

SOUTHERN[®] UNIVERSITY SYSTEM

BATON ROUGE • NEW ORLEANS • SHREVEPORT

BOARD OF SUPERVISORS MEETING

July 15, 2022

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

9:00 a.m.

ACADEMIC AFFAIRS COMMITTEE

Friday, July 15, 2022

Board of Supervisors' Meeting Room
J. S. Clark Administration Bldg. 2nd Floor
Baton Rouge, LA. 9:00 AM

AGENDA

1. Call to Order
2. Invocation and Pledge of Allegiance
3. Roll Call
4. Adoption of the Agenda
5. Public Comments
6. Action Item(s)
 - A. Request Approval to conduct a feasibility study at the Southern University Law Center to offer a Bachelor of Science in Legal Studies at its Shreveport Office Campus Instructional Site (OCIS) (SULC)
Having a feasibility study would help determine if the Law Center should follow this trend and expand legal education opportunities in the Shreveport/Bossier Metropolitan area as we build capacity to develop legal education opportunities in that region of Louisiana.
7. Informational Item(s)
 - A. Three-Year Plan for New Academic Programs and Board of Regents Summary (SUS)
This new process has a requirement that each institution will develop and submit for approval, a Three-Year Academic Plans to coordinate with the annual budget process in September.
8. Other Business
9. Adjournment

MEMBERS

Mr. Sam Gilliam- Chairman, Dr. Leon Tarver–Vice-Chair,
Ms. Arlanda Williams, Mrs. Ann Smith, Mr. Myron Lawson, Mrs. Christy Reeves
Atty. Edwin Shorty - Ex Officio



SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL

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BATON ROUGE, LOUISIANA 70813-9294

OFFICE OF THE CHANCELLOR

(225) 771-2552

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June 29, 2022

Dennis Shields
President/Chancellor
Southern University System & Baton Rouge Campus
J. S. Clark Administration Building
4th Floor
Baton Rouge, LA 70813

RE: Permission to conduct a feasibility study for the Southern University Law Center to offer a Bachelor of Science in Legal Studies at its Shreveport Office Campus Instructional Site (OCIS)

President Shields:

There have been a few innovative law schools who have begun to offer undergraduate degrees in an emerging legal education trend. The University of Southern California Gould School of Law recently announced that it will offer a Bachelor of Science degree in legal studies-making it at least the fifth law school in the United States to grant B.S. and B.A. degrees to undergraduate students.

In 2014, the University of Arizona Law School became the first to offer a bachelor's degree to undergraduate students, and in 2019, the State University of New York at Buffalo Law School followed. Drexel University Thomas R. Kline School of Law and Nova Southeastern University Shephard Board College of Law have also announced plans to launch undergraduate degree programs in fall 2022. Nova anticipates a first cohort of approximately 60 students.

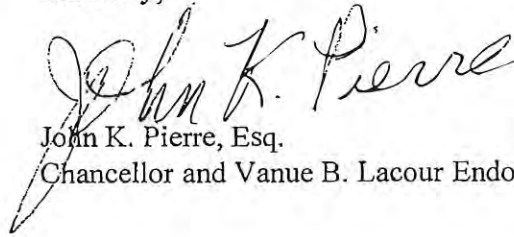
These undergraduate degrees will not enable students to sit for the bar exam and practice law. However, they can provide a pathway to law-adjacent careers in compliance, legal operations, human resources, judicial administration, legal administration, E-Discovery, Cybersecurity, privacy data compliance, insurance careers, or prepare students for a Juris Doctor program down the road. Unlike most other countries, the United States requires a Juris Doctor degree to practice law.

Currently, the University of Arizona has 1,600 undergraduate students in its in-person and online tracks. Approximately 40% of Arizona's undergraduates end up enrolling in law school within two-years of earning their undergraduate degree in law, while approximately 60% pursue careers in a wide range of industries. Buffalo's program only offered in-person has approximately 200 students enrolled in the program with most students with the goal of attending law school.

I believe that having a feasibility study would help determine if the Law Center should follow this trend and expand legal education opportunities in the Shreveport/Bossier Metropolitan area as we build capacity to develop legal education opportunities in that region of Louisiana.

I respectfully request permission and approval from the Southern University System Board of Supervisors at its July 15, 2022, meeting to conduct a feasibility study. If you have any questions, please feel free to contact me.

Sincerely,

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

John K. Pierre, Esq.

Chancellor and Vanue B. Lacour Endowed Law Professor



SOUTHERN UNIVERSITY AT NEW ORLEANS

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Office of the Chancellor

June 30, 2022

President-Chancellor Dennis Shields
Southern University and A&M College System
4th Floor, J. S. Clark Administration Building
Baton Rouge, LA 70813

RE: Southern University at New Orleans (SUNO) Three-Year Academic Plan

Dear President-Chancellor Shields:

Southern University at New Orleans (SUNO) is seeking your support and approval from the Southern University System for the Board of Regents' (BOR) Three-Year Academic Plan (2022-2025). This new process has a requirement that each institution will develop and submit for approval, a Three-Year Academic Plans to coordinate with the annual budget process in September.

The proposed degree and certificate programs will build upon Southern University at New Orleans current degree programs to address Louisiana's workforce gap and to close the state achievement gaps. The proposed new programs, in the areas of Education, Health, and Cyber-security, will address the need for new approaches of teaching and learning in higher education and also use 21st century teaching modalities to meet the needs of working-age adults that will contribute to the Board of Regents meeting its goal of *60% of all working-age adults in Louisiana to hold a degree or high value credential by 2030*. This plan also addresses the status of recently approved programs and the plan to improve low completer programs.

We are proposing Associate, Bachelors, Masters and Doctoral degrees as well as certificate programs to answer the BOR charge to *educate* students at all levels, *innovate* with 21st century programs and curriculum to make SUNO a go-to institution for talent and *collaborate* with industry partners to fill immediate and future needs.

Thank you for your consideration of this request.

With kind regards,

James H. Ammons, Jr., Ph. D.
Executive Vice President-Chancellor
Southern University at New Orleans

APPROVED: _____
President-Chancellor Dennis Shields
Southern University and A&M College System

Executive Summary

Southern University at New Orleans

Answer each question below with details and examples. Boxes will expand with text.

Describe how the proposed programs align the institution's degree program portfolio with master plan priorities

The proposed degree and certificate programs will build upon Southern University at New Orleans current degree programs to address Louisiana's workforce gap and to close the state achievement gaps. The proposed new programs, in the areas of Education, Health, and Cyber-security, will address the need for new approaches of teaching and learning in higher education and also use 21st century teaching modalities to meet the needs of working-age adults that will contribute to the Board of Regents meeting its goal of *60% of all working-age adults in Louisiana to hold a degree or high value credential by 2030*. Specifically, Southern University at New Orleans degree and certificate programs will address the need to increase African American citizens with an associate's degree or above. The proposed programs' faculty and staff will use evidence-based practices to retain minority and low-income students that will contribute to improving Louisiana persistence and completion rates on its postsecondary campuses. Because many minority students have limited exposure to higher education, some of the proposed programs use a stackable approach to introduce students postsecondary education. For example, the Associate of Science in Forensic Science will give students the opportunity to earn college credit and a credential potentially providing an easier opportunity for them to obtain a bachelors degree. SUNO will also offer stackable undergraduate, post-baccalaureate, graduate certificate programs that will provide students with the opportunity to earn academic credit, non-degree credential for completing a structured sequence of courses. These programs are specifically designed to meet identified workforce needs and to provide students with the dispositions, knowledge, and skills that will be necessary for the 21st century economy. Southern University at New Orleans proposed degree programs and best-practices are in alignment

Provide a summary of institutional engagement with employer and industry stakeholders in developing the plan

The planned programs are based on the institution engagement and/or relationships with businesses, industries and stakeholders (see short list below) to develop degree offering programs, and increase the number of well-trained graduates in demanding fields, which have a workforce shortage in the diverse job market. These businesses, industries and stakeholders will provide internships and employment opportunities for our undergraduates and graduates. Short List-Oschner Health System; LCMC Health; Federal Bureau of Investigation; Kellogg; CVS; City of New Orleans; DXC Technology; IBM; Gulf States Bank; Horizon Bank; Chase Bank; Actalent/Aerotech; Greater New Orleans Metropolitan Area School Systems-Public, Private and Charter. In addition, the planned new programs will have a significant impact on Louisiana State economy because it will produce highly trained, more qualified graduates to compete successfully in today's competitive and diverse job market. This will result in additional higher paying jobs for Louisiana residents, which is directly related to

Highlight recent and planned institutional activities aimed toward achieving statewide attainment goal.

Southern University at New Orleans (SUNO), in alignment with the Louisiana Board of Regents, has embraced a robust new goal that calls for 60% of all working-aged adults (ages 25-64) in Louisiana to hold a degree or high-value credential by 2030. Recently, SUNO added a Bachelor of Science in Forensic Science to address the workforce needs of local, state and federal law enforcement agencies. We also signed MOUs with DHS, FEMA and FBI to provide opportunities for our students to join the workforce. We were also approved to offer two Master of Arts in Teaching, to meet the needs of K-12 school systems. Most recently, SUNO was approved by the Southern University System, the Louisiana Board of Regents and the Louisiana Board of Nursing to offer the Bachelor of Science in Nursing fall 2022. Nursing is both a high demand and five-star program that will address both the national nursing shortage and the racial disparity in the field. In this proposal, we are planning activities around the workforce needs in the high demand areas with four and five-start ratings including education, health and cybersecurity. We will propose Associate, Bachelor, Master and Doctoral degrees as well as certificate programs to answer the BOR charge to **educate** students at all levels, **innovate** with 21st century programs and

Planned New Programs

Southern University at New Orleans

Please fill out information on planned new degree programs (Section 1) and new certificates (Section 2)

SECTION 1: New Degrees (Associate, Bachelor's, Master's, Education Specialist, and Doctoral)										
Degree Designation	Program Name	6 digit CIP code	Intended Modality	Does this program require a disciplinary accreditation?	List of Related Occupations and LWC star level	Rationale for <4 star rating	Industry partner support	Existing Concentration or Minor	Faculty	Facilities
e.g., AAS, BS, PhD	List up to 4 programs per year in order of priority for your institution.	6 digit code	[] On campus (<50% online) [] Hybrid (51-99% online) [] 100% online	If Yes, specify the accreditor.	List up to 5 occupations for graduates of this program; include LWC Occupation Level for each.	If star levels are below four stars provide a rationale for program addition	List REDOs or other industry advisory councils who have been consulted	Identify whether the program will be built from an existing concentration, minor, or other program at the institution.	Indicate whether <i>existing and/or new</i> faculty lines will be required to deliver the program within the first 5 years.	Indicate whether <i>existing, new, and/or renovated</i> space will be required to deliver the program within the first 5 years.
Year One (Oct. 2022-Sept. 2023)										
M.S.	Education Administration	130401	100% Online	No	Education Administrators in Independent and Charter Schools Principals(****); Post-Secondary Education Administrator(****); Post-Secondary Instructors(**); Public School Administrators(****); Student Support	While some occupations are at the 2 star level, for our region, these jobs are in high demand. Graduates are also qualified for some 4 star positions.	Faculty have met with local and national Charter and Privates Schools to determine the needs for this program.	N/A	We currently have 2 faculty who can teach in the program and anticipate needing 1-2 additional full time faculty members within the first few years.	The existing classrooms and labs in the College of Education will be sufficient for the program.
M.A.	Child Development	190701	100% Online	Yes, AAFCS	Preschool and Child Care Center administrators(**); Early Childhood Training Specialist(****); Pre-School Teachers(**); Child/Youth Program Director(****)	While some occupations are at the 2 and 3 star level, for our region, these jobs are in high demand. Graduates are also qualified for some 4 star positions.	Faculty have met with local head starts and owners of high quality Early Childhood Centers to determine the needs for this program.	N/A	We currently have 3 faculty who can teach in the program and anticipate needing 1-2 additional full time faculty members within the first few years.	The existing classrooms and labs in the College of Education will be sufficient for the program.
B.S.	Data Science	30.7001	100% On Campus	No	Data Analyst, Data Scientist, Data Mining, Data Engineer and Banking; Logisticians(****); Statiscian(****); Operation Research Analyst(****)	While some occupations are at the 3 star level, for our region, these jobs are in high demand. Graduates are also qualified for some 4 star positions.	We will consult with industry partners and consultant in fall 2022.	Mathematics	Proposed Data Science Program Curriculum has mathematics courses, which can be taught by existing faculty members. As a result, this proposal request the initial hiring of one faculty member with an expertise in data science.	The newly constructed 98,833 sq.ft., Natural Sciences Building has available space for classroom & laboratory instruction, and offices for the proposed new program.
B.S.	Actuarial Science	52.1304	100% On Campus	No	Banking, Healthcare Business Manager, Engineering and Technologist; Actuaries(**); Insurance Underwriters(****); Benefits Analyst(****)	While some occupations are at the 3 star level, for our region, these jobs are in high demand. Graduates are also qualified for some 4 star positions.	We will consult with industry partners and consultant in fall 2022	Mathematics	Proposed Actuarial Science Program Curriculum has mathematics courses, which can be taught by existing faculty members. As a result, this proposal request the initial hiring of one faculty member with an expertise in actuarial science.	The newly constructed 98,833 sq.ft., Natural Sciences Building has available space for classroom & laboratory instruction, and offices for the proposed new program.
B.S.	Cardiopulmonary Science	51.0901	100 % On-Campus	No	Medical Assistant, Clinical Researcher, Community Health Center Specialist, and Medical & Health Service Manager; Cardiovascular Technologist and Technicians(**);	While some occupations are at the 3 star level, for our region, these jobs are in high demand. Graduates are also qualified for some 4 star positions.	Ochsner Health System, LCMC Health, New Orleans East Hospital	Biology and Nursing Programs	Proposed Health Science Program-Cardiopulmonary Science Concentration Curriculum has biology courses, which can be taught by existing faculty members. As a result, this proposal request the initial hiring of one faculty member with an expertise in health science (cardiopulmonary	The newly constructed 98,833 sq.ft., Natural Sciences Building has available space for classroom & laboratory instruction, and offices for the proposed new program.
B.S.	Computer Science-Cybersecurity	110701	100% on Campus	No	Computer Hardware Engineers(****); Computer and Information Systems Manager(****); Systems Administrator; Security Consultant; Security Analyst; Information	Occupations in this area are at the 4 and five star level, for computer science, computer information systems and computer hardware engineers. These are also high-demand high wage jobs.	University Administrators have met and partnered with the Federal Bureau of Investigation(FBI) and determined there was a need for such a program locally and nationally	N/A	The proposed program will need 2 faculty in the first year and additional adjuncts	The newly constructed 98,833 sq.ft., Natural Sciences Building has available space for classroom & laboratory instruction, and offices for the proposed new program.
B.S.	Elementary Education(1-5)	13.1202	On Campus(<50% online)	Yes, CAEP	K-5 Grade Teachers(****); Training and Development Specialist(****); Instructional Coordinators(****);	While some occupations are at the 3 star level, for our region, these jobs are in high demand. Graduates are also qualified for some 4 star positions.	Faculty have met with local school districts and national partners(Kellogg) to determine the needs for this program.	Built from current Educational Studies(Non-certification) Program	Existing	Existing
B.S.	Health and Human Performance (Concentrations in Exercise Science(Kinesiology) and Sports Medicine	310501	On Campus(<50% online)	Yes, CAAHEP(Commission on Accreditation of Allied Health Education Programs	Athletic Trainer(**); Exercise Physiologist(****); Physical Therapist Assistant(****); Physical Therapist Assistant(****); Recreational Therapist(****)	While some occupations are at the 3 star level, for our region, these jobs are in high demand. Graduates are also qualified for some 4 star positions.	Ochsner Health System, LCMC Health, New Orleans East Hospital	N/A	This propose program will need 2 faculty in the first years and additional adjuncts	Existing
A.S.	Forensic Science	43.0106	[X] On campus (<50% online)	Yes, FEPAC	Crime Scene Investigator, Forensic Photographer	Forensic Science encompasses a number of 3, 4 and 5 start career paths in criminal justice, cybersecurity, data analyst and occupation.	The Forensic Science program has met with a Forensic Consultant to determine the need for the program	N/A	The Forensic Science program has three full-time and two adjunct faculty members that are qualified to teach the courses. However, the program may need 1-2 additional faculty members in the future.	Existing
Year Two (Oct. 2023-Sept. 2024)										
B.S.	Forensic Science -Online	43.0106	100% Online	Yes, FEPAC	Forensic Toxicologist, DNA Analyst, Firearm Examiner, Fingerprint Examiner, Forensic Nurse, and Forensic Digital Analyst	Forensic Science encompasses a number of 3, 4 and 5 start career paths in criminal justice, cybersecurity, data analyst and occupation.	The Forensic Science program has met with a Forensic Consultant to determine the need for the program	N/A	The Forensic Science program has three full-time and two adjunct faculty members that are qualified to teach the courses. However, the program may need 1-2 additional faculty members in the future.	Existing
MSW	Master's Social Work On-line		On-line option	Yes, CSWE	Social Work in schools, hospitals, law enforcement, community etc.	Social work is a 4 start level career with focuses on Healthcare, social and community service managers and anthropology	Internship partners, Alumni, and BSW programs, social service agencies, Government, Hospitals	Built on current MSW curriculum	Yes, will need at least 3 new faculty/staff- 1 full time internship director, 1 on-line program director and 1 full time faculty	We have existing space for this program.
D.S.W.	Social Work	440701	Hybrid	Yes, CSWE	Social Service agencies, universities, and other organizations	Social work is a 4 start level career with focuses on Healthcare, social and community service managers and anthropology	Alumni, Government agencies, universities	DSW curriculum being revised	Yes, will need a Director of DSW and at least one full time faculty to start the program. We have three faculty who can currently teach in the DSW program	The existing classrooms and research rooms are sufficient for this program,

M.S	Computer Information Systems-online	110401	100% online	Yes, AACSB International (the College is already AACSB - Accredited)	1- Cyber Security ***** 2- Data Analytics ***** 3- Web Applications Development ***** 4- Database Administrator ***** 5- Network Administrator *****	Occupations in this area are at the 4 and five star level, for computer science, computer information systems and computer hardware engineers. These are also high-demand high wage jobs.	DXC Technology, IBM, Entergy, ICT Technology, Walmart and SAMS headquarters, and Global Commercial Service.	Expanding the exiting on ground CIS program to an online program.	We currently have 4 faculty who can teach in the program and anticipate needing 1-2 additional full time faculty members within the next two years.	A virtual Lab is needed to facilitate the learning and teaching process along with enhanced E-learning and IT services.
MPH	Master's in Public Health(Concentrations in Community Health and Disaster Management	512201	On Campus(<50% online)	Yes, CEPH	Health Educator(****), Medical Scientist(****); Health Public Relation Specialist(****)	Occupations in public health are 4 and 5 star level careers in the areas of medical service managers, health specialty teachers, epidemiology, health educators and publish relations.	Ochsner Health System, LCMC Health, New Orleans East Hospital	N/A	This proposal will require new faculty.	We have existing space for this program.
B.S.	Business Administration	520201	100% online	Yes, AACSB International (the College is already AACSB - Accredited)	1- Human resource management ***** 2- Marketing management ***** 3- Financial Management ***** 4- Medical and health services manager ***** 5- Management analyst *****	Occupations in business administration are primarily 5 star level careers in CIS managers, HR managers, financial managers, marketing managers and management analysts.	Gulf States Bank, Horizon Bank, Chase Bank, Small Business Administration, City of New Orleans, Port of New Orleans, CVS pharmacy, Walmart	Expanding the exiting on ground to an online program.	We currently have 6 faculty who can teach in the program and anticipate needing 1-2 additional full time faculty members within the next two years.	A virtual Lab is needed to facilitate the learning and teaching process along with enhanced E-learning and IT services, and online learning application software.

Year Three (Oct. 2024-Sept. 2025)

Ed.D	Urban Education, Leadership, and Policy Studies	130410	On Campus(<50% online)	No	Curriculum Design Specialist; University Faculty(**); Post-Secondary(Administrators(****), Pk-12 Administrators(****), Instructional Coordinators(**))	While some occupations are at the 2 star level, for our region, these jobs are in high demand. Graduates are also qualified for some 4 star positions.	Faculty have met with local and national Charter and Privates Schools to determine the needs for this program. There is also unmet need for African-Americans with terminal degrees(Doctorates) in New Orleans, especially in the area of Education and Leadership Studies	N/A	We currently have 4 faculty who can teach in the program and anticipate needing 1-2 additional full time faculty members within the first few years.	The existing classrooms and labs in the College of Education will be sufficient for the program.
B.S.	Computer Information Systems	110401	100% online	Yes, AACSB International (the College is already AACSB - Accredited)	1- Cyber Security ***** 2- Data Analytics ***** 3- Web Applications Development ***** 4- Database Administrator ***** 5- Network Administrator *****	Occupations in this area are at the 4 and five star level, for computer science, computer information systems and computer hardware engineers. These are also high-demand high wage jobs.	DXC Technology, IBM, Entergy, ICT Technology, Walmart and SAMS headquarters, and Global Commercial Service.	Expanding the exiting on ground CIS program to an online program.	We currently have 4 faculty who can teach in the program and anticipate needing 1-2 additional full time faculty members within the next two years.	A virtual Lab is needed to facilitate the learning and teaching process along with enhanced E-learning and IT services, and online learning application software.
B.S.	Accounting	520301	On Campus(<50% online)	Yes, AACSB International (the College is already AACSB - Accredited)	1- Financial Management ***** 2- Tax preparer ***** 3- Book keeping ***** 4- Auditor ***** 5- Accounting supervisor *****	Occupations in Accounting are 3- 5 star level careers in accounting, bookkeeping, auditing, office support and tax preparation.	Gulf States Bank, Horizon Bank, Chase Bank, Small Business Administration, City of New Orleans, Port of New Orleans, CVS pharmacy, Walmart	Currently have an Accounting concentration under the BS-Business Administration program	Two qualified accounting faculty.	Revamping of current Accounting Tutorial Lab and addition of virtual accounting Lab to facilitate the learning and teaching process, along with enhanced E-learning and IT services, and accounting software.
B.S.	Chemistry	40.0501	100% On Campus	Yes, ACS	Chemical Laboratory Technician(****),Petrochemical Laboratory Technician, Research & Development Scientist, and Quality Control Specialist; Chemistry Teacher***); Chemist(*****)	Occupations in chemistry are 4 and 5 star rated with careers as chemist, chemical engineers, chemical equipment operators, technicians and teachers.	The Department will closely work with Catalent/Aerotech Scientific Job Placement Service to identify employment opportunities for graduates.	Chemistry is a series of core course in many of the STEM majors	The Department has two faculty who can teach in the program and anticipate needing 2 additional full-time faculty members within the first few years.	The newly constructed 98,833 sq.ft., Natural Sciences Building has available space for classroom & laboratory instruction, and offices for the proposed new program.
B.S.	Software Engineering	140903	On Campus(<50% online)	No	Software Engineer	All occupations in engineering are 4 and 5 star level careers. They are both high demand and high wage careers.	We will consult with industry partners and consultant in fall 2022	N/A	The proposed program will need 2 faculty in the first year and additional adjuncts	Existing space is sufficient.
M.S.	Forensic Science	43.0106	[X] On campus (<50% online)	Yes, FEPAC	Forensic Crime Laboratory Director, Criminal Profiler, Forensic Engineer,	Forensic Science encompasses a number of 3, 4 and 5 start career paths in criminal justice, cybersecurity, data analyst and accounting.	The Forensic Science program has met with a Forensic Consultant to determine the need for the program	N/A	The Forensic Science program has three full-time and two adjunct faculty members that are qualified to teach the courses. However, the program may need 1-2 additional faculty members in the future.	Existing

SECTION 2: New Certificates (Certificate of Applied Science, Certificate of General Studies, and Post-Associate Certificates and Above)

Degree Designation and Program Name	CIP code	Intended Modality	Does this program require a disciplinary accreditation?	List of Related Occupations	Rationale for <4 star rating	Industry partner support	Existing Concentration or Minor	Faculty	Facilities	
Type of Certificate	List up to 4 programs per year in order of priority for your campus.	6 digit code	[] On campus (<50% online) [] Hybrid (51-99% online) [] 100% online	If Yes, specify the accreditor.	List up to 5 occupations for graduates of this program	If the star level is below four stars provide a rationale for program addition	REDOs or other industry advisory councils who have been consulted	Identify whether the program will be built from an existing concentration, minor, or other program at the institution.	Indicate whether Existing or New faculty lines will be required to deliver the program within the first 5 years.	Indicate whether Existing, New, or Renovated space will be required to deliver the program within the first 5 years.

Year One (Oct. 2022-Sept. 2023)

HIMS	HIMS Coding Certificate (for CCS Certification through AHIMA)	510706	100% Online	No	Outpatient Coding Inpatient Coding Post-Acute Coding Coding Manager Auditor	Occupations in public health are 4 and 5 star level careers in the areas of medical service managers, health specialty teachers, epidemiology, health educators and publish relations.	AHIMA	Carve out of existing HIMS program	Existing	Existing
Graduate Certificate	Graduate Certificate: Higher Education & Student Affairs	130406	100% Online	No	Director of Housing(****), Director of Financial Aid(****), Coordinator of Academic Advising(****), Coordinator of Student Support Services(****)	While some occupations are at the 2 star level, for our region, these jobs are in high demand. Graduates are also qualified for some 4 star positions.	N/A	N/A	Existing	Existing
Undegrad. Certificate	Family Health and Nutrition Education	190799	On Campus(<50% online)	No	Community Health Workers(***); Health Educators(****)	While some occupations are at the 3 star level, for our region, these jobs are in high demand. Graduates are also qualified for some 4 star positions.	The faculty in Child Development and Family Studies have been in consultation with AAFCS/FCS and it was recommended that CDFS obtain a certificate such as this in addition to their degrees.	The certificate will be built from the existing Child Development and Family Studies program with possible additional courses to meet the competencies.	Existing	Existing



ution's full inventory of programs, especially new programs that are not meeting on the previous tab.

Summary of Teachout Plan	Termination Date	Year and Sem. of Last Enrolled



FACILITIES AND PROPERTY COMMITTEE

(Following the Academic Affairs Committee)
Board of Supervisors' Meeting Room
J. S. Clark Administration Bldg. 2nd Floor
Baton Rouge, LA.

AGENDA

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

A. Facilities and Properties Updates

Southern University – Baton Rouge Campus

- Honors Dormitory Project (\$36,000,000) – Stakeholder meeting held with campus, Office of Facility Planning and Control (FPC), lender, and program representatives. Cooperative Endeavor Agreement between University and FPC being developed. Preliminary Programming Underway. Anticipated designer selection in September 2022.
- New Student Life Center/Union (\$45,000,000) - Stakeholder meeting held with campus, Office of Facility Planning and Control (FPC), lender, and program representatives. Cooperative Endeavor Agreement between University and FPC being developed. Preliminary Programming Underway. Anticipated designer selection in September 2022.

Southern University Law Center

- Renovations and Addition to Existing Law Library (\$11,400,000) – Fusion Architects, APC + Williams & Williams Architecture, LLC - A Joint Venture Partnership selected as designer. Pre-design conference held June 30th

6. Other Business
7. Adjournment

MEMBERS

Mr. Sam Gilliam- Chairman, Dr. Rani Whitfield–Vice-Chair,
Mr. Richard Hilliard, Mr. John Barthelemy, Dr. Leon Tarver, Mr. Myron Lawson
Atty. Edwin Shorty - Ex Officio



Office of Facilities Planning Update July 2022

Southern University Agricultural and Research Extension Center

- A.O. Williams Hall Renovations – (\$5,600,400) – East wing under construction. Estimated construction completion Spring 2023
- Mega Disaster Relief Shelter (\$23,375,000) – Design being reviewed by FEMA for compliance with grant requirements.

Southern University – Baton Rouge Campus

- School of Business/Professional Accountancy (\$45,500,000) – Project design in progress. Programming meetings being held with designer and the University.
- New STEM Complex Building (\$68,500,000) – Design continues. Programming meetings being held with designer and the University
- Stewart Hall Wall Mounted HVAC Units 1st, 2nd and 3rd Floors (\$1,800,000) – Project design in progress. Delay encountered due to unknown design of existing system. Working through potential solutions to expedite design and construction.
- Honors Dormitory Project (\$36,000,000) – Stakeholder meeting held with campus, Office of Facility Planning and Control (FPC), lender, and program representatives. Cooperative Endeavor Agreement between University and FPC being developed. Preliminary Programming Underway. Anticipated designer selection in September 2022.
- New Student Life Center/Union (\$45,000,000) - Stakeholder meeting held with campus, Office of Facility Planning and Control (FPC), lender, and program representatives. Cooperative Endeavor Agreement between University and FPC being developed. Preliminary Programming Underway. Anticipated designer selection in September 2022.
- DOTD Ravine Erosion Control & Road Improvements (TBD) – Additional \$35M from USDA committed for project.
- J.W. Fisher Renovations Phase 1 Classroom & Labs, Mechanical, Electrical, Window Systems, Interior Finishes Upgrades (\$8,500,000) – Construction in progress.
- Demolition of Jesse Owens Hall, Dairy Barn (\$388,202) – Demolition in progress
- Global Innovation Center (\$5,000,000) – Preliminary programming in progress. Will proceed as a self-funded Act 959 project. Anticipated Joint Legislative Committee on the Budget approval of Act 959 project in August 2022. Anticipated designer selection in September 2022.
- Administration Building Waterproofing (\$635,000) – Design phase continues

Office of Facilities Planning Update

July 2022

- Southern University Museum of Art/National Historic District Building (\$5,625,876) - Construction in Progress. Anticipated completion date July 31
- Modify or Replace Lift Station #2 (\$1,398,962) – Ready to bid
- J.K. Haynes Hall School of Nursing Renovation and Addition (\$38,500,000) – \$10M in Priority 5 General Obligation bond funding added to Capital Outlay bill by Senate floor amendment. Project is underfunded with no cash and cannot proceed in FY23.

Southern University Law Center

- Renovations and Addition to Existing Law Library (\$11,400,000) – Fusion Architects, APC + Williams & Williams Architecture, LLC - A Joint Venture Partnership selected as designer. Pre-design conference held June 30th

Southern University – New Orleans Campus

- ADA Compliant Restroom and Public Accommodations. (\$1,650,000) –In design phase. FY23 progress will depend on lines of credit granted for the project.
- Campus Exterior Lighting Upgrades (\$1,000,000) – New Project – preliminary programming needed. Designer selection cannot proceed until Priority 2 cash line of credit is granted (most likely October 2022 or later).
- University Cafeteria (\$7,000,000) – Preliminary programming underway. Designer selection anticipated in September 2022.

Southern University – Shreveport Campus

- Louis Collier Hall Science Building Renovation (\$4,200,000) – Preliminary programming underway. Designer selection anticipated in September 2022. Phase 1 of project will proceed with existing funding. Additional funding will be sought to complete additional phases required for the major renovation project desired.
- Health & Physical Education Building Demolition (\$510,000) – Designer direct appointed Newman March Inc. Scheduling Pre-Design Conference.
- New Workforce Training and Technology Center (\$19,200,000) – SUSLA has received \$675,000 that will be used for design. The Preliminary programming required is underway. Anticipated designer selection in September 2022.
- Restoration of Atrium Glass Dome and Associated Roof Repairs and Waterproofing, Metro Building (\$635,000) – Design phase continues.
- Gym Complex (\$9,000,000) – SUSLA has received \$750,000 that will be used for design of the Gym Complex. The Preliminary programming required is underway. Anticipated designer selection in September 2022.

FINANCE COMMITTEE
(Following Facilities and Property Committee)
Board of Supervisors' Meeting Room
J. S. Clark Administration Bldg. 2nd Floor
Baton Rouge, LA.

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Informational Item
 - A. Interim Financial Reports
6. Other Business
7. Adjournment

MEMBERS

Mrs. Arlanda Williams- Chairman, Mr. Myron Lawson–Vice-Chair,
Dr. Leon Tarver, Mrs. Christy Reeves, Atty. Domoine Rutledge, Mr. Sam Gilliam
Atty. Edwin Shorty - Ex Officio

Southern University System
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2022
As of June 30, 2022

	FY22 Budget	Actual	Projected	Total FY22	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 54,173,797	\$ 51,348,797	\$ 2,825,000	\$ 54,173,797	\$ -	94.8%
Statutory Dedicated	4,250,997	3,822,627	426,968	4,249,595	(1,402)	89.9%
Federal	6,154,209	4,393,223	-	4,393,223	(1,760,987)	71.4%
Self Generated						
Tuition - Fall 2021	35,526,881	36,191,105	-	36,191,105	664,224	101.9%
Tuition - Spring 2022	32,248,362	30,430,414	-	30,430,414	(1,817,949)	94.4%
Tuition - Summer	7,121,013	6,285,559	(1,350,931)	4,934,628	(2,186,385)	88.3%
Out-of-State Fees	13,889,411	16,454,178	(317,118)	16,137,060	2,247,649	118.5%
Other	29,201,939	28,376,219	963,836	29,340,055	138,116	97.2%
Interagency Transfer	3,915,715	3,540,500	410,951	3,951,451	35,736	90.4%
Total Revenues	\$ 186,482,324	\$ 180,842,621	\$ 2,958,706	\$ 183,801,327	\$ (2,680,997)	97.0%
Expenditures						
Salaries	\$ 80,682,442	\$ 84,159,900	\$ (734,048)	\$ 83,425,852	\$ 2,743,410	104.3%
Other Compensation	425,877	99,083	15,417	114,500	(311,377)	23.3%
Related Benefits	36,005,552	34,898,084	819,363	35,717,447	(288,105)	96.9%
Total Personal Services	\$ 117,113,871	\$ 119,157,067	\$ 100,732	\$ 119,257,799	\$ 2,143,928	101.7%
Travel	1,168,170	554,003	172,602	726,605	(441,565)	47.4%
Operating Services	16,565,246	17,820,628	3,451,052	21,271,680	4,706,434	107.6%
Supplies	1,951,288	1,748,172	291,694	2,039,866	88,578	89.6%
Total Operating Expenses	\$ 19,684,704	\$ 20,122,802	\$ 3,915,348	\$ 24,038,151	\$ 4,353,447	102.2%
Professional Services	3,782,212	2,108,992	807,317	2,916,309	(865,903)	55.8%
Other Charges	20,494,708	6,491,940	6,294,823	12,786,763	(7,707,945)	31.7%
Debt Services						
Interagency Transfers	6,762,089	4,327,314	558,639	4,885,953	(1,876,136)	64.0%
Total Other Charges	\$ 31,039,009	\$ 12,928,245	\$ 7,660,780	\$ 20,589,025	\$ (10,449,984)	41.7%
General Acquisitions	3,631,646	516,748	3,465,195	3,981,942	350,296	14.2%
Library Acquisitions	662,649	527,783	112,675	640,457	(22,192)	79.6%
Major Repairs	1,301,794	2,212,078	53,366	2,265,444	963,650	
Total Acquisitions/Major Repairs	\$ 5,596,089	\$ 3,256,608	\$ 3,631,235	\$ 6,887,843	\$ 1,291,754	58.2%
Scholarships	13,048,651	13,247,942	(219,433)	13,028,509	(20,142)	101.5%
Total Expenditures	\$ 186,482,324	\$ 168,712,665	\$ 15,088,662	\$ 183,801,327	\$ (2,680,997)	90.5%

Southern University Board and System Administration
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2022
As of June 30, 2022

	FY22 Budget	Actual	Projected	Total FY22	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 3,348,376	\$ 3,348,376	\$ -	\$ 3,348,376	\$ -	100.0%
Statutory Dedicated		-	-			
Federal		-	-			
Self Generated						
Tuition - Fall 2021		-	-			
Tuition - Spring 2022		-	-			
Tuition - Summer		-	-			
Out-of-State Fees		-	-			
Other		-	-			
Interagency Transfer		-	-			
Total Revenues	\$ 3,348,376	\$ 3,348,376	\$ -	\$ 3,348,376	\$ -	100.0%
Expenditures						
Salaries	\$ 1,846,338	\$ 2,016,514	\$ 81,715	\$ 2,098,229	\$ 251,891	109.2%
Other Compensation	64,500	49,083	15,417	64,500	-	76.1%
Related Benefits	733,663	751,903	41,096	792,999	59,336	102.5%
Total Personal Services	\$ 2,644,501	\$ 2,817,500	\$ 138,228	\$ 2,955,728	\$ 311,227	106.5%
Travel	176,000	65,728	15,000	80,728	(95,272)	37.3%
Operating Services	171,100	101,632	14,000	115,632	(55,468)	59.4%
Supplies	80,000	29,132	11,475	40,607	(39,393)	36.4%
Total Operating Expenses	\$ 427,100	\$ 196,492	\$ 40,475	\$ 236,967	\$ (190,133)	46.0%
Professional Services	63,000	9,700	-	9,700	(53,300)	15.4%
Other Charges	148,775	-	126,156	126,156	(22,619)	0.0%
Debt Services		-	-			
Interagency Transfers		-	-			
Total Other Charges	\$ 211,775	\$ 9,700	\$ 126,156	\$ 135,856	\$ (75,919)	4.6%
General Acquisitions	65,000	19,825	-	19,825	(45,175)	30.5%
Library Acquisitions		-	-			
Major Repairs		-	-			
Total Acquisitions/Major Repairs	\$ 65,000	\$ 19,825	\$ -	\$ 19,825	\$ (45,175)	30.5%
Scholarships		-	-			
Total Expenditures	\$ 3,348,376	\$ 3,043,517	\$ 304,859	\$ 3,348,376	\$ -	90.9%

**Southern University Baton Rouge Campus
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2022
As of June 30, 2022**

	FY22 Budget	Actual	Projected	Total FY22	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 24,088,631	\$ 21,703,631	\$ 2,385,000	\$ 24,088,631	\$ -	90.1%
Statutory Dedicated	1,608,944	1,534,741	74,203	1,608,944	-	95.4%
Federal	-	-	-	-	-	-
Self Generated						
Tuition - Fall 2021	21,709,761	22,644,494	-	22,644,494	934,733	104.3%
Tuition - Spring 2022	19,487,148	17,985,967	-	17,985,967	(1,501,182)	92.3%
Tuition - Summer	4,963,498	3,700,268	(940,648)	2,759,620	(2,203,878)	74.5%
Out-of-State Fees	8,349,603	11,119,549	(310,076)	10,809,473	2,459,870	133.2%
Other	14,471,356	15,296,312	(550,235)	14,746,078	274,722	105.7%
Interagency Transfer	3,915,715	3,540,500	410,951	3,951,451	35,736	90.4%
Total Revenues	\$ 98,594,656	\$ 97,525,461	\$ 1,069,195	\$ 98,594,656	\$ 0	98.9%
Expenditures						
Salaries	\$ 42,752,908	\$ 44,312,498	\$ (601,970)	\$ 43,710,528	\$ 957,620	103.6%
Other Compensation	201,377	-	-	-	(201,377)	0.0%
Related Benefits	19,705,637	19,820,713	457,051	20,277,764	572,127	100.6%
Total Personal Services	\$ 62,659,922	\$ 64,133,211	\$ (144,919)	\$ 63,988,292	\$ 1,328,370	102.4%
Travel	325,870	74,855	57,602	132,457	(193,413)	23.0%
Operating Services	8,598,530	9,698,210	754,367	10,452,577	1,854,047	112.8%
Supplies	937,411	827,517	225,476	1,052,993	115,582	88.3%
Total Operating Expenses	\$ 9,861,811	\$ 10,600,582	\$ 1,037,446	\$ 11,638,027	\$ 1,776,216	107.5%
Professional Services	1,129,065	921,111	90,507	1,011,618	(117,447)	81.6%
Other Charges	8,411,593	3,522,196	3,596,231	7,118,428	(1,293,165)	41.9%
Debt Services	-	-	-	-	-	-
Interagency Transfers	4,343,650	1,792,843	558,639	2,351,482	(1,992,168)	41.3%
Total Other Charges	\$ 13,884,308	\$ 6,236,150	\$ 4,245,378	\$ 10,481,528	\$ (3,402,780)	44.9%
General Acquisitions	352,315	272,078	65,195	337,272	(15,043)	77.2%
Library Acquisitions	137,649	144,329	5,865	150,194	12,545	104.9%
Major Repairs	-	-	-	-	-	-
Total Acquisitions/Major Repairs	\$ 489,964	\$ 416,407	\$ 71,060	\$ 487,466	\$ (2,498)	85.0%
Scholarships	11,698,651	12,218,776	(219,433)	11,999,343	\$ 300,692	104.4%
Total Expenditures	\$ 98,594,656	\$ 93,605,125	\$ 4,989,531	\$ 98,594,656	\$ 0	94.9%

The Southern University Baton Rouge Campus has included \$4.46 million in HEERF funds to balance the fiscal year 2021-2022 general operating budget.

**Southern University Law Center
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2022
As of June 30, 2022**

	FY22 Budget	Actual	Projected	Total FY22	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 4,942,259	\$ 4,927,259	\$ 15,000	\$ 4,942,259	\$ -	99.7%
Statutory Dedicated	174,344	164,208	10,136	174,344	-	94.2%
Federal	-	-	-	-	-	-
Self Generated						
Tuition - Fall 2021	5,016,672	5,011,430	-	5,011,430	(5,242)	99.9%
Tuition - Spring 2022	4,719,970	4,673,425	-	4,673,425	(46,545)	99.0%
Tuition - Summer	882,945	852,358	-	852,358	(30,587)	96.5%
Out-of-State Fees	4,615,144	4,680,506	-	4,680,506	65,362	101.4%
Other	8,815,126	7,318,067	1,514,071	8,832,138	17,012	83.0%
Interagency Transfer		-	-			
Total Revenues	\$ 29,166,460	\$ 27,627,253	\$ 1,539,207	\$ 29,166,460	\$ -	94.7%
Expenditures						
Salaries	\$ 12,771,842	\$ 12,691,289	\$ -	\$ 12,691,289	\$ (80,553)	99.4%
Other Compensation	-	-	-	-	-	-
Related Benefits	4,714,564	4,254,627	-	4,254,627	(459,937)	90.2%
Total Personal Services	\$ 17,486,406	\$ 16,945,917	\$ -	\$ 16,945,917	\$ (540,489)	96.9%
Travel	515,000	165,916	100,000	265,916	(249,084)	32.2%
Operating Services	2,774,603	2,795,265	2,214,071	5,009,336	2,234,733	100.7%
Supplies	375,000	427,503	50,000	477,503	102,503	114.0%
Total Operating Expenses	\$ 3,664,603	\$ 3,388,684	\$ 2,364,071	\$ 5,752,755	\$ 2,088,152	92.5%
Professional Services	2,320,590	636,657	676,923	1,313,580	(1,007,010)	27.4%
Other Charges	526,186	336,203	189,983	526,186	-	63.9%
Debt Services		-	-	-	-	-
Interagency Transfers	568,675	568,675	-	568,675	-	100.0%
Total Other Charges	\$ 3,415,451	\$ 1,541,535	\$ 866,906	\$ 2,408,441	\$ (1,007,010)	45.1%
General Acquisitions	3,100,000	-	3,100,000	3,100,000	-	-
Library Acquisitions	350,000	243,190	106,810	350,000	-	69.5%
Major Repairs	500,000	-	-	-	(500,000)	-
Total Acquisitions/Major Repairs	\$ 3,950,000	\$ 243,190	\$ 3,206,810	\$ 3,450,000	\$ (500,000)	6.2%
Scholarships	650,000	609,348	-	609,348	(40,652)	93.7%
Total Expenditures	\$ 29,166,460	\$ 22,728,674	\$ 6,437,786	\$ 29,166,460	\$ 0	77.9%

**Southern University New Orleans Campus
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2022
As of June 30, 2022**

	FY22 Budget	Actual	Projected	Total FY22	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 6,951,532	\$ 6,851,532	\$ 100,000	\$ 6,951,532	\$ -	98.6%
Statutory Dedicated	506,477	505,075	-	505,075	(1,402)	99.7%
Federal	-	-	-	-	-	-
Self Generated						
Tuition - Fall 2021	5,051,510	5,167,885	-	5,167,885	116,375	102.3%
Tuition - Spring 2022	4,577,842	4,600,176	-	4,600,176	22,334	100.5%
Tuition - Summer	429,999	641,818	-	641,818	211,819	149.3%
Out-of-State Fees	517,807	444,489	-	444,489	(73,318)	85.8%
Other	4,370,387	4,128,124	-	4,128,124	(242,263)	94.5%
Interagency Transfer	-	-	-	-	-	-
Total Revenues	\$ 22,405,554	\$ 22,339,098	\$ 100,000	\$ 22,439,098	\$ 33,544	99.7%
Expenditures						
Salaries	\$ 10,354,998	\$ 11,923,774	\$ -	\$ 11,923,774	\$ 1,568,776	115.1%
Other Compensation	75,000	-	-	-	(75,000)	-
Related Benefits	4,649,692	4,669,020	-	4,669,020	19,328	100.4%
Total Personal Services	\$ 15,079,690	\$ 16,592,794	\$ -	\$ 16,592,794	\$ 1,513,104	110.0%
Travel	21,000	18,982	-	18,982	(2,018)	90.4%
Operating Services	1,922,500	2,070,551	84,000	2,154,551	232,051	107.7%
Supplies	180,500	81,893	-	81,893	(98,607)	45.4%
Total Operating Expenses	\$ 2,124,000	\$ 2,171,426	\$ 84,000	\$ 2,255,426	\$ 131,426	102.2%
Professional Services	13,000	66,488	-	66,488	53,488	-
Other Charges	3,512,723	29,393	1,917,631	1,947,024	(1,565,699)	0.8%
Debt Services	-	-	-	-	-	-
Interagency Transfers	1,101,141	1,147,677	-	1,147,677	46,536	104.2%
Total Other Charges	\$ 4,626,864	\$ 1,243,558	\$ 1,917,631	\$ 3,161,189	\$ (1,465,675)	26.9%
General Acquisitions	-	-	-	-	-	0.0%
Library Acquisitions	175,000	140,263	-	140,263	(34,737)	80.2%
Major Repairs	-	-	-	-	-	-
Total Acquisitions/Major Repairs	\$ 175,000	\$ 140,263	\$ -	\$ 140,263	\$ (34,737)	80.2%
Scholarships	400,000	289,426	-	289,426	(110,574)	72.4%
Total Expenditures	\$ 22,405,554	\$ 20,437,467	\$ 2,001,631	\$ 22,439,098	\$ 33,544	91.2%

**Southern University Shreveport Campus
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2022
As of June 30, 2022**

	FY22 Budget	Actual	Projected	Total FY22	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 6,437,438	\$ 6,112,438	\$ 325,000	\$ 6,437,438	\$ -	95.0%
Statutory Dedicated	163,377	156,853	6,524	163,377	-	96.0%
Federal		-	-			
Self Generated						
Tuition - Fall 2021	3,748,938	3,367,297	-	3,367,297	(381,641)	89.8%
Tuition - Spring 2022	3,463,402	3,170,846	-	3,170,846	(292,556)	91.6%
Tuition - Summer	844,571	1,091,115	(410,283)	680,833	(163,738)	129.2%
Out-of-State Fees	406,857	209,634	(7,042)	202,592	(204,265)	51.5%
Other	1,545,070	1,633,716	-	1,633,716	88,646	105.7%
Interagency Transfer		-	-			
Total Revenues	\$ 16,609,653	\$ 15,741,898	\$ (85,800)	\$ 15,656,099	\$ (953,554)	94.8%
Expenditures						
Salaries	\$ 7,755,534	\$ 7,563,701	\$ (213,793)	\$ 7,349,907	\$ (405,627)	97.5%
Other Compensation	-	-	-	-	-	0.0%
Related Benefits	3,712,410	3,052,104	302,115	3,354,219	(358,191)	82.2%
Total Personal Services	\$ 11,467,944	\$ 10,615,805	\$ 88,322	\$ 10,704,127	\$ (763,817)	92.6%
Travel	35,300	11,837	-	11,837	(23,463)	33.5%
Operating Services	2,627,955	2,389,815	371,996	2,761,811	133,856	90.9%
Supplies	153,200	139,908	-	139,908	(13,292)	91.3%
Total Operating Expenses	\$ 2,816,455	\$ 2,541,560	\$ 371,996	\$ 2,913,556	\$ 97,101	90.2%
Professional Services	221,557	109,171	28,622	137,793	(83,764)	49.3%
Other Charges	1,055,074	895,889	(218,777)	677,111	(377,963)	84.9%
Debt Services		-	-			
Interagency Transfers	748,623	818,119	-	818,119	69,496	109.3%
Total Other Charges	\$ 2,025,254	\$ 1,823,179	\$ (190,155)	\$ 1,633,024	\$ (392,230)	90.0%
General Acquisitions	-	-	300,000	300,000	300,000	0.0%
Library Acquisitions	-	-	-	-	-	0.0%
Major Repairs	-	-	-	-	-	0.0%
Total Acquisitions/Major Repairs	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ 300,000	0.0%
Scholarships	300,000	105,392	-	105,392	(194,608)	35.1%
Total Expenditures	\$ 16,609,653	\$ 15,085,936	\$ 570,163	\$ 15,656,099	\$ (953,554)	90.8%

The Southern University Shreveport Campus has included \$1.75 million in HEERF funds to balance the fiscal year 2021-2022 general operating budget.

Southern University Agricultural Research and Extension Center
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2022
As of June 30, 2022

	FY22 Budget	Actual	Projected	Total FY22	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 8,405,561	\$ 8,405,561	\$ -	\$ 8,405,561	\$ -	100.0%
Statutory Dedicated	1,797,855	1,461,751	336,104	1,797,855	-	81.3%
Federal	6,154,209	4,393,223	-	4,393,223	(1,760,987)	71.4%
Self Generated						
Tuition - Fall 2021		-	-			
Tuition - Spring 2022		-	-			
Tuition - Summer		-	-			
Out-of-State Fees		-	-			
Other		-	-			
Interagency Transfer		-	-			
Total Revenues	\$ 16,357,625	\$ 14,260,535	\$ 336,104	\$ 14,596,639	\$ (1,760,987)	87.2%
Expenditures						
Salaries	\$ 5,200,822	\$ 5,652,124	\$ -	\$ 5,652,124	\$ 451,302	108.7%
Other Compensation	85,000	50,000	-	50,000	(35,000)	58.8%
Related Benefits	2,489,586	2,349,717	19,100	2,368,817	(120,769)	94.4%
Total Personal Services	\$ 7,775,408	\$ 8,051,841	\$ 19,100	\$ 8,070,941	\$ 295,533	103.6%
Travel	95,000	216,684	-	216,684	121,684	228.1%
Operating Services	470,558	765,156	12,618	777,774	307,216	162.6%
Supplies	225,177	242,219	4,743	246,962	21,785	107.6%
Total Operating Expenses	\$ 790,735	\$ 1,224,059	\$ 17,361	\$ 1,241,420	\$ 450,685	154.8%
Professional Services	35,000	365,865	11,265	377,130	342,130	1045.3%
Other Charges	6,840,357	1,708,259	683,599	2,391,858	(4,448,499)	25.0%
Debt Services		-	-	-		
Interagency Transfers	-	-	-	-	-	0.0%
Total Other Charges	\$ 6,875,357	\$ 2,074,124	\$ 694,864	\$ 2,768,988	\$ (4,106,369)	30.2%
General Acquisitions	114,331	224,845	-	224,845	110,514	196.7%
Library Acquisitions		-	-	-		
Major Repairs	801,794	2,212,078	53,366	2,265,444	1,463,650	275.9%
Total Acquisitions/Major Repairs	\$ 916,125	\$ 2,436,923	\$ 53,366	\$ 2,490,289	\$ 1,574,164	266.0%
Scholarships	-	25,000	-	25,000	25,000	
Total Expenditures	\$ 16,357,625	\$ 13,811,947	\$ 784,691	\$ 14,596,638	\$ (1,760,987)	84.4%

GOVERNANCE COMMITTEE
(Following Finance Committee)
Board of Supervisors' Meeting Room
J. S. Clark Administration Bldg. 2nd Floor
Baton Rouge, LA.

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Items
 - A. Request Approval to Establish a Health Equity Law & Policy Institute at the Southern University Law Center (SULC)
Recently the Law Center has developed a partnership with the Office of the Mayor president in Baton Rouge to advance health literacy in East Baton Rouge Parish. The project to advance health literacy formally known as the Baton Rouge Advancing Health Literacy (BRAHL) project is a first step towards positioning the Law Center to be a leader in doing research, educating law students, and promoting advocacy and policy solutions to reduce health disparities and increase health equity.
 - B. Request Approval of Shared Leave Pool Policy (SUS)
In July 2005, this policy was originally approved by the SUBOS, however, the SUBOS never really implemented the policy or procedures. During the 2022 Louisiana House of Representatives Regular Session, House Bill No. 980/Act 649 was passed. This House Bill requires all state agencies to provide a shared leave pool for employees or for employees to care for family members when an employee does not have sufficient annual, sick or compensatory leave. The SU System will develop procedures to accompany this policy.
6. Other Business
7. Adjournment

MEMBERS

Mr. Myron Lawson- Chairman, Dr. Leon Tarver, II, –Vice-Chair,
Dr. Leroy Davis, Ms. Christy O. Reeves, Miss Nadia Foster
Atty. Edwin Shorty- Ex Officio



SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL
POST OFFICE BOX 9294
BATON ROUGE, LOUISIANA 70813-9294

OFFICE OF THE CHANCELLOR
(225) 771-2552
FAX (225) 771-2474

June 30, 2022

Mr. Dennis Shields
President/Chancellor
Southern University System & Baton Rouge Campus
J. S. Clark Administration Building
4th Floor
Baton Rouge, LA 70813

RE: Permission to establish a Health Equity Law & Policy Institute at the Southern
University Law Center

Dear President Shields:

The COVID-19 Pandemic compelled us to recognize that health inequities contributed significant negative outcomes for people of color in the United States. Inequities cannot be eliminated by not addressing the structural factors that create them. Advancing health equity is critical to optimizing health outcomes and improving the quality of healthcare while potentially reducing costs.


The expertise and resources of the legal profession, combined with the expertise and resources of the medical and public health professions can help to identify and address underlying social, and legal causes of poor health commonly referred to as social determinants of health. The Southern University Law Center has over the past years begun a process to train its students on various aspects of health law and policy, and health equity issues that affect socially vulnerable populations.

Recently the Law Center has developed a partnership with the Office of the Mayor president in Baton Rouge to advance health literacy in East Baton Rouge Parish. The project to advance health literacy formally known as the Baton Rouge Advancing Health Literacy (BRAHL) project is a first step towards positioning the Law Center to be a leader in doing research, educating law students, and promoting advocacy and policy solutions to reduce health disparities and increase health equity.

Developing the institute would provide a vehicle for the Law Center to seek funding, conduct seminars, webinars, conferences, and establish a training ground to promote health law and policy career opportunities. In recent years, SULC alums have successfully pursued and garnered health law and policy positions. I believe that the establishment of this institute would produce positive student outcomes.

Therefore, I am requesting that the Southern University System Board of Supervisors at their July 15, 2022, meeting grant the Southern University Law Center approval to establish the Health Equity Law and Policy Institute. Should you have any questions, please feel free to contact me.

Sincerely,



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

SUMMARY FOR
SOUTHERN UNIVERSITY SYSTEM
FACULTY AND UNCLASSIFIED EMPLOYEES SHARED LEAVE POOL

In July 2005, this policy was originally approved by the SUBOS, however, the SUBOS never really implemented the policy or procedures. During the 2022 Louisiana House of Representatives Regular Session, House Bill No. 980/Act 649 was passed. This House Bill requires all state agencies to provide a shared leave pool for employees or for employees to care for family members when an employee does not have sufficient annual, sick or compensatory leave.

The SU System will develop procedures to accompany this policy.



POLICY TITLE
FACULTY AND UNCLASSIFIED EMPLOYEES SHARED LEAVE POOL

POLICY NUMBER
7-00

Responsible Unit: Southern University System Human Resources Office	Effective Date: 08/01/2022
Responsible Official: Associate Vice President for Human Resources	Last Reviewed Date:
Policy Classification: Human Resources	Origination Date: 08/01/2022

I. POLICY STATEMENT AND RATIONALE

This policy establishes the framework to provide paid leave to eligible faculty and unclassified employees to manage their or an eligible family member’s catastrophic and/or serious illness or injury. This policy was updated due to the passing of House Bill No. 980/Act No. 649 in the 2022 Regular Session of the Louisiana Legislature.

II. POLICY SCOPE AND AUDIENCE

This policy will apply to faculty and unclassified employees who do not have sufficient paid leave to manage their and/or an eligible family member’s catastrophic and/or serious illness or injury. Classified employees will be governed by a Louisiana Department of State Civil Service compliant policy.

III. POLICY COMPLIANCE

This policy will allow the Southern University System to develop procedures to provide eligible employees the ability to take leave or manage a catastrophic and/or serious illness and/or injury for an eligible family member. All employees will be required to comply with the Policy and procedures.

IV. POLICY DEFINITIONS

Shared Pool-is an account that collects leave hours donated by faculty and unclassified employees that will be used by eligible employees for themselves and/or to take care of an employee’s eligible family member suffering from catastrophic and/or serious illness or injury.

Leave Hours- eligible hours include annual, sick or compensatory leave.

Eligible Employee-a full-time employee who needs annual, sick or compensatory leave from a Shared Pool Account who meets one of the following qualifying circumstances:

- a. Employee experiences a catastrophic illness or serious injury that prevents the employee from performing his/her duties for a period of more than ten (10) consecutive days that the employee is scheduled to work and the employee does not have sufficient annual, sick or compensatory leave credited to the employee personally to cover the entire period of illness or injury.
- b. Employee has a significant other, minor child, child who is still financially supported by the employee, or dependent parent for whom the employee is the primary caregiver who experiences a catastrophic illness or serious injury that prevents the employee from performing his/her duties for a period of ten (10) consecutive days that the employee is scheduled to work, and the employee does not have sufficient annual, sick, or compensatory leave credited to the employee personally to cover the entire period of illness or injury.
- c. Employee experiences the birth or adoption of a child and does not have sufficient annual, sick, or compensatory time to cover a minimum of six (6) weeks of parental leave immediately following the birth or adoption.

Catastrophic/Serious Illness or Injury-is an illness, injury, impairment, or physical or mental condition that include the following:

- a. Inpatient care in hospital, hospice or residential medical care facility, or
- b. Continuing treatment by a health care provider that includes one or more of the following:
 - i. A period of incapacity of more than three (3) consecutive, full calendar days and subsequent treatment or related period of incapacity relating to the same condition;
 - ii. Any period of incapacity due to pregnancy for prenatal care;
 - iii. Any period of incapacity or treatment due to a chronic serious health condition;
 - iv. A period of incapacity that is permanent or long-term due to a condition for which treatment may not be effective; or
- c. Any period of absence due to multiple treatments (including any period of recovery from the treatments) for restorative surgery after an accident or other injury, or a condition that would likely result in a period of incapacity of more than three (3) consecutive, full calendar days in the absence of medical intervention or treatment.

V. POLICY IMPLEMENTATION PROCEDURES

Procedures will be developed to implement this Policy.

VI. POLICY RELATED INFORMATION

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

VII. POLICY HISTORY AND REVIEW CYCLE

This is the revision to an existing policy based upon House Bill No. 980/Act No. 649 in the 2022 Regular Session of the Louisiana Legislature..

VIII. POLICY URL

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

IX. POLICY APPROVAL

This section identifies the appropriate approval official(s).

Dennis Shields, Esq.
President-Chancellor, Southern University and A&M College System

Effective Date of Policy

The Honorable Edwin Shorty
Chair - Southern University System Board of Supervisors

Effective Date of Policy

PERSONNEL AFFAIRS COMMITTEE
(Following Governance Committee)
Board of Supervisors' Meeting Room
J. S. Clark Administration Bldg. 2nd Floor
Baton Rouge, LA.

AGENDA

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

A. Request Approval of Assistant Professor (Non-Tenure Track) Positions in the School of Nursing equal to or greater than \$75,000.00 (SUBR)

Name	Position/Campus	Salary	Funding Source
1. Brandi Wicks	Assistant Professor (Non-Tenure Track) New Appointment	\$82,482.00	State

B. Request Approval of Personnel Action on Positions equal to or greater than \$60,000 (SUS)

Name	Position/Campus	Salary	Funding Source
1. Lanetta Barthelemy	Program Coordinator/ Facilities Planning New Appointment	\$75,000.00	State
2. Jamaul Jackson	DOIT System Administrator New Appointment	\$75,000.00	State
3. Allen Vital	Chief of Staff New Appointment	\$150,000.00	State

C. Request Approval of Personnel Action on Positions equal to or greater than \$60,000 (SUNO)

Name	Position/Campus	Salary	Funding Source
1. Willie Jones	AVC for Graduate Studies New Position	\$100,000.00	State
2. Tanya Rose	Dean of The College of Education and Human Development New Appointment	\$100,000.00	State

D. Request Approval of Personnel Action on Positions equal to or greater than \$60,000
(SUSLA)

Name	Position/Campus	Salary	Funding Source
1. Michael Taylor	Interim Vice Chancellor of Student Affairs and Enrollment Management New Appointment (6 months)	\$60,300.00	State

E. Request Approval of Personnel Action on Positions equal to or greater than \$60,000
(SUAREC)

Name	Position/Campus	Salary	Funding Source
2. Harold Mellieon	Research Assistant Professor and Academic Coordinator New Appointment	\$90,000.00	Federal

6. Other Business

7. Adjournment

MEMBERS

Dr. Leon Tarver - Chairman, Mrs. Christy Reeves–Vice-Chair,
Mr. Samuel Tolbert, Mr. Raymond Fondel, Ms. Arlanda Williams, Atty. Jody Amedee
Atty. Edwin Shorty - Ex Officio



Office of the Executive Vice Chancellor and Provost

J.S. Clark Administration Building
Post Office Box 9820
Baton Rouge, Louisiana 70813
Office: 225 771-2360

June 30, 2022

Dennis J. Shields, President-Chancellor
Southern University System
4th Floor, J S Clark Administration Building
Baton Rouge, Louisiana 70813

Dear President Shields:

The items listed below are hereby being submitted for the July 2022 Board of Supervisors Meeting Agenda:

- Chancellor's Report

Action Item (s):

- Personnel Action Forms for Joya Joseph, D'Lane Alexander, Michelle Wilson, Shanda Arnold, Alise Harts, Erica Coleman, Lakesha Thomas, Brandi Wicks, Vinnie Marcell and Renada Taylor.
- Request approval for Non-Tenure Track positions in the School of Nursing.
- Termination Request Form for Electronics Engineering Technology Program.

With Kindest Regards,

Bijoy K. Sahoo, Ph.D.
Executive Vice-Chancellor and Provost

/bcl

Enclosure (s)

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER 2F9978

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

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

Previous Employee Antionella Upshaw Reason Left Resigned
 Date Left May 1, 2022 Salary Paid \$72,413

Profile of Person Recommended

Length of Employment _____ To _____
 Effective Date August 1, 2022

Name Brandi Wicks SS# _____ Sex Female Race* Black
(Last 4 digits only)

Position Title: Assistant Professor (Non-Tenured Track) Department: School of Nursing

Check One Existing Position New Position *Visa Type (See Reverse Side): U S _____
 Expiration Date: _____
(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience 11 Southern University Experience 0
 Degree(s): Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge): Year:
DNP Southern University and A&M College 2022
MSN Southern University and A&M College 2014
BSN Southern Louisiana University 2010

Current Employer Ochsner Health System

Personnel Action

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

Recommended Salary \$72,413 Salary Budgeted _____

Source of Funds State

Identify Budget: 211001 22403 21000 Location _____
 Form Code: _____ Page _____ Item # _____

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

Financial Aid signature (if, applicable): _____
 List total funds currently paid this employee by Southern University:
 *See Reverse Side
 Comments: (Use back of form) _____

Source of Funds	Amount
<u>21100122403-6/003-21000</u>	<u>72,413</u>

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

<u>James C. Brown</u> Supervisor Date <u>June 29, 2022</u>	<u>James C. Brown</u> Dean/Unit Head Date <u>June 29, 2022</u>
<u>Bijoy K. Sahoo</u> Vice Chancellor Date <u>6/30/2022</u>	<u>James C. Brown</u> Vice President/Finance Date <u>7/1/22</u>
<u>[Signature]</u> Director/Personnel Date _____	<u>[Signature]</u> Business Affairs/Comptroller Date _____
_____ President Date _____	_____ Chairman/S.U. Board of Supervisors Date _____

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: 9 month faculty
EMPLOYEE DIRECT SUPERVISOR: Dean Sandra C. Brown / Dr. Staci Taylor
SUPERVISOR/DEPARTMENT CONTACT NUMBER 225.771.2660
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	CODE	EXPIRES
United States Citizen/Certificate of Naturalization	US	
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
I certify that the above purchase(s) is (are) allowable under the terms and conditions of the appropriation, budget or award agreement and in accordance with federal, state, local, and university policies and procedures required for fiscal compliance.


Encumbered Funds Available By: [Signature]
Date: [Date]

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)

BRANDI WICKS



EDUCATION

DNP	Southern University and A&M College	May 2022
MSN	Southern University and A&M College	May 2014
BSN	Southeastern Louisiana University Graduated Summa Cum Laude	Dec 2010

HONORS AND AWARDS

Sigma Theta Tau Honor Society	2014
African American Achievement Award	2010
Academic Excellence Award	2010
Thirteen Club	2009

RESEARCH EXPERIENCE

Capstone Project: "Milk and Non-milk Beverage Intake Among Pregnant Women Enrolled in a Women, Infants and Children Program" Committee: Dr. Wanda Spurlock (chair)	2022
--	------

PROFESSIONAL TRAINING AND CERTIFICATIONS

Basic Life Support
Certified Medical Examiner

WORK EXPERIENCE

Family Nurse Practitioner, Ochsner Health System, Diabetes Management Department
July 2018- present, Baton Rouge, La
· Provide care to ages 18 years and older

- Continuous diabetic management for Prediabetics, Type I, and Type II Diabetics. This is achieved by using behavioral change and health coaching techniques, assessing and meeting the patient's nutritional needs, and acknowledging mental health needs.
- Collaborate with other healthcare professionals, including endocrinologists, dietitians, healthcare social workers, and psychiatrists, to provide holistic care.
- Order and interpret lab tests; monitor glycemic control using continuous glucose monitoring devices; prescribe treatments including oral agents, non-insulin injectables, and intensive insulin therapy with MDI and insulin pumps.

Family Nurse Practitioner, Ochsner Health System, Urgent care

June 2015- 2018, Baton Rouge, La

- Provide care to all ages
- Initial and ongoing assessment of patient's medical, physical, and psychosocial status, including conducting history and physical assessments, development, and implementation of treatment plans, recording progress notes, ordering tests, examinations, medications, and therapies, and writing discharge summaries based on interpretation of data
- Diagnose and treat minor illnesses and minor injuries, including but not limited to respiratory symptoms, otitis media, headaches, conjunctivitis, skin conditions, bladder complaints, wounds, musculoskeletal injuries and pain, abdominal complaints, and STDs
- Perform procedures such as sutures, incision, and drainage, removal of foreign bodies; application of splints; vaginal and rectal exams

Family Nurse Practitioner, CVS MinuteClinic, Walk-in clinic

October 2014- present, Baton Rouge, La

- Provide care to patients ages 18 months and older
- Diagnose and treat minor illnesses and minor injuries, including but not limited to allergy symptoms, bronchitis, sinusitis, otitis media, URI, headaches, conjunctivitis, skin conditions, bladder complaints, burns, wounds, sprains, strains, and STIs
- Provide preventative healthcare and screenings to patients such as comprehensive health screenings and diabetes, cholesterol, and blood pressure monitoring, women's health services, immunizations
- Implement wellness programs such as smoking cessation, weight loss, and sports, camp, administrative and DOT physicals
- Provide patient health education and follow up instructions
- Responsible for cleanliness and organization of clinic, along with inventory, equipment monitoring, patient insurance verification, transactions
- Participate in community outreach

Registered Nurse, our lady of the lake regional medical center

February 2011- May 2015, Baton Rouge, La

Staff Nurse-Medical Surgical/Telemetry also Nephrology, Oncology, and Rehabilitation Floors

- Provided comprehensive medical and emotional care to patients with various illnesses
- Interacted with families to provide effective family-centered care
- Effectively communicated with multiple disciplines
- Acted as a Charge Nurse
- Responsible for providing facility discharge planning with home care agencies
- Responsible for developing orientation plans for new staff members

PROFESSIONAL AFFILIATIONS

American Association of Nurse Practitioners

American Diabetes Association

COMPUTER SKILLS

Epic

Cerner

Legacy

REFERENCES

Available upon request



SOUTHERN UNIVERSITY AND A & M COLLEGE SYSTEM

J. S. CLARK ADMINISTRATION BUILDING
3RD FLOOR
BATON ROUGE, LOUISIANA 70813

OFFICE OF THE SYSTEM
DIRECTOR FOR
FACILITIES PLANNING

TELEPHONE: (225) 771-2786
FAX: (225) 771-2922

June 27, 2022

Dr. Ray L. Belton
President-Chancellor
Southern University and A&M College
Baton Rouge, LA 70813

Dear Dr. Belton:

This letter comes to request approval to waive the search for the Program Coordinator position in the Office of Facilities Planning. This position will provide specialized administrative support in the development and implementation of the capital projects program for the System. Experience with the state's capital outlay process including the capital outlay request process would be invaluable.

We have identified a candidate with nearly ten years of experience with the Office of Facility Planning and Control, of which the last six years have been in the Capital Outlay section. Ms. Lanetta Barthelemy holds a MBA in Accounting and currently serves as a State Capital Outlay Analyst 3 and is familiar with all three phases of the capital outlay process: development, enactment and execution. Further, her experience as a State Fiscal Analyst in the Office of Facility Planning and Control has given her knowledge of the state's project management and project accounting policies and procedures as well. Her skills and abilities would be an asset that allow us to better understand project status and project funding status for projects managed by the Office of Facility Planning and Control.

Ms. Barthelemy's resume is attached for your consideration. Please feel free to reach out to us if we can provide additional support to this request.

Sincerely,

Kenneth Dawson
System Director of Facilities Planning

Approved:

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

Dr. Ray L. Belton, President-Chancellor

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	1	M	8	8	9	8
-----------------	---	---	---	---	---	---

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

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

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

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

Profile of Person Recommended

Length of Employment July 1, 2022 To June 30, 2023

Effective Date August 1, 2022

Name Lanetta Barthelemy SS# _____ Sex M Race* B
(Last 4 digits only)

Position Title: Program Coordinator Department: Facilities Planning

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 22 Southern University Experience 0

Degree(s):	Type/Discipline (BA-Education):	Institution/Location	Year:
	<u>Bachelor of Science Business</u>	<u>Southern University and A&M College</u>	<u>2005-2011</u>
	<u>MBA Accounting</u>	<u>Colorado Technical University</u>	<u>2011-2015</u>

Current Employer State of Louisiana Office of Facility Planning and Control

Personnel Action

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

Recommended Salary \$75,000.00 Salary Budgeted \$75,000.00

Source of Funds State Budget

Identify Budget: 111005-11303 Location _____
Form Code: _____ Page _____ Item # _____

Change of: _____ From _____ To _____

Position _____
Status _____
Salary Adjustment _____

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:




*See Reverse Side

Comments: (Use back of form)

Source of Funds	Amount
111005-11303-61002-16000	\$75,000.00

*See Reverse Side

Graduate School signature (if, applicable):

	<u>7/1/22</u>		<u>7/1/22</u>
Supervisor	Date	Dean/Unit Head	Date
Vice Chancellor	Date	Chancellor	Date
Director/Personnel	Date		<u>7/1/22</u>
President	Date	Vice President/Finance	Date
		Business Affairs/Comptroller	
		Chairman/S.U. Board of Supervisors	Date

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

ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 AM -5:00 PM
EMPLOYEE DIRECT SUPERVISOR: Kenneth Dawson
SUPERVISOR/DEPARTMENT CONTACT NUMBER 225-771-2786
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE

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

CODE	EXPIRES
US	
RA	
H1	
J1	
FI	
F0	

FUNDS AVAILABLE
OFFICE OF THE VICE PRESIDENT
FOR FINANCE & BUSINESS AFFAIRS
SOUTHERN UNIVERSITY SYSTEM

SIGNATURE: _____ DATE: 7/11/22

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

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

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

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Program Coordinator AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR Office of Facilities Planning

(Department or Unit)

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

VACANCY DESCRIPTION AND JUSTIFICATION

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

This is a 12-month position having the following duties: (1) Provides specialized administrative support in the development, and implementation of the capital projects program for the System. (2) Serves as a central point of contact between students, faculty, staff, other departments, and/or external constituencies on day-to-day programmatic, operational, and administrative matters; assists with seminars, meetings, special projects, and/or general problem resolution. (3) Coordinates activities of support staff, consultants, faculty, and/or volunteers engaged in implementation and administration of capital projects program objectives. (4) Monitors and administers program/project revenues and expenses; may develop or participate in the development of funding proposals for the capital projects program. (5) Writes, edits, and coordinates development of training manuals as appropriate to the program. Maintains capital projects program and individual project records; researches information and gathers and computes various data; prepares special and/or one-time reports, summaries, or replies to inquiries, selecting relevant data from a variety of sources.

Salary/Range: \$70,000 -- \$75,000 Previous Incumbent (if replacement): _____

Approved Disapproved _____ 6/27/22
 Department Head Date

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

FINANCE/BUDGET OFFICE ONLY	
Funds Available <u>1M8898</u>	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Signature <u>[Signature]</u>	Date <u>6/29/22</u>
Budget Number	<u>111005-11303-61008-16000</u>

HUMAN RESOURCES OFFICE ONLY	
Existing/Approved Position	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Employee Class: <u>MU</u>	Job Class: <u>14494</u>
Verified By: <u>Mikhael Williams</u>	Date: <u>06/28/22</u>

Approved Disapproved _____
 Vice Chancellor Date

Approved Disapproved _____ 6/27/22
 Chancellor/Vice President Date

Approved Disapproved _____ 6/27/22
 President Date

An Equal Opportunity Employer

Lanetta Barthelemy

Experience State of Louisiana (02/07/2000-Present)

Office of Facility Planning and Control State Capital Outlay Analyst (01/04/2016 – Present)

Duties:

- Audit the capital outlay requests which are the applications for capital outlay funding for feasibility and compliance with statutory requirements.
- Reconcile project expenditures against bonds and current lines of credit.
- Confer with project managers regarding the current request for Capital Outlay funding and the remaining scope of work to ensure alignment.
- Make funding recommendations
- Track capital outlay budget through the legislative process.
- Prepare legislative reports.

Office of Facility Planning and Control State Fiscal Analyst (05/28/2012 – 01/04/2016)

Duties:

- Encumber contract commitments and process payment requests.
- Reconcile and audit FEMA PWs for the four major hurricanes that hit Louisiana.
- Audit project expenditures to ensure that the project's cost was within approved budget.
- Maintain office inventory and ensure compliance with audit requirements
- Develop written policies and procedures for payroll/timekeeping and vehicle maintenance and utilization

University of New Orleans (05/12/2008 – 05/27/2012) Accounting Technician

Duties:

- Audited and Processed travel vouchers, travel advances & travel clearance form.
- Uploaded the documents into the PeopleSoft system for payment.
- Emailed the traveler or the department in reference to error and/ or problems with vouchers.
- Scanned and uploaded copies of documents into the SharePoint system when completed.

- Maintained the MV-7 report which was sent to Property Control.
- Audited the University's international programs to assure that all State regulations were upheld while abroad.
- Assisted in the implementation of the state travel card program at the University.
- Assisted co-workers with the processing of check request, contractual services payments and honorariums.

Louisiana State Board of Nursing (07/31/2006 - 05/11/2008)
Accountant Technician

Duties:

- Accounts payable, accounts receivable and payroll for 35 + employees.
- Audited invoices for accuracy and that they are in accordance with state regulations.
- Entered the invoice information in the accounting system, printed checks and mail the checks to the vendors.
- Audited and deposit all revenue received.
- Performed daily audits during renewal season and issued refunds when necessary.
- Customer service

Metropolitan Developmental Center (02/13/2002 - 07/30/2006)
Accounting Specialist II

Duties:

- Prepared and classify bank deposits for 200 + people by various source of income.
- Entered data into clients' personal funds and reconciles each report generated.
- Maintained Recreation Fund ledger, prepares deposits, disburses checks and reimbursed funds as required. Maintained the Imprest Fund and the Petty Cash Fund.
- Verified and deposited revenue generated from Bayou Village Mall, Metropolitan Business Center sales, Ineligible Patient Fees, apartment rent, risk management claims, vending machine sales, garnishments, client clothing reimbursements, return of appropriations, and etc.
- Audited agency's expense accounts, according to state travel regulations.
- Entered vendor payments daily and correspond with vendors and/ or department when necessary.
- Provide monthly information for use in projections, budget request, American Appraisal report and various other management reports.
- Assist in fiscal year close-out procedures, monthly budget projections and any reports required by federal, state or local regulations.

Louisiana State Board of Cosmetology (08/27/2001 - 12/19/2001)
Clerk III

Duties:

- Process license renewals.
- Customer Service.
- Research individual and business licenses information and revenue received. I spoke with inspectors about personal and shop licenses.
- Entered financial information in the system on accounts.

Louisiana State University (02/07/2000 - 02/02/2001)
Accounting Specialist II

Duties:

- Processed vendor invoice for payments.
- Processed travel vouchers for payment to employees.
- Researched invoices and conference with various departments and employees.

Education

Colorado Technical University (07/2011 – 08/2015)

Colorado Springs, Colorado

Degree: MBA - Major: MBA-Accounting

Southern University at New Orleans (01/2005 – 05/2011)

New Orleans, Louisiana

Degree: Bachelor - Major: Business Entrepreneurship

Degree: Bachelor - Major: General Studies

Additional Information

- Certification - **Defensive Driver**
- Training - **Excel, Word, PowerPoint, SharePoint, QuickBooks, SAP, Business Objects, ERP & ISIS**
- Specialized Education - **MR/DD Provider Enrollment for OCDD & Advanced HIPAA Privacy**

Program Coordinator

Classification (Exempt)

Salary Grade/Range
Unclassified/ \$75,000

Reports to System Director of Facilities Planning

June 27, 2022

JOB DESCRIPTION

Plans and coordinates the day-to-day fiscal, administrative, and operational activities of the System Office of Facilities Planning. The program/project is usually focused to a single purpose, may be scientific, research, educational, or service oriented, and may exist as a subset of an integrated, grant-funded program activity. Duties typically include assisting with grant planning and administration, fiscal, budgetary, and/or other associated transactions, program implementation and administration, internal and external operational/administrative liaison, program marketing, and reporting.

Essential Functions

1. Provides specialized administrative support in the development, and implementation of the capital projects program for the System.
2. Serves as a central point of contact between students, faculty, staff, other departments, and/or external constituencies on day-to-day programmatic, operational, and administrative matters; assists with seminars, meetings, special projects, and/or general problem resolution.
3. Coordinates activities of support staff, consultants, faculty, and/or volunteers engaged in implementation and administration of capital projects program objectives.
4. Monitors and administers program/project revenues and expenses; may develop or participate in the development of funding proposals for the capital projects program.
5. Writes, edits, and coordinates development of training manuals as appropriate to the program.
6. Maintains capital projects program and individual project records; researches information and gathers and computes various data; prepares special and/or one-time reports, summaries, or replies to inquiries, selecting relevant data from a variety of sources.



Office of Human Resources

UNCLASSIFIED POSITION DESCRIPTION

7. Performs or delegates clerical and administrative support tasks, including creation, typing, and editing of program correspondence, purchasing documents, reports, program handbooks, and other publications.
8. May assist with grant and/or proposal writing as appropriate to the objectives and funding nature of the program; may participate in other fundraising activities.
9. May perform specialized activities of a programmatic nature in direct support of the accomplishment of program objectives and protocol.
10. May supervise student employees, volunteers and/or interns; may lead lower-graded staff.
11. Performs miscellaneous job-related duties as assigned.

Work Environment

This job operates in a professional office environment. This role routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets and fax machines.

Required Education and Experience

- Master of Business Administration

Preferred Requirements

- Five or more years of experience working with project management professionals
- Five or more years working with Louisiana's Capital Outlay process
- Experience with the eCORTS program
- Experience with project accounting

AAP/EEO Statement

In compliance with Title IX of the Education Amendments of 1972, Title VI and VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and other federal, state, and local laws, Southern University and A&M College forbids discriminating or harassing conduct that is based on an individual's race, color, religion, sex, ethnicity, national origin or ancestry, age, physical or mental disability, sexual orientation, gender identity, gender expression, genetic information, veteran or military status, membership in Uniformed Services, and all other categories protected by applicable state and federal laws. This commitment applies but is not limited to decisions made with respect to hiring and promotion, the administration educational programs and policies, scholarship and loan programs, and athletic or other College administered programs. Discriminatory acts of any kind are strictly forbidden.

DIVISION OF INFORMATION TECHNOLOGY



Southern University and A&M College

P. O. Box 12891
Baton Rouge, Louisiana 70813
(225) 771-3935 (Voice)
(225) 771-2883 (Fax)

28 June 2022

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

RE: Replacement Appointment for Systems Administrator – 2M7823-00

I am requesting your support to hire a replacement for the Systems Administrator position within the Division of Information Technology. The previous occupant, Mr. Duc Nguyen, left for a better offer at Baton Rouge Community College, underscoring the continuing challenges to recruiting and retaining employees. I would like to emphasize, we have lost some valuable employees over the past few years due to compensations that are out of line with competition.

I have decided on a suitable replacement from Louisiana State University for this job in the person of Mr. Jamaul S.L. Jackson. Mr. Jackson has over 10 years of experience working with/in Dell PowerEdge, Storage Area Networks (SANs), IBM SANs and Synology NAS. Mr. Jackson's impeccable work ethics and dependability from his previous job has made him the best candidate, by far, for this position.

Your favorable endorsement of this request will be greatly appreciated. I am available to clarify any inquiries you may have. Thank you.

Sincerely,

Gabriel Fagbeyiro, Ed.D.
Associate VP/CIO

Approved:

Mr. Benjamin Pugh, V.C. – Finance

Date

6/30/22

Dr. Ray Belton, President-Chancellor

Date

xc: Mr. Flandus McClinton, Vice President for Finance

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	2	M	7	8	2	3
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CAMPUS: SUS _____ SUBR X SULAC _____ SUAREC _____ SUNO _____ SUSLA _____

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

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

Previous Employee Duc Nguyen Reason Left Increase in Pay
 Date Left July 31, 2021 Salary Paid \$75,000.00

Profile of Person Recommended

Length of Employment October 1, 2021 To September 30, 2022
 Effective Date August 1, 2022

Name Jamaul S.L. Jackson SS# 438-77-8243 Sex Male Race* A.A.
 (Last 4 digits only)

Position Title: Systems Administrator Department: Division of Information Technology

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

U	S	
---	---	--

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

Years Experience 10 Years Southern University Experience 0
 Degree(s): Type/Discipline (BA-Education): BS - Computer Science Institution/Location (SU-Baton Rouge): Southern University & A&M College Year: May 2010

Current Employer Louisiana State University - School of Veterinary Medicine - Baton Rouge, LA

Personnel Action

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

Recommended Salary \$65,000.00 Salary Budgeted \$75,000.00

Source of Funds Title III Funds - 220451-21091-61002-24100

Identify Budget: 220451-21091-61002-24100 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
220451-21091-61002-24100	\$65,000.00

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

Harold Taghey 6/30/22 [Signature] 6/30/22
 Supervisor Date Dean/Unit Head Date
 Vice Chancellor [Signature] 6/30/22 [Signature] Date
 Director/Personnel Date Vice President/Finance Date
 Business Affairs/Comptroller Date
 President Date Chairman/S.U. Board of Supervisors Date

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS: Mr. Jamaul S.L. Jackson will be the new Systems Administrator within the Division of Information Technology starting August 1, 2022. Mr. Jackson's salary will be \$65,000.00 annually.

EMPLOYEE REGULAR WORK SCHEDULE: 8:00am – 5:00pm (on call as needed)
EMPLOYEE DIRECT SUPERVISOR: Dr. Gabriel Fagbeyiro, AVP-CIO
SUPERVISOR/DEPARTMENT CONTACT NUMBER (225) 771-5091
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

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

Jamaul S.L. Jackson

Highly motivated IT Professional with over 10+ years' experience working with/in Dell PowerEdge, Storage Area Networks (SANs), IBM SANs and Synology NAS. I am a quick learner and possess the capability to grasp the concept of new processes rapidly. I have an extremely solution-oriented mindset when it comes to problem solving and troubleshooting any issues that may arise. I am naturally a self-starter with the ability to take on any tasks and/or duties that are assigned to me. As a professional, I am constantly seeking growth in my career and the opportunity to enhance my skillset. I work great within a team setting and am always excited for the prospect to learn new things and expand upon my knowledgebase.

TECHNICAL SKILLS & QUALIFICATIONS

- Proficient in VMware Vsphere, VMware Horizon, VMware Vcenter, VMware Unified Access Gateway, ExamSoft, Panopto, eFilm, PASCAL, C++, JAVA, Python, Microsoft Office, Adobe Photoshop, Processing Operating System: Microsoft Windows, Sun Microsystems Solaris, MacOS

PROFESSIONAL EXPERIENCE

Computer Analyst 2

LSU School of Veterinary Medicine - Baton Rouge, LA

December 2018 - Present

- Manage storage on multiple hosts and servers in VMware Vsphere
- Set up new virtual servers and hosts
- Administer backups and restore data when necessary
- Assist in moving Panopto Lecturing Software from On-Premise Virtual Host to Cloud
- Replace and/or add nodes to cluster
- Create Group Policy Objects for mapped network drives and printers

Computer Analyst 1

LSU School of Veterinary Medicine - Baton Rouge, LA

December 2014 - December 2018

- Provided technical support with hardware and software to students, faculty and staff.
- Recorded helpdesk resolutions to knowledge base for team members.
- Troubleshoot when medical equipment was not sending cases to department database or Medical Records application
- Installed freezer monitoring system for Equine Health Studies Program
- Set up AV equipment for classes during semester and special events
- Assisted with implementing Wyse Client virtual machines to replace desktop PCs
- Migrated faculty and staff emails from Veterinary email server to Microsoft Outlook

Application System Specialist

Our Lady of the Lake College - Baton Rouge, LA

November 2013 - December 2014

- Provided technical support with hardware and software to students and faculty
- Documented help desk tickets/resolutions
- Assisted with special projects including mobile application development

Lead Service Technician

Sprint by Connectivity Source - Baton Rouge, LA

November 2010 – November 2013

- Provided technical support and technical training on hardware/software to end users on cell phones, tablets and wireless hot spots
- Documented help desk tickets/resolutions
- Trained newly employed technicians in proper procedures in repairs and documenting resolutions

Temporary Tester

Electronic Arts Sports - Baton Rouge, LA

February 2009 – July 2009

- Inspected products (Madden and NBA Live for PS4) for glitches before being sent out to the end users
- Cataloged each glitch into a database

EDUCATION

Southern University and A&M College

Bachelor of Science Degree of Computer Science

Minor: Mathematics

Major GPA: 3.05

Baton Rouge, LA

May 2010

HONORS & AWARDS/ACTIVITIES

Dean's List 2003-2004, 2010

Book Scholarship, Family & Violence Prevention Program (2003)

Phi Beta Sigma Fraternity Scholastic Achievement Award (2003)

Upsilon Phi Upsilon Service Fraternity Inc.

Association of Computing Machinery

Association of Information Technology Professionals

AmeriCorps VISTA Summer Associate/ Junior Counselor

Ambassadors of Young Life of Urban Baton Rouge



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

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

July 12, 2022

Attorney Edwin Shorty, Chairman
Southern University Board of Supervisors
Office of the Board of Supervisors
J.S. Clark Administration Building, 4th Floor
Baton Rouge, LA 70813

Dear Chairman Shorty and Honorable Members of the Board:

My Chief of Staff, Dr. Melva Williams, has informed me of her intent to pursue new employment outside of the Southern University System. She will be leaving in the near future. However, the position of Chief of Staff is of critical importance. It is imperative that this position remain filled to assist in the continued transition of my administration. As such, I am requesting to waive the search for this position.

I have identified a quality candidate to fill the position. Dr. Allen Vital has dedicated his career to higher education. He will bring a wealth of knowledge and is ready to serve. Therefore, I request, that you appoint Dr. Allen Vital to the position of Chief of Staff-Elect, commencing August 15, 2022, at an annual salary of \$150,000. He and Dr. Melva Williams will be able to coordinate efforts during the month to ensure continuity of service. Upon Dr. Williams's departure, Dr. Allen Vital will assume the permanent position of Chief of Staff.

It is for the above-referenced reasons, I seek your favorable consideration of this request. Should you have any questions, please do not hesitate to contact me.

Kindest Regards,

A handwritten signature in blue ink, appearing to read "Dennis J. Shields", written over a horizontal line.

Dennis J. Shields
President-Chancellor
Southern University System

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	1	M	9	9	1	9
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CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

- | | | |
|--|---|---|
| <input type="checkbox"/> Academic | <input type="checkbox"/> Non-Academic | <input type="checkbox"/> Civil Service |
| <input type="checkbox"/> Temporary | <input type="checkbox"/> Part-time (<input type="checkbox"/> % 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 Melva Williams Reason Left _____
 Date Left _____ Salary Paid \$150,000.00

Profile of Person Recommended

Length of Employment _____ To _____
 Effective Date August 1, 2022

Name Allen Vital SS# _____ Sex B Race* M
(Last 4 digits only)

Position Title: Chief of Staff Department: Office of the President

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 _____

Degree(s): Type/Discipline (BA-Education): _____ Institution/Location (SU-Baton Rouge): _____ Year: _____

Current Employer _____

Personnel Action

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

Recommended Salary \$150,000.00 Salary Budgeted _____

Source of Funds State

Identify Budget: 111001-11151-61002-1600 Location _____

Form Code: _____ Page _____ Item # _____

Change of: From _____ To _____

Position _____

Status _____

Salary Adjustment _____

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

*See Reverse Side

Comments: (Use back of form)

Source of Funds	Amount
111001-11151-61002-1600	\$150,000.00

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor _____	Date _____	Dean/Unit Head _____	Date _____
Vice Chancellor _____	Date _____	Chancellor _____	Date _____
Director/Personnel _____	Date _____	Vice President/Finance _____	Date _____
President _____	Date _____	Business Affairs/Comptroller _____	Date _____
		Chairman/S.U. Board _____	Date _____
		of Supervisors _____	

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

ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: _____

EMPLOYEE DIRECT SUPERVISOR: _____

SUPERVISOR/DEPARTMENT CONTACT NUMBER _____

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

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

Curriculum Vitae

Allen P. Vital

PROFILE

Trusted as a high energy, proactive professional with a diverse background in higher education leadership. Excellent communication skills to easily establish rapport; influence and foster relationships with committees, boards of directors, community leaders and grassroots organizations. Motivated and possess a proven track record of directing and training a productive, professional team to achieve optimal results. Projects a positive demeanor and delivers consistently strong results through expertise in:

- Organizational Planning
- Crisis Management
- Non-Profit Management
- Budget Management
- Public and Media Relations
- Event Management and Execution
- Personnel Management, Evaluation and Training
- Strategic Planning
- Agency Collaboration/Partnering
- Program Evaluation and Assessment
- Executive Leadership
- Board Management
- Policy Development/Implementation

EDUCATION

DOCTOR OF PHILOSOPHY, URBAN HIGHER EDUCATION

Dissertation Topic: Perceptions of Campus Constituent Groups on Efforts of State Legislatures Attempting to Pass Concealed Carry Laws for College Campuses
Jackson State University; Jackson, Mississippi - 2017

MASTER OF EDUCATION, COUNSELING

Thesis Topic: The Effects of PTSD on Non-Military Victims
American Psychological Association Accredited Program
University of Maryland Eastern Shore; Princess Anne, Maryland - 2001

BACHELOR OF ARTS, HISTORY

Southern University; Baton Rouge, Louisiana - 1994

ADDITIONAL EDUCATION AND TRAINING

CERTIFIED FUNDRAISING MANAGER

Lilly Family School of Philanthropy
Indiana University/Purdue University; Indianapolis, Indiana - 2000

CERTIFIED LEGAL ASSISTANT; PARALEGAL STUDIES

American Bar Association Accredited Program
Louisiana State University; Baton Rouge, Louisiana - 1997

CALCASIEU REGIONAL LAW ENFORCEMENT TRAINING ACADEMY

Certified Law Enforcement Officer, Police Officers Standards and Training
Lake Charles, Louisiana - 1989

HAMPTON UNIVERSITY

Executive Leadership Summit
Hampton, Virginia - 2017

HARVARD UNIVERSITY – GRADUATE SCHOOL OF EDUCATION

Institute for Educational Management
Cambridge, Massachusetts - 2018

FEDERAL BUREAU OF INVESTIGATION

Citizens' Academy
Huntsville, Alabama - 2019

EMPLOYMENT EXPERIENCE

ALABAMA A&M UNIVERSITY

HUNTSVILLE, ALABAMA

VICE PRESIDENT (INTERIM)

Office of Marketing, Communications, and Advancement
November 2021 – Present

- Provide executive leadership in the areas of marketing, communications, and advancement to fulfill the university mission and achieve its strategic goals.
- Provide counsel to the president and the cabinet regarding advancement matters in developing institutional goals and fulfilling accreditation criteria.
- Allocate multi-million dollar departmental budget to affiliated divisions.
- Supervise and evaluate division managers.
- Maintain constant engagement of the alumni and community.
- Coordinate all internal and external fundraising, marketing, and communication initiatives.
- Engage Board of Trustees, Foundation Board and local, state and federal legislators to ensure they are informed of university initiatives and goals.
- Manage all current fundraising, marketing and communication activities, ensuring they are evaluated to determine if they should be enhanced or eliminated.
- Maintain department policy and procedures to ensure they meet industry standards.
- Primary spokesperson for media relations.
- Resolve conflicts and recommend disciplinary action as necessary.
- 50th Anniversary Committee Co-Chair Foundation creation and University designation.
- QEP Steering Committee Member
- 12th President Investiture Committee Member
- Homecoming Committee Member

EXECUTIVE DIRECTOR

University Foundation

November 1, 2007 – Present

- Manage endowment funds in excess of \$50 million.
- Meet regularly with external endowment portfolio managers to monitor investment strategy and fees.
- Conduct foundation full board and sub-committee meetings.
- Recommend and administered fund management policy.
- Supervise the six staff members of the foundation staff.
- Managed the compliance of \$30 million in Foundation, LLC revenue bonds.
- Coordinate meetings of the Educational Trust Fund Board of Directors.
- Manage all Foundation, LLC properties totaling \$2,500,000 +/-.
- Manage the annual distribution of over \$3 million in endowed scholarship.
- Coordinate all annual audits for the Foundation, Inc., Foundation, LLC, and Trust.
- Coordinate travel and accommodations for the Board of Trustees and Foundation Board related to the annual Magic City Classic.
- Coordinate travel and accommodations for the annual Recruitment Engagement Tour across Alabama.
- Established the Hope for Tomorrow Fund to assist student and their families who may have been affected by natural disasters.

VICE PRESIDENT

Office of Institutional Advancement

November 2007 – September 2010

- Supervise the operations of the Office of Corporate and Foundation Relations, Office of Prospect Research, Office of Advancement Services, Office of Alumni Affairs, Office of Public Relations, and Office of Telecommunications.
- Recommend and administered fund raising policy.
- Allocate and monitor advancement budgets.
- Hire, supervise and evaluate advancement staff.
- Manage campaigns and identified, cultivated, and solicited donors.
- Leverage the university's uniqueness and strengths to prospective donors.
- Pursue planned and major gifts for the university.
- Establish a rapport with local media outlets for balanced coverage of the university.
- Create new initiatives for campaign solicitations.
- Manage the annual signature fundraising event.
- Provide regular fundraising progress reports to the Alabama A&M University Board of Trustees.
- Supervise IA publications: *Intercom*-alumni magazine and *Hot Jazz and Cool Blues* – music publication of WJAB radio.
- Supervise programming for WJAB radio and WJAB Television.
- Coordinated the development and distribution of the university annual report.
- Created the Boeing Lecture Series in the College of Engineering.

- Spearheaded the campus efforts to address the earthquake in Haiti in 2009.

XAVIER UNIVERSITY OF LOUISIANA
NEW ORLEANS, LOUISIANA

ASSISTANT VICE PRESIDENT FOR RESOURCE DEVELOPMENT

Office of Resource Development and Sponsored Programs

January 2006 – October 2007

- Assist faculty in the development of federal grant proposals.
- Assist in development of budgets for institutional grant proposals.
- Disseminate funding opportunities to faculty and staff.
- Train faculty and staff on proposal writing and submission.
- Track faculty research interest and activities.
- Interpret the policies and procedures of governmental funding agencies related to grants.
- Serve as liaison to funding agency program officers.
- Represent the university at White House Initiatives on HBCU's Clusters.
- Coordinate the submission of Title III quarterly reports.
- Coordinate Title III phase I and II data reporting.
- Coordinate Title III five-year grant resubmission proposal.
- Coordinate Title III Cost Share Reporting.
- Coordinate Title III Annual External Evaluation.
- Compile and submit Title III Annual Performance Report.
- Coordinate and facilitate Title III Steering Committee and Activity Directors Meetings.
- Develop and disseminate Title III Policy Manual.
- Ensure Compliance of the Title III Administrative Procedure Manual.

DIRECTOR OF MAJOR GIFTS

Office of Institutional Advancement

May 2004 – December 2006

- Solicit major gifts in support of the \$150 million Beyond Boundaries Capital Campaign.
- Identification, cultivation, and solicitation of gifts of \$10,000 and above.
- Identify, cultivate, and solicit planned gifts, including but not limited to bequest, annuities, and trust.
- Manage a portfolio of 100 – 150 prospects.
- Conducted presentations related to major gifts, planned gifts, and comprehensive university fund raising.
- Implement a prospect management and solicitation plans.
- Exceeded annual and campaign fund raising goals.
- Develop strategies with other fundraising units (Corporations and Foundation, Planned Giving).
- Develop strategies with faculty, staff, and alumni for achieving major gift goals.
- Recruit, train and manage volunteers for assistance in major gift activities.

- Provide reports and analysis on major gift activities and projections through fundraising software.

BATON ROUGE COMMUNITY COLLEGE

BATON ROUGE, LOUISIANA

EXECUTIVE DIRECTOR

Foundation

March 2003 – April 2004

- Identify, cultivate, and solicit restricted and unrestricted major and endowed gifts.
- Managed the monthly subcommittee and annual foundation board meetings.
- Developed fundraising marketing and development plans.
- Established and administered the annual fund campaign.
- Develop an annual and signature fundraising event.
- Recruited corporate sponsors for college events.
- Established relationships with business and individuals through a monthly chancellor's breakfast.
- Managed all aspects of gift acknowledgements and stewardship.
- Coordinate annual foundation audit data collection.
- Board cultivation and solicitation.
- Created policies and procedures for advancement services for the processing and management of gifts.
- Conducted workshops and lectures on fundraising.

DIRECTOR OF ALUMNI AFFAIR

Office of Alumni Affairs

March 2003 – April 2004

- Launched an alumni association.
- Guided the alumni in the development of a constitution and bylaws.
- Created policies and procedures.
- Initiated membership drives.

DIRECTOR OF EXTERNAL RESOURCES

Office of External Resources

March 2003 – 2004

- Identified local, state, and federal opportunities.
- Assist faculty and staff in preparation of grant proposals.
- Monitored grants received by the college for compliance.
- Prepared comprehensive grant proposals for the college, such as Title III, TRIO, FIPSE, COPS, NSF, NIH, DHHS, DOD, Louisiana Board of Regents, et. al.
- Prepared and submitted annual grant reports.
- Attend pre-proposal meetings for national grants.
- Researched grant opportunities through numerous databases.

- Created policies and procedures.
- Conducted workshops and lectures on grant funding and preparation.

ALCORN STATE UNIVERSITY

LORMAN, MISSISSIPPI

MANAGER

Foundation

July 2002 – March 2003

- Managed \$11 million endowment fund through regular meetings with investment managers.
- Identified and resolved problems in a timely manner and synthesize complex issues.
- Managed the quarterly and annual foundation board meetings.
- Supervised the office personnel.
- Developed a case statement.
- Board cultivation and solicitation.
- Developed public relations and marketing pieces.
- Implemented strategies to improve and promote quality, demonstrate accuracy and thoroughness.
- Coordinated annual foundation audit.
- Organized and managed committees and volunteers.
- Supervised operations of the donor database system (Banner).

DIRECTOR OF DEVELOPMENT

Office of Institutional Advancement

July 2002 – March 2003

- Managed the annual fund campaign.
- Produced the annual report of giving.
- Solicit corporate sponsors for annual gala and golf tournament.
- Identified, cultivated, and solicited local and regional prospective donors for major, planned, and endowed gifts.
- Developed young alumni programs to cultivate future solicitation.
- Maintained the development website.
- Managed Title III grant for budgeted funds for advancement staff.
- Managed all aspects of Direct Mail Campaigns.
- Managed all aspects of gift acknowledgement and stewardship.
- Completed compliance report for Title III Endowment Enhancement Program.

UNIVERSITY OF MARYLAND EASTERN SHORE

PRINCESS ANNE, MARYLAND

DIRECTOR OF DEVELOPMENT

Office of Advancement

May 1999 – June 2002

- Managed \$8.7 million endowment fund.
- Identified, cultivated, and solicited donors through successful fundraising efforts.
- Assisted in increasing endowment fund from \$4 million to \$8.7 million.
- Administered the spendable income allocations from the endowments.
- Assumed an inactive Capital Campaign; hired and trained staff, developed strategies, wrote proposals to secure donations.
- Managed all aspects of gift acknowledgment and stewardship.
- Achieved \$6 million of a \$10 million goal within two- and one-half years.
- Coordinated Student Ambassadors Program.
- Tracked donor contribution; maintained donor and alumni database (BSR system).
- Managed Title III grant for budget fund for Advancement Staff.
- Completed compliance report for Title III Endowment Enhancement Program.
- Represented the University regarding policy, procedures, compliance, and report issues at the University of Maryland Foundation, Incorporated; The University System of Maryland Office of Advancement and the Board of Regents Committee on External Relations meeting.
- Launched Mardi Gras Gala in 1998 – only gala event held in surrounding area. Achieved profits of \$30,000 in initial year; in 1999; achieved \$50,000; and in 2000; \$55,000. All funds raised were allocated for student scholarships.
- Maintained the development website.
- Coordinated Parents Association fundraising program.
- Implemented an annual Phone-A-Thon program.

DIRECTOR OF ALUMNI AFFAIRS

Office of Advancement

May 1999 – June 2002

- Chartered, re-activated and maintained alumni chapters.
- Attend and aided at all National Alumni Association meetings.
- Produced alumni magazines and newsletter.
- Maintained alumni website.
- Coordinated activities for alumni homecoming and reunion.
- Increased alumni giving by 700% within one year.

ADDITIONAL EMPLOYMENT EXPERIENCE – NON-FUNDRAISING

ALABAMA A&M UNIVERSITY

HUNTSVILLE, ALABAMA

FOUNDING EMERGENCY PREPAREDNESS DIRECTOR

Office of the President

February 2010 – June 2011

- Created an Office of Emergency Preparedness following a fatal school shooting at the University of Alabama in Huntsville.
- Established policy and procedures for campus protocol in times of emergencies impacting the campus or the surrounding community.
- Guided the campus through the 2011 Alabama Tornadoes that claimed the lives of 23 Alabamians and resulted in seven days without power on the campus.
- Coordinated services with local social service and non-profits and emergency preparedness office.
- The procedures were recently enhanced to address the current global pandemic.
- This was a temporary appointment and the duties have been assigned to the Director of Public Safety.

UNIVERSITY OF MARYLAND EASTERN SHORE
PRINCESS ANNE, MARYLAND

ASSISTANT TO THE VICE PRESIDENT FOR ADMINISTRATIVE AFFAIRS
Office of The Vice President for Administrative Affairs
May 1997 – April 1999

- Served as the Vice Presidents representative on campus and University System of Maryland committees.
- Conducted administrative hearings for Office of Human Resources.
- Formulated departmental policies for division of Administrative Affairs.
- Served on all campus construction committees.
- Supervised the University Police Chief.
- Represented Administrative Affairs on the Campus Crisis Management Committee.
- Served two days a week in the Office of Institutional Advancement assisting annual fund, database management, prospect research and major gift solicitation in achievement of the \$10 million campus goal and \$750 million University System of Maryland Capital Campaign goal.

SOUTHERN UNIVERSITY
BATON ROUGE, LOUISIANA

DETECTIVE SERGEANT/SPECIAL ASSISTANT TO THE PRESIDENT
University Police Department/Office of the President
September 1991 – April 1997

- Investigated criminal matters ranging from burglary and theft, narcotics, homicide, and white-collar crimes ranging from computer crimes to misappropriation of funds.
- Coordinated sensitive security details for dignitaries and large campus events (football games, festivals, etc.).
- Served as a field training officer for rookie officers.
- Coordinated travel logistics for the university system president.
- Coordinator for logistics for visiting high profile dignitaries.

- Transported confidential and time sensitive documents between the systems five campuses.
- Assisted the system attorney in preparing interrogatories and other legal documents.

CITY OF LAKE CHARLES

LAKE CHARLES, LOUISIANA

PATROLMAN • PRIVATE FIRST CLASS

Lake Charles Police Department

September 1989 – January 1991

- Provided patrol services in a city of 80,000. Patrols included neighborhoods, downtown business district and U S Interstate 10 and U S Interstate 210 Bypass.
- Patrols included calls of burglary, theft, robbery, illegal drugs, domestic violence, homicides, traffic violations and vehicular accident investigations.
- Provided first responder services to include first aid and CPR.

PRESENTATIONS

NUTS AND BOLTS OF GRANTS WRITING, (August 2003). How to apply for state and federal grants? Baton Rouge Community College Faculty and Staff Retreat; Baton Rouge Louisiana.

NATIVE AMERICANS AND XAVIER UNIVERSITY OF LOUISIANA, (July 2005). A historical presentation of the work of Saint Katherine Drexel and the Sister of the Blessed Sacrament amongst Native Americans and what opportunities now exist for them at Xavier University of Louisiana. Governor's Office of Indian Affairs.

UNDERSTANDING INSTITUTIONAL ADVANCEMENT AT XAVIER, (August 2005). Explaining the roles of the Institutional Advancement units and how they function together. Xavier University of Louisiana Atlanta Alumni Chapter, Atlanta, Georgia

GIVING BACK THROUGH PLANNED GIVING, (August 2005). How to leave a legacy through estate planning? Xavier University of Louisiana Atlanta Alumni Chapter, Atlanta, Georgia

SEEKING FUNDING, SUBMITTING PROPOSALS AND MANAGING AWARDS: New Faculty Workshop, (November 2006). How to seek funding opportunities? Xavier University of Louisiana, New Orleans, Louisiana

BLACK DOLLAR/BLACK POWER (May 2008). Black retail spending habits compared to black charitable giving habits. Alabama A&M University Class Reunion Conference, Alabama A&M University, Huntsville, Alabama

COMPREHENSIVE OVERVIEW: THE OFFICE OF INSTITUTIONAL ADVANCEMENT (August 2009) Board of Trustees Retreat and New President Orientation. Alabama A&M University Board of Trustees Retreat, Huntsville, Alabama.

THE NEW ALABAMA A&M UNIVERSITY LEADERSHIP: WHO ARE THEY? (MAY 2010) Meeting of the Alabama A&M University Talladega County Alumni Chapter. Talladega, Alabama.

UNIVERSITY OF THE WEST INDIES – ST. AUGUSTINE CAMPUS – PORT OF SPAIN, TRINIDAD (April 2013) Participated in a symposium conducting an analysis and contrasting of International Higher Education Systems.

UNIVERSITY OF TRINIDAD AND TOBAGO (April 2013) Behavioral Conference: Understanding the Caribbean through the Lens of Research and Practice.

MUSKIE MAX MENTOR/ADVISOR EXCHANGE PROGRAM (October 2013) 10 day trip to teach fundraising techniques and strategies at Azerbaijan University of Language, Khazar University, Azerbaijan Diplomatic Academy and Ganja State Agrarian University, and a presentation to Muskie Fellows in the cities of Baku, Ganja and Qusar in the Country of Azerbaijan.

DEFINING THE FUNCTIONS OF THE AAMU FOUNDATION (June 2014) Alabama A&M University National Alumni Association Conference. Houston, Texas.

WHAT IS AN ENDOWMENT AND HOW DOES IT WORK? (June 2016) Alabama A&M University National Alumni Association Conference. Charlotte, North Carolina.

FUNDRAISING – MY PROFESSION (February 2019) MBA Association, College of Business and Public Affairs, Alabama A&M University. Huntsville, Alabama

LEVERAGING ACCESS TO CAPITAL FOR SMALL BUSINESSES (November 2019) Huntsville/Madison County Chamber of Commerce. SBA Small Businesses. Huntsville, Alabama.

MEDIA PRODUCTION

ANDREW HUGINE, JR. – A LIFETIME OF SERVICE (December 2021) Executive Producer Retirement video commemorating the presidential legacy of Dr. Andrew Hugine, Jr. 11th President of Alabama A&M University.

RESEARCH MAGAZINE – SUPERVISING EDITOR
Biannual philanthropic magazine for the Alabama A&M University Foundation. Provides human interest stories on donors and scholarship recipients. Provides options on how to contribute to the University.

HOT JAZZ AND COOL BLUES MAGAZINE – SUPERVISING EDITOR
Monthly magazine publication of WAJB Radio. Features in-depth interviews with jazz and blues artists. High Light NPR programs and campus and community activities.

PROFESSIONAL AFFILIATIONS

American Council on Education 2022 – 2023 Fellow
Alpha Phi Alpha Fraternity, Inc. – Rho Eta Lambda, Life Member
Alpha Phi Alpha District of Alabama, Area 1 Director
Patricia Haley Charities, Board Member
Saint John Paul II Catholic High School Board of Trustees, Member
Association of Fundraising Professionals (AFP), Member
Council for Advancement in Support of Education (CASE), Professional Member
Louisiana Association of Nonprofit Organizations (LANO), Past Member
CASE District IV 2006 Conference Planning Committee, Past Member
Leave A Legacy of the Eastern Shore Advisory Board, Past Member
Community Foundation of the Eastern Shore Advisory Board, Past Member
University System of Maryland Vice President's for Advancement Council, Past Member
University of Maryland Eastern Shore Presidents Executive Cabinet, Past Member
Baton Rouge Community College Chancellor's Cabinet, Past Member
American Association of Community Colleges (AACC), Past Member
Southern University Alumni Federation, Life Member
Phi Alpha Theta Honor Fraternity, Member
National Association of HBCU Title III Administrators, Past Member
National Council of University Research Administrators (NCURA), Past Member
National Sponsored Programs Administrator Alliance, Past Member
Center for Resource Development (CRD), Past Member
Rotary International, Past Member
Maple Shade Youth and Family Services Board, Vice President, Past Member
Alabama A&M University Presidents Cabinet, Member
Big Brothers/Big Sisters of North Alabama Board, Public Relations Chair, Past Member
Big Brothers/Big Sisters of Southwest Louisiana, Big Brother
Calcasieu Parish Women's Shelter, Past Volunteer
CASE District III 2009 Planning Committee, Past Member
Fraternal Order of University Police, Past Member
Leadership Huntsville, Focus Class 23, Member
North Alabama Black Chamber of Commerce, Member
Huntsville/Madison Chamber of Commerce, Member

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Job Description

CHIEF OF STAFF

The Chief of Staff (CoS) reports directly to the President-Chancellor (President), supports his/her activities and works closely on a wide variety of administrative and executive duties, special projects, and initiatives involving the Office of the President-Chancellor and its priorities. The CoS is a key advisor to the President and is tasked with analyzing complex issues and problem-solving. Essential to this role is the capacity to identify important issues, threats, and opportunities and then assisting in the development of plans, strategies, and tactics to address and/or resolve the issues, threats, and opportunities. The position supports the President in crisis management, oversees special projects, and facilitates new and innovative initiatives which seek to advance the Southern University System and its member campuses.

The CoS is responsible for a wide range of matters and activities, including but not limited to:

- Supervises and coordinates the staff of the Office of the President.
- Counseling and advising the President on day-to-day operations, ensuring efficiency and effectiveness, and optimizing resources, including management of the budget for the Office of the President
- Serves on the President's Executive Advisory Team (EAT) along with the SUS General Counsel.
- Coordinates (with the President) the agenda of the EAT and assures the appropriate administrative support is available to support the work of the EAT.
- Coordinates the agenda of the meetings of the President's Cabinet (both the regularly scheduled individual meetings with each Cabinet Member and the group Cabinet meetings).
- Oversees the President's schedule and assures the effective and impactful use of the President's time.
- Facilitates the execution of major initiatives emanating from the Office of the President.
- Partnering with the President and Cabinet and collaborating with individuals across the System to actively drive the strategic plan forward.
 - Assists in the development of strategic plans for SUS and monitors and coordinates the execution of strategic plans.
 - Building an atmosphere of coordination and clear understanding of the SUS mission, vision, and goals.
- Serving as the President's Office liaison; ensuring the accurate, proper, and timely flow of information to and from the Office of the President.
- Assists in crisis/emergent management.
- Other duties as assigned.

Essential job functions:

- Provides leadership and operational oversight for the Office of the President, conveying an atmosphere of excellence and distinction, in support of the Southern University System mission, vision and goals.
- Counsels the President, provides a sounding board, advice on sensitive matters, and ensures the President has all the information necessary to make informed decisions.
- Provides excellent judgement, diplomacy, and understanding of SUS issues to support the President.
- Serves as a liaison between the President and the five units of the System (SUNO, SUBR, SUSLA SULC & SUAREC) to ensure a coordinated approach to initiatives across the System.
- Works with EAT to assure President is aware of and prepared for System Board meetings.
- Builds and nurtures relationships to serve as a resource for the President and point of contact as designated for key constituents to resolve complex issues and help move forward strategic initiatives.
- When called upon, represent President and System in various civic, community and professional organizations at the local, state, and national level.
- Collaborates with Marketing and Communications in the creation of executive level communications including talks, speeches, reports, and presentations that effectively reflect the President's voice, tone, and goals.
- Directs the daily financial and administrative operations of the Office of the President. Oversees the approval process for all financial transactions, reviews expenditures and requests for exceptions.
- Assists the President with correspondence dealing with issues and subject matter in ways that sometimes requires considerable sensitivity, discretion, judgment or negotiation.
- Works to advance a wide array of initiatives, programs, projects, events for the President in support of institutional priorities and System functions.
- Ensures the accurate, proper, and timely flow of information to and from the office of the President in support of recurring projects.
- Works with Communications, Legal, and other pertinent departments in coordinating public messages that are aligned with the President's objectives and goals.

Required skills/experience/training:

- Master's degree plus 5 years' experience at executive leadership level
- Strong managerial and team building skills
- Excellent project management skills
- Excellent verbal, written, interpersonal, and organizational skills
- Demonstrated experience exercising judgment, project planning, and goal accomplishment; wide degree of professional maturity and discretion expected
- Experience managing significant budget
- Understanding mission, role and function of higher education in general, and of Historically Black Colleges and Universities specifically

- Proven ability to work independent of direct supervision and take initiative without specific instruction
- Ability to develop effective work systems and procedures
- Ability to deal with constantly changing demands, frequent interruptions, and scheduling changes while remaining organized and seeing projects through to completion
- Ability to partner with others across the System and externally to exchange information, collaborate on projects, share resources, etc.
- Ability to influence others of the benefits/importance of an idea or plan of action and to gain their support or commitment
- Strong negotiation skills and ability to reach mutual points of agreement and benefit among peers and colleagues

Preferred Qualifications:

- Doctorate Degree
- Demonstrated experience in report writing and data analysis skills
- Demonstrated experience in project management, speech writing, planning, and presentations
- Strong knowledge of System structure, policies, and practices



Office of the Chancellor

SOUTHERN UNIVERSITY AT NEW ORLEANS

6400 Press Drive
New Orleans, LA 70126
Phone: (504) 286-5311 Fax: (504) 286-5000
www.suno.edu

June 30, 2022

President-Chancellor Dennis Shields
Southern University and A&M College System
4th Floor, J. S. Clark Administration Building
Baton Rouge, LA 70813

Dear President-Chancellor Shields:

I am pleased to recommend Dr. Willie Jones, III, for the position of Associate Vice Chancellor for Graduate Education at Southern University at New Orleans (SUNO). Dr. Jones has served at SUNO since January 2014, and is currently the Interim Dean of the College of Education and Human Development. Dr. Jones also serves as the Council for the Accreditation of Educator Preparation (CAEP) Coordinator. In this capacity, Dr. Jones has worked to develop two Master of Arts in Teaching in Special Education fully online degree programs, the Bachelor of Science in Educational Studies, and the Master of Human Development and Family Studies. Dr. Jones has served as the liaison with state and national accrediting agencies, and has collaborated with various entities across the University in meeting the assessment requirements for all accrediting organizations connected to the College of Education.

Dr. Jones is a published author and has presented his research on assessment at multiple conferences. He has worked tirelessly to expand the graduate offerings in the College of Education, and his integration of technology will serve SUNO well as we expand our online course and degree offerings. Additionally, Dr. Jones serves on the SUNO Research Council and some of his previous research experience includes course redesigns from traditional learning to inverted learning. He has received funding from several foundations, and I am confident he will provide outstanding leadership in the areas of graduate education and research here at SUNO.

I recommend Dr. Willie Jones, III for this position with a salary of \$100,000. The effective date of his appointment will be August 1, 2022.

Thank you for considering this request and submitting it for approval at the July 15, 2022 meeting of the Southern University and A&M College System Board of Supervisors.

With kind regards,

A handwritten signature in blue ink that reads "James H. Ammons, Jr.".

James H. Ammons, Jr., Ph.D.
Executive Vice-President-Chancellor
Southern University at New Orleans

APPROVED: _____
President-Chancellor Dennis Shields
Southern University and A&M College System

“An Equal Educational Opportunity Institution”

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER							
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CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

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

Previous Employee _____ Reason Left _____

Date Left _____ Salary Paid _____

Profile of Person Recommended

Length of Employment September 1, 2016 To current

Effective Date August 1, 2022

Name Willie Jones, III SS# xxx-xx-8820 Sex Male Race* Black

Position Title: Assoc. Professor and Assoc. Vice Chancellor of Graduate Studies Department: Academic Affairs

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

New Position Expiration Date: _____

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

Years Experience _____ Southern University Experience 0

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>BA-Health and Physical Ed.</u>	<u>Jackson State University</u>	<u>1997</u>
	<u>MS-Community Counseling</u>	<u>Jackson State University</u>	<u>2002</u>
	<u>Ph.D-Early Childhood Education</u>	<u>Jackson State University</u>	<u>2011</u>

Current Employer _____

Personnel Action

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

Recommended Salary 100,000.00 Salary Budgeted 100,000.00

Source of Funds 411001-42110-61002-4600

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

Change of: _____

	<u>From</u>	<u>To</u>
Position	_____	_____
Status	_____	_____
Salary Adjustment	_____	_____

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

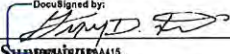
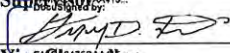
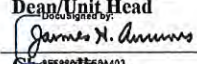
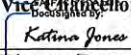
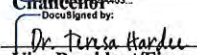
*See Reverse Side

Comments: (Use back of form)

Source of Funds	Amount
411001-42110-61002-4600	100,000.00

*See Reverse Side

Graduate School signature (if, applicable):

DocuSigned by: 	7/1/2022	Dean/Unit Head	Date
Supervisor DocuSigned by: 	7/1/2022		7/1/2022
Vice Chancellor DocuSigned by: 	7/1/2022	Chancellor DocuSigned by: 	7/1/2022
Director/Personnel	Date	Vice President/Finance Business Affairs/Comptroller	Date
President	Date	Chairman/S.U. Board Of Supervisor	Date

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

ETHIC ORGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: _____ Monday-Friday, 8:00 A.M. - 5:00 P.M.

EMPLOYEE DIRECT SUPERVISOR: _____ 5

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

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



SOUTHERN UNIVERSITY AT NEW ORLEANS

6400 Press Drive
New Orleans, LA 70126
Phone: (504) 286-5311 Fax: (504) 286-5000
www.suno.edu

Office of the Chancellor

June 30, 2022

President-Chancellor Dennis Shields
Southern University and A&M College System
4th Floor, J. S. Clark Administration Building
Baton Rouge, LA 70813

Dear President-Chancellor Shields:

I am pleased to recommend Dr. Tonya J. Rose for the position of Dean of the College of Education and Human Development at Southern University at New Orleans (SUNO).

Dr. Rose has served at Southern University and A&M College (SUBR) since 2013, and is currently a tenured Assistant Professor of Curriculum and Instruction. In this capacity, she teaches undergraduate and graduate-level science, mathematics, and technology methods courses and advises students in the Department. Dr. Rose is also engaged in recruiting activities and the creation of new certification programs. While at SUBR, Dr. Rose has served in various capacities, including Council for the Accreditation of Educator Preparation Coordinator, Curriculum and Instruction Department Chair, and Developmental Mathematics Instructor.

Dr. Rose has presented at multiple conferences, including one related to urban education. She has been referenced in several book chapters related to HBCUs and the postsecondary pipeline. Dr. Rose has also been awarded several grants totaling over \$500,000.

I recommend Dr. Tonya J. Rose for this position with a salary of \$100,000. This appointment will be effective on August 1, 2022.

Thank you for considering this request and submitting it for approval at the July 15, 2022 meeting of the Southern University and A&M College System Board of Supervisors.

With kind regards,

A handwritten signature in blue ink that reads "James H. Ammons, Jr.".

James H. Ammons, Jr., Ph.D.
Executive Vice-President-Chancellor
Southern University at New Orleans

APPROVED: _____
President-Chancellor Dennis Shields
Southern University and A&M College System

Tonya J. Rose, Ph.D.

Education

Southern University- Baton Rouge

B.S. Biology with a concentration in Microbiology May 2002

M.S. General Biology December 2004

PhD. Science and Mathematics Education July 2011

Professional & Leadership Experience

2011-Current Assistant Professor, Curriculum and Instruction-Southern University and A&M College

Taught undergraduate and graduate level Science, Mathematics and Technology methods courses. Advised students in the department. Engaged in recruitment activities. Created new certification programs.

2011-Current Adjunct Developmental Mathematics Instructor-SUSLA Connect Program

Taught developmental Mathematics courses. Provide new teacher training. Facilitated faculty development workshops. Provided technological assistance to instructors.

2017-2019 Department Chair, Curriculum and Instruction

Manage department budget. Hire and train new faculty and staff. Recruited students for undergraduate and graduate programs. Developed and modified undergraduate and graduate curriculums. Hosted and facilitated Professional Development.

2016-2018 CLASS Toddler Observer- East Baton Rouge Parish Childhood Community Network

Observe Toddler classroom learning environments in an effort to strengthen the quality of instruction facilitated to the learners.

2016-2018 CAEP Coordinator- Southern University and A&M College

Organized a team of professors to construct the School of Education's accreditation report. Analyzed Educator Preparation Program and aligned its courses, tasks, and assessments to national and state standards. Earned CAP National Accreditation through 2025.

2013-2014 Founder/Director Education 1st Academic and Sports Camp- Southern University and A&M College

Developed an Academic and Sports camp that focused on STEM education, Health and Wellness for k-8 graders.

2010-2011 – Instructor-Southeastern Louisiana University-Upward Bound

Taught ACT Science Prep to under privileged high school seniors in the Upward Bound Program at Southeastern.

Fall 2011 – Teaching Assistant- Southern University and A&M College

Developed a Principles of Education 211 syllabus. Co-taught Curriculum and Instruction 211 to education majors at Southern University under the guide and advisement of Dr. Luria Young.

2009-2011- Math Interventionist-West Baton Rouge Parish-Lukeville Elementary

Taught math concepts to 3rd -5th graders, Developed a curriculum designed to help students reach benchmark goals and learn iLEAP and LEAP testing strategies.

2007-2008- Instructor- MedVance Institute

Taught Basic Mathematics, Law and Ethics, Anatomy and Physiology, Health, CPR, Medical Terminology, Computer Applications to Medical Assistant, Pharmacy technician, and Medical Coding Students

2006 –Teacher- Iberia Parish-Jeanerette Middle School

Taught 7th grade Life Science

2005- Teaching Assistant- University of Louisiana at Lafayette

Taught Immunology Lab, prepared laboratories, tutored students, test proctoring

2004- Teaching Assistant- Southern University and A&M College

Taught Biology Lab to non majors

Significant Accomplishments

Accreditation

CAEP

As the CAEP coordinator for the School of Education, I lead the department of Curriculum and Instruction through the creation and submission of the required documents and the subsequent site visit. Through my direction and assistance, Southern University and A&M College's School of Education earned National Accreditation with no stipulations.

SACSCOC

As part of the team that created the Quality Enhancement Plan (QEP), my duty was to create an assessment plan. Using my expertise and knowledge of assessments and assessment cycles, I created a plan that was accepted by the consultants assisting with the project and eventually SACSCOC. SUBR received reaffirmation shortly after submission of the plan.

Research Experience

2002-2004 The Phytoremediation of Lead from Red Bean Plants-Developed a pre-seeded cotton mat that, when placed in lead contaminated soils, removed trace amounts of contaminants.

2008-2011 The Impacts of Informal Science Learning on Middle School Students' Science Attitudes Conducted a study that measured the attitudinal changes of sixth grade students who were taught science using informal techniques by teachers who were trained in the MISE program at Southern University.

2017-2020 SHEEO: Project Repair Pipeline Project Pipeline Repair is an innovative approach to mitigating teacher shortages and increasing the supply of highly qualified minority male teachers to serve in low-wealth school districts. It involves collaboration with state agencies of higher education, educator preparation programs (EPPs) at historically black colleges and universities (HBCUs), and school partners, and emphasizes targeted and early recruitment of high school juniors, and a dynamic outcomes-based curriculum that aligns with high school standards and college and university expectations.

Internships

Summer 2009- Quality Education for Minorities Network in Washington, DC.

Placed at the National Science Foundation in Virginia in the Informal Science Education Division under the Directorate of Education and Human Resources. Developed an ARRA document for the ISE department. This document describes how the Department of Education intends on spending the monies allocated to them from the American Reform and Recovery Act. Developed FAQs documents for ISE/CAISE website. Performs Media Evaluation Review – This review is a comprehensive review of media project evaluations submitted to the Informal Science Education (ISE) program. Developed an Annotated Bibliography – This bibliography contained a list of books and journal article citations followed by a brief descriptive annotation that were related to informal science. Attended the 2009 Congressional STEM Caucus that discussed the book titled: *Learning Science in Informal Environments-people, places, and pursuits*. Attended the 2009 Environmental Evaluators Networking Forum

Online Teaching Certifications

Quality Matters

Peer Reviewer

Independent Applying the QM Rubrics

Applying the Rubrics Face to Face Facilitator Certification

Presentations

National Science Foundation 2009

“An Analysis of a Randomly Selected Sample of Formative and Summative Reports in the Informal Science Education Media Portfolio.”

Mid-South Education Research Association (MSERA)- 2010

“The Effects of Informal Science Learning on Middle School Students’ Science attitudes- A Literature review”

Louisiana Education Research Association (LERA)-2011

“The Effects of Informal Science Learning on Middle School Students’ Science Attitudes”

International Conference on Urban Education (ICUE)-2015

“The Effects of Informal Science Learning on Middle School Students’ Science Attitudes”

“The School to Post Secondary Pipeline”

Teacher Leadership Conference-2018

“Birth to Kindergarten Programs”

National Association of African American Studies (NAAAS)-2018

“Interactive Assessments: Using Interactive Games to Assess Students”

National Association of African American Studies (NAAAS)- 2019

“The Ideal Niche”

Publications

Book Chapters (Refereed)

Lewis, C., Watson, M., & Rose, T. (2015). The school-to-postsecondary pipeline: Proposing proactive measures for African American youth’s educational success. In D. Smith-Ruiz & S. Lawson Clark (Eds.), *Contemporary African American*

Families: Achievements, Challenges, and Empowerment Strategies in the 21st Century.

Rose, T. & Young, L (2019). The Ideal Niche. In C. Smith Ross, *Six tactics to Renew Historically Black Colleges and Universities: Educating Readers for the 21st Century.*

Mathematics Collaborative Members, (2020). Louisiana Department of Education Believe and Prepare Mathematics Collaborative: *Model Methods Course Outline for Elementary Mathematics*

Mathematics Collaborative Members, (2020). Louisiana Department of Education Believe and Prepare Mathematics Collaborative: *Model Methods Course Outline for Secondary Mathematics*

Grants

Awarded

Birth to Kindergarten-Louisiana Department of Education-1 year-\$20,000

Mentor Training Program- Louisiana Department of Education- 1 year-\$20,000

JK Haynes Praxis Laboratory-Southern University and A&M College-Title III- 5 Year-\$500,000



Office of the Chancellor

Vladimir A. Appeaning, Ph.D.
Interim Chancellor

June 30, 2022

Dr. Dennis Shields, President-Chancellor
Southern University System
4th Floor J.S. Clark Building, Baton Rouge LA 70813

RE: Request to Waive Search and Appoint Mr. Michael Taylor as Interim Vice Chancellor for Student Affairs and Enrollment Management at Southern University at Shreveport (SUSLA)

Dear Dr. Shields:

The appointment of Dr. Melva Williams as Chief of Staff at the June 2022 meeting of the Southern University System Board of Supervisors created a leadership vacancy in the Division of Student Affairs and Enrollment Management at SUSLA.

With the full support of Dr. Jacqueline Preastly, Vice Chancellor for Enrollment Management at Southern University and A&M College, Mr. Michael Taylor who currently serves under Dr. Preastly as the Associate Vice Chancellor for Enrollment Management is recommended to serve as the Interim Vice Chancellor for Student Affairs and Enrollment Management for a defined period – six months – July 1, 2022 through December 31, 2022, or until a permanent SUSLA Chancellor is appointed. Mr. Taylor’s Curriculum Vitae is attached.

After discussions with both Dr. Preastly and Mr. Benjamin Pugh, Vice Chancellor for Finance and Administration at Southern University and A&M College, SUSLA proposes to compensate Mr. Taylor in the amount of \$60,300 for a defined period – six months – July 1, 2022 through December 31, 2022, or until a permanent SUSLA Chancellor is appointed. Upon completion of his interim appointment, Mr. Taylor will return to his position as SUBR’s Associate Vice Chancellor for Enrollment Management no later than January 1, 2023.

Thank you for your favorable consideration of this request and for advancing this request to the Southern University System Board of Supervisors.

Respectfully submitted,

[Signature of Vladimir A. Appeaning, Ph.D.]
Vladimir A. Appeaning, Ph.D.
Interim Chancellor

Approved:

[Signature of Mr. Benjamin Pugh]
Mr. Benjamin Pugh, Vice Chancellor for Finance and Administration

Approved:

Dr. Dennis Shields, President-Chancellor

- C: Dr. Jacqueline Preastly, SUBR Vice Chancellor for Enrollment Management
Mr. Michael Taylor, SUBR Associate Vice Chancellor for Enrollment Management
Mr. Benjamin Pugh, SUBR Vice Chancellor for Finance and Administration
Dr. Melva Williams, SUS Chief of Staff

Enclosed: Curriculum Vitae

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

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	5	M	9	9	4	9
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CAMPUS: SUS _____ SUBR _____ SULAC _____ SUAREC _____ SUNO _____ SUSLA x

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

_____ Academic	<u>x</u> Non-Academic	_____ Civil Service
<u>x</u> 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 Dr. Melva Williams Reason Left Transferred to SUS Office
 Date Left June 30, 2022 Salary Paid \$98,124

Profile of Person Recommended

Length of Employment July 1, 2022 To December 31, 2022
 Effective Date 07/01/2022

Name Michael Taylor, Sr. SS# xxx-xx-2740 Sex M Race* B
 (Last 4 digits only)

Position Title: Interim Vice Chancellor for Student Affairs and Enrollment Management Department: Student Affairs and Enrollment Management

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

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 _____ New Position Expiration Date: _____

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

Years Experience 19 Southern University Experience 1

Degree(s):	Type/Discipline:	Institution/Location:	Year:
	<u>B.S./Human Services</u>	<u>Lincoln University of Pennsylvania</u>	<u>1997</u>
	<u>MS/Business</u>	<u>Lincoln University of Pennsylvania</u>	<u>2015</u>
	<u>Ed.D./Educational Leadership & Research: Higher Education Administration</u>	<u>Walden University</u>	<u>Anticipated 2023</u>

Current Employer Southern University and A&M College

Personnel Action

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

Recommended Salary \$60,300 Salary Budgeted \$60,300

Source of Funds State General Fund

Identify Budget: _____ 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
511001-58110-61001-56000	\$60,300

*See Reverse Side

*See Reverse Side

Graduate School signature (if applicable):

Supervisor *Yachit Adre...* Date _____

Dean/Unit Head *Yachit Adre...* Date _____

Vice Chancellor *Quana B...* Date 7/1/22

Chancellor *Yachit Adre...* Date _____

Director/Personnel _____ Date _____

Vice President/Finance *Yachit Adre...* Date _____

Business Affairs/Comptroller _____ Date _____

President _____ Date _____

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

_____ Date _____



Vice Chancellor, Student Affairs and Enrollment Management

RESPONSIBILITIES

Reporting to the Chancellor, the Vice Chancellor (VC) of Student Affairs and Enrollment Management is responsible for providing leadership and administrative oversight to all aspects of the student affairs and enrollment management division for Southern University at Shreveport (SUSLA) to ensure success of the educational mission. Provides oversight of Admissions, Recruitment, Advising & Retention, Financial Aid, Registrar/Records, Athletics, Student Activities, and College Access Programs. Specific duties are:

- Develop and update the college's Student Affairs Strategic Plans and assures their integration with other major planning efforts within the college
- Develop the budget for Student Affairs and Enrollment Management
- Improve levels of student retention and completion
- Supervise and manage Student grievance and appeals process (non-academic)
- Coordinate the development of student affairs brochures/handouts
- Supervise and evaluate the performance of assigned personnel; coordinate the work assignments of assigned personnel; review work to assure compliance with established standards, requirements and procedures
- Develop and implement measures and methodology for determining the effectiveness and efficiency of the Student Affairs and Enrollment Management Division
- Ensure Student Affairs functions are leading edge and adhere to the highest quality standards
- In coordination with the Chancellor and the Executive Team, participate in the development of rules, regulations, procedures, and policies applicable to Student Affairs
- Maintain knowledge of Student Affairs and Enrollment Management trends, practices, laws and regulations (including Title V, Title VII and Title IX)
- Monitor Student Affairs website pages to remain current and ensure accuracy
- Establish procedures for Academic and Student record retention and disposal
- Develop and maintain external relationships, including, but not limited to prospective students, parents, high school counselors and principals, school board members and superintendents, Student Affairs personnel at other postsecondary institutions, community and social service agencies/organizations, business and industry partners, supporters of the college, advisory committees, the Louisiana Workforce Commission, the Louisiana Department of Education, and the State of Louisiana Board of Regents
- Occasional evening and weekend work and overnight travel may be required
- Perform other duties as assigned

MINIMUM QUALIFICATIONS

- Master's degree from an accredited college or university
- Three or more years of increasingly responsible administrative experience at or above the Dean's or Director's level (or equivalent) in Student Affairs
- Proficiency in Microsoft applications (Word, Excel and PowerPoint)
- Strong communication (written and verbal), organizational and interpersonal skills, and a collaborative approach to working with students, colleagues and partners
- Eligibility for a Louisiana Driver's License

PREFERRED QUALIFICATIONS

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

Salary range: \$95,000 – \$100,000

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

Southern University at Shreveport, an institution within the Southern University and A & M System, seeks to provide quality education for its students, while being committed to the total community. This institution prepares students for careers in technical and occupational fields; awards certificates, diplomas and associate degrees; and offers courses and programs that are transferable to other colleges and universities. Dedicated to excellence in instruction and community service, this open enrollment institution promotes cultural diversity, provides developmental and continuing education, and seeks partnerships with business and industry.

HUMAN RESOURCES:

Quiana Skidmore, Interim Director of Human Resources
Southern University at Shreveport
3050 Martin Luther King, Jr. Drive
Shreveport, LA 71107
HResource@susla.edu

Southern University at Shreveport does not discriminate on the basis of race, color, national origin, gender, age or disability. Title IX Coordinator: Ms. Tillsha T. Bryant, Administration Building, Room A-43, (318) 670-9210. Section 504 Coordinator: Ms. Jerushka Ellis, Fine Arts Building, Room C04 D, (318) 670-9473.

Equal Opportunity Employer

MICHAEL C. TAYLOR, SR.

PROFESSIONAL EXPERIENCE

SOUTHERN UNIVERSITY AND A&M COLLEGE, Baton Rouge, LA 2021 to Present
Associate Vice Chancellor for Enrollment Management & Student Success

- Provide strategic and operational leadership for the University's enrollment management efforts, including related cross-functional teams. Develop and implement a broad range strategic plan that integrates marketing with enrollment and retention goals for the university.
- Provide strategic leadership with the development and implementation of a comprehensive marketing, recruitment/admissions, and communications plan.
- Design and implement a comprehensive data structure that includes enrollment forecasting, goals, and trend analysis.
- Lead a data-driven approach to quality assurance, assessment and reporting requirements, including the development and implementation of departmental improvement plans.
- Design and implement a comprehensive evaluation system for enrollment management departments.
- Conduct assessments to verify effectiveness of enrollment management operations and adjust accordingly.
- Develop and recommend to senior management policies and procedures that better coordinate and enhance student services at the University.

MISSISSIPPI VALLEY STATE UNIVERSITY, Itta Bena, MS 2016 to 2020
Executive Director of Enrollment Management

- Serves as the Chair of the University's Enrollment Management Committee and, in this capacity, is responsible for working with campus constituents to design, implement, and continuously improve the University's Strategic Enrollment Management Plan.
- Provides oversight and direction for the Office of Admissions, Office of Financial Aid, and the Office of the Registrar.
- Serves as a member of the University's Enrollment Management Steering Committee and works closely with the cabinet to provide overall leadership and direction on enrollment management matters.
- Plays a significant role in institutional marketing and planning, which includes providing leadership and focus regarding competitor analysis; print, electronic and media publications and EM communications; and other marketing and communication matters that involve the enrollment management function.
- Ensure policies established related to enrollment management are implemented.
- Represent the University on enrollment management related matters to parents, community members and other constituents.

MISSISSIPPI VALLEY STATE UNIVERSITY, Itta Bena, MS 2014 to 2016
Executive Director of the Greenville Higher Education Center

- Provides direct oversight over the MVSU Greenville Higher Education Center.
- Coordinates with the Vice President for Academic Affairs and department chairs for the delivery of academic programs to the location.
- Ensures proper library services are coordinated.
- Develops and implements strategic plans to shape the direction of the GHEC, which includes strategic enrollment management and communication plans.
- Works closely with Mississippi Delta Community College to oversee and manage the established articulation agreement, as well as make recommendations for revisions on an annual basis.
- Supervises staff responsible for student recruitment and student services.
- Builds strategic partnerships for the University.

CHEYNEY UNIVERSITY OF PA, Cheyney, Pennsylvania
Interim Executive Director of Enrollment Management

2008 to 2012

- Planned, designed, and implemented undergraduate student recruitment campaigns and strategies to reach enrollment targets.
- Planned, designed, and implemented recruitment events and admissions counseling programs for prospective students, their parents, and school representatives (i.e., superintendents, principals, and guidance counselors). Activities include Open Houses, Cheyney First Choice Days, Information Sessions, and Campus Tours.
- Increased efforts to recruit diverse student populations. Activities include the development and implementation of the annual Hispanic Heritage recruitment events; as well as, expanding our reach outside of Pennsylvania to attract out-of-state students.
- Collaborated with the Media Advisory Team to plan, design, and implement marketing/recruitment campaigns, which include advertisements, collaterals, recruitment events, and campus tours. Developed integrated recruitment and marketing plans.
- Collaborated with the Vice President for Student Affairs to develop the University's Enrollment Management plan as accepted by the Middle States Commission on Higher Education (November 2011).
- Developed relationships with school administrators to create pipelines of prospective students from each respective school. Further, utilized already established relationships to create relationships for Cheyney University.
- Coordination of recruitment territories for admission counselors. As a result, territories have been redesigned to ensure the most effective use of counselors' time and efforts.
- Represented the university at local, regional, and national forums, such as related conferences and committees. Increased the University's presence at PASSHE lead meetings and conferences.
- Collaborated with the University's Enrollment Management Committee to redesign and implement activities, such as, New Student Orientations.
- Compile, evaluate, and monitor performance measurements for the department and provide oversight of departmental operations. Collaborated with the Office of Institutional Research to analyze historical and current trends in enrollment management.

LINCOLN UNIVERSITY OF PA, Lincoln University, Pennsylvania
Director of Admissions

2004 to 2008

- Planned, designed, and implemented undergraduate student recruitment campaigns and strategies to reach enrollment targets.
- Planned, designed, and implemented recruitment events and admissions counseling programs for prospective students, their parents, and school representatives (i.e., superintendents, principals, and guidance counselors).
- Collaborated with administration, faculty, and public relations to plan, design, and implement marketing/recruitment campaigns, which include advertisements, collaterals, recruitment events, and campus tours.
- Developed relationships with school administrators to create pipelines of prospective students from each respective school.
- Coordination of recruitment territories for admission counselors.
- Represented the university at local, regional, and national forums, such as related conferences and committees.
- Compile, evaluate, and monitor performance measurements for the department and provide oversight of departmental operations.

LINCOLN UNIVERSITY OF PA, Lincoln University, Pennsylvania

2002 to 2004

Director of Alumni Relations

- Planned, developed, and implemented local, regional, national, and international alumni programs, services, and activities.
- Directed staff in strengthening special programs, such as Homecoming, Founder's Day, and Class Reunion programs.
- Created and directed new initiatives in technology, alumni education, and other areas to continuously improve alumni engagement.
- Increased alumni support for the annual fund, capital campaign, major alumni gifts, and planned giving.
- Organized and revitalized various alumni chapters.

SAINT PAUL'S COLLEGE, Lawrenceville, Virginia

2000 to 2002

Director of Admissions

- Planned, designed, and implemented undergraduate student recruitment campaigns and strategies to reach enrollment targets.
- Planned, designed, and implemented recruitment events and admissions counseling programs for prospective students, their parents, and school representatives (i.e., superintendents, principals, and guidance counselors). In this regard, raised the college's profile among regional high school counselors.
- Coordinated recruitment events at high schools, community colleges, and junior colleges.
- Assisted the Vice President for Student Affairs with new student orientation and other special projects.
- Managed the admissions' budget.

LINCOLN UNIVERSITY OF PA, Lincoln University, Pennsylvania

2000

Associate Director of Admissions

- Assisted the director with the day-to-day operations of the department; supervised the admissions staff; evaluated and monitored the admissions' recruitment programs.
- Managed the production and distribution of recruitment collaterals.
- Coordinated open houses and admissions reception programs at high schools, community colleges, and junior colleges.

EDUCATION

Ed.D., Higher Education Leadership & Management, Walden University, Anticipated Winter 2023
M.S., Business, Lincoln University of Pennsylvania, May 2015
B.S., Human Services, Lincoln University of Pennsylvania, May 1997

PAST & PRESENT PROFESSIONAL MEMBERSHIPS

American Association of Collegiate Registrars and Admissions Officers
National Association for College Admissions Counseling
Pennsylvania Association for College Admissions Counseling, Government Relations Committee
PASSHE Deans and Director of College Admissions
NAACP, State of Delaware
Lions Club, State of Delaware
Omega Psi Phi, Inc.
Sigma Pi Phi
Lincoln University, Pa Athletic Hall of Fame

PRESENTATIONS

Noel Levitz, Symposium on the Recruitment & Retention of Students of Color
April 14 to 15, 2014, Indianapolis, IN
Marketing and Recruitment for Students of Color: A Multifaceted Collaboration

PROFESSIONAL DEVELOPMENT

TMSF Annual Fundraising Training Program Certificate, 2003
William R. Harvey Leadership Institute, Fellow, 2004
Higher Education Leadership Foundation, Fellow, Gamma Cohort, 2015
The Institute for Enrollment Management, 2016
Harvard Summer Institute on College Admissions, 2019

VOLUNTEER ACTIVITIES

I Challenge You, Inc. (ICU), Board Member, 2018, Greenville, MS
Leland Chamber of Commerce Board Member 2015-2017
Mayor's Consortium Greenville, MS



"Linking Citizens of Louisiana with Opportunities for Success"

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

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

OFFICE OF THE CHANCELLOR-DEAN

July 1, 2022

Dennis J. Shields, President
Southern University System
4th Floor J. S. Clark Admin Bldg.
Baton Rouge, LA 70813

Re: Request for SU Board Approval to Waive the Search for a Research Assistant Professor and Academic

Dear President Shields,

This correspondence is to request your approval and the approval of the Southern University Board of Supervisors to waive the search for the position of Research Assistant Professor and Academic Coordinator for the Southern University Agricultural, Research and Extension Center (SUAREC). I strongly recommend Dr. Harold Mellieon Jr. for this position.

The Research Assistant Professor and Academic Coordinator is a dual position that supports the daily management, operations, planning, infrastructure, and business functions of the research and academic units. Therefore, this position acts as a liaison between the Southern University Agricultural Research and Extension Center (SUAREC) and the College of Agriculture, Family, and Consumer Sciences (CAFCS) relating to research and academic programming. This position will provide direct support in implementing strategic Research and Academic Programs, and priority needs to be developed by the Vice Chancellors for Research (VCR) and Academics-Associate Dean (VCA-AD).

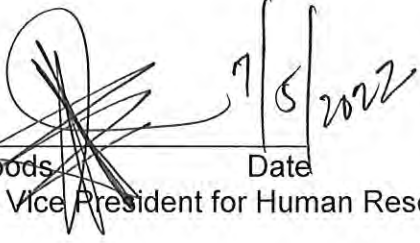
This position requires a strong commitment and collaboration from the research and academic land-grant program areas. Dr. Harold Mellieon Jr. serves as the Department Chair and Program Leader for Agricultural Sciences/Animal Sciences for the College of Agricultural, Family, and Consumer Sciences. He is the Project Director for an Evans Allen proposal titled: *"Early and artificial weaning of kids born to does in intensive breeding and diverse system in southeastern Louisiana"*. Dr. Mellieon is also serving as Co-Project Director on two other grants. His current work with Research and Academics makes him a natural fit for this position.

Please let me know if you have any questions. Your consideration of this request is greatly appreciated.

A handwritten signature in black ink, appearing to be 'O. F. McMeans'.

Orlando F. McMeans, PhD
Chancellor-Dean

Approval:



Tracie Woods Date
Associate Vice President for Human Resources

Ray L. Belton, PhD Date
President-Chancellor

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER									
-----------------	--	--	--	--	--	--	--	--	--

CAMPUS: SUS _____ SUBR _____ SULAC _____ SUAREC X 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
X Tenured Track _____ Graduate Assistant _____ Probationary
 _____ Other (Specify) _____ Retiree Return To Work _____ X Permanent Status

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

Profile of Person Recommended

Length of Employment July 1, 2022 To June 30, 2023
 Effective Date August 1, 2022

Name Harold Melleion Jr. SS# U01545379 Sex M Race* AA
 ("S" number)

Position Title: Research Assistant Professor/Academic Coordinator Department: SUAREC

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

--	--	--

X New Position Expiration Date: _____

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

Years Experience 10 years Southern University Experience 10 years

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>B.S. - Agricultural Sciences</u>	<u>SU - Baton Rouge, LA</u>	<u>May 2009</u>
	<u>M.S. - Animal Sciences</u>	<u>Kansas State University - Manhattan, KS</u>	<u>July 2011</u>
	<u>Ph.D. - Agri., Extension & Adult Education & Online Education</u>	<u>LSU - Baton Rouge, LA</u>	<u>May 2016</u>

Current Employer SUAREC

Personnel Action

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

Recommended Salary \$90,000 Salary Budgeted _____

Source of Funds Federal

Identify Budget: 621681 65050 61000 62000 - \$67,500 Location _____
227028 22111 61003 26000 - \$22,500
 Form Code: _____ Page _____ Item # _____

Change of: _____

From _____ To _____
 Position Research Assistant Professor
 Status \$73,116
 Salary Adjustment _____

Financial Aid signature (if, applicable):

List total funds currently paid to this employee by Southern University:

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

Source of Funds	Amount

*See Reverse Side

Graduate School signature (if, applicable):

<u>Renita Mahall</u> Supervisor Date <u>7/1/2022</u>	Dean/Unit Head Date _____
<u>Dox G. Dale</u> Vice-Chancellor Date <u>7/1/22</u>	<u>Ch L</u> Chancellor Date _____
<u>[Signature]</u> Director/Personnel Date <u>7/5/2022</u>	Vice President/Finance Business Affairs/Comptroller Date _____
President Date _____	Chairman/S.U. Board of Supervisors Date _____

BGD
7/1/2022

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 A.M. – 5:00 P.M.
EMPLOYEE DIRECT SUPERVISOR: Dr. Renita Marshall/Dr. Jose Toledo
SUPERVISOR/DEPARTMENT CONTACT NUMBER (225) 771-0252
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 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, a Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a picture 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
The 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
I certify that the above purchase is allowable under the terms and conditions of the approved award agreement and in accordance with federal, state, local, and university policies.
Funds Availability/Compliance Verified/Encumbered/Funds Available
Doc. I.D. #: 256
By: _____
Expiration Date: 9/30/2022
Date: 11/1/2022

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 the employee) (submitted to Human Resources with Criminal/Background Check form)
 - Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
 - Exemptions Survey Form (signed by employee and budget head)
 - Proposed Employee Appointment
 - Proposed Employee Clearance
 - Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Research Assistant Professor/Academic AS DESCRIBED BELOW
Coordinator

BE AUTHORIZED AS A VACANCY FOR Southern University Agricultural Research & Extension Center
(Department or Unit)

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

VACANCY DESCRIPTION AND JUSTIFICATION

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

Coordinate and foster interdisciplinary and multidisciplinary research, collaborate closely with Agriculture Extension to address the opportunities and challenges affecting Louisiana agriculture, food availability, family and consumer sciences, agricultural technology and natural resources; Lead collaborative research efforts, partner with academic departments and provide creative leadership to develop new graduate programs, implement new approaches to increase graduate enrollment and promote a culture of professional development for graduate students and researchers

Salary/Range: \$110,000 Previous Incumbent (if replacement): _____

X Approved _____ Disapproved _____ Lenita Marshall 6/27/2022
Department Head Date

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

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<u>X</u> Yes	_____ No
<u>Agambhe-Dillard</u>	<u>7/1/2022</u>
Signature	Date
Budget Number	

HUMAN RESOURCES OFFICE ONLY			
Existing/Approved Position			
_____ Yes		_____ No	
Employee Class:		Job Class:	
Verified By:			Date:

X Approved _____ Disapproved _____ Joe A. Lee 7/1/22
Vice-Chancellor Date

X Approved _____ Disapproved _____ AL 07/01/2022
Chancellor/Vice President Date

_____ Approved _____ Disapproved _____
President Date

An Equal Opportunity Employer

Harold I. Mellieon, Jr.

Education

Louisiana State University, Baton Rouge, LA 70806

Doctor of Philosophy- Agricultural, Extension & Adult Education & Online Education (Human Resource Education)

May 2016

Dissertation Title: Faculty Perceptions of Accelerated Online Learning in Higher Education

Kansas State University, Manhattan, KS 66502

Master of Science-Animal Sciences (Reproductive Physiology and Endocrinology)

July 2011

Thesis Title: Evaluation of the 5-day versus a modified 7-day CIDR breeding program in dairy heifers.

Southern University and A&M, Baton Rouge, LA 70813

Bachelor of Science- Agriculture Sciences

May 2009

Student Grand Marshal for College of Agricultural, Family and Consumer Sciences

Related Experience

Department Chair, Agricultural Sciences

Southern University and A&M, Baton Rouge, LA, 70813

November 2019 – Present

- Coordinate department faculty and activities.
- Management of department budget.
- Dissemination of pertinent information to faculty.
- Advisement and recruitment of agricultural science students.
- Maintenance of regular/posted office hours.

Assistant Professor/Program Leader Animal Science

Southern University and A&M, Baton Rouge, LA, 70813

January 2018 – Present

- Teach undergraduate courses in livestock production, poultry production, animal physiology/biotechnology, as well as other courses depending upon expertise and departmental needs.
- Advisement and recruitment of animal science students.
- Maintenance of regular/posted office hours.

- Develop a research program focusing on the health and production efficiency of livestock applicable to small and mid-size farms.
- Serve on committees for the department, school, and/or university.
- Perform other responsibilities as assigned by the Department Chair.
- Collaboration with Animal Science faculty to design and implement curricular and course updates, evidence of continued scholarship in order to remain current in the field of Animal Science.

Assistant Specialist Animal Science/ Director of Livestock Programs

Southern University and A&M, Baton Rouge, LA, 70813 February 2016 – Present

- Extension Outreach
 - Provide information to Parish Agents
 - Collaborate with extension specialist to deliver youth programs
 - Develop programming around animal science
- Livestock Programs
 - Communicate with prospective exhibitors
 - Develop and nurture relationships with potential sponsors and donors
 - Coordinate livestock administration team to promote and deliver state Livestock show

Program Director (Beginning Agricultural Youth Opportunities Unlimited Summer Program)

Southern University and A&M, Baton Rouge, LA, 70813 June 2012-Present

- Program logistics
 - Maintain student schedules
 - Coordinate trips with sponsors
- Managed approximately \$100k annual budget
 - Confirm food and housing for students
 - Purchase necessary equipment and supplies
 - Manage student stipends and employee pay
- Secured five USDA State Directors as speakers
- Arranged field visits and office tours with five USDA agencies
- Advised students on career selections
 - Provided students information on careers in agriculture
 - Secured Q&A sessions to help students understand different fields
- Provided mentoring opportunities and career counseling to encourage students to pursue careers in agriculture, natural resources and other sciences
- Supervised six employees without complaints
- Program funded by: Agricultural Marketing Service, Farm Service Agency, Grain Inspection Packers and Stockyards Administration, National Agricultural Statistics Service, Natural Resources Conservation Service, Forest Service, Rural Development

Funding

Mellieon, Jr., H.I., F. Mellieon-Williams, J. M. Morton, T. Williams, S. Douglas (2021) Grow jAGs: Developing the Next Generation of Agricultural Professionals. USDA-NIFA. (\$150,000).

Mellieon, Jr., H.I., R. Marshall, N. Jones, F. Mellieon-Williams (2020) Journeys in Agricultural Science Developing Education Networks. Louisiana Board of Regents Enhancement Grant. (\$139,500).

Jones, N., E. Jackson, C. Guillery, C. Chappell, H. Mellieon, Jr., F. Mellieon-Williams (2020) Building Environmental and Educational Technology Competence and Leadership Among Educators: An Exploration in Virtual Reality Professional Development. National Science Foundation. (\$449,365).

Mellieon, Jr., H.I., Marshall, R., S. Gebrelul, Y. Ghebreyessus (2020) Early and artificial weaning of kids born to does in intensive breeding and diverse systems in southeastern Louisiana. USDA-NIFA (\$654,658.98)

Marshall, R., H. Mellieon, Jr., S. Gebrelul, Y. Ghebreyessus (2019) Evaluation of the effects of diverse forage systems on the reproductive efficiency of goats in southeastern Louisiana. USDA-NIFA (\$292,246).

Mellieon, Jr., H. I. (2019) Enhancement of the Beginning Agricultural Youth Opportunities Unlimited (BAYOU) Summer Program. Southern University True Blue Foundation (\$15,000).

Hollins, K., H. Mellieon, Jr. and M. Ford (2018) Cultivating Leadership Innovation by Motivating Agricultural Talents through Education 2018-2020. USDA-NIFA (\$200,000).

Publications

Mellieon, Jr, H. I., & A. Robinson, P. (2020). The New Norm: Faculty Perceptions of Condensed Online Learning. *American Journal of Distance Education*, 1-14.

Marshall, R.W. and Mellieon, Jr., H.I. (2018). One Health, Heard Health, and the Small Farmer: The use of health and wellness to improve small farmer production efficiency. *Journal of Dairy and Veterinary Sciences* 8(5): JDVS.MS.ID.55746

Marshall, R.W. and Mellieon, Jr., H.I. (2016). Animal Diseases, Biosecurity and the Potential Impact on a Global Scale. *Open Access Journal of Veterinary Science and Research* 1(1): OAJVSR-MS-ID-000101

Mellieon Jr, H. I. (2014). Leading the e-Learning Transformation of Higher Education: Meeting the Challenges of Technology and Distance Education by Gary Miller, Meg Benke, Bruce Chaloux, Lawrence C. Ragan, Raymond Schroeder, Wayne Smutz, and Karen Swan: Sterling, VA: Stylus Publishing, LLC, 2014, 270 pp., \$32.60 (softcover). *American Journal of Distance Education*, 28(3), 215-216.

Pulley, S.L., Wallace, L.D., Mellieon, Jr., H.I., Stevenson, J.S. (2013). Ovarian characteristics, serum concentrations of progesterone and estradiol, and fertility in lactating dairy cows in

response to equine chorionic gonadotropin. *Theriogenology* 79 (1), 127-134. DOI: 10.1016/j.theriogenology.2012.09.017

Mellieon, Jr., H.I., Pulley, S.L., Lamb, G.C., Larson, J.E., Stevenson, J.S. (2012). Evaluation of the 5-day versus a modified 7-day CIDR breeding program in dairy heifers. *Theriogenology* 78 (9), 1997-2006. DOI: 10.1016/j.theriogenology.2012.07.014

Stevenson, J.S., Pulley, S.L., Mellieon, Jr., H.I. (2012). Prostaglandin F_{2α} and gonadotropin-releasing hormone administration improve progesterone status, luteal number, and proportion of ovular and anovular dairy cows with corpora lutea before a timed artificial insemination program. *J. Dairy Science* 95 (4), 1831-1844. DOI: 10.3168/jds.2011-4767

McNitt, J.I., J. Gager, F. Malekian, A. Bond, H. Mellieon, Jr., L. Parker, and K. W. McMillin. 2006. Pasture finishing of rabbits using the Morant-style hutch. Presented at the 3rd Rabbit Congress of the Americas held in Maringa, Brazil August 21-23, 2006. Published on the CD of the Proceedings of the Congress

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS

(Following Personnel Affairs Committee)
Board of Supervisors' Meeting Room
J. S. Clark Administration Bldg. 2nd Floor
Baton Rouge, LA.

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Special Presentations
 - A. Above and Beyond
6. Action Items
 - A. Request Approval of Minutes of the June 24, 2022, SUS Board of Supervisors Meeting
 - B. Request Approval of Committee Reports and Recommendations
 - C. Request Approval to initiate the search by hiring a search firm and appointing a search committee for chancellor of Southern University at Shreveport, Louisiana. (SUS)
 - D. Request Approval of Memorandum of Understanding between SUNO and National Investment Division (NID) Housing Counseling Agency (SUNO)
The purpose of this MOU is to include SUNO, as one of several HBCUs, in an NID-HUD grant to perform housing counseling. The NID training will be done at SUNO's Small Business Incubator by one of the Small Business Development Management Institute (SBDMI) residents, who is a certified HUD Counseling Agent. This initiative will bring more resources to our community and stipends for our students (in the amount of \$1,000 per eligible student, up to 30 students) to complete the housing counseling internship, certification, training and exam.
 - E. Request Approval of Memorandum of Understanding between SUNO and the California Community College (CCC) (SUNO)
The purpose of this agreement is to ensure acceptance of prior coursework and to facilitate the transfer of CCC students who have completed their Associates degree with a 2.5 or high GPA or a minimum of 30 transferrable semester units with a minimum cumulative GPA of 2.5 or higher. Through this agreement, recruitment activities will include transfer conferences, transfer fairs, professional conferences, and to visit SUNO. Additional efforts will be made for STEM majors.

- F. Request Approval for Data Use and Registration Agreement between Vanderbilt Medical Center (VUMC) and Southern University at New Orleans (SUNO)

The purpose of this Agreement is to ensure the security and confidentiality of any information that an Authorized Data User accesses, receives, uses, discloses, transmits, maintains or creates.

- G. Request Approval for Renewal of Accidental Insurance Policy (SUS)

Approval of the Student Accident and Athletic Insurance Proposals will provide accidental coverage for all students and provide insurance coverage for athletes. Approval will result in the fee being increased from \$20 to \$23 as it was prior to 2020 COVID reduction.

- H. Request Approval to dissolve the October 1, 2020 Memorandum of Agreement between the SUNO Foundation and SUNO, to repeal Section 6-4 Southern University at New Orleans Foundation of the Bylaws and Regulations of the Board of Supervisors of Southern University and Agricultural and Mechanical College, and to encourage the SUNO Foundation and the Southern University System Foundation to engage in discussions of a possible merger of the foundations and report such efforts to the Office of General Counsel. (SUNO)

Approval of this item will dissolve SUNO's official relationship with the SUNO Foundation and encourage possible merger discussions between the SUNO Foundation and Southern University System Foundation.

7. Resolutions

8. Informational Item(s)

- A. President's Report
- B. Chancellor's Report

9. Other Business

10. Adjournment

ACADEMIC AFFAIRS COMMITTEE

Friday, June 24, 2022

Southern University at Shreveport

Jesse Stone Lecture Hall

Shreveport, LA 71107

MINUTES

The meeting of the Southern University Board of Supervisors was called to order by Board Chair Attorney Edwin Shorty.

The invocation was given by Dr. Timothy R. Jones who is the Senior Pastor at Peaceful Rest Baptist Church, Shreveport, LA

The Pledge of Allegiance was led by SUSLA Student, Ms. Tami Williams who is the New Miss SUSLA 2022 – 2023.

Swearing in and Induction of 2022– 2023 New Student Board Member

Ms Naudia Foster was sworn in by Attorney Brandon Decuir as the student member to the SU Board of Supervisors for 2022 – 2023. Naudia is the SBA President at SULC.

AGENDA ITEM 4: Roll Call

Roll Call by Dr. Ray L. Belton

Present: Mr. Sam Gilliam- Chairman, Ms. Arlanda Williams, Mrs. Ann Smith, Mr. Myron Lawson, Mrs. Christy Reeves, and Atty. Edwin Shorty - Ex Officio

Absent: Dr. Leon Tarver–Vice-Chair

AGENDA ITEM 5: ADOPTION OF THE AGENDA

There was a motion by Ms. Christy Reeves and second by Mr. Myron Lawson recommending the agenda for adoption.

Motion Approved.

AGENDA ITEM 6: PUBLIC COMMENTS

Ms. Dottie Bell with Caddo Parish School board discusses Dual Enrollment. She mentions the number of students enrolled in dual enrollment has increased.

AGENDA ITEM 7: ACTION ITEM(S)

Chancellor Pierre gave a summary of the institute.

Motion was made by Ms. Christy Reeves and second by Ms. Ann Smith to approve Action Item 7A.

- A. Request Approval to Establish the Insurance Law and Policy Institute at the Southern University Law Center (SULC)
Approval of this institute establishes a pipeline for creating academic and workforce opportunities with the La Department of Insurance.

Dr. Ammons gave a summary of the agreement.

Motion was made by Mr. Myron Lawson and second by Ann Smith to approve Action Item 7B.

- B. Articulation Agreement between Washtenaw Community College (WCC) and Southern University at New Orleans in the following areas (SUNO)
 - 1. Biology
 - 2. Child Development and Family Studies
 - 3. HBCU Partnership
 - 4. Criminal Justice*Approval of this agreement solidifies a partnership between SUNO and Washtenaw Community College for the purpose of recruitment.*

Dr. Belton gave a summary.

Motion was made by Mr. Myron Lawson and second by Ann Smith to approve Action Item 7C.

- C. Request Approval of Ratification of Favorable Tenure and Promotion Appeals (SUBR)
 - 1. Dr. Phillis Okwan – Tenure and Promotion
 - 2. Dr. Yassar Ismail – Tenure and Promotion

AGENDA ITEM 8: OTHER BUSINESS

None

AGENDA ITEM 9: ADJOURNMENT

Mr. Myron Lawson made a motion to adjourn the meeting.

ATHLETICS COMMITTEE
Friday, June 24, 2022
(Following the Academic Affairs Committee)
Southern University at Shreveport
Jesse Stone Lecture Hall
Shreveport, LA 71107

MINUTES

Board Chair Atty. Edwin Shorty announced the convening of the Athletics Committee. Chair Atty Domoine Rutledge called the committee meeting to order.

Roll Call by Dr. Belton

Present: Atty. Domoine Rutledge- Chairman, Dr. Rani Whitfield – Vice-Chairman, Mr. Myron Lawson, M. Richard Hillard. Raymond Fondel and Atty. Edwin Shorty – Ex Officio

Absent: Atty. Jody Amedee, III

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Mr. Rani Whitfield and second by Mr. Raymond Fondel the agenda was recommended for adoption.

Motion passed.

AGENDA ITEM 4: PUBLIC COMMENTS

None

AGENDA ITEM 5: ACTION ITEM(S):

Atty Rutledge gave comments on the extension for Head Coach. He commended the head baseball coach and team on a job well done for the past season. He recognized AD Banks.

Motion was made by Mr. Myron Lawson and second by Mr. Raymond Fonde to approve Action Item 5A.

A. Request Approval of Contract Extension for Head Baseball Coach Chris Crenshaw

Approval of this item extends the term by two-years to the existing contract.

All other terms of the original contract remain the same.

AGENDA ITEM 6: OTHER BUSINESS

None

AGENDA ITEM 7: ADJOURNMENT

Mr. Raymond Fondel made motion to adjourn the meeting.

FACILITIES AND PROPERTY COMMITTEE

(Following the Athletics Committee)

Friday, June 24, 2022

Southern University at Shreveport

Jesse Stone Lecture Hall

Shreveport, LA 71107

AGENDA

Board Chair Atty. Edwin Shorty announced the convening of the Facilities and Property Committee. Chair Mr. Sam Gilliam called the committee meeting to order.

Roll Call by Dr. Belton

Present: Mr. Sam Gilliam- Chairman, Dr. Rani Whitfield, Mr. Richard Hilliard, Mr. Myron Lawson, Atty. Edwin Shorty - Ex Officio

Absent: Vice-Chair, Mr. John Barthelemy and Dr. Leon Tarver

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Mr. Rani Whitfield and second by Mr. Myron Lawson

AGENDA ITEM 4: PUBLIC COMMENTS

None

AGENDA ITEM 5: ACTION ITEM(S)

Mr. Kenneth Dawson gave a brief update on the projects.

He announced the gateway groundbreaking will be on June 28, 2022. The announcement will be at the Valdry center. He wants to congratulate Dr. Belton before he leaves for retirement. This was a project that Dr. Belton is excited to see.

Motion by Dr. Rani Whitfield and second by Mr. Myron Lawson to approve Action Item 5 (1-4) in global.

Request to Submit Act 959 Projects for Approval

Act 959 of 2003 permits higher education institutions to initiate certain capital projects not exceeding \$5M that are funded with self-generated revenues, auxiliary income, grants, donations, local, or federal funds.

In accordance with the provisions of Act 959, the Office of Facilities Planning (on behalf of Southern University and A&M College in Baton Rouge) requests approval from the Facilities Committee of the Southern University System Board of Supervisors and the entire Board to submit the following projects

to the Louisiana Board of Regents, the Division of Administration, and the Joint Legislative Committee on the Budget for final approval:

- (1) Global Innovation and Welcome Center – This project involves the construction of a 12,000sf building to house the Office of Sponsored Research and the Office for International Students while also serving as a Welcome Center for campus visitors. The building will have a large auditorium that can also be used as a social distancing compliant classroom as well as meeting/lecture rooms and conference rooms. The estimated project cost is \$5M which will be funded through a combination of HEERF funds and operating budget appropriations.*
- (2) T.H. Harris Learning Lobby – This project involves enclosing the walkways and a portion of the courtyard adjacent to T.H. Harris Hall and conditioning this enclosed space to provide an area for individual and collaborative student activities. The estimate for this project is \$1.5M which will be funded with Title III grant funds and HEERF funds.*
- (3) Outdoor Classroom/Amphitheatre – This project involves the construction of a 1500 seat outdoor classroom and lecture space. The estimated project cost is \$2M which will be funded with HEERF funds.*
- (4) New Public Safety Building – This project involves the construction of a new campus police station to relocate campus police operations in preparation for the construction of the new School of Business and Professional Accountancy building. The estimated project cost is \$1,500,000 which will be funded with HEERF funds.*

2. Informational Item(s)

Southern University Agricultural and Research Extension Center

- A.O. Williams Hall Renovations – (\$5,600,400) –East wing under construction. Estimated construction completion Spring 2023*
- Mega Disaster Relief Shelter (\$23,375,000) – Design continues. Estimated construction completion TBD*

Southern University – Baton Rouge Campus

- School of Business/Professional Accountancy (\$45,500,000) – Programming meetings being held with designer and the University*
- New STEM Complex Building (\$68,500,000) – Design continues. Programming meetings being held with designer and the University*
- Stewart Hall Wall Mounted HVAC Units 1st, 2nd and 3rd Floors (\$1,800,000) – Design phase continues*
- Honors Dormitory Project (\$36,000,000) - Preliminary Programming Underway. Anticipated designer selection in August 2022.*
- New Student Life Center/Union (\$45,000,000) - Preliminary Programming Underway. Anticipated designer selection in August 2022.*
- DOTD Ravine Erosion Control & Road Improvements (TBD) – Additional \$35M from USDA committed for project*
- J.W. Fisher Renovations Phase 1 Classroom & Labs, Mechanical, Electrical, Window Systems,*

Interior Finishes Upgrades (\$8,500,000) - Currently in Progress

- *Demolition of Jesse Owens Hall, Dairy Barn (\$388,202) – Demolition in progress*
- *Global Innovation Center (\$5,000,000) – Preliminary programming in progress. Will proceed as a self-funded Act 959 project. Anticipated Joint Legislative Committee on the Budget approval of Act 959 project in August 2022. Anticipated designer selection in September 2022.*
- *Administration Building Waterproofing (\$635,000) – Design phase continues*
- *Southern University Museum of Art/National Historic District Building (\$5,625,876) - Construction in Progress*
- *Modify or Replace Lift Station #2 (\$1,398,962) – Ready to bid*
- *J.K. Haynes Hall School of Nursing Renovation and Addition (\$38,500,000) – \$10M in Priority 5 General Obligation bond funding added to Capital Outlay bill by Senate floor amendment. Project is underfunded with no cash and cannot proceed in FY23.*

Southern University Law Center

- *Renovations and Addition to Existing Law Library (\$11,400,000) – Fusion Architects, APC + Williams & Williams Architecture, LLC - A Joint Venture Partnership selected as designer. Pre-design conference pending.*

Southern University – New Orleans Campus

- *ADA Compliant Restroom and Public Accommodations. (\$1,650,000) –In design phase. FY23 progress will depend on lines of credit granted for the project.*
- *Campus Exterior Lighting Upgrades (\$1,000,000) – New Project – preliminary programming needed. Designer selection cannot proceed until Priority 2 cash line of credit is granted (most likely October 2022 or later).*
- *University Cafeteria (\$7,000,000) – 2022 Capital Outlay Act appropriates \$1.5M less than requested. Preliminary programming needed. Will possibly need to scale down the project to proceed with design in FY23.*

Southern University – Shreveport Campus

- *Louis Collier Hall Science Building Renovation (\$4,200,000) – Phase 1 of project is proceed with existing funding. Additional funding will be sought to complete additional phases required for the major renovation project desired.*
- *Health & Physical Education Building Demolition (\$510,000) – Designer direct appointed Newman Marchive Inc. Scheduling Pre-Design Conference. Expected completion*
- *New Workforce Training and Technology Center (\$19,200,000) – SUSL has received \$675,000 that will be used for design of the Center. The Preliminary programming required is underway. Anticipated designer selection in September 2022.*
- *Restoration of Atrium Glass Dome and Associated Roof Repairs and Waterproofing, Metro Building (\$635,000) – Design phase continues.*
- *Gym Complex (\$9,000,000) – SUSL has received \$750,000 that will be used for design of the Gym Complex. The Preliminary programming required is underway. Anticipated designer selection in September 2022.*

AGENDA ITEM 8: OTHER BUSINESS

None

AGENDA ITEM 9: ADJOURNMENT

Mr. Myron Lawson made motion to adjourn the meeting.

FINANCE COMMITTEE
(Following Facilities and Property Committee)
Friday, June 24, 2022
Southern University at Shreveport
Jesse Stone Lecture Hall
Shreveport, LA 71107

MINUTES

Board Chair Atty. Edwin Shorty announced the convening of the Finance Committee. Chair Ms. Arlanda Williams called the committee meeting to order.

Roll Call by Dr. Belton

Present: Mrs. Arlanda Williams- Chairman, Mr. Myron Lawson–Vice-Chair, Mrs. Christy Reeves, Atty. Domoine Rutledge, Mr. Sam Gilliam, and Atty. Edwin Shorty - Ex Officio

Absent: Dr. Leon Tarver

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Mr. Sam Gilliam and seconded by Ms. Christy Reeves the agenda was recommended for adoption.

Motion passed.

AGENDA ITEM 4: PUBLIC COMMENTS

None

AGENDA ITEM 5: ACTION ITEM(S):

Motion was made by Mr. Sam Gilliam and seconded by Ms. Christy Reeves/Atty Rutledge to approve Action Items 5A and 5B in global.

Motion passed.

- A. Request Approval of Ratification of Fiscal Year 2021-2022 Budget Adjustment (BA-7) for the Southern University System:
 - 1. Southern University Board of Supervisors
 - 2. Southern University Baton Rouge (SUBR)
 - 3. Southern University Law Center (SULC)
 - 4. Southern University New Orleans (SUNO)
 - 5. Southern University Shreveport (SUSLA)
 - 6. Southern University Agricultural Extension and Research Center (SUAREC)

B. Request Approval of Academic Program Fee Adjustments (SUSLA)
Approval of this item will allow for a fee increase for various academic programs in the area of Allied Health and Nursing programs.

AGENDA ITEM 5: INFORMATIONAL ITEM(s):

- A. Interim Financial Reports
Mr. McClinton Gave a summary

AGENDA ITEM 6: OTHER BUSINESS:

None

AGENDA ITEM 7: ADJOURNMENT

Ms Christy Reeves made motion to adjourn the meeting.

GOVERNANCE COMMITTEE

(Following Finance Committee)

Friday, June 24, 2022

Southern University at Shreveport

Jesse Stone Lecture Hall

Shreveport, LA 71107

AGENDA

Board Chair Atty. Edwin Shorty announced the convening of the Governance Committee. Chair Mr. Myron Lawson called the committee meeting to order.

Roll Call by Dr. Belton

Present: Mr. Myron Lawson, Ms. Naudia Foster, Ms. Christy Reeves, and Atty. Edwin Shorty

Absent: Dr. Leon Tarver, II and Dr. Leroy Davis

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Ms. Christy Reeves and seconded by Ms. Naudia Foster the agenda was recommended for adoption.

Motion passed.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: ACTION ITEM(S):

Motion was made by Ms. Christy Reeves and seconded by Ms. Naudia Foster to approve Action Items 5A.

Motion passed.

- A. Request Approval of the Following Items to Ensure Compliance with SACSCOC
Approval of this agenda item will ensure continued compliance with SACSCOC Standards for the 2021-2022 Annual Review Cycle
 1. Mission Review (*Standard 4.2a*)
 - a. SUBR
 - b. SUNO
 - c. SUSLA
 - d. SULC
 - e. SUAREC
 2. Board Conflict of Interest (*Standard 4.2d*)
 3. Board Self-Evaluation (*Standard 4.2g*)

AGENDA ITEM 6: OTHER BUSINESS

None

AGENDA ITEM 7: ADJOURNMENT

Ms. Naudia Foster made motion to adjourn the meeting.

PERSONNEL AFFAIRS COMMITTEE

(Following Governance Committee)

Friday, June 24, 2022

Southern University at Shreveport

Jesse Stone Lecture Hall

Shreveport, LA 71107

AGENDA

Board Chair Atty. Edwin Shorty announced the convening of the Personnel Affairs Committee. Vice Chair Christy Reeves called the committee meeting to order.

Atty Shorty appointed the following Board members as Ad Hoc Committee members to have a quorum: Atty Domoine Rutledge, Dr. Rani Whitfield, Mr. Myron Lawson, and Mr. Sam Gilliam

Roll Call by Dr. Belton

Present: Ms. Christy Reeves–Vice-Chair, Mr. Raymond Fondel, Ms. Arlanda Williams, and Atty. Edwin Shorty - Ex Officio

Absent: Atty Jody Amedee, Dr. Leon Tarver and Rev. Samuel Tolbert

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Dr. Rani Whitfield and second by Mr. Raymond Fondel the agenda was recommended for adoption.

Motion passed.

AGENDA ITEM 4: PUBLIC COMMENTS

Mr. Fred Moss – Faculty Senate President gave comment on Action Item 5C.

Ms. Cynthia Tobin – Faculty/Nursing gave comment on Action Item 5C and 5G, she mentioned the continued success of SUSLA and proper compensation for faculty is greatly needed.

Ms. Yvonne P. William – Faculty representing Southern Sons and Daughters gave comment on Item 5C, she mentioned they expect continuation of greatness.

AGENDA ITEM 5: ACTION ITEM(S)

There was a motion by Mr. Sam Gilliam and second by Dr. Rani Whitfield to approve action item 5A – 5F and 5H in global. There was a request to discuss action item 5G before approving the action item.

Mr. Sam Gilliam gave comment on 5C. He mentioned he supported the action 100% and commended Dr. Belton for approving the item.

A. Request Approval to Implement Equitable Salary and Wage Adjustments for Faculty, as Aligned by SREB benchmarks (SUBR)

Rank	SREB Average	SUBR Current Salary	Percentage Increase	Projected Salary Adjustment	Allocation	Percentage to SREB Average
Instructor	\$48,578	\$46,518	\$1500	\$48,018	\$84,000	99%
Assistant Professor	\$65,971	\$65,204	3%	\$67,160	\$213,217	100%
Associate Professor	\$73,930	\$74,181	3%	\$76,406	\$106,820	100%
Professor	\$90,951	\$82,506	10%	\$91,000	\$407,712	100%
Total Allocation					\$811,749	

B. Request Approval to Implement Equitable Salary and Wage Adjustments for Faculty, as Aligned by SREB benchmarks (SUNO)

Rank	SREB Average	SUNO Current Average Salary	Increase Allocation 5%	Increase Allocation 80% of SREB	Increase Allocation <\$70k	Total Allocation	Percentage to SREB Average
Instructor	\$ 51,244	\$ 36,333	\$ -	\$ -	\$ -	\$ -	0%
Assistant Professor	\$ 61,031	\$ 55,292	\$ 110,585	\$ -	\$ -	\$ 143,152	99%
Associate Professor	\$ 70,756	\$ 55,626	\$ 68,401	\$ 52,092	\$ -	\$ 155,978	90%
Professor	\$ 82,216	\$ 72,663	\$ 76,297	\$ 93,156	\$ 15,921	\$ 239,965	99%
Total Allocation						\$ 539,095	

C. Request Approval to Implement Equitable Salary and Wage Adjustments for Faculty, as Aligned by SREB benchmarks (SUSLA)

Rank	SREB Average by Rank	SUSLA Average Current Salary	Average Amount to attain SREB Avg. by Rank	Average Projected Salary Adjustment	Allocation	Percentage to SREB Average by Rank
Instructor	\$49,690	\$41,592	\$8,098	\$49,690	\$177,637	100%
Assistant Professor	\$55,014	\$44,436	\$10,578	\$55,014	\$173,945	100%
Associate Professor	\$60,773	\$45,258	\$15,515	\$60,773	\$109,733	100%
Professor	\$68,230	\$57,675	\$10,515	\$68,230	\$19,355	100%
Total Allocation					\$480,670	

- D. Request Approval to Implement Across the Board 5% Salary and Wage Increases to Eligible Full-time and Part-Time Employees at the Southern University Law Center (SULC)
- E. Request Approval to Implement Across the Board 5% Salary and Wage Adjustments to Eligible Full-Time and Part-Time Employees at the Southern University Agricultural Research and Extension Center (SUAREC)
- F. Request Approval of Proposed Civil-Service Employee Retirement Incentive Plan (SUSLA)

Atty Domoine Rutledge stressed He is very concerned about Action Item 5G, and he ask that there be some discussion with Interim Chancellor Dr. Appeaning so he can understand the need for the Interim Positions. There was lengthy discussion with Dr. Appeaning around enrollment and faculty, after which there was a motion by Atty Domoine Rutledge.

Atty Domoine Rutledge made a motion to approve Action Item 5G minus any new positions which will be contingent upon upcoming enrollment, and they understand this is interim (at will base) and they may be placed back in their prior positions. The motion was seconded by Mr. Raymond Fondel. Based on the motion, Action 5G (1) will be deleted from the motion.

Motion Approved

G. Request Approval of Interim Administrative Positions at Southern University at Shreveport (SUSLA)

Name	Position/Campus	Salary	Funding Source
1. Saundra Bigham	Interim Assistant Dean of Workforce Development Interim Appointment (SUSLA)	\$62,712.00	State
2. Lonnie McCray	Interim Vice-Chancellor for Academic Affairs & Workforce Development Interim Appointment (SUSLA)	\$108,576.00	State
3. Sharmain Talbert	Interim Director of Enrollment Management and Recruitment Interim Appointment (SUSLA)	\$62,712.00	State
4. Vanessa White	Interim Dean of Business, Science, Technology, Engineering and Math (B-STEM) Interim Appointment (SUSLA)	\$66,272.40	State
5. Frank Williams	Interim Chief of Staff / Executive Director of the SUSF Interim Appointment (SUSLA)	\$82,600.20	State
6. Dameoyn Woodley	Interim Registrar Interim Appointment (SUSLA)	\$62,935.20	State

H. Request Approval of Personnel Action on Positions equal to or greater than \$60,000

Name	Position/Campus	Salary	Funding Source
1. Brunetta Adams	Assessment/Accountability Coordinator New Appointment (SUBR)	\$64,271.00	State
2. Kenneth Collins	Assistant Director of Bands Salary Adjustment/Additional Duties (SUBR)	\$67,000.00	State/Auxiliary
3. Christopher Crenshaw	Head Baseball Coach Salary Adjustment (SUBR)	\$110,000.00	State

Board of Supervisors Meeting Minutes June 24, 2022

4. Genara D. Freeman-Morris	Instructor/Academic Support Advisor New Appointment (SULC)	\$87,000.00	State/Grant
5. Brian Frye	Visiting Professor New Appointment (SULC)	\$126,000.00	State
6. Nadia Gadson	Assistant Dean and Associate Assistant Professor International Affairs, Service Learning and University Outreach Salary Adjustment/Additional Duties (SUBR)	\$74,000.00	State
7. Cary Hollins	Associate Comptroller for Finance New Appointment (SUBR)	\$77,983.00	State
8. Carl Johnson	Interim Dean College of Arts and Science Interim Appointment (SUNO)	\$90,000.00	State
9. Candis Joseph	Chief Budget Officer New Appointment (SUBR)	\$82,482.00	State
10. Rodney Kirschner	Asst. to Director of Athletics/ SID Director New Appointment (SUBR)	\$88,585.00	State
11. Peter Kochenburger	Visiting Professor (9-month) New Appointment (SULC)	\$117,000.00	State
12. Alisa Ross	Director of Data Assessment and QEP Additional Duties/Salary Adjustment (SUBR)	\$70,000.00	Federal
13. Felicia Roussel	Assistant Director of Facilities New Appointment (SULC)	\$72,000.00	State
14. Lashonda Stirgus	CFO/SWA for Athletics New Appointment (SUBR)	\$94,700.00	State
15. Kelly Smith	Chair of BSN Program/Assoc Prof Nursing New Appointment (SUNO)	\$125,000.00	State
16. Kedric Taylor	Director of Bands Salary Adjustment/Additional Duties (SUBR)	\$127,832.00	State/Auxiliary
17. Michael Taylor	Asst. Vice Chancellor for Enrollment Management and Student Success Additional Responsibilities (SUBR)	\$98,600.00	Federal
18. Cedric Todd	Assistant Director of Bands Salary Adjustment/Additional Duties (SUBR)	\$73,272.00	State/Auxiliary
19. Sonia Wilson	TANF Program Manager and Business Consultant Additional Duties/Salary Adjustment (SUBR)	\$80,000.00	State
20. Melva Williams	Chief of Staff New Appointment (SUS)	\$150,000.00	State

Motion by Atty Domoine Rutledge and second by Mr. Raymond Fondel to approve Action Item 5I.

Motion Approved

I. Request Approval of Leave/Sabbatical for Southern University Law Center Faculty Members:

1. Adam Crepelle
2. Katherine Macfarlane
3. Kenya Smith

AGENDA ITEM 6: OTHER BUSINESS

None

AGENDA ITEM 7: ADJOURNMENT

Mr. Myron Lawson made motion to adjourn the meeting.

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS

(Following Personnel Affairs Committee)

Friday, June 24, 2022

Southern University at Shreveport

Jesse Stone Lecture Hall

Shreveport, LA 71107

MINUTES

The meeting of the Southern University Board of Supervisors was called to order by Board Chair Atty Edwin Shorty

Roll Call by Dr. Belton

Present:

Mr. Raymond Fondel, Ms. Naudia Foster, Mr. Sam Gilliam, Mr. Richard Hilliard, Mr. Myron Lawson, Ms. Christy Reeves, Atty Domoine Rutledge, Atty Edwin Shorty, Mrs. Ann A. Smith, Dr. Rani Whitified, and Ms. Arlanda Williams

Absent:

Atty. Jody Amedee, Mr. John Barthelemy, Dr. Leroy Davis, Dr. Leon R. Tarver II, and Rev. Samuel Tolbert

AGENDA ITEM 3: ADOPTION OF THE AGENDA

There was a motion by Atty Domoine Rutledge to adopt the agenda minus Action Items 6H and 6J. Ms. Christy Reeves seconded the motion.

Motion adopted.

AGENDA ITEM 4: PUBLIC COMMENTS

None

AGENDA ITEM 5: SPECIAL PRESENTATION

A. Check Presentations (SUSLA)

Dr. Appeaning recognized Ms. Stephanie Rogers who introduced the special guests for the check presentations.

CenterPoint Presentation - \$30k

Roy Griggs School of Business Presentation – total w/ endowment - \$125k

B. Above and Beyond Awards

Dr. Appeaning recognized Ms. Stephanie Graham - Director, Office of Sponsored Programs (OSP) Office of the Chancellor for the award.

C. President-Chancellor Ray L. Belton

1. Video Presentation

There was a video presentation to Dr. Belton from the city of Shreveport, LA. There was also a check presentation for the Ray Belton Endowed Scholarship Fund.

2. Board Presentations

Chairman Shorty made a presentation to Dr. Belton on behalf of the Board of Supervisors.

Chairman Emeritus Domoine Rutledge made a motion to have an item added to the agenda. With unanimous approval, the board agreed and voted in favor of naming Dr. Ray Belton President Emeritus. Motion by Chairman Emeritus Rutledge and Second by Mr. Myron Lawson

Motion Approved

6. Action Items

Motion was made by Dr. Rani Whitfield and seconded by Mr. Raymond Fondel to approve Action Items 6A and 6B in global.

- G. Request Approval of Minutes of the May 20, 2022, SUS Board of Supervisors Meeting
- H. Request Approval of Committee Reports and Recommendations

Motion was made by Atty Domoine Rutledge and seconded by Dr. Rani Whitfield to approve Action Items 6C.

- I. Request Approval of the Southern University System Sponsorship between Coca-Cola Bottling Company and the Southern University System (SUS)
Approval of this sponsorship agreement will allow Coca-Cola to offer products for sale and/or sampling on the campuses, and to promote their consumption and sale.

Motion was made by Atty Domoine Rutledge and seconded by Dr. Rani Whitfield to approve Action Items 6D.

- J. Request Approval of the Cooperative Endeavor Agreement between the Southern University System Foundation and the Southern University System for the Removal and Resurfacing of a New Track (SUS)
Approval of this item will authorize the removal and resurfacing a new track for A. W. Mumford Stadium (2022-2023 Track Season).

Item 6E - Atty Domoine Rutledge had questions for the consultants. They were asked to come forward to podium.

There was lengthy discussion with the consultants and many questions were asked by Atty Rutledge as well as some of the other board members. There were many concerns that require further discussion.

Motion was made by Dr. Rani Whitfield and Second by Ms. Ann Smith to approve Action Item 6E. Atty Rutledge opposed. Motion Passed.

- K. Request Approval of Resolution between Louisiana Energy Partners (LAEP) and Southern University and A&M College Baton Rouge Landmass (SUS)
This proposed resolution will lock-in funding to execute and agreement for thermal energy services.

Motion was made by Atty Domoine Rutledge and Second by Dr. Rani Whitfield to approve Action Item 6F.

Motion Passed.

- L. Request Approval to Establish the Ray L. Belton Endowed Scholarship Fund (SUSLA)

Motion was made by Dr. Rani Whitfield and Second by Ms. Christy Reeves to approve Action Item 6G.

- G. Request Approval of Memorandum of Understanding between SULC and Zinpro (SULC)
Approval of this item provides for additional programs and opportunities within the Heirs Property Initiative. Zinpro Corporation has committed to providing \$25,000 for legal services to individuals for wills and successions.
- H. ~~Request Approval of Memorandum of Understanding between Southern University and A&M College and East Baton Rouge Parish School System to Establish the Southern University Teacher Academy and/or a Pathway to Teacher Education Programs~~
This project is of mutual interest to the parties. Driven by a common desire to provide the gold standard of education, approval of this new academy will better prepare tomorrow's leaders, scientists, researchers, and teachers for challenging careers that impact and require knowledge of the teaching profession.
- Ms. Tracy Barley gave a presentation on Canvas and answered all questions from the board members. Motion was approved.
- I. Request Approval of Contractual Agreement between the Southern University System and Instructure to Implement new Learning Management System (Canvas) (SUS)
Approval of this contractual agreement will allow campuses to implement the new Canvas learning management system. This new system is widely used to enhance the delivery of academic services, while proving a more efficient online learning experience for instructors and students.
- J. ~~Request Approval to Dissolve the October 1, 2022 Memorandum of Understanding between the SUNO Foundation and SUNO. Additionally, to Repeal Section 6-4 Southern University at New Orleans Foundation by the Bylaws and Regulations of the Board of Supervisors (SUNO)~~
Approval of this item will dissolve SUNOs official relationship with the SUNO Foundation and allow it to be an unofficial, independent asset to SUNO's students.

AGENDA ITEM 7: RESOLUTIONS

Dr. Katara Williams, Chief of Staff read resolutions and commendations for the following:

Resolutions

- Ms. Browne C. Lewis
- Mr. Garland Franchis Millet
- Mr. Walker Anthony Thomas
- Mr. Amos Wesley, III

Commendations

- Dr. Ray L. Belton
- Lieutenant Colonel Chavez Cammon
- Leon E. Valdry

There was a motion by Ms. Arlanda Williams to approve the read resolutions with the additions and Mr. Raymond Fondel second the motion.

Motion approved.

AGENDA ITEM 8: INFORMATIONAL ITEM(S)

- a. Legislative Update
Legislative Update was given by Dr. Robyn Merrick
- b. President's Report
Dr. Belton mentioned it was "Good to Be Home." He thanked everyone for making his last board meeting a memorable one. He recognized his family and the Shreveport family. He thanked SUSLA for coordinating all the presentations and for the accommodations.
- c. Chancellor's Report
All Chancellors gave a brief report.

AGENDA ITEM 9: OTHER BUSINESS

None

AGENDA ITEM 10: ADJOURNMENT

Mr. Myron Lawson made motion to adjourn the meeting.



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

J.S. CLARK ADMINISTRATION BUILDING

4TH FLOOR

BATON ROUGE, LOUISIANA 70813

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

FAX NUMBER
(225) 771-5522

July 12, 2022

Attorney Edwin Shorty, Chairman
Southern University Board of Supervisors
Office of the Board of Supervisors
J.S. Clark Administration Building, 4th Floor
Baton Rouge, LA 70813

Dear Chairman Shorty:

This communication comes requesting authorization from the Southern University Board of Supervisors appoint a committee and hire a firm to conduct a national search for the next chancellor of Southern University at Shreveport. It is imperative that we initiate the process of naming a Chancellor to lead the Shreveport institution.

The committee will be made up of a cross section of stakeholders (including faculty, staff, students, alumni, and community members) appointed by me in my capacity as President of the System. The committee will develop a prospectus that describes the challenges and opportunities presented by the position, identify ideal qualifications, and to perform a screening process that presents a set of unranked finalists. These individuals will be invited for on campus interviews and engagement with stakeholders.

In addition to requesting authority to appoint a committee, I am also requesting authority to engage a search firm to assist in this process. If approved, all procurement rules will be followed, and the committee will work collaboratively with the firm.

This administration aims to embark upon an expedient and methodical search process to identify an ideal candidate, with the goal of making a formal recommendation to the Board in a timely manner. I respectfully request your consideration of this matter to ensure an efficient and productive process.

Sincerely,

Dennis J. Shields
President-Chancellor
Southern University System



Office of the Chancellor

SOUTHERN UNIVERSITY AT NEW ORLEANS

6400 Press Drive
New Orleans, LA 70126
Phone: (504) 286-5311 Fax: (504) 286-5000
www.suno.edu

June 30, 2022

President-Chancellor Dennis Shields
Southern University and A&M College System
4th Floor, J. S. Clark Administration Building
Baton Rouge, LA 70813

RE: Memorandum of Understanding (MOU) between the National Investment Division (NID) Housing Counseling Agency and Southern University at New Orleans (SUNO).

Dear President-Chancellor Shields:

Southern University at New Orleans (SUNO) is seeking your support and approval from the Board of Supervisors of the Southern University and A&M College System to establish a Memorandum of Understanding (MOU) between the National Investment Division (NID) Housing Counseling Agency and SUNO.

The NID Housing Counseling Agency was founded in 1986 by the National Association of Real Estate Brokers (NAREB), the largest and oldest minority real estate trade association in the nation, with the cause and motto of promoting "Democracy in Housing". The NID, with the assistance of a joint U.S. Department of Housing Development (HUD) and Department of Commerce Economic Development grant, initiated its work plan to expand access to fair and safe real estate mortgage loans and investment capital to support the positive economic growth of minority communities and businesses.

The purpose of this MOU is to include SUNO, as one of several HBCUs, in an NID-HUD grant to perform housing counseling. The NID training will be done at SUNO's Small Business Incubator by one of the Small Business Development Management Institute (SBDMI) residents, who is a certified HUD Counseling Agent. This initiative will bring more resources to our community and stipends for our students (in the amount of \$1,000 per eligible student, up to 30 students) to complete the housing counseling internship, certification, training and exam.

Thank you for considering this request and submitting it for approval at the July 15, 2022 meeting of the Southern University and A&M College System Board of Supervisors.

With kind regards,

James H. Ammons, Jr., Ph. D.
Executive Vice President-Chancellor
Southern University at New Orleans

APPROVED: _____
President-Chancellor Dennis Shields
Southern University and A&M College System



MEMORANDUM OF UNDERSTANDING

This **Memorandum of Understanding (MOU)** is entered into by and between **NID Housing Counseling Agency** and **Southern University at New Orleans**

A. Purpose.

Created to elevate the money management skills of HBCU students, faculty, staff and the surrounding community about credit management, understanding student loan debt, credit score literacy, building wealth through homeownership, pre-purchase counseling and education, rental counseling and education, housing stability counseling and education for renters and homeowner's as well as disaster preparation plan and recovery counseling and education.

Our focus also includes marketing, outreach, and direct services to the communities surrounding HBCUs by offering post-purchase counseling, rental housing advocacy, mortgage default/delinquency and foreclosure prevention counseling to help sustain homeownership to prevent community blight and the loss of wealth.

B. Roles and Responsibilities.

NID Housing Counseling Agency agrees to:

1. Provide **Scholarship Opportunities** of \$1,000.00 per eligible student, up to 30 students.

How will the scholarships be distributed? In form of \$1,000 stipends given to 10 students after they complete the housing counseling internship, certification training, and exam. Each qualified student will be awarded a \$1,000 stipend. Each certified student will become a HUD-certified Housing Counselor. This certification provides an opportunity for them to earn additional income to defray their educational expenses while helping individuals and families to purchase a home.

2. SUNO will be reimbursed for up to \$25,000 for expenses related to faculty and staff time devoted to assisting the SUNO-based NID-HUD Housing Counseling Agent to recruit and orient students for the program; for helping in developing marketing materials for the program; and for the space(s) used to conduct the certification training and exams.
3. Open **Internship Opportunities** working with a local NID Branch where

NID Housing Counseling Agency, a HUD Approved Organization
Airport Corporate Centre 7677 Oakport Street, Suite 510 Oakland, CA 94621
Phone: 510 268 9792 | Fax: 510 268 9794
www.nidhousing.com



students can apply lessons learned in the classroom to community issues.

4. Provide **HBCU dedicated learning sessions** on (a) Wealth Building (b) Financial Literacy/Credit Management/ Credit Scores (c) Managing Student Loan Debt (d) Pre-Purchase Counseling and Education (e) Disaster Preparation, Plan Recovery Counseling and Education (f) Fair Housing Rights Counseling and Education (g) Foreclosure Prevention Counseling and Education (h) Rental Counseling and Education (i) Access to other social services (j) Training on HUD’s Counselor Certification

5. Conduct **Marketing & Outreach** to the neighboring community on all HUD eligible housing counseling and education services offered at the NID-HCA Branch, including housing instability counseling. With the impacts of COVID many LMI communities need for foreclosure prevention counseling and education as well as rental counseling and education and preventing homelessness. It is our intent through this initiative to help mitigate the loss of homes and housing for area residents.

Responsibility/Activity	Point of Contact
Personnel / POC Administer objectives in MOU	Latisha Carlisle (NID National) ,Mary Adam Thomas (NID-HCA Branch Manager)
Training, Activities outlined in MOU	Mary Adam Thomas, Dr. Yolanda Griffin, Olga Tovar
IT/Technology	Andrew Goldsworthy (Rootid), Nate Payne (Better Business Technology), Kay Ignacio (NID-HCA) and Steven Hicks (NID-HCA)
Marketing and Outreach	Andrew Goldsworthy (Rootid), Francine Rounds, Jacqueline Key Matthews
Scholarship/ Manage scholarship selection and award process	Danny Felton (NID-HCA)

Southern University at New Orleans agrees to:

Responsibility/Activity	Point of Contact
Small Business Development and Management Institute / Initiative Liaison	Cynthia Beaulieu, SUNO-SBDMI)
University Primary POC for the Initiative (may be the	Cynthia Beaulieu (SUNO-

NID Housing Counseling Agency, a HUD Approved Organization
 Airport Corporate Centre 7677 Oakport Street, Suite 510 Oakland, CA 94621
 Phone: 510 268 9792 | Fax: 510 268 9794
www.nidhousing.com



same person as the Initiative Liaison)	SBDMI)
University Outreach/Marketing POC	Cynthia Beaulieu (SUNO-SBDMI)
	Regine Williams (SUNO PR)

- 1.** All the training will be provided by the NID-HUD Housing Counseling Agent based in SUNO's Small Business Incubator Building. SUNO's SBDMI staff will provide the training space(s), assist with outreach and office support, and assist in developing and disseminating related marketing materials.
- 2. Reporting Requirements.** NID-HCA will design an electronic monthly reporting template to capture and report initiative deliverables and outcomes as outlined in **Article XXIII page 23 and 24** of the **FY21 Grant Agreement**. The NID-HCA branch manager is responsible for collecting, collating and submitting initiative monthly reports to NID-HCA National. Clients receiving HUD compliant counseling and education will be submitted on the HUD Monthly report which includes a PAR, 9902 and client list.

C. Timeframe.

This MOU will commence on April 15, 2022 and will dissolve at the end of the grant funding period on September 30, 2022.

E.. Confidentiality.

To ensure the safety of clients, all parties to the Memorandum of Understanding agree to adhere to the confidentiality expectations as outlined in the Grant Agreement.

The designated lead agency accepts full responsibility for the performance of the collaborative organizations/agencies.

This Memorandum of Understanding is the complete agreement between **NID HOUSING COUNSELING AGENCY** and **SOUTHERN UNIVERSITY AT NEW ORLEANS** may be amended only by written agreement signed by each of the parties involved.



NID HOUSING COUNSELING AGENCY

Authorized Official: Latisha Carlisle Title/Position: Vice President for Housing

Signature: *Latisha Carlisle* Date: June 28, 2022

Address: Airport Corporate Centre 7677 Oakport Street, Suite 510 Oakland, CA 94621

Email: latishaCarlisle@nidhousing.com

SOUTHERN UNIVERSITY AT NEW ORLEANS

Authorized Official: James H. Ammons, Jr., Ph.D. Title/Position: Executive Vice President-Chancellor

Signature: *James H. Ammons* Date: 6/30/2022

Address: 6801 Press Drive, New Orleans, LA 70126

Email: _____

Iqbal Elhadi

Dean, College of Business and Public Administration
Southern University at New Orleans

4/5/2022

Date

Dr. Gregory Ford
Vice-Chancellor for Academic Affairs

06/30/2022

Date

James H. Ammons
Executive Vice President-Chancellor

6/30/2022

Date



SOUTHERN UNIVERSITY AT NEW ORLEANS

6400 Press Drive

New Orleans, LA 70126

Phone: (504) 286-5311 Fax: (504) 286-5000

www.suno.edu

Office of the Chancellor

June 30, 2022

President-Chancellor Dennis Shields,
Southern University and A&M College System
4th Floor, J. S. Clark Administration Building
Baton Rouge, LA 70813

RE: Articulation Agreement between California Community College (CCC) and Southern University at New Orleans (SUNO).

Dear President-Chancellor Shields:

Southern University at New Orleans (SUNO) is seeking your support and approval from the Southern University and A&M College System Board of Supervisors to establish a Memorandum of Understanding (MOU) between the California Community College (CCC) and SUNO.

The California Community College (CCC) System is 116 colleges in 72 Community College districts throughout the State of California. CCC has partnered with 39 Historically Black Colleges and universities to provide students the opportunity for guarantee transfer pathways. The purpose of this agreement is to ensure acceptance of prior coursework and to facilitate the transfer of CCC students who have completed their Associates degree with a 2.5 or high GPA or a minimum of 30 transferrable semester units with a minimum cumulative GPA of 2.5 or higher. Through this agreement, recruitment activities will include transfer conferences, transfer fairs, professional conferences, and to visit SUNO. Additional efforts will be made for STEM majors.

SUNO and CCC agree that students, who choose to transfer from a community college to a four-year college to earn a baccalaureate degree, should be provided with a smooth curriculum transition that minimizes loss of credit and duplication of coursework. Therefore, SUNO and CCC have developed curriculum articulation agreements for students who complete the CCC Associate of Arts for Transfer (AA-T) degree or the Associate of Science for Transfer (AS-T) degree and transfer to SUNO's Bachelor of Arts or Bachelor of Science degree programs in Biology, Business Administration, Child Development, Criminal Justice, Educational Studies, English, Mathematics and Psychology.

Thank you for your consideration of this request.

With kind regards,

James H. Ammons, Jr., Ph. D.
Executive Vice President-Chancellor
Southern University at New Orleans

APPROVED: _____

President-Chancellor Dennis Shields
Southern University and A&M College System

"An Equal Educational Opportunity Institution"



MEMORANDUM OF UNDERSTANDING

between the

California Community Colleges Chancellor's Office and Southern University at New Orleans

This agreement is effective as of Fall 2019 between **Southern University at New Orleans**, a SACSCOC-accredited, four-year, public, state institution whose address is **6400 Press Drive, New Orleans, La 70126** and the **CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE (CCCCO)**, whose address is 1102 Q Street, Suite 4554. Sacramento, CA 95811.

Southern University at New Orleans enters into this agreement with the system wide Chancellor's Office for 114 California Community Colleges and 72 Community College districts. The purpose of this agreement is to ensure acceptance of prior coursework and to facilitate the transfer of California Community College (CCC) students who have completed either of the following:

1. An Associate Degree Awarded by a California Community College with a minimum cumulative grade point average (GPA) of 2.5 or higher, that meets any one of the following requirements:
 - a. The degree is an Associate in Arts for Transfer (AA-T) degree or an Associate in Science for Transfer (AS-T) degree. These degrees were designed to provide a clear pathway to a California State University major and baccalaureate degree and they represent strong preparation for upper division coursework in a range of majors.
 - b. The degree includes the completion and certification of the lower division Intersegmental General Education Transfer Curriculum (IGETC) used by California Community College students to prepare to transfer to the University of California and California State University systems; or,
 - c. The degree includes the completion and certification of the lower division California State University General Education Breadth pattern,

OR

2. A minimum of 30 transferrable semester units with a minimum cumulative grade point average (GPA) of 2.5 or higher.

In exchange for meeting one of the above conditions, CCC transfer students will be afforded the following opportunities:

I. GUARANTEED ADMISSION

CCC transfer students awarded an Associate Degree as defined above will be guaranteed admission to the University at junior standing. Students will be made aware that additional prerequisites and graduation requirements may be required by **Southern University at New Orleans** for certain majors. Only students who are in good standing at their last transfer institution will be considered.

CCC transfer students without an Associate Degree but obtaining a minimum 30 transferrable units as defined above will be guaranteed admission to the University.

In either instance, students will be made aware that additional prerequisites and graduation requirements may be required by **Southern University at New Orleans** for certain majors. Only students who are in good standing at their last transfer institution will be considered.

II. TRANSFERABILITY OF CREDIT

For CCC transfer students awarded an Associate Degree **Southern University at New Orleans** will accept a minimum of 60 semester units. For CCC transfer students without an Associate Degree but with a minimum of 30 transferrable units **Southern University at New Orleans** will accept a minimum of 30 semester units.

Southern University at New Orleans will accept CCC courses deemed transferable to the University of California and the California State University towards general education, major and/or elective credit. Units accepted for the CCC Associate Degree through CLEP, DANTES, IB, AP, and Credit by Exam, and ACE will be applicable toward the Bachelor's degree. **Southern University at New Orleans** reserves the right to award credit for major preparation based on University policy.

III. GENERAL EDUCATION REQUIREMENTS

Southern University at New Orleans agrees to accept the completion of the lower division CSU General Education- Breadth pattern (CSU GE), the Intersegmental General Education Transfer

Curriculum (IGETC) pattern, or a CCC AA-T or AS-T that includes either CSU GE or IGETC in lieu of its own lower division general education requirements. For CCC transfer students awarded an Associate Degree, no more than nine additional units will be required to fulfill University general education requirements.

IV. CATALOG RIGHTS

If **Southern University at New Orleans** modifies the degree requirements or prerequisites, the student will be accommodated with equivalent coursework and not penalized in total units required for their Bachelor's degree.

V. STUDENT ADVISING

Southern University at New Orleans will provide pre-transfer advising to community college students through online, onsite, and/or telephone advising. The University's Office of the Registrar will maintain MOU agreements with community colleges on its website and will interact with community college Transfer Center Directors. In addition, faculty advising by discipline will be available to future transfer students prior to and once enrolled at the University. Informational materials for potential transfer students will be available at the community colleges to facilitate the transfer process.

Southern University at New Orleans will participate in a minimum of one annual outreach activity to educate and inform California Community College students and faculty about the **University**.

Activities may include the following:

- a. Participation in California transfer conferences, transfer fairs, professional conferences (e.g., Umoja Community, Western Association for College Admission Counseling, etc.) and visits to community colleges to educate administrators, counselors, faculty, staff, and students about University admissions requirements, costs, etc.;
- b. Provision of onsite admissions to eligible California Community College students at transfer conferences, transfer fairs, Umoja Community conferences and during college visits; and,
- c. Work with the California Community College transfer centers and the Umoja Community to outreach to all students. Additional efforts will be made to reach out to Science, Technology, Engineering and Mathematics (STEM) majors.

VI. HOUSING

Southern University at New Orleans will provide priority consideration for campus housing during the first year if the housing fees are paid by the housing application deadline.

VII. SCHOLARSHIP OPPORTUNITIES

Southern University at New Orleans will seek to develop transfer scholarships for incoming students who have a 3.2 or higher grade point average and meet all other criteria of the University, based on available funding.

VIII. DATA

Under this agreement, **Southern University at New Orleans** will conduct an analysis of the California Community College transfer students to determine their progress and success. The analysis should include descriptives that profile the population and process measures, such as course completion and term persistence, as well as course of study. The success of transfer students is measured by achieved outcomes and includes degrees conferred, time to completion, and continuation towards an advanced education. No later than 90 days after the conclusion of an academic year, **Southern University at New Orleans** shall provide the CCCCCO with a written summary of the results of the analysis.

IX. MARKETING & COMMUNICATION

The CCCCCO will work with **Southern University at New Orleans** to develop an internal and external marketing plan to communicate and publicize the Chancellor's support of this agreement to all CCC campuses. Dissemination may include print media, news releases, email, webinars, and social media distribution channels. The Transfer and Articulation Unit will assist in promoting this opportunity to each CCC and ensure that Transfer Center Directors understand the benefits of the program for students. Professional organizations and initiatives such as the Umoja Community, the Western Association for College Admission Counseling (WACAC), and the CCC Transfer Counselor Web Site grantee, will be encouraged to disseminate information about the HBCU MOU agreements.

X. TERMS OF AGREEMENT

This agreement contains the entire agreement between the parties pertaining to the transaction and may not be amended, unless in writing and signed by both parties.

CALIFORNIA COMMUNITY COLLEGES

SOUTHERN UNIVERESITY AT NEW ORLEANS

James H. Ammons

By:

By: James H. Ammons, Jr., Ph.D.

Executive Vice President-Chancellor

Title:

Title:

June 30, 2022

Date:

Date:



SOUTHERN UNIVERSITY AT NEW ORLEANS

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Office of the Chancellor

June 30, 2022

President-Chancellor Dennis Shields
Southern University and A&M College System
4th Floor, J. S. Clark Administration Building
Baton Rouge, LA 70813

RE: Data Use and Registration Agreement between Vanderbilt University Medical Center (VUMC) and Southern University at New Orleans (SUNO).

Dear President-Chancellor Shields:

Southern University at New Orleans (SUNO) is seeking your support and approval from the Board of Supervisors of the Southern University and A&M College System to establish a Data Use and Registration Agreement between the Vanderbilt University Medical Center (VUMC) and SUNO.

The VUMC operates and maintains the Research Hub of the All of Us Research Program (“All of Us”) that was implemented by the U.S. National Institutes of Health (NIH). As an Authorized Data User Institution, SUNO desires to access and utilize the Research Hub. Both VUMC and User Institutions are committed to safeguarding the rights and welfare of participants whose information is included in the Research Hub. This Data Use and Registration Agreement is for both parties to have access to and use of the *All of Us* Research Program Research Hub for biomedical and health research, consisting of the Researcher Workbench platform and tools, and the research data (“Research Hub”).

The purpose of this Agreement is to ensure the security and confidentiality of any information that an Authorized Data User accesses, receives, uses, discloses, transmits, maintains or creates.

Thank you for considering this request and submitting it for approval at the July 15, 2022 meeting of the Southern University and A&M College System Board of Supervisors.

With kind regards,

James H. Ammons, Jr., Ph. D.
Executive Vice President-Chancellor
Southern University at New Orleans

APPROVED: _____
President-Chancellor Dennis Shields
Southern University and A&M College System

All of Us Research Program

Data Use and Registration Agreement

This Data Use and Registration Agreement ("Agreement") is made and entered into as of this 28th day of June, 2022 by and between Vanderbilt University Medical Center (VUMC), and **Southern University at New Orleans** for access to and use of the *All of Us* Research Program Research Hub for biomedical and health research, consisting of the Researcher Workbench platform and tools and the research data ("Research Hub").

VUMC operates and maintains the Research Hub as part of the *All of Us* Research Program ("All of Us") implemented by the U.S. National Institutes of Health (NIH), and the User Institution desires for its Authorized Data User(s) to access and utilize the Research Hub and both VUMC and User Institution are committed to safeguarding the rights and welfare of Participants whose information is included in the Research Hub.

VUMC desires to make available to the Authorized Data User(s), and the User Institution desires for its Authorized Data User(s) to access, certain information from the Research Hub for use by its Authorized Data User(s) in conjunction with its own research projects which are to be conducted solely on behalf of the User Institution by its own Authorized Data User(s); and

The purpose of this Agreement is to ensure the security and confidentiality of any information that an Authorized Data User accesses, receives, uses, discloses, transmits, maintains or creates.

The parties agree as follows:

1. Definitions

- A. Participant Data - Information that has been voluntarily submitted by or on behalf of an individual (a "Participant") to *All of Us* for the purposes of research use. Participant Data refers to de-identified, non-public data accessed via the Research Hub.
- B. Authorized Data User – An individual who has acknowledged the conditions set forth by *All of Us* within the *AoU* Data User Code of Conduct and eligible to access Participant Data from the Research Hub. An eligible Authorized Data User is an individual person with an employment relationship or other affiliation with the User Institution whereby the individual's biomedical or health research project is conducted under the effective supervision and control of the User Institution or under the auspices of the User Institution.
- C. Research Hub - A centralized web portal, operated and maintained by VUMC as part of the *All of Us* Research Program to make research tools and data available for the conduct of research studies.
- D. *AoU* Data User Code of Conduct - The document set forth in Attachment A that describes the *All of Us* policies for an Authorized Data User related to utilization of the Research Hub. Before any individual can be an Authorized Data User under this Agreement, the individual must have agreed to the terms of the *AoU* Data User Code of Conduct.
- E. User Institution - The institution, which enters into this agreement with VUMC, and the employer or affiliate of the trainee, faculty or staff of which may become an Authorized Data User.

- F. **Workspace:** An analytical space allocated to an Authorized Data User within the Research Hub where Authorized Data Users can virtually move subsets of data from the *All of Us* Research Program database and perform analyses. Authorized Data Users must create a new Workspace for each research project using *All of Us* data.

2. Terms and Conditions

This Agreement sets forth the terms and conditions pursuant to which VUMC will:

- A. Register an Authorized Data User from the User Institution on the Research Hub, and User Institution hereby grants VUMC permission to use User Institution's name, for the limited purpose of identifying User Institution as a registered organization on Research Hub.
- B. Make Participant Data available from the Research Hub to an Authorized Data User. Once Participant Data has been accessed by an eligible Authorized Data User in accordance with this Agreement and the *AoU* Data User Code of Conduct, then the User Institution and its Authorized Data Users shall be solely responsible for maintaining the confidentiality and security of such Participant Data as well as the proper conduct of any research study or studies pursuant to its own human subjects protection program.
- C. Upon the Effective Date, grant access to Authorized Data User(s), to the Research Hub functionality consistent with the terms and conditions of this Agreement and the *AoU* Data User Code of Conduct ("Access"). VUMC shall continue to grant any such request for Access that is accompanied by reasonable evidence of an Authorized Data User's eligibility for such access.
- D. User Institution shall not deposit, and VUMC will not receive, Participant Data into the Research Hub pursuant to this Agreement.

3. Obligations and Responsibilities of Parties

- A. VUMC agrees to grant the Authorized Data User(s) Access in accordance with the terms and conditions of this agreement for the purpose of accessing and using the Participant Data to conduct the research study described by the Authorized Data User(s) during the online registration for Access and as each Workspace is created by the Authorized Data User(s).
- B. User Institution shall treat and shall require all Authorized Data Users to treat all Participant Data and any other non-public information pertaining to Participants obtained from the Research Hub as confidential and only use such data and other information for purposes of an active biomedical or health research study that is being conducted under the auspices of the User Institution. User Institution shall retain control over use of the Participant Data and the Research Hub by itself and its Authorized Data Users and ensure that neither the User Institution nor the Authorized Data Users will disclose, copy, download, release, sell, rent, lease, loan, or otherwise grant access to the Participant Data or the Research Hub, except as provided in this Agreement and by the policies of the Research Hub, as posted on the Research Hub or as otherwise provided to User Institution. The Research Hub shall notify the User Institutions, in a timely manner, of any substantive policy changes that might impact this Agreement. User Institution shall not, and its Authorized Data Users shall not, use the Participant Data, either alone or in conjunction with any other information, to make any effort to identify or contact individuals who are the sources of the Participant Data.
- C. User Institution shall employ and shall ensure that the Authorized Data Users employ reasonable safeguards (including technical, physical, administrative and procedural safeguards) that meet or

exceed standards required by applicable law to prevent any unauthorized use or disclosure of Participant Data. User Institution shall require that its Authorized Data Users comply with the AoU Data User Code of Conduct in order to submit a request to be granted access to the Research Hub and hold all Authorized Data Users to the restrictions and conditions set forth in the AoU Data User Code of Conduct with respect to the Research Hub.

- D. In the event that an Authorized Data User from the User Institution discovers any individually identifiable information inadvertently included in the Research Hub, then User Institution shall promptly notify VUMC in writing and require the Authorized Data User to assist VUMC in the identification of all such individually identifiable information in the Research Hub without retaining any copies, physical, electronic, or otherwise.
- E. User Institution shall ensure that each Authorized Data User uses the Participant Data in compliance with all applicable laws, rules, and regulations, as well as all professional standards and All of Us Research Program policies applicable to such research, including, as applicable, U.S. Public Health Service and NIH regulations and guidelines such as those relating to use of data from human subjects. In addition, the User Institution shall report promptly in writing to VUMC any use of, access to, and/or disclosure of data or information from the Research Hub that was not authorized pursuant to this Agreement or any other unanticipated problem with respect to the Research Hub of which it or its Authorized Data User become aware, including without limitation, disclosure to any unauthorized recipient or any other individual or entity that is not an eligible Authorized Data User or any other unanticipated problem involving risk to Participants or others.
- F. To the extent permitted by law, User Institution shall notify VUMC in writing promptly upon receipt of any request, court order, or subpoena for any portion of any information from the Research Hub (including without limitation the Participant Data) in order not to prejudice VUMC's ability to respond and to take any appropriate action it deems necessary. To the extent that VUMC decides to assume responsibility for challenging the applicability, scope, or validity of such request, User Institution will reasonably cooperate to facilitate any legal process initiated by VUMC in any such challenge, at VUMC's expense.
- G. User Institution certifies that to its knowledge, after due inquiry, that neither it nor any of its Authorized Data Users, is currently debarred, suspended, or excluded under the Federal Food, Drug and Cosmetic Act, as amended, or disqualified under the provisions of 21 C.F.R. § 312.70, or excluded from participation in any Federal health care program as defined in 42 U.S.C. 1320a-7b(f) ("Federal Health Care Program"). In the event that during the Term of this Agreement, the User Institution or any Authorized Data User becomes disqualified or excluded, User Institution shall notify VUMC promptly.

4. Term and Termination

- A. The term of this Agreement shall commence on the Effective Date and continue thereafter for a period of three (3) years and shall thereafter automatically renew for additional three (3) year terms, subject to earlier termination as provided herein (the "Term").
- B. Either party may immediately terminate this Agreement or suspend any Authorized Data User's access to the Research Hub, if such party determines in its sole discretion that the health, safety or welfare of the Participants is at risk.
- C. Either party may terminate this Agreement without cause or reason with thirty (30) days advance written notice to the other party.

- D. Upon expiration or termination of this Agreement, neither User Institution nor any of its Authorized Data Users shall have any access to the Research Hub nor any non-public Participant Data.

5. Miscellaneous

- A. The parties agree to take such action as is necessary to amend this Agreement from time to time to comply with any applicable federal or state law.
- B. Sections 3B, 3C, 3F and 3G shall survive any termination or expiration of this Agreement for a period of five (5) years.
- C. There are no intended third-party beneficiaries to this Agreement.
- D. No provision of this Agreement may be waived except by an agreement in writing signed by the authorized representative of the waiving party.
- E. The persons signing below have the right and authority to execute this Agreement and no further approvals are necessary to create a binding agreement.
- F. This Agreement contains the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior negotiations, any other agreements, restrictions, representations, and understandings with respect to the subject matter hereof.
- G. Any amendment to this Agreement must be in writing and signed by the authorized representatives of both parties hereto.
- H. Neither party shall assign, subcontract, or transfer any of its rights or obligations under this Agreement to a third party without written approval of the other party, such approval not to be unreasonably withheld.
- I. Except as in 2A, each party agrees not to use the other's names, trademarks, logos, symbols or other image or trade name in any advertisement, promotion, or other form of publicity or news release or that in any way implies endorsement without the prior written consent of an authorized representative of the Party whose name is being used. Such approval will not be unreasonably withheld.
- J. VUMC IS PROVIDING THE RESEARCH HUB AND ALL PARTICIPANT DATA "AS IS." VUMC DOES NOT MAKE ANY REPRESENTATIONS OR EXTEND ANY WARRANTIES OF ANY KIND, EITHER EXPRESSED OR IMPLIED, INCLUDING WITHOUT LIMITATION THE WARRANTIES OF MERCHANTABILITY, AVAILABILITY, RELIABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND NON-INFRINGEMENT, AS TO THE RESEARCH HUB AND THE CONTENTS OR ACCURACY OF ANY PARTICIPANT DATA OR ANY OTHER INFORMATION CONTAINED WITHIN THE RESEARCH HUB. IN NO RESPECT SHALL VUMC INCUR ANY LIABILITY FOR ANY DAMAGES, INCLUDING, BUT NOT LIMITED TO, DIRECT, INDIRECT, SPECIAL, OR CONSEQUENTIAL DAMAGES ARISING OUT OF, RESULTING FROM, OR ANY WAY CONNECTED TO THE USE OF THE RESEARCH HUB, WHETHER OR NOT BASED UPON WARRANTY, CONTRACT, TORT, OR OTHERWISE; WHETHER OR NOT INJURY WAS SUSTAINED BY PERSONS OR PROPERTY OR OTHERWISE; AND WHETHER OR NOT LOSS WAS SUSTAINED FROM, OR AROSE OUT OF THE RESEARCH HUB OR ANY SERVICES THAT MAY BE PROVIDED BY VUMC UNDER THIS AGREEMENT.

NOTWITHSTANDING THE FOREGOING, VUMC TO ITS KNOWLEDGE AND BELIEF, HAS THE RIGHT AND AUTHORITY TO PROVIDE THE PARTICIPANT DATA TO USER INSTITUTION AS PROVIDED HEREIN.

IN WITNESS WHEREOF, the parties have executed this Agreement effective upon the Effective Date set forth above.

APPROVED BY:

Vanderbilt University Medical Center

Official Signing for
Vanderbilt University Medical Center

Name: Libby Salberg Date

Title: Director
Vanderbilt Office of Contracts
Management

Name of User Institution: **Southern University at New Orleans**

Official Signing for Applicant User Institution

Name: James H. Ammons Jr., Ph.D.
6/28/2022

Title: Chancellor
Southern University at New Orleans

Exhibit A

All of Us Research Program

Data User Code of Conduct

This Data User Code of Conduct describes how *All of Us* Research Program data can be used under the User Institution *All of Us* Research Program Data Use and Registration Agreement.

An **Authorized Data User** is a person who is authorized to access and/or work with registered or controlled tier data from the *All of Us* Research Program.

Before accessing and/or working with *All of Us* Research Program data, Authorized Data Users must:

1. complete the *All of Us* Responsible Conduct of Research Training; and
2. read and acknowledge this Data User Code of Conduct.

As an “Authorized Data User” of the *All of Us* Research Program data, I will:

- read and adhere to the *All of Us* Research Program [Core Values](#).
- follow all laws and regulations regarding research involving human data and data privacy that are applicable in the area where I am conducting research.
 - In the US, this includes all applicable federal, state, and local laws.
 - Outside of the US, other laws will apply.
- conduct research that follows all [policy requirements](#) and conforms to the ethical principles upheld by the *All of Us* Research Program.
- respect the privacy of research participants at all times.
 - I will **NOT** use or disclose any information that directly identifies one or more participants.
 - If I become aware of any information that directly identifies one or more participants, I will notify the *All of Us* Research Program immediately using the appropriate process.
 - I will **NOT** attempt to re-identify research participants or their relatives.
 - If I unintentionally re-identify participants through the process of my work, I will contact the *All of Us* Research Program immediately using the appropriate process.
 - If I become aware of any uses or disclosures of *All of Us* Research Program data that could endanger the security or privacy of research participants, I will contact the *All of Us* Research Program immediately using the appropriate process.
- use the *All of Us* Research Program data **ONLY** for the purpose of biomedical or health research.
- provide a meaningful and accurate description of my research purpose every time I create an *All of Us* Research Program Workspace.
 - Within each Workspace, I will use the *All of Us* Research Program data only for the research purpose I have provided.
 - If I have a new research purpose, I will create a new Workspace and provide a new research purpose description.
- take full responsibility for any external data, files, or software that I import into the *All of Us* Researcher Workbench and the consequences thereof.
 - I will follow all applicable laws, regulations, and policies regarding access and use for any external data, files, or software that I upload into my Workspace.
 - I will **NOT** upload data or files containing personally identifiable information (PII), protected health information (PHI), or identifiable private information (IPI).
 - I will **NOT** use external data, files, or software that I upload into my Workspace for any malicious purpose.

- If any import of data, files, or software into my Workspace results in unforeseen consequences and/or unintentional violation of these terms, I will notify the *All of Us* Research Program as soon as I become aware using the appropriate process.
- use a version of the *All of Us* Research Program database that is current at or after the time my analysis begins.
- follow all provisions of the [All of Us Publication and Presentation Policy](#).

As an “Authorized Data User” of the *All of Us* Research Program data, I will:

- **NOT** share my login information with anyone, including another Authorized Data User of the *All of Us* Research Program data.
 - I will **NOT** create any group or shared accounts.
- **NOT** use *All of Us* Research Program data, or any external data, files, or software that I upload into the Researcher Workbench, for research that is discriminatory or stigmatizing of individuals, groups, families, or communities in accordance with the [All of Us Policy on Stigmatizing Research](#).
 - I will contact the *All of Us* Research Program Resource Access Board (RAB) for further guidance on this point as needed.
- **NOT** attempt to contact *All of Us* Research Program participants.
- **NOT** take screenshots or attempt in any way to copy, download, or otherwise remove any participant-level data from the *All of Us* Researcher Workbench.
 - I will **NOT** publish or otherwise distribute any participant-level data from the *All of Us* Research Program database.
 - I will **NOT** publish or otherwise distribute any data or aggregate statistics corresponding to fewer than 20 participants unless expressly permitted under the terms of the [All of Us Data and Statistics Dissemination Policy](#).
- **NOT** redistribute or publish any data or statistics with the intent of reproducing the *All of Us* Research Program database or part of the database outside of the *All of Us* Researcher Workbench.
- **NOT** attempt to link registered or controlled tier *All of Us* Research Program data at the participant-level with data from other sources.
- **NOT** use *All of Us* Research Program data or any part of the Research Hub for marketing purposes.
- **NOT** represent that the *All of Us* Research Program endorses or approves of my research unless such endorsement is expressly provided, in writing, by the *All of Us* Research Program.

Data Disclaimer:

The *All of Us* Research Program does not guarantee the accuracy or availability of the data in the *All of Us* Research Program database. The *All of Us* Research Program does not guarantee the performance of the software in the *All of Us* Research Program database. The *All of Us* Research Program does not warrant or endorse the research results obtained by using the *All of Us* database.

Terms and Definitions:

- The [All of Us Research Program](#) is a national longitudinal research initiative that aims to engage one million or more participants living in the United States. Participants contribute health data and specimens (blood, urine, saliva) to a repository that includes health, behavioral, genomic, and other data. The *All of Us* Research Program is a key component of the Precision Medicine Initiative which aspires to leverage advances in genomics and health information technology to accelerate biomedical discoveries.

- There are **three data access tiers** within the *All of Us* Research Program.
 - **Public Tier:** The resource tier containing only summary statistics and aggregate information that poses negligible risks to the privacy of research participants; the Public Tier can be accessed by anyone without logging into the *All of Us* Researcher Workbench.
 - **Registered Tier:** The resource tier that contains data elements that have a lower risk of unapproved re-identification, thus carries minimal risk to the privacy of research participants; Registered Tier data can only be accessed after logging into the *All of Us* Researcher Workbench; all access will be logged and may be audited for compliance.
 - **Controlled Tier:** The resource tier that contains data elements that may not, in their own right, readily identify individual participants, but may increase the risk of unapproved re-identification when combined with other data elements; such data includes participant-level genomic data, clinical notes, and narrative data; users must be appropriately accredited and granted approval to access the Controlled Tier, and all access will be logged and may be audited for compliance.
- An **Authorized Data User** is a person who is authorized to access and/or work with **Registered** or **Controlled** Tier data from the *All of Us* Research Program. Authorized Data Users must complete the *All of Us* Responsible Conduct of Research Training and attest to this agreement.
- The **Resource Access Board (RAB)** is the board that operationalizes decisions regarding data access; responsibilities include: overseeing registration procedures for new Authorized Data Users, conducting Workspace audits, responding to Authorized Data User inquiries around potentially stigmatizing research, and reviewing potential violations of the Data User Code of Conduct; the RAB reports to the *All of Us* Steering Committee.
- **All of Us Researcher Workbench** is the cloud-based research platform that the *All of Us* Research Program has created, where Authorized Data Users can request access to the data, and once approved, create project-specific Workspaces in which to access and analyze the data.
- **Workspace** is a user-created analytical sandbox within the *All of Us* Researcher Workbench platform where users can virtually pull in subsets of data from the *All of Us* Research Program database and perform analyses; Authorized Data Users must create a new Workspace for each research project using *All of Us* data and provide a plain language description of the research project, as well as other project information, that will be published publicly on an *All of Us* website.
- **Personal Identifying Information (PII)** means information that can be used to distinguish or trace the identity of an individual (e.g., name, social security number, biometric records etc.) either alone, or when combined with other personal or identifying information that is linked or linkable to a specific individual (2 CFR § 200.79).
- **Protected Health Information (PHI)** means individually identifiable health information that is transmitted by electronic media, maintained in electronic media, or transmitted or maintained in any other form or medium (45 CFR § 160.103).
- **Identifiable Private Information (IPI)** means private information for which the identity of the subject is or may readily be ascertained by the investigator or associated with the information (45 CFR § 46.102).
- **Marketing** means a communication about a product or service that encourages recipients of the communication to purchase or use the product or service (US 45 CFR §164.501).

Signature Section

I

(“Authorized Data User”) have personally reviewed this Data User Code of Conduct. I agree to follow each of the policies and procedures it describes.

By entering my initials next to each statement below, I acknowledge that:

My work, including any external data, files, or software I upload into the Researcher Workbench, will be logged and monitored by the *All of Us* Research Program to ensure compliance with policies and procedures.

My name, affiliation, profile information and research description will be made public. My research description will be used by the *All of Us* Research Program to provide participants with meaningful information about the research being conducted.

I acknowledge that failure to comply with the requirements outlined in this Data User Code of Conduct may result in termination of my *All of Us* Research Program account and/or other sanctions, including, but not limited to:

- the posting of my name and affiliation on a publicly accessible list of violators, and
- notification of the National Institutes of Health or other federal agencies as to my actions.

I understand that failure to comply with these requirements may also carry financial or legal repercussions. Any misuse of the *All of Us* Research Hub, Workbench or data resources is taken very seriously, and other sanctions may be sought.

Authorized Data User Name

UserID

Date



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

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

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

FAX NUMBER
(225) 771-5522

July 5, 2022

Attorney Edwin Shorty, Chairman
Southern University System Board of Supervisors
J.S. Clark Administration Building
Southern University and A&M College
Baton Rouge, LA 70813

RE: STUDENT ACCIDENT AND ATHLETIC INSURANCE PROPOSAL

Dear Chairman Shorty:

SOUTHERN UNIVERSITY SYSTEM'S STUDENT ACCIDENT PROGRAM

Historically the system-wide Student Accident Insurance did not include coverage for intercollegiate sports injuries. The premium for said insurance was, and had been, \$23 per student. As a result of COVID, the insurer provided a discount rate in the amount of \$20 per student. Our current carrier, QBE, is willing to add \$5,000 of intercollegiate sports coverage in addition to the student accident coverage for the same, pre-COVID, price of \$23. The plan would cover \$5,000 on athletic injuries for all three campuses in addition to \$10,000 on non-athletic injuries.

Baton Rouge's Athletic Program

SUBR's Athletic Department currently has a self-funded aggregate deductible athletic injury policy. The Athletic Department usually spends approximately \$300,000 per year on the Athletic Accident Insurance. The amount allocated in the budget for claims has never been sufficient so the fund is always depleted by the spring of each year.

If the Baton Rouge campus moves to a fully insured model with a \$5,000 per injury deductible, the deductible would be covered by the system-wide Student Accident Policy at an annual premium of \$204,772 which will eventually save the Athletic Department roughly \$100,000 per year (a reduction of 30% per year). The Athletic Department will still be responsible for the runoff on 2020-21 and 2021-22 claims that will likely be another \$150,000 - \$200,000. Eventually after the self-funded 2020-21 and 2021-22 runoff is complete, the annual fixed cost to the Athletic Department on the Baton Rouge campus will be significantly lower.

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

WWW.SUS.EDU

The Athletic Policy would cover up to \$90,000 per injury. For injuries that would be in excess of the policy coverage, NCAA's catastrophic policy would cover.

Shreveport's Athletic Program

The Shreveport Athletic Department can reduce their athletic premium from \$11,202 to \$9,100 (a reduction of 19%) with the implementation of the proposed Student Accident Insurance. The Shreveport campus's coverage has been in place at a premium of \$11,202 with a \$1,000 injury deductible since 2019.

The Athletic Policy would cover up to \$50,000 per injury. For injuries that would be in excess of the policy coverage, NJCAA's catastrophic policy would cover.

New Orleans's Athletic Program

If we implement the system wide Student Accident Plan at \$23 per student with \$5,000 in athletic injury coverage, the SUNO athletic policy premium would be \$20,906. For historical reference, the SUNO athletic insurance from 2005 through 2019 was \$77,000.

The Athletic Policy would cover up to \$35,000 per injury. For injuries that would be in excess of the policy coverage, NAIA's catastrophic policy would cover.

We are requesting approval of the Student Accident and Athletic Insurance Proposals and also request that the system Student Accidental Plan fee be increased from \$20 to \$23 as it was prior to 2020 COVID reduction.

Sincerely,

Dennis J. Shields
President-Chancellor
Southern University System

Approved:

Edwin M. Shorty, Chairman
Southern University System Board of Supervisors

Southern University and A&M College

PO Box 9534
Baton Rouge, LA 70813
Presented: June 16, 2022
Effective: August 1, 2022



Student Health &
Special Risk

2022-2023 Blanket Student Accident & ICS Renewal

Daniel J. Buckley
Senior Vice President

Gallagher Student Health & Special Risk
500 Victory Road
Quincy, MA 02171
Dan_Buckley@AJG.com

Sean Foster
Account Manager

Gallagher Student Health & Special Risk
500 Victory Road
Quincy, MA 02171
Sean_Foster@AJG.com

June 16, 2022

Southern University and A&M College
Mike Tucker
Alliant
Producer
8555 United Plaza Blvd.
Suite 110
Baton Rouge, LA 70112

Re: Blanket Student Accident & ICS Coverage
Effective Date: August 1, 2022

Dear Mike,

The coverage outlined within this proposal may not conform to the terms and conditions you requested. Please check this carefully, and check the policy(ies) carefully on receipt. This document is intended for use as evidence that the insurance, as described herein, has been effected and shall be subject to all terms and conditions of policy(ies) which will be issued. In the event of any inconsistency between this document and the policy(ies), the terms and provisions of such policy(ies) shall prevail. We would like to outline the following notable points for your consideration:

- The insurance carrier is: QBE Insurance Coporation with the A.M. Best Rating of A (Excellent) and The Financial Status of XV; see Carrier Ratings and Admitted Status page.
- Commission: Alliant: 10%
- Claim Handling Instructions are on the Carrier and Claims Company Information page(s).
- Note: This proposal abides by wholesale mandatory requirements, not those required in a retail proposal. It is the retail agent's responsibility to deliver the retail (Professional Standards) compliant proposal to the client.
- You are not an agent of the insurer and as such cannot (a) bind coverage, (b) make any commitments on behalf of the insurer or their agent. The policy cannot be assigned without the written consent of the insurer or their agent.
- At binding, you commit to any provisions of coverage. There are no flat cancellations allowed.

To bind this policy, please refer to the "Client Authorization to Bind Coverage" page attached. Note any changes you desire, date, sign and return prior to the effective date of coverage.

We appreciate your business and look forward to working with you in the coming year. Please contact me if you have any questions.

Sincerely,



Daniel J. Buckley
Senior Vice President
Gallagher Student Health & Special Risk



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Carrier and Claims Company Information

Entity Name	QBE Insurance Corporation
City, State	New York, NY
A.M. Best Rating	A (Excellent)
S&P Rating	A+ (Stable)
Carrier Description	QBE Insurance Corporation (QBEIC) is part of QBE Insurance Group Limited, one of the top 25 insurers and reinsurers worldwide. Headquartered in Sydney, Australia, QBE operates in 45 countries around the globe, with a presence in every key insurance market. The Americas Division, headquartered in New York, conducts business through various property and casualty insurance subsidiaries in eight countries. QBE's Americas Division produced more than \$4.8 billion in gross written premium in 2010, and has a policyholder's surplus of more than \$3.5 billion. QBE Insurance companies are rate "A" (Excellent) by AM Best and "A+" by Standard and Poor's. For more information visit qbe.com.
Claims Company Name	AG Administrators
City, State	Valley Forge, PA
Years of serving student insurance industry	30 years
Claims Submission Information	
Nationwide Toll-Free Number	1-800-634-8628
Claim Form Required? Yes/No	Yes
Claim lookup online? Yes/No	Yes
Claim Submission Deadline	90 days or as soon as possible, or within 90 days of date of injury or first treatment for the injury. Medical bill, HCFA 1500 or UB92 should be used to submit expenses
Mailing address for claim submission	PO Box 21013 Eagan, MN 55121
E-mail address for claim submission	claims@agadm.com
Website	www.agadministrators.com
Customer Service Hours (EST)	Monday - Friday 8:00am – 6:00pm EST
Assigned Specific Claims Examiner? Yes/No	Yes
Claims Processing Time for a complete claim while maintaining a 98.9% financial accuracy (# of days/range)	5-7 business days
HIPAA Compliance with federal privacy and confidentiality requirements Yes/No	Yes

Premium Quotation

Carrier Name: QBE Insurance Corporation
2022-2022 Premium

Mandatory Student Accident Medical Insurance \$10,000 per Injury Maximum

Deductible	QBE 2022 – 2023 Annual Premium with \$5,000 of ICS Coverage	QBE 2022 – 2023 Annual Premium with \$10,000 of ICS Coverage
\$10,000 Accident Medical Annual Rate 24 hour Coverage	\$23 per Student	\$29 per Student
\$10,000 Accident Medical Spring Rate 24 hour Coverage	\$14 per Student	\$19 per Student
\$10,000 Accident Medical Summer Rate 24 hour Coverage	\$8 per Student	\$10 per Student

Plan Design – 2022-2023 Year Benefit Period

Basic Sports Accident Insurance \$90,000 per Injury Maximum

Deductible	2022 - 2023 Annual Premium Cost
\$5,000 Deductible per Injury (Covered through Blanket Student Accident)	\$204,772 (Will need to still fund 2020-21 and 21-22 runoff claims +\$200,000)
\$10,000 Deductible per Injury (Covered through Blanket Student Accident)	\$121,299 (Will need to still fund 2020-21 and 21-22 runoff claims +\$200,000)

NOTE: The information contained in this proposal is only an outline of the benefits offered. It is NOT a complete explanation of the policy provisions or specifics of the policy benefits. No coverage is extended via this proposal and no representations are made other than what is stated in the policy. To review a complete description of the program coverage, exclusions, and benefits, please contact us for a specimen copy of the policy.

Student Accident Schedule of Benefits

Plan Maximum ¹	\$10,000 per non-ICS injury maximum \$5,000 or \$10,000 ICS options quoted
Covered Activities	All Southern University students school time & sponsored option or 24 hour a day option.
Deductible ²	\$0.00 per injury
Coinsurance ³	100% after the deductible
Benefit Period	52 weeks from the date of the covered accident
First Medical Treatment (includes treatment provided by Student Health Services or an Athletic Trainer)	Within 90 days of the injury to trigger the claim to be eligible under this policy
Accidental Death and Dismemberment (AD&D)	\$10,000 \$1,000,000 Aggregate
Accidental Dental Benefit	Same as Medical Maximum
HMO/PPO Denial Coverage ^{4*}	Yes
Outpatient Physical Therapy	Yes
Durable Medical Equipment	Yes
Prescription Drug Benefit	Yes
Air/Ground Ambulance Benefit	Yes

¹ Excess to any other collectible and valid primary insurance policy

² A coordinating deductible allows for the deductible to be met if the student's primary insurance has reimbursed eligible medical claims above the deductible amount.

³ Eligible expenses include: medically necessary treatment up to the "Usual and Customary" charge.

⁴ Benefits will be paid on primary basis if the athlete is denied benefits by a HMO/PPO due to failure to follow any required pre-certification or other managed care procedures. A written denial of benefit is required.

Athletic Schedule of Benefits

Plan Maximum	\$90,000 medical maximum per intercollegiate sports injury
Insured's	All active registered student athletes, coaches, managers and trainers whose names are on file with the policyholder, for whom premium has been paid.
Covered Activities	Coverage is provided for all participants of the policyholder who are members of a covered team sport in a scheduled game, official tournament game, or practice session authorized, organized or directly supervised by the policyholder; and who are traveling as a team directly to or from such game or practice session.
Deductible ⁵	\$5,000 or \$10,000 per Injury
Coinsurance ⁶	100% of Usual and Customary charges after the deductible
First Medical Treatment (Includes treatment provided by Student Health Service or Athletic Trainers.)	Within 90 days of the injury to trigger the claim to be eligible under the policy
HMO/PPO Denial Coverage ⁷	Yes
Pre-existing Condition Coverage ⁸	Yes
Benefit Period	104 weeks from the original date of injury
Accidental Death and Dismemberment	\$10,000 per occurrence \$500,000 Aggregate
Recurring Injuries	Yes
Cardiovascular accident, heat exhaustion, stroke or other traumatic events caused by exertion ⁹	Yes
Outpatient Physical Therapy	Yes
Durable Medical Equipment	Yes
Off Season Conditioning	Yes if school sponsored and supervised
Prescription Drug Benefit	Yes
Air/Ground Ambulance Benefit	Yes

⁵ A coordinating deductible allows for the deductible to be met if the student's primary insurance has reimbursed eligible medical claims above the deductible amount.

⁶ Eligible expenses include: medically necessary treatment up to the "Usual and Customary" charge.

⁷ Benefits will be paid on primary basis if the athlete is denied benefits by a HMO/PPO due to failure to follow any required pre-certification or other managed care procedures. A written denial of benefit is required.

⁸ Pre-existing conditions are covered only if a student was initially cleared by a team physician to participate in a sport.

⁹ Cardiovascular Accident such as heat exhaustion, strokes or other traumatic events caused by exertion are covered. Cardiovascular testing is covered as a result of the accident; cardiovascular screenings are not covered.

Exclusions and Limitations

1. Intentionally self-inflicted Injury, suicide or any attempt thereof while sane or insane.
2. Commission or attempt to commit a felony or an assault.
3. Commission of or active participation in a riot or insurrection.
4. Bungee jumping; parachuting; skydiving; parasailing; hang-gliding.
5. Declared or undeclared war or act of war.
6. Flight in, boarding or alighting from an Aircraft or any craft designed to fly above the Earth's surface, except as a fare-paying passenger on a regularly scheduled commercial or charter airline.
7. Travel in or on any off-road motorized vehicle not requiring licensing as a motor vehicle.
8. Participation in any motorized race or contest of speed.
9. An accident if the Covered Person is the operator of a motor vehicle and does not possess a valid motor vehicle operator's license; except while participating in Driver's Education Program.
10. Sickness, disease, bodily or mental infirmity, bacterial or viral infection or medical or surgical treatment thereof, except for any bacterial infection resulting from an accidental external cut or wound or accidental ingestion of contaminated food.
11. The Covered Person's intoxication as determined according to the laws of the jurisdiction in which the Covered Accident occurred.
12. Voluntary ingestion of any narcotic, drug, poison, gas or fumes, unless prescribed or taken under the direction of a Physician and taken in accordance with the prescribed dosage.
13. Injuries compensable under Workers' Compensation law or any similar law.
14. Services or treatment rendered by a Physician, Nurse or any other person who is:
 - a. Living in the Covered Person's household;
 - b. Who is a parent, sibling, spouse or child of the Covered Person;
15. Any Hospital Stay or days of a Hospital Stay that are not Appropriate Treatment for the condition and locality.
16. A Covered Person's Covered Loss if:
 - a. He was driving a private passenger automobile at the time of the Covered Accident that resulted in the Covered Loss; and
 - b. He was intoxicated, as that term is defined by the law of the jurisdiction in which the Covered Accident occurred.

Additional Products & Services

Gallagher Student Health & Special Risk specializes in meeting the athletic and special risk insurance needs of intercollegiate, club and intramural athletic programs for colleges and universities.

With over 25 years of experience in the athletic insurance market, Gallagher has experienced the evolution of the athletic-specific insurance landscape. From claims advocacy to risk management recommendations, Gallagher will work alongside your institution to deliver you a tailored insurance solution. In addition to the coverage presented, Gallagher can also help you with implementing the following products and services.



Primary Insurance Verification Services

Student-athletes without primary health insurance can be a significant burden on an excess athletic accident insurance policy. Gallagher offers insurance verification services to college and university clients to determine if a student-athlete has active health insurance. This can be a best practice for institutions to catch any students who are uninsured, which in turn protects the athletic accident insurance program.

Digital Mental Health Platform

SilverCloud digital mental health platform is a resource to increase the reach of campus counseling services without increasing staff. Its programs enable students and student-athletes to access care for Anxiety, Depression, Stress, Body Image, Resilience, Sleep, and Alcohol Misuse on their own time in a relatable and accessible format. The platform provides a choice between self-directed or supporter-

assisted care delivery, and offers engaging and clinically validated Cognitive Behavioral Therapy content and tools on any device, at any time.

International Students & Scholars Health Insurance

J-1 and F-1 via status international students and scholars traveling outside of their home country to the United States are eligible for Gallagher's ISS Health Insurance program. This shelf plan provides coverage to your students for doctors' visits, emergency room visits, inpatient and outpatient hospital services, outpatient prescription drug coverage, wellness care, dependent coverage, and 24 hour worldwide assistance services, which includes medical evacuation and repatriation. Our program also offers plan designs which include a benefit for student-athletes who are injured during a covered intercollegiate sporting activity.



Study Abroad Insurance Plans

Gallagher offers both Silver and Gold plans which provide medical services such as physician and emergency room visits, inpatient and outpatient hospital services and pharmacy coverage. The plan also covers medical evacuations (including coverage for natural disasters) and repatriation of remains, and provides a 24-hour worldwide assistance program with services such as trip cancelation, trip interruption, lost luggage, medical referrals and guarantee of payment directly to providers abroad.

Student Health Insurance Plans (SHIP)

Gallagher has been offering comprehensive student health insurance programs since 1994. As the largest independent national broker we have access to all national and regional carriers, and are able to leverage our expertise to secure favorable coverage terms for your students while providing superior service. We offer value to our clients by providing customized waiver, enrollment and insurance audit services. Our clients can also expect quarterly claims reviews, dedicated customer service teams and industry newsletters.



Quality Care Connect (QCC)

In partnership with ArmadaHealth, QCC is a white glove physician-patient matching concierge service that is easy to implement and use at a surprisingly affordable price. They have optimized the search of over a million physicians in the U.S. based on practice patterns and more than a dozen quality measures, matching the patient with doctors that have focused their practice on the patient's diagnosis. Recommendations are evidence based, objective, and 100% guaranteed accurate. Think of the service as a healthcare GPS, used to find the highest quality physicians anywhere in the U.S., also serving as an alternative to second opinion services.

Other Specialty Insurance Products:

- Catastrophic Club / Intramural Accident Plans
- Accident policies for Camps, Clinics, Tournaments & Other Special Events
- Event Cancelation / Loss of Revenue
- High Limit Accidental Death & Dismemberment
- Prospective Professional Athlete Insurance

Client Authorization to Bind Coverage

After careful consideration of Gallagher's proposal dated June 16, 2022 we accept the following coverage(s). Please check the desired coverage(s) and note any coverage amendments below:

Effective Dates: August 1, 2022 – August 1, 2023	LINE OF COVERAGE	PREMIUM	CARRIER
<input type="checkbox"/> Accept <input type="checkbox"/> Reject	Blanket Student Accident Insurance with \$5k ICS Benefit	Annual \$23 per Student Spring \$14 per Student Summer \$8 per Student	QBE Insurance Corporation
<input type="checkbox"/> Accept <input type="checkbox"/> Reject	Blanket Student Accident Insurance with \$10k ICS Benefit	Annual \$29 per Student Spring \$19 per Student Summer \$10 per Student	QBE Insurance Corporation
<input type="checkbox"/> Accept <input type="checkbox"/> Reject	Intercollege Sports Accident \$5k Deductible	\$204,772 (Will need to still fund 2020-21 and 21-22 runoff claims +\$200,000)	QBE Insurance Corporation
<input type="checkbox"/> Accept <input type="checkbox"/> Reject	Intercollege Sports Accident \$10k Deductible	\$121,299 (Will need to still fund 2020-21 and 21-22 runoff claims +\$200,000)	QBE Insurance Corporation

Do you have other coverage considerations?

Yes No

The above coverage may not necessarily represent the entirety of available insurance products. If you are interested in pursuing additional coverages other than those addressed in the coverage considerations included in this proposal, please list below:

Producer/ Insured Coverage Amendments and Notes:

Account Services Provided:

- Placement of insurance coverage
- Maintenance and management of the account
- Manage the renewal process with the incumbent carrier and obtain additional renewal proposals, if appropriate, to guarantee competitive pricing and coverage terms.
- Communicate with campus stakeholders to educate them on claims policies and procedures.
- Provide relevant marketing materials (FAQs, brochures, claims filing procedures, etc.) with policy



information and benefits.

- Distribution of periodic claim summary reports.
- Ensure that the filed and approved carrier has complied with all federal and state laws.
- Benchmarking and policy review to ensure the current program provides the best coverage and benefits.
- Quarterly Market Update Series
- Other _____

We agree that your liability to us arising from your negligent acts or omissions, whether related to the insurance or surety placed pursuant to these binding instructions or not, shall not exceed \$20 million, in the aggregate. Further, without limiting the foregoing, we agree that in the event you breach your obligations, you shall only be liable for actual damages we incur and that you shall not be liable for any indirect, consequential or punitive damages.

Gallagher has established security controls to protect Client confidential information from unauthorized use or disclosure. For additional information, please review Gallagher's Privacy Policy located at <https://www.ajg.com/privacy-policy/>.

I have read, understand and agree that the above-information is correct and has been disclosed to us prior to authorizing Gallagher to bind coverage and/or provide services to us.

By: _____
Print Name (Specify Title)

Company

Signature

Date: _____

Master Policy:

I would like to receive the Master Policy for this program evidencing coverage electronically. ____ (initial)

Carrier Ratings and Admitted Status

Proposed Insurance Companies	A.M. Best's Rating & Financial Size Category *	Admitted/Non-Admitted **
QBE Insurance Corporation	A XV	Admitted

*Gallagher companies use A.M. Best rated insurers and the rating listed above was verified on the date the proposal document was created.

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**If coverage placed with a non-admitted carrier, it is doing business in the state as a surplus lines or non-admitted carrier, and is neither subject to the same regulations as an admitted carrier nor do they participate in any state insurance guarantee fund.

Gallagher companies make no representations and warranties concerning the solvency of any carrier, nor does it make any representation or warranty concerning the rating of the carrier which may change.

Southern University of New Orleans

6400 Press Drive
New Orleans, LA 70126

Presented: March 25, 2022

Effective: August 1, 2022



Student Health &
Special Risk

2022-2023 Athletic Accident Proposal

Daniel J. Buckley
Division Senior Vice President

Gallagher Student Health & Special Risk
500 Victory Road
Quincy, MA 02171
Dan_Buckley@AJG.com

March 25, 2022

Southern University of New Orleans
Mike Tucker
Alliant
Producer
8555 United Plaza Blvd.
Suite 110
Baton Rouge, LA 70112

Re: Athletic Accident Insurance
Effective Date: August 1, 2022

Dear Mike,

Thank you for allowing Gallagher Student Health & Special Risk to provide you with an insurance renewal. Attached is our quotation for coverage.

We would like to outline the following notable points for your consideration:

- The insurance carrier is National Union Fire Insurance Company of Pittsburgh, PA (AIG) with the A.M. Best Rating of A (Excellent) and The Financial Status is: XV; see Carrier Ratings and Admitted Status page.
- Claim Handling Instructions are on the Carrier and Claims Company Information page(s).
- Alliant Commission is 10%

Scope of Responsibility: Gallagher Student Health & Special Risk is responsible for the placement of the following lines of coverage: Athletic Accident Insurance.

It is understood that any other type of exposure/coverage is either self-insured or placed by another brokerage firm other than Gallagher. If you need help in placing other lines of coverage or covering other types of exposures, please contact your Gallagher representative.

To bind this policy, please refer to the "Client Authorization to Bind Coverage" page attached. Note any changes you desire, date, sign and return prior to the effective date of coverage.

We appreciate your business and look forward to working with you in the coming year. Please contact me if you have any questions.



Daniel J. Buckley
Division Senior Vice President, Sports & Special Risk
Gallagher Student Health & Special Risk



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Program Data

Intercollegiate Sports Census

Sport	Men	Women
Basketball	15	15

Carrier and Claims Company Information

Carrier Name	National Union Fire Insurance Company of Pittsburgh PA
A Subsidiary of	AIG, Inc.
City, State	New York, NY
A.M. Best Rating	A
S&P Rating	A+
Moody's Rating	Aa3
Fitch Rating (if applicable)	A+
Carrier Description	AIG is a world leading property-casualty and general insurance organization serving more than 40 million clients in over 160 countries and jurisdictions. With a 90-year history, one of the industry's most extensive ranges of products and services, deep claims expertise and excellent financial strength, AIG enables its commercial and personal insurance clients alike to manage virtually any risk with confidence. AIG is the marketing name for the worldwide property-casualty and general insurance operations of AIG Inc.
Claims Company Name	AG Administrators
City, State	Valley Forge, PA
Years of serving student insurance industry	30 years
Claims Submission Information	
Nationwide Toll-Free Number	1-800-634-8628
Claim Form Required?	Yes
Claim lookup online?	Yes
Claim Submission Deadline	90 days or as soon as possible, or within 90 days of date of injury or first treatment for the injury. Medical bill, HCFA 1500 or UB92 should be used to submit expenses.
Mailing address for claim submission	PO Box 21013, Eagan, MN 55121
E-mail address for claim submission	claims@agadm.com
Website	www.agadministrators.com
Customer Service Hours (EST)	Monday - Friday 8:00am – 6:00pm EST
Assigned Specific Claims Examiner?	Yes
Claims Processing Time for a complete claim while maintaining a 98.9% financial accuracy (# of days/range)	5-7 Business Days
HIPAA Compliance with federal privacy and confidentiality requirements Yes/NO	Yes

Premium Quotation

Carrier Name: National Union Fire Insurance Company of Pittsburgh, PA (AIG)
2022-2023 Premium

Plan Design – 2022-2023 Year Benefit Period

Basic Sports Accident Insurance
\$35,000 per Injury Maximum

Deductible	2022 - 2023 Annual Premium Cost
\$5,000 Deductible per Injury (Covered through Blanket Student Accident)	\$20,906

NOTE: The information contained in this proposal is only an outline of the benefits offered. It is NOT a complete explanation of the policy provisions or specifics of the policy benefits. No coverage is extended via this proposal and no representations are made other than what is stated in the policy. To review a complete description of the program coverage, exclusions, and benefits, please contact us for a specimen copy of the policy.

Schedule of Benefits

Plan Maximum	\$35,000 medical maximum per intercollegiate sports injury
Insured's	All active registered student athletes, coaches, managers and trainers whose names are on file with the policyholder, for whom premium has been paid.
Covered Activities	Coverage is provided for all participants of the policyholder who are members of a covered team sport in a scheduled game, official tournament game, or practice session authorized, organized or directly supervised by the policyholder; and who are traveling as a team directly to or from such game or practice session.
Deductible ¹	\$5,000 per Injury
Coinsurance ²	100% of Usual and Customary charges after the deductible
First Medical Treatment (Includes treatment provided by Student Health Service or Athletic Trainers.)	Within 90 days of the injury to trigger the claim to be eligible under the policy
HMO/PPO Denial Coverage ³	Yes
Pre-existing Condition Coverage ⁴	Yes
Benefit Period	104 weeks from the original date of injury
Accidental Death and Dismemberment	\$10,000 per occurrence \$500,000 Aggregate
Recurring Injuries	Yes
Cardiovascular accident, heat exhaustion, stroke or other traumatic events caused by exertion ⁵	Yes
Outpatient Physical Therapy	Yes
Durable Medical Equipment	Yes
Off Season Conditioning	Yes if school sponsored and supervised
Prescription Drug Benefit	Yes
Air/Ground Ambulance Benefit	Yes

¹ A coordinating deductible allows for the deductible to be met if the student's primary insurance has reimbursed eligible medical claims above the deductible amount.

² Eligible expenses include: medically necessary treatment up to the "Usual and Customary" charge.

³ Benefits will be paid on primary basis if the athlete is denied benefits by a HMO/PPO due to failure to follow any required pre-certification or other managed care procedures. A written denial of benefit is required.

⁴ Pre-existing conditions are covered only if a student was initially cleared by a team physician to participate in a sport.

⁵ Cardiovascular Accident such as heat exhaustion, strokes or other traumatic events caused by exertion are covered. Cardiovascular testing is covered as a result of the accident; cardiovascular screenings are not covered.

Exclusions and Limitations

No coverage shall be provided under this Policy and no payment shall be made for any loss resulting in whole or in part from, or contributed by, or as a natural and probable consequence of any of the following excluded risks even if the proximate or precipitating cause of the loss is an accidental bodily injury.

1. Suicide or any attempt at suicide or intentionally self-inflicted Injury.
2. Sickness, or disease, mental incapacity or bodily infirmity whether the loss results directly or indirectly from any either of these.
3. The Insured's commission of or attempt to commit a felony.
4. Infections of any kind regardless of how contracted, except bacterial infections that are directly caused by botulism, ptomaine poisoning or an accidental cut or wound independent and in the absence of any underlying sickness, disease or condition including but not limited to diabetes.
5. Declared or undeclared war, or any act of declared or undeclared war, except if specifically provided by this Policy.
6. Participation in interscholastic sports, except participation in a Covered Activity.
7. Service in the armed forces or units auxiliary thereto of any country or international authority. (Unearned premium for any period for which the Insured is not covered due to his or her active duty status will be refunded) (Loss caused while on short-term National Guard or reserve duty for regularly scheduled training purposes is not excluded).
8. Travel or flight in or on (including getting in or out of, or on or off of) any vehicle used for aerial navigation, other than as a fare-paying passenger on a scheduled or charter flight operated by a scheduled airline.
9. The Insured being under the influence of intoxicants while operating any vehicle or means of transportation or conveyance.
10. The Insured being under the influence of narcotics unless taken under the advice of and as specified by a Physician.
11. The medical or surgical treatment of sickness, disease, mental incapacity or bodily infirmity whether the loss results directly or indirectly from the treatment.
12. Any condition for which the Insured is entitled to benefits under any Workers' compensation Act, employers' liability or occupational disease law.
13. The Insured riding in or driving any type of motor vehicle as part of a speed contest or scheduled race, including testing such vehicle on a track, speedway or proving ground
14. Any loss incurred while outside the United States, its Territories, Mexico or Canada

Client Authorization to Bind Coverage

After careful consideration of Gallagher's proposal dated March 25, 2022, we accept the following coverage(s). Please check the desired coverage(s) and note any coverage amendments below:

Effective Dates: August 1 st , 2022 – August 1 st , 2023	LINE OF COVERAGE	PREMIUM	CARRIER
<input type="checkbox"/> Accept <input type="checkbox"/> Reject	Intercollegiate Athletic Insurance	\$20,906	AIG

Do you have other coverage considerations?

Yes No

The above coverage may not necessarily represent the entirety of available insurance products. If you are interested in pursuing additional coverages other than those addressed in the coverage considerations included in this proposal, please list below:

Producer/ Insured Coverage Amendments and Notes:

Account Services Provided:

- Placement of insurance coverage
- Maintenance and management of the account
- KeyNect Up
- Manage the renewal process with the incumbent carrier and obtain additional renewal proposals, if appropriate, to guarantee competitive pricing and coverage terms.
- Communicate with campus stakeholders to educate them on claims policies and procedures.
- Provide relevant marketing materials (FAQs, brochures, claims filing procedures, etc.) with policy information and benefits.
- Distribution of periodic claim summary reports.
- Ensure that the filed and approved carrier has complied with all federal and state laws.
- Benchmarking and policy review to ensure the current program provides the best coverage and benefits.
- Quarterly Market Update Series
- Other _____

We agree that your liability to us arising from your negligent acts or omissions, whether related to the insurance



or surety placed pursuant to these binding instructions or not, shall not exceed \$20 million, in the aggregate. Further, without limiting the foregoing, we agree that in the event you breach your obligations, you shall only be liable for actual damages we incur and that you shall not be liable for any indirect, consequential or punitive damages.

Gallagher has established security controls to protect Client confidential information from unauthorized use or disclosure. For additional information, please review Gallagher's Privacy Policy located at <https://www.ajg.com/privacy-policy/>.

I have read, understand and agree that the above-information is correct and has been disclosed to us prior to authorizing Gallagher to bind coverage and/or provide services to us.

By: _____
Print Name (Specify Title)

Company

Signature

Date: _____

Master Policy:

I would like to receive the Master Policy for this program evidencing coverage electronically. ____ (initial)

Carrier Ratings and Admitted Status

Proposed Insurance Companies	A.M. Best's Rating & Financial Size Category *	Admitted/Non-Admitted **
National Union Fire Insurance Company	A XV	Admitted

*Gallagher companies use A.M. Best rated insurers and the rating listed above was verified on the date the proposal document was created.

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A Best's Financial Strength Rating is an independent opinion of an insurer's financial strength and ability to meet its ongoing insurance policy and contract obligations. It is not a warranty of a company's financial strength and ability to meet its obligations to policyholders. Best's Credit Ratings™ are under continuous review and subject to change and/or affirmation. For the latest Best's Credit Ratings™ and Guide to Best's Credit Ratings, visit the A.M. Best website at <http://www.ambest.com/ratings>.

**If coverage placed with a non-admitted carrier, it is doing business in the state as a surplus lines or non-admitted carrier, and is neither subject to the same regulations as an admitted carrier nor do they participate in any state insurance guarantee fund.

Gallagher companies make no representations and warranties concerning the solvency of any carrier, nor does it make any representation or warranty concerning the rating of the carrier which may change.

Gallagher Disclosures

IMPORTANT: The proposal and/or any executive summaries outline certain terms and conditions of the insurance proposed by the insurers, based on the information provided by your company. The insurance policies themselves must be read to fully understand the terms, coverages, exclusions, limitations and/or conditions of the actual policy contract of insurance. Policy forms will be made available upon request. We make no warranties with respect to policy limits or coverage considerations of the carrier.

Gallagher does not provide actuarial services or actuarial estimates of rate levels or rate methodology. In the event that we provide suggestions regarding the establishment of rates, premiums, or retention/deductible amounts, that advice is based solely on various insurance industry standards and does not constitute an actuarial evaluation or opinion. We recommend that you contract with a certified actuary for a more precise evaluation and recommendation for rates and overall rating methodology.

Note: Any entity not named in this proposal, may not be an insured entity. This may include affiliates, subsidiaries, LLC's, partnerships and joint ventures.

If this proposal contains options to purchase TRIA/TRIPRA coverage, the proposed TRIA/TRIPRA program may not cover all terrorism losses. While the amendments to TRIA eliminated the distinction between foreign and domestic acts of terrorism, a number of lines of coverage excluded under the amendments passed in 2005 remain excluded including commercial automobile, burglary and theft insurance; surety insurance, farm owners multiple perils and professional liability (although directors and officers liability is specifically included). If such excluded coverages are required, we recommend that you consider purchasing a separate terrorism policy. Please note that a separate terrorism policy for these excluded coverages may be necessary to satisfy loan covenants or other contractual obligations. TRIPRA includes a \$100 billion cap on insurers' aggregate liability.

The TRIPRA program increases the amount needed in total losses by \$20 million each calendar year before the TRIPRA program responds from the 2015 trigger of \$100 million to \$200 million by the year 2020.

TRIPRA is set to expire on December 31, 2020. There is no certainty of extension, thus the coverage provided by your insurers may or may not extend beyond December 31, 2020. In the event you have loan covenants or other contractual obligations requiring that TRIA/TRIPRA be maintained throughout the duration of your policy period, we recommend that a separate "Stand Alone" terrorism policy be purchased to satisfy those obligations.

Compensation Disclosure

1. Gallagher Companies are primarily compensated from the usual and customary commissions, fees or, where permitted a combination of both, for brokerage and servicing of insurance policies, annuity contracts, guarantee contracts and surety bonds (collectively "insurance coverages") handled for a client's account, which may vary based on market conditions and the insurance product placed for the client.
2. In placing, renewing, consulting on or servicing your insurance coverages, Gallagher companies may participate in contingent and supplemental commission arrangements with intermediaries and insurance companies that provide for additional compensation if certain underwriting, profitability, volume or retention goals are achieved. Such goals are typically based on the total amount of certain insurance coverages placed by Gallagher with the insurance company, not on an individual policy basis. As a result, Gallagher may be considered to have an incentive to place your insurance coverages with a particular insurance company. If you do not wish to have your commercial insurance placement included in consideration for additional compensation, contact your producer or service team for an Opt-out form.
3. Gallagher Companies may receive investment income on fiduciary funds temporarily held by them, or from obtaining or generating premium finance quotes, unless prohibited by law.
4. Gallagher Companies may also access or have an ownership interest in other facilities, including wholesalers, reinsurance intermediaries, captive managers, underwriting managers and others that act as intermediaries for both Gallagher and other brokers in the insurance marketplace some of which may earn and retain customary brokerage commission and fees for their work.

If you have specific questions about any compensation received by Gallagher and its affiliates in relation to your insurance placements, please contact your Gallagher representative for more details.

In the event you wish to register a formal complaint regarding compensation Gallagher receives from insurers or third-parties, please contact Gallagher via e-mail at Compensation_Complaints@ajg.com or by regular mail at:

Chief Compliance Officer
Gallagher Global Brokerage
Arthur J. Gallagher & Co.
2850 Golf Rd.
Rolling Meadows, IL 60008

**Southern University
Shreveport Louisiana**

3050 Martin Luther King Dr.
Shreveport, LA 71107

Presented: March 25, 2022
Effective: September 1, 2022



Student Health &
Special Risk

2022-2023 Intercollegiate Sports Accident Insurance Renewal

Daniel J. Buckley
Senior Vice President

Gallagher Student Health & Special Risk
500 Victory Road
Quincy, MA 02171
Daniel_Buckley@AJG.com

Sean Foster
Account Manager

Gallagher Student Health & Special Risk
500 Victory Road
Quincy, MA 02171
Sean_Foster@AJG.com

March 25, 2022

Southern University Shreveport Louisiana
Mike Tucker
Alliant
Producer
8555 United Plaza Blvd.
Suite 110
Baton Rouge, LA 70112

Re: Intercollegiate Sports Accident Insurance Renewal
Effective Date: September 1, 2022

Dear Mike,

Thank you for allowing Gallagher Student Health & Special Risk to provide you with an insurance proposal for Southern University Shreveport's Athletic Accident Insurance program.

Attached is our quotation for coverage. We would like to outline the following notable points for your consideration:

- The recommended insurance carrier is National Union Fire Insurance Company (AIG) with the A.M. Best Rating of A and the Financial Status of XV; see Carrier Ratings and Admitted Status page.
- Claim Handling Instructions are on the Carrier and Claims Company Information page(s).
- Alliant Commission 10%

Scope of Responsibility: Gallagher Student Health & Special Risk is responsible for the placement of the following lines of coverage: **Intercollegiate Athletic Accident Insurance.**

It is understood that any other type of exposure/coverage is either self-insured or placed by another brokerage firm other than Gallagher. If you need help in placing other lines of coverage or covering other types of exposures, please contact your Gallagher representative.

To bind this policy, please refer to the "Client Authorization to Bind Coverage" page attached. Note any changes you desire, date, sign and return prior to the effective date of coverage.

We appreciate your business and look forward to working with you in the coming year. Please contact me if you have any questions.

Sincerely,

Daniel J. Buckley
Senior Vice President
Gallagher Student Health & Special Risk



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Program Data

Intercollegiate Sports Census

Sport	Men	Women
Basketball	13	12
Band	20	16
Cheerleading	1	5
Student Managers/Trainers	5	5
TOTAL	77	

*Census data obtained online. Please verify that the list of covered activities is accurate and up to date.

Carrier and Claims Company Information

Carrier Name	National Union Fire Insurance Company of Pittsburgh PA
A Subsidiary of	AIG, Inc.
City, State	New York, NY
A.M. Best Rating	A
S&P Rating	A+
Moody's Rating	Aa3
Fitch Rating (if applicable)	A+
Carrier Description	AIG is a world leading property-casualty and general insurance organization serving more than 40 million clients in over 160 countries and jurisdictions. With a 90-year history, one of the industry's most extensive ranges of products and services, deep claims expertise and excellent financial strength, AIG enables its commercial and personal insurance clients alike to manage virtually any risk with confidence. AIG is the marketing name for the worldwide property-casualty and general insurance operations of AIG Inc.
Claims Company Name	AG Administrators
City, State	Valley Forge, PA
Years of serving student insurance industry	30 years
Claims Submission Information	
Nationwide Toll-Free Number	1-800-634-8628
Claim Form Required?	Yes
Claim lookup online?	Yes
Claim Submission Deadline	90 days or as soon as possible, or within 90 days of date of injury or first treatment for the injury. Medical bill, HCFA 1500 or UB92 should be used to submit expenses.
Mailing address for claim submission	PO Box 21013, Eagan, MN 55121
E-mail address for claim submission	claims@agadm.com
Website	www.agadministrators.com
Customer Service Hours (EST)	Monday - Friday 8:00am – 6:00pm EST
Assigned Specific Claims Examiner?	Yes
Claims Processing Time for a complete claim while maintaining a 98.9% financial accuracy (# of days/range)	5-7 Business Days
HIPAA Compliance with federal privacy and confidentiality requirements Yes/NO	Yes

Premium Quotation

Carrier Name: National Union Fire Insurance Company (AIG)
2022-2023 Premium

Intercollegiate Sports Accident Medical Insurance \$50,000 per Injury Maximum

Deductible	2022 – 2023 Annual Premium
\$1,000 per Injury	\$11,202
\$5,000 per Injury	\$9,100

NOTE: The information contained in this proposal is only an outline of the benefits offered. It is NOT a complete explanation of the policy provisions or specifics of the policy benefits. No coverage is extended via this proposal and no representations are made other than what is stated in the policy. To review a complete description of the program coverage, exclusions, and benefits, please contact us for a specimen copy of the policy.

Schedule of Benefits

Accident Medical Expense Maximum ¹	\$50,000 per Injury
Eligible Persons	All intercollegiate student-athletes, student managers, student coaches of the Policyholder.
Covered Activities	While participating in sponsored, scheduled and supervised intercollegiate games, practice, conditioning, and authorized team travel to and from events for the Intercollegiate Sports on file.
Deductible ²	\$5,000 per Injury (covered under system student accident policy)
Coinsurance ³	100% of Usual & Customary
Scope of Coverage	Full Excess
Benefit Period	104 weeks from the date of the Covered Accident
Loss Period First Covered Expenses must be incurred within	180 days after the Covered Accident
Accidental Death and Dismemberment (AD&D)	\$10,000 with a \$500,000 Agg for any one accident
Accidental Dental Benefit	Same as Medical Maximum
Expanded Medical Coverage, Recurring Injuries*	Included
HMO/PPO Denial Coverage ^{4*}	Included
Pre-existing Condition Coverage ^{5*}	Included
Heart & Circulatory Malfunctions ^{6*}	Included
Rehabilitative Braces and Appliances	Included

¹ Excess to any other collectible and valid primary insurance policy

² A coordinating deductible allows for the deductible to be met if the student's primary insurance has reimbursed eligible medical claims above the deductible amount.

³ Eligible expenses include: medically necessary treatment up to the "Usual and Customary" charge.

⁴ Benefits will be paid on primary basis if the athlete is denied benefits by a HMO/PPO due to failure to follow any required pre-certification or other managed care procedures. A written denial of benefit is required.

⁵ Pre-existing conditions are covered only if a student was initially cleared by a team physician to participate in a sport.

⁶ Cardiovascular Accident such as heat exhaustion, strokes, or other traumatic events caused by exertion are covered. Cardiovascular testing is covered as a result of the accident; cardiovascular screenings are not covered.

Exclusions and Limitations

1. repair or replacement of existing artificial limbs, artificial eyes or other prosthetic appliances or rental of existing Durable Medical Equipment unless due to a covered Injury;
2. new, or repair or replacement of, dentures, bridges, dental implants, dental bands or braces or other dental appliances, crowns, caps, inlays or onlays, fillings or any other treatment of the teeth or gums, except for repair or replacement of sound natural teeth damaged or lost as a result of Injury up to the Maximum shown in the Benefit Schedule
3. new eye glasses or contact lenses or eye examinations related to the correction of vision or related to the fitting of glasses or contact lenses, due to a covered Injury or repair or replacement of existing eyeglasses
1. or contact lenses unless due to covered Injury;
4. new hearing aids or hearing examinations unless due to a covered Injury; or repair or replacement of existing hearing aids unless due to a covered Injury;
5. rental of Durable Medical Equipment where the total rental expense exceeds the usual purchase expense
2. for similar equipment in the locality where the expense is incurred (but if, in the Company's sole judgment, Accident Medical Expense benefits for rental of Durable Medical Equipment are expected to exceed the usual purchase expense for similar equipment in the locality where the expense is incurred,
3. the Company may, but is not required to, choose to consider such purchase expense as a Usual and Customary Covered Accident Medical Expense in lieu of such rental expense);
6. any charge for medical care for which the Insured is not legally obligated to pay;
7. care, treatment or services provided by an Insured or by an Immediate Family Member;
8. routine physical exam and related medical services;
9. personal comfort or convenience items, such as but not limited to, Hospital telephone charges, television rental, or guest meals while confined in a Hospital or for items taken away or home from the Hospital,
4. except Durable Medical Equipment.
10. elective treatment or surgery;
11. Experimental or Investigative treatment or procedures;
12. treatment for temporomandibular dysfunction;
13. care, treatment or services provided by persons retained or employed by the Policyholder; or for supplies, prescriptions or medicines paid for or reimbursable by the Policyholder, or for which a charge is not made;
14. Mental Illness, psychological or psychiatric counseling of any kind, mental and nervous disease or disorders and rest cures;
15. educational or vocational testing or training;
16. detached retina unless due to an Injury;
17. plastic or cosmetic surgery, except due to a covered Injury.
18. charges that are payable under motor vehicle medical benefits;
19. hernia, except as a result of participation in a Covered Activity;
20. any condition for which the Insured is entitled to benefits under any Workers' Compensation Act or similar

Additional Products & Services

Gallagher Student Health & Special Risk specializes in meeting the athletic and special risk insurance needs of intercollegiate, club and intramural athletic programs for colleges and universities.

With over 25 years of experience in the athletic insurance market, Gallagher has experienced the evolution of the athletic-specific insurance landscape. From claims advocacy to risk management recommendations, Gallagher will work alongside your institution to deliver you a tailored insurance solution. In addition to the coverage presented, Gallagher can also help you with implementing the following products and services.



Primary Insurance Verification Services

Student-athletes without primary health insurance can be a significant burden on an excess athletic accident insurance policy. Gallagher offers insurance verification services to college and university clients to determine if a student-athlete has active health insurance. This can be a best practice for institutions to catch any students who are uninsured, which in turn protects the athletic accident insurance program.

Digital Mental Health Platform

SilverCloud digital mental health platform is a resource to increase the reach of campus counseling services without increasing staff. Its programs enable students and student-athletes to access care for Anxiety, Depression, Stress, Body Image, Resilience, Sleep, and Alcohol Misuse on their own time in a relatable and accessible format. The platform provides a choice between self-directed or supporter-

assisted care delivery, and offers engaging and clinically validated Cognitive Behavioral Therapy content and tools on any device, at any time.

International Students & Scholars Health Insurance

J-1 and F-1 visa status international students and scholars traveling outside of their home country to the United States are eligible for Gallagher's ISS Health Insurance program. This shelf plan provides coverage to your students for doctors' visits, emergency room visits, inpatient and outpatient hospital services, outpatient prescription drug coverage, wellness care, dependent coverage, and 24 hour worldwide assistance services, which includes medical evacuation and repatriation. Our program also offers plan designs which include a benefit for student-athletes who are injured during a covered intercollegiate sporting activity.



Study Abroad Insurance Plans

Gallagher offers both Silver and Gold plans which provide medical services such as physician and emergency room visits, inpatient and outpatient hospital services and pharmacy coverage. The plan also covers medical evacuations (including coverage for natural disasters) and repatriation of remains, and provides a 24-hour worldwide assistance program with services such as trip cancellation, trip interruption, lost luggage, medical referrals and guarantee of payment directly to providers abroad.

Student Health Insurance Plans (SHIP)

Gallagher has been offering comprehensive student health insurance programs since 1994. As the largest independent national broker we have access to all national and regional carriers, and are able to leverage our expertise to secure favorable coverage terms for your students while providing superior service. We offer value to our clients by providing customized waiver, enrollment and insurance audit services. Our clients can also expect quarterly claims reviews, dedicated customer service teams and industry newsletters.



Quality Care Connect (QCC)

In partnership with ArmadaHealth, QCC is a white glove physician-patient matching concierge service that is easy to implement and use at a surprisingly affordable price. They have optimized the search of over a million physicians in the U.S. based on practice patterns and more than a dozen quality measures, matching the patient with doctors that have focused their practice on the patient's diagnosis. Recommendations are evidence based, objective, and 100% guaranteed accurate. Think of the service as a healthcare GPS, used to find the highest quality physicians anywhere in the U.S., also serving as an alternative to second opinion services.

Other Specialty Insurance Products:

- Catastrophic Club / Intramural Accident Plans
- Accident policies for Camps, Clinics, Tournaments & Other Special Events
- Event Cancellation / Loss of Revenue
- High Limit Accidental Death & Dismemberment
- Prospective Professional Athlete Insurance

Client Authorization to Bind Coverage

After careful consideration of Gallagher’s proposal dated March 25, 2022 we accept the following coverage(s). Please check the desired coverage(s) and note any coverage amendments below:

Effective Dates: September 1, 2022 – September 1, 2023	LINE OF COVERAGE	PREMIUM	CARRIER
<input type="checkbox"/> Accept <input type="checkbox"/> Reject	\$1,000 per Injury Fully Insured Intercollegiate Sports Accident Insurance	\$11,202	National Union Fire Insurance Company (AIG)
<input type="checkbox"/> Accept <input type="checkbox"/> Reject	\$5,000 Deductible Fully Insured Intercollegiate Sports Accident insurance	\$9,100	National Union Fire Insurance Company (AIG)

Do you have other coverage considerations?

Yes No

The above coverage may not necessarily represent the entirety of available insurance products. If you are interested in pursuing additional coverages other than those addressed in the coverage considerations included in this proposal, please list below:

Producer/ Insured Coverage Amendments and Notes:

Account Services Provided:

- Placement of insurance coverage
- Maintenance and day to day account management
- Management of the renewal process with the incumbent carrier and ability to obtain additional renewal proposals, if appropriate, to guarantee competitive pricing and coverage terms
- Communication with campus stakeholders to provide education on claims policies and procedures
- Creation of relevant marketing materials (FAQs, brochures, claims filing procedures, etc.) with policy information and benefits
- Distribution and analysis of periodic claim summary reports
- Oversight of filed and approved insurance carrier(s) to ensure compliance with all federal and state laws
- Benchmarking and policy review to ensure the current program provides the best coverage and benefits

- Quarterly Market Update Series
- Monthly Product Spotlight Series
- Aerogami Student Communications (if selected)

We agree that your liability to us arising from your negligent acts or omissions, whether related to the insurance or surety placed pursuant to these binding instructions or not, shall not exceed \$20 million, in the aggregate. Further, without limiting the foregoing, we agree that in the event you breach your obligations, you shall only be liable for actual damages we incur and that you shall not be liable for any indirect, consequential or punitive damages.

Gallagher has established security controls to protect Client confidential information from unauthorized use or disclosure. For additional information, please review Gallagher's Privacy Policy located at <https://www.ajg.com/privacy-policy/>.

I have read, understand and agree that the above-information is correct and has been disclosed to us prior to authorizing Gallagher to bind coverage and/or provide services to us.

By: _____
Print Name (Specify Title)

Company

Signature

Date: _____

Master Policy:

I would like to receive the Master Policy for this program evidencing coverage electronically. ____ (initial)

Carrier Ratings and Admitted Status

Proposed Insurance Companies	A.M. Best's Rating & Financial Size Category *	Admitted/Non-Admitted **
National Union Fire Insurance Company (AIG)	A XV	Admitted

*Gallagher companies use A.M. Best rated insurers and the rating listed above was verified on the date the proposal document was created.

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TRIPRA is set to expire on December 31, 2027. There is no certainty of extension, thus the coverage provided by your insurers may or may not extend beyond December 31, 2027. In the event you have loan covenants or other contractual obligations requiring that TRIA/TRIPRA be maintained throughout the duration of your policy period, we recommend that a separate "Stand Alone" terrorism policy be purchased to satisfy those obligations.

Compensation Disclosure

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3. Gallagher Companies may receive investment income on fiduciary funds temporarily held by them, or from obtaining or generating premium finance quotes, unless prohibited by law.
4. Gallagher Companies may also access or have an ownership interest in other facilities, including wholesalers, reinsurance intermediaries, captive managers, underwriting managers and others that act as intermediaries for both Gallagher and other brokers in the insurance marketplace some of which may earn and retain customary brokerage commission and fees for their work.

If you have specific questions about any compensation received by Gallagher and its affiliates in relation to your insurance placements, please contact your Gallagher representative for more details.

In the event you wish to register a formal complaint regarding compensation Gallagher receives from insurers or third-parties, please contact Gallagher via e-mail at Compensation_Complaints@ajg.com or by regular mail at:

Chief Compliance Officer
Gallagher Global Brokerage
Arthur J. Gallagher & Co.
2850 Golf Rd.
Rolling Meadows, IL 60008



SOUTHERN UNIVERSITY AT NEW ORLEANS

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www.suno.edu

Office of the Chancellor

July 13, 2022

Edwin M. Shorty
Southern University and A & M College System
Board of Supervisors
J.S. Clark Administration Building, 4th Floor
Baton Rouge, Louisiana 70813

Re: Request regarding SUNO Foundation

Dear Chairman Shorty and Honorable Board Members:

The Southern University at New Orleans Foundation (SUNO Foundation) has been in existence for 46 years; however, the Office of General Counsel was tasked at the April Board Meeting to determine a possible merger of the SUNO Foundation with the System Foundation or a dissolution of the SUNO Foundation as the System consolidates its fundraising efforts. While the SUNO Foundation has been unwilling to have such discussions, I am still hopeful that we can determine a pathway forward that will be mutually beneficial.

Therefore, I am seeking your approval and the approval of the Board to:

- Dissolve the October 1, 2020 Memorandum of Agreement between the SUNO Foundation and SUNO.
- Repeal Section 6-4 Southern University at New Orleans Foundation of the Bylaws and Regulations of the Board of Supervisors of Southern University and Agricultural and Mechanical College.

I am also asking for the Board to encourage the SUNO Foundation and the Southern University System Foundation to engage in discussions of a possible merger of the foundations and report such efforts to the Office of General Counsel. Hopefully, the foundations will reach an agreement on a merger that will bolster funding efforts for the betterment of SUNO students.

Respectfully submitted,

A handwritten signature in blue ink that reads 'James H. Ammons, Jr.'.

James H. Ammons, Jr., Ph.D.
Chancellor, Southern University at New Orleans

“An Equal Educational Opportunity Institution”