plans to engage the school of Social Work with resources from CRISP.

Dr. Ira Neighbors, associate Professor in Social Work, recently completed a Master's degree in Museum Studies at SUNO. His proposed exhibit "African-Masks" has been accepted for showing at the New Orleans African-American Tricentennial Art Exhibition. The exhibit "African-Masks" is included in "Painting Our Own Story- Singing Our Own Song" scheduled to open Jan. 13, 2018. Dr. Neighbors is examining the relationship between art and social work. His collection of works by Walter James Lowe informs his work in this area. He also had a paper accepted at the International Conference on Disability and Diversity In Honolulu, HI



Dr. Harry Russell developed a student-faculty advisement log and a student-staff visitation log that will be used to track the number and kind of interactions between faculty, staff and students in the School of Social Work. The data gathered will be used to document the number and kind of contact events occurring within the School, which may be used for grants and accreditation data.

Dr. Russell recently became a member of the Juvenile Detention Alternative Initiative (JDAI) assessment team in Orleans Parish. He is working closely with the director of the initiative, Ms. Damika Morgan, an alumna of the School of Social Work, and Ms. Anna Arkin-Gallagher to establish a collaborative partnership with the School.



The JDAI is looking to engage students who would conduct assessments, monitoring and policy advocacy.

Dr. Patrice Sentino (center) was invited to Pietermaritzburg, South KwaZulu-Natal, Province, South Africa to facilitate the education and information dissemination to parents and teachers about Attention Deficit Disorders (ADD) and Attention Deficit Disorder with Hyperactivity (ADHD) in children. Dr. Sentino worked at Slangspruit Primary School where she conducted training. She will present information about her work at the Primary School in Pietermaritzburg at a faculty meeting and she is planning to develop an opportunity for some kind of exchange between Slangspruit and the School of Social Work. For a look at the Slangspruit School paste the following link into your browser: <https://www.youtube.com/watch?v=4PbyBjuHzv>



Rodney A. Ellis, Ed.D.
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- Stephanie K. Rogers
- Janice Sneed
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- Dr. Sharrua Herron-Williams

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- Lizola Winzer, Recording Secretary

Inside This Edition...

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- 2017 Rad Tech Grads
- RSPiE Summer Retreat
- 2017 Fall Faculty/Staff Institute
- Spirit Week Events
- "Jaguar of the Month"



CHANCELLOR'S REPORT

A Monthly Publication from the Office of the Chancellor
SEPTEMBER 2017 • VOL. 2 - NO. 9



SUSLA CELEBRATES THE OPENING OF ALPHONSE JACKSON, JR. HALL

Southern University at Shreveport (SUSLA) joined by Mayor Ollie Tyler and other community leaders celebrated the opening of the Alphonse Jackson, Jr. Hall on Thursday, August 17, 2017, at 6:00 p.m. The Ribbon Cutting Ceremony and open house was held at the new facility located at 3050 Martin Luther King Drive.

The Ribbon Cutting was preceded by greetings from Ms. Lydia Jackson, Former State Senator for the State of Louisiana and Jackson family representative. "My dad steadfastly believed that education is the gateway to possibility. Southern University was certainly that passageway in his own life. Our entire family is excited that Southern University at Shreveport is honoring his legacy of service by naming this new classroom building for him. We are especially proud that the name of Alphonse Jackson, Jr. will be forever aligned with the progress of young people in our community," commented Jackson.

Other dignitaries who greeted the audience were: Dr. Ray Belton, President of the Southern University System/Chancellor for Southern University and A&M College,

Honorable Ann Smith, Chairlady for Southern University Board of Supervisors, Honorable Joe R. Gant, Jr., member of the Southern University Board of Supervisors, Senator Gregory Tarver, State of Louisiana, Mr. Steven Jackson, Chairman of the Caddo Parish Commissioner, Mr. James Flurry, President for the City Council of Shreveport, and the Honorable Ollie Tyler, Mayor of Shreveport. "Having this building named after the late Alphonse Jackson, Jr., is a testament to his legacy and what he stood for, not only in this community but throughout the nation," stated Mayor Tyler.

The open house allowed the SUSLA community to view the new Alphonse Jackson, Jr. classroom building which will house fifteen (15) Science, Technology, Engineering, and Math (S.T.E.M.) classes and a lecture hall with a seating capacity of one hundred and fifty (150). It's been 45 years since new academic/classroom buildings have been built on the Southern University at Shreveport (SUSLA) campuses. The \$7.5 million dollar project has taken two and a half years to complete.

Above & Beyond

SUSLA FACULTY MEMBER IS AUGUST "ABOVE & BEYOND" AWARD HONOREE

Math Professor Harolyn Wilson was honored with the 2017 "Above and Beyond" Award at the Southern University Board of Supervisors meeting, August 18, 2017 held on the campus of Southern University at Shreveport.

Dr. Joslin Pickens, Chair of Communication and General Studies at SUSLA, nominated Wilson based on a criteria selection. "She can frequently be found at the public library on weekends or in her office in the evenings giving extra help and tutoring students to guarantee that they grow in math". Recently, she authored a Math camp to prepare students (and prospective students) for college math. "Wilson's use of humor and friendly demure make Math fun for our students. She goes above and beyond daily," stated Pickens.

This month's Above and Beyond Award winner has been a valued SUSLA employee for 12 years. She is a past SUSLA "Jaguar of the Month."

"Teaching is one of my greatest rewards. I enjoy what I do every day. Teaching is my passion. Thank you for selecting me for this honor," said Wilson.

The "Above and Beyond" Award was established to help inspire and motivate SU employees to reach their maximum performance. One award is presented at the SU Board of Supervisors meetings each month.

Recipients of the award are nominated by their peers. The top three nominations are forwarded to the Board of Supervisors chair and vice chair for selection.

Nominations are due two weeks prior to all Board of Supervisors Meetings. Contact Maya Riley Banks at maya_banks@sus.edu or Michael Wells, at michael_wells@sus.edu. Call 225-771-4600, if you have questions or need additional information.



(L to R): Dr. Ray L. Belton, President/Chancellor-SUS, Prof. Harolyn Wilson, Honorable Ann Smith, BOS Chairlady



2017 Radiologic Technology Graduates

SUSLA RADIOLOGIC TECHNOLOGY PROGRAM HOLDS PINNING CEREMONY

The Radiologic Technology Program hosted its 28th Pinning Ceremony on Tuesday, August 8, 2017 on the main campus located at 3050 Martin Luther King, Jr., Drive. Twelve (12) graduates were honored and pinned by their esteemed faculty.

The celebration also marked 30 years of the program's existence. It's Founding Director, Dr. Sharon Green, served as the keynote speaker. Mrs. Shelia Swift serves as the current Program Director and was honored with an engraved plate to celebrate the program's continued success. Britney Williams was selected as the "Student of the Year" by the 2018 graduating class and also received the program "Essence Award" for her dedicated service throughout her clinical tenure. April Yeager received the 'Academic Excellence Award' for maintaining a 3.4 cumulative GPA in both prerequisite and professional course work.

The host for the Pinning Ceremony was the incoming Radiologic Technology Class of 2019. For more information on the Radiologic Technology Program at SUSLA, please call Director Shelia Swift at (318) 670-9646.

THE DIVISION OF RESEARCH, SPONSORED PROGRAMS & INSTITUTIONAL EFFECTIVENESS “GOOD TO GREAT” SUMMER INSTITUTE & RETREAT HIGHLIGHTING STUDENT AFFAIRS & ENROLLMENT MANAGEMENT

The Division of Research, Sponsored Programs & Institutional Effectiveness, (RSPIE), held its “Good to Great” Summer Institute & Retreat, August 2-4, 2017 at SUSLA and the Courtyard Marriott on the Louisiana Boardwalk. In support of RSPIE’s Strategic Plan, the institute is one of several initiatives to support the university in enhancing its role, scope and mission by providing an effective decision-support system of management that has student success at its core. RSPIE has postured itself to be the “changing face” that will assist the institution in improving the quality of programs, operations and services.



Dr. Toya Barnes-Teamer

This year, RSPIE partnered with the Division of Student Affairs and Enrollment Management to focus on strategic planning and the collaborative ways RSPIE could support each student affairs department. Training was provided by Dr. Toya Barnes-Teamer of HCM Strategists, who brought an immense scope and wealth of information and guidance to improve the effectiveness of our operations and services – especially in promoting student access and success.

At the close of the institute, each department within Student Affairs and Enrollment Management collaborated with each department of RSPIE to begin healthy dialogue and interactions needed to support the work of each division. What a great time and opportunity for training and fellowship! Kudos to Dr. Regina S. Robinson, Vice Chancellor for RSPIE and Dr. Melva Williams, Vice Chancellor for Student Affairs and Enrollment Management for coming together in a strategic effort to create a culture infused with collegiality, accountability and excellence!



Dr. Regina Robinson



Dr. Melva Williams

“The Division of Research, Sponsored Programs and Institutional Effectiveness continues on its journey to motivate and promote excellence and quality and engage in activity that will propel SUSLA to be the premier enterprise of higher education – moving her from ‘Good to Great,’” stated Dr. Robinson.



RSPIE’s Motto is “Esprit de Corps” – Inspiring enthusiasm, devotion and a strong regard for the honor of RSPIE and SUSLA, with a common Spirit of Excellence.

2017 FALL FACULTY / STAFF INSTITUTE

"A Unified SUSLA – We Are One!"



Hosted by Fatina Elliott,
Coordinator
Academy of Excellence

After engaging in a two day institute, the faculty and staff at SUSLA are ready for an exciting and successful fall semester. The University held its Faculty/Staff Institute on August 21-22, 2017 with the theme: *"A Unified SUSLA – We Are One!"* The purpose of the institute was to provide a forum in which faculty, staff and administrators could learn and discuss new ideas as well as get energized.

There were concurrent sessions each day to help meet the goal of providing strategic professional enrichment opportunities to all employees.

"Dramatically Improve Your Ability to Build Winning Relationships with Everyone, Including Yourself" was the session attended by all participants. The speaker was Mr. Dennis Brown, President of Destiny Investments. He delivered a fiery message on how to work as a team by building your self-enthusiasm, worker enthusiasm and commitment.



Mr. Dennis Brown



Dr. Ellis and Dr. Toya Barnes-Teamer

Dr. Toya Barnes-Teamer, Director of HCM Strategists' Higher Education Team, served as the keynote speaker on Monday, August 21. She dissected SUSLA's Strategic Plan and emphasized the importance of working together to be successful. Chancellor Dr. Rodney A. Ellis gave the State of the University Address on Tuesday, August 22. He focused on some of the changes made within his tenure, particularly in the organizational chart, and emphasized the forward moving of the Strategic Plan.



The Vice-Chancellors of the Executive Team were on hand to give an overview of the goals and accomplishments from their various divisions.



SUSLA 50th *Birthday Celebration*

For half a century, Southern University at Shreveport has been providing access to quality, affordable education and paving the way to professional careers leading to a better way of live for citizens of North Louisiana. Many of our alums have gone on to excel to the top of their professions making positive contributions locally, statewide, and throughout the country. Join us as we reflect on our rich legacy of service and forge a bold path forward!

Schedule of Activities

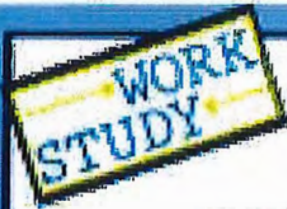
SPIRIT WEEK
SEPTEMBER 19 - 22, 2017

| EVENT | TIME/LOCATION |
|---|--|
| SUSLA 50th Birthday Celebration Presents Band Showcase | TUESDAY, SEPTEMBER 19, 2017 10:00 am – 12:00 noon Administration Building (outside rear) |
| SUSLA 50th Birthday Celebration "Spirit Day Birthday Bash" | TUESDAY, SEPTEMBER 19, 2017 10:00 am – 2:00 pm Spirit Day Birthday Bash Food/ Activities on the main campus SUSLA Programs Showcase Johnny L. Vance Student Center |
| SUSLA 50th Birthday Celebration Press Conference | TUESDAY, SEPTEMBER 19, 2017 10:30 am – 11:00 am Administration Building Foyer |
| Convocation | WEDNESDAY, SEPTEMBER 20, 2017 SUSLA Health & Physical Education 9:45am – 10:45 am Sponsored by Student Activities |
| Vesper | WEDNESDAY, SEPTEMBER 20, 2017 Jesse N. Stone, Jr. Lecture Hall 5:00 pm – 6:00 pm |
| Celebration of Excellence Alumni Mixer | FRIDAY, SEPTEMBER 22, 2017 6:00 pm– 8:00 pm Southern University Museum Arts Shreveport (SUMAS) 610 Texas Ave., Shreveport, LA |

For more information, contact -
Dr. Tuesday Mahoney • 318-670-9721 • twilliams@susla.edu



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FEDERAL WORK STUDY

STUDENTS, FACULTY, & STAFF

MANDATORY MEETING

DATE

Sept 6th

TIME

10AM & 2 PM

LOCATION

Academy of Excellence in SUSLA Library



Office of Student Financial Aid & Scholarships

Those who desire to do Work Study or Supervise **MUST** attend
NO EXCEPTIONS!

JAGUAR OF THE MONTH

Chancellor Rodney Ellis recognizes
Cheryl Blackshire as "Jaguar of the Month"

Cheryl Blackshire has been employed with Southern University since 2006. Along with being an Assistant Professor in the School of Nursing, she is also the Clinical Coordinator. She has dedicated her years at SUSLA to helping students achieve excellence. Her students have gone on to be successfully employed in the field of nursing.

On our latest satisfaction survey, one student stated, "My experience thus far has been amazing! Ms. Cheryl Blackshire has been extremely helpful in her guidance and encouragement of my future with SUSLA."

*Great job, Ms. Blackshire!
Keep up the great work!*



Cheryl Blackshire
Assistant
Professor, School of
Nursing



Mark your calendar!

44th Annual



Saturday, November 25, 2017 • 1PM KICKOFF
Mercedes-Benz Superdome • New Orleans, LA

44TH ANNUAL BAYOU CLASSIC



BAYOU CLASSIC PRESS CONFERENCE

TUESDAY, NOVEMBER 21, 2017 • 10:00 AM
MERCEDES-BENZ SUPERDOME • GATE A

COACHES LUNCHEON (INVITE ONLY)

FRIDAY, NOVEMBER 24, 2017 • 12:00 NOON
HYATT REGENCY NEW ORLEANS

BAYOU CLASSIC BIZTECH CHALLENGE

FRIDAY, NOVEMBER 24, 2017 • 1:00 PM
HYATT REGENCY NEW ORLEANS

SPONSOR RECEPTION (INVITE ONLY)

FRIDAY, NOVEMBER 24, 2017 • 5:00 PM
MERCEDES-BENZ SUPERDOME

GREEK SHOW & BATTLE OF THE BANDS

FRIDAY, NOVEMBER 24, 2017 • 6:00 PM
MERCEDES-BENZ SUPERDOME

BAYOU CLASSIC PARADE

SATURDAY, NOVEMBER 25, 2017 • 10 AM
FRENCH MARKET TO MERCEDES-BENZ SUPERDOME

FAN FESTIVAL

SATURDAY, NOVEMBER 25, 2017 • 11:30 AM - 3:30 PM
CHAMPIONS SQUARE

THE 44TH ANNUAL BAYOU CLASSIC

SATURDAY, NOVEMBER 25, 2017 • KICK-OFF: 1:00 PM
MERCEDES-BENZ SUPERDOME

THE OFFICIAL BAYOU CLASSIC AFTER PARTY

SATURDAY, NOVEMBER 25, 2017 • DOORS: 11:00 PM
METROPOLITAN NIGHTCLUB • 310 ANDREW HIGGINS

BAYOU CLASSIC GOSPEL BRUNCH

SUNDAY, NOVEMBER 26, 2017 • DOORS: 10:00 AM
HOUSE OF BLUES

FOR GAME DAY TICKETS AND HOTEL RESERVATIONS GO TO:
WWW.MYBAYOUCLASSIC.COM

*The Chancellor's Report is a monthly publication from the Office of the Chancellor
Rodney A. Ellis, Ed.D., Chancellor
Leslie R. McClellon, Chief Administrative Officer*

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Shannon Livingston-McCowan, Interim Director*

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Celebrating 70 Years of Access and Opportunity

On September 1st the Law Center celebrated 70 years since the first day class for the first group of students who started at what was then Southern University School of Law. Those students, Alex L. Pitcher, Leroy White, Ellyson F. Dyson, Jesse N. Stone, Alvin B. Jones, and Saint Elmore Johnson, began their studies after Mr. Charles Hatfield had sued to desegregate LSU's law school.

The events started on Thursday, August 31, with a reception with Chancellor Pierre on to celebrate those who have contributed to the Law Center.

On Friday morning the Law Center unveiled the new Legislative Hall of Fame where we honored Jody Amedee, Cleo Fields, Ted James, Charles D. Jones, Johnnie Jones, and the late Dick Turnley. Video of the event was streamed live on our Facebook page. Following the Hall of Fame ceremony we held a free CLE for alumni and friends to attend that over 50 people attended. We then held a luncheon after the CLE for alumni to gather and celebrate the day.

The celebration was capped off with a gala at L'Auberge Casino to commemorate the 70th Anniversary in which over 300 people were in attendance. At the event we honored Chief Justice Johnson with the portrait that will hang in the SULC Judicial Hall of Fame recognizing her as the first black Chief Justice of the Louisiana Supreme Court. Gala attendees were also treated to the debut of our 70th Anniversary film that will be broadcast on the Louisiana Hometown Network statewide in the coming weeks. The video that premiered at the gala can be viewed [here](#).



Former State Representative Johnnie Jones being applauded after being inducted into the Legislative Hall of Fame.

Legislative Hall of Fame inductees Charles D. Jones and Edward "Ted" James with Chancellor Pierre, SU Board Chairwoman Ann Smith, and State Representative Barbara Carpenter.



70th Anniversary Celebration



Students with Chancellor Pierre at the Chancellor's Reception



Preston Castille, Ron Austin, Chancellor Pierre & Chief Federal Judge Brian Jackson



Chancellor's Reception attendees



Chancellor Pierre with President Belton and Judge (Ret.) Freddie Pitcher



SU Board of Supervisors member Rev. Donald Henry does the opening invocation for the gala.



Mayor Sharon Weston Broome with Chief Justice Bernette J. Johnson



70th Anniversary Celebration



Gala keynote speaker Claire Babineaux Fontenot talks about how one cannot help but walk tall when they are an SULC Alum



Chancellor Pierre presents the portrait of Chief Justice Bernette J. Johnson that will hang at the law center to honor her as the first black Chief Justice of the Louisiana Supreme Court



SU Board of Supervisors member Attorney Domoine Rutledge remembers Leroy White, one of the members of the first class



Chanda Crutcher, granddaughter of A. A. Lenoir (the law school's first dean), remembers her grandfather.



Eric Hatfield, grandson of Charles Hatfield, and first-year law student in SULC's evening division, talks about his grandfather's legacy.



Fascinating Faculty



Profs. Shea (left) and Stephenson (right) at the Innovative Teaching Workshop

PROF. MICHELLE GHETTI PRESENTS AT BR BAR ASSOC. SEPTEMBER LUNCHEON



Prof. Michelle Ghetti who presented at the Baton Rouge Bar Association September Luncheon on Cognition: Thinking Your Way Out of the Pit.

PROFS. STEPHENSON AND SHEA SHINE AT INNOVATIVE TEACHING WORKSHOP

Professors Gail Stephenson and Wendy Shea presented at the Association of Legal Writing Directors Innovative Teaching Workshop at the University of Minnesota Law School in Minneapolis on July 19, 2017. Only 16 participants were selected for the workshop, where legal writing professors from around the nation shared new ideas and brainstormed ways to improve the concepts.

“As I enter my 19th year as a legal educator, I find workshops like this one are invaluable to keep my teaching fresh,” said Stephenson.

Stephenson and Shea also attended the three-day conference that followed the workshop. Stephenson was part of a panel-discussion titled “Doing More with Less.” The panel was composed of Stephenson and the legal writing directors of Duquesne, Elon, and Texas Tech, who between them have 108 years of teaching experience. Their discussion focused on the difficulties of producing scholarship while dealing with budget cuts and the increased workloads on faculty.



Fascinating Faculty

PROF. ALLEN-BELL CONTINUES TO LEAD ON ISSUES RELATED TO CRIMINAL JUSTICE AND RACE



On August 16, Prof. Angela Allen-Bell & 2L Ryan Thompson jointly presented on Restorative Justice for Civil Rights Era Activists to the Baton Rouge group Compassion in Action.

Prof. Allen-Bell was part of a radio interview on "Understanding Hate in 2017" where she discussed the recent violence in Charlottesville on August 18, 2017. The interview can be heard [here](#).

Prof. Allen-Bell was then quoted in NOLA.com story about Louisiana's non-unanimous jury trial system on September 13. The story can be read [here](#).



SULC RECOGNIZED BY ABA MAGAZINE FOR LEADERSHIP AFTER FLOODING DISASTERS

In the wake of massive weather events, law schools are stepping up when it comes to providing legal aid to disaster victims. SULC has been at the forefront of these efforts with our Disaster Recovery Law Clinic, which was recently highlighted by the American Bar Association. Read the story [here](#).

CELEBRATING
70
Years



THE PEGGY BROWNING FUND IS OFFERING A WORKSHOP ON ADVOCATING FOR WORKPLACE JUSTICE ON WEDNESDAY, SEPTEMBER 26.

On September 26, leaders from the Peggy Browning Fund from Philadelphia, along with area labor leaders are holding a workshop on advocating for workplace justice. The event will expose students to the area of law around workplace justice and demonstrate areas where law students can serve those who work.

Peggy Browning Fund



Educating Law Students on the Rights and Needs of Workers

Interested in

ADVOCATING FOR
WORKPLACE JUSTICE?

Join Us!

Tuesday, September 26, 2017
4:30 – 6:30 p.m.

Southern University Law Center
Rooms 129 & 130

Panel, discussion, reception.

FREE admission. Walk-ins & students from local law schools are welcome.

- Learn about PBF's paid Summer Fellowships (\$6,000 & up)
- Network with Labor and Employment Lawyers
- Free refreshments

REGISTER by Wednesday, September 20th (for food count) at
<http://tinyurl.com/yc3084gr>

PANELISTS

John Pierre | Chancellor, Southern University Law Center | Moderator

Kevin Mason-Smith | Partner, Robein, Uram, Spencer, Picard & Cangemi

Richard Montgomery | Student, Southern University Law Center | PBF '16 & '17

Mary Yanik | Staff Attorney, New Orleans Worker Center for Racial Justice, PBF Mentor

A representative from the National Labor Relations Board, Region '15



"PBF Fellows are invaluable to the work FLAP performs to improve the working conditions for migrant and seasonal workers in Illinois."

Alexandra Sossa,
Executive Director at Farmworker and Landscaper Advocacy Project (FLAP)



"The ability to experience both public service and commercial fellowships anywhere in the country within one national organization is what makes the Peggy Browning Fund one of the most dynamic organizations a law student can be involved with."

Richard Montgomery
Student, Southern University Law Center, PBF '16 & '17

Many thanks to Southern University Law Center and SULC's Black Law Students Association for help with this workshop.

To learn more about the Peggy Browning Fund visit www.peggybrowningfund.org.



