



SOUTHERN UNIVERSITY SYSTEM BOARD OF SUPERVISORS

MEETINGS

1:30 p.m.

Thursday, February 21, 2019

and

9 a.m.

Friday, February 22, 2019

Jesse N. Stone Lecture Hall
3050 Martin Luther King Jr. Drive
Shreveport, Louisiana 71107

Academic Affairs Committee

ACADEMIC AFFAIRS COMMITTEE

Thursday February 21, 2019

1:30 p.m.

**Jesse N. Stone Lecture Hall
3050 Martin Luther King Jr. Drive
Shreveport, Louisiana**

AGENDA

1. Call to Order
2. Invocation
3. Roll Call
4. Adoption of the Agenda
5. Public Comments
6. Information Item(s):
 - A. Update on Campus Dual Enrollment (SUBR, SUNO, SUSLA)
 - B. Update on Campus Online Programs (SUBR, SUSLA, SUNO)
 - C. Update on the Freshman Academy (SUBR)
7. Other Business
8. Adjournment

MEMBERS

Dr. Curman L. Gaines - Chair, Dr. Leroy Davis - Vice Chair
Mr. John Barthelemy, Mr. Sam Gilliam, Dr. Leon R. Tarver II, Rev. Samuel C. Tolbert, Jr.,
Atty. Domoine D. Rutledge- Ex Officio



DUAL ENROLLMENT

SOUTHERN UNIVERSITY and A&M College

FALL 2018-Spring 2019 UPDATES

Office of the Executive Vice President/Executive Vice Chancellor

Dr. James H. Ammons, Jr., Ph.D.

Office of Pre-College and Outreach Programs

Dr. Camacia Smith-Ross, Ed.D.

Fall/Spring Enrollment Analysis

Fall 2017 Cohort	DE Student Enrollment Fall 2017	DE Student Enrollment Spring 2018	Fall 2018 Cohort	DE Student Enrollment Fall 2018	Fall 2018 Mid-term Pass Rate	Fall 2018 Pass Rate	DE Student Enrollment Spring 2019
Southern Lab	28	22	Southern Lab	35	91% <-3>	98% <-1>	35
Scotlandville High	10	10	Scotlandville High	9	100%	100%	9
Zachary High	10	4	Zachary High	9	100%	100%	9
Baker High	55	52	Baker High	38	84% <-6>	100%	38
East Feliciana High	19	26	East Feliciana High	7	100%	57% <-3>	10
Central High	1	-	Tara High	4	100%	100%	-
East Iberville High	3	2	Istrouma High	8	87% <-1>	100%	10
Broadmoor High	30	28	Glen Oaks High	17	82% <-3>	71% <-5>	7
Mentorship	-	8	Belaire High	43	86% <-6>	98% <-1>	42
			Mentorship Steam Charter	10	100%	100%	12
			Friendship Capital Charter	4	100%	100%	6
			Opelousas Catholic	3	0% <-3>	67% <-1>	-
			Out-of-pocket	1	100%	100%	1
			Madison Prep	N/A	N/A	N/A	1
			Cristo Rey	N/A	N/A	N/A	4
TOTALS	156	152	TOTALS	188	86%	94%	184

17% increase

18% increase

PLANNED RETENTION AND GROWTH STRATEGIES

- Fall 2018 students who were not passing with a grade of “C” or better at midterm were placed on an academic intervention plan.
 - One-on-one counseling/ academic support at their high school
 - Tutoring at their high school
 - Weekly monitoring of grades until the end of the semester by high school counselor and Executive Director of Pre-College Programs.
- Spring 2019 Pre-Registration for existing and new dual enrolled students began October 29, 2018.
- Explore accreditation with the National Alliance of Concurrent Enrollment Partnerships (NACEP) Organization
- Continue statewide partnership development with school districts.
- Hire a Dual Enrollment Recruiter/Coordinator Spring 2019.
- Cross-train SUBR Admissions Recruiters on Dual Enrollment Program guidelines.

Questions





SOUTHERN UNIVERSITY SHREVEPORT LOUISIANA

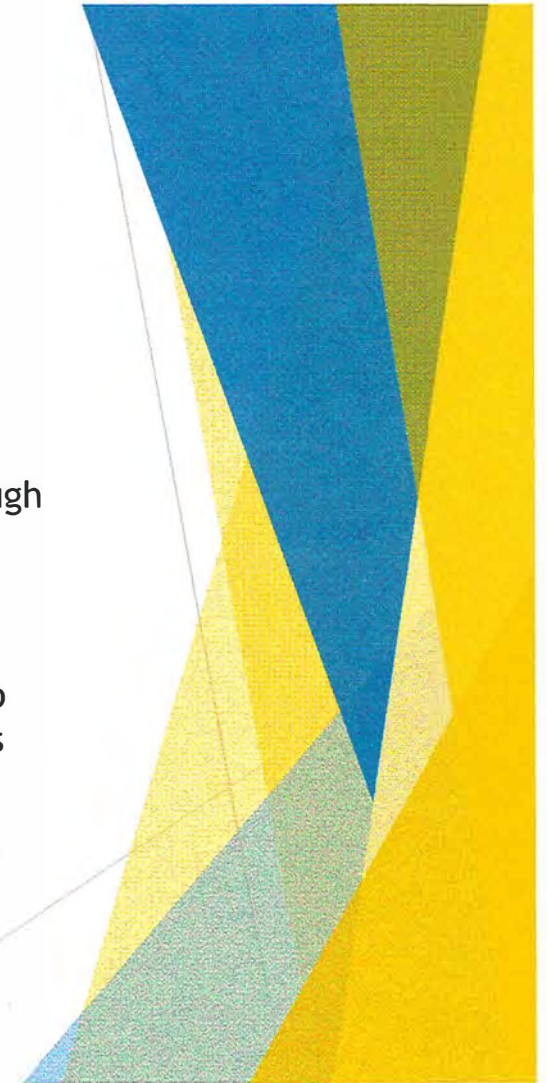
EXCELLENCE • INTEGRITY • ACCOUNTABILITY • SERVICE • DIVERSITY

Fall/Spring Enrollment Analysis

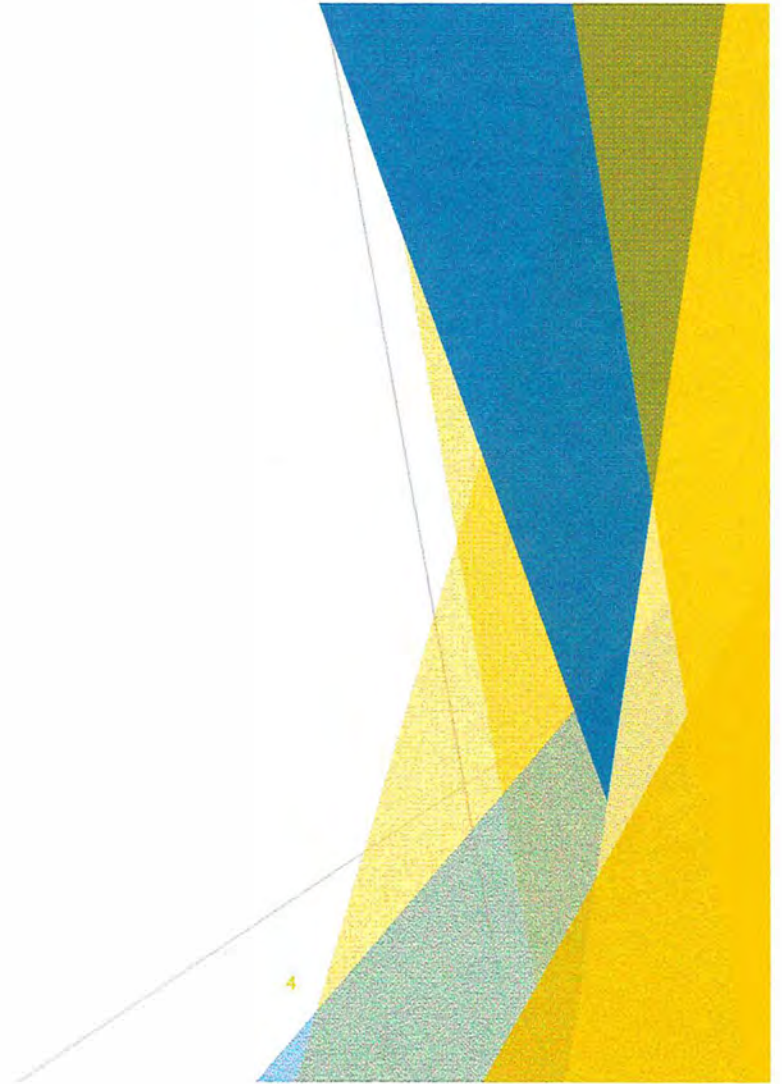
Fall 2018 Cohort	DE Student Enrollment	Fall 2018 Mid-term Pass Rate	Fall 2018 Pass Rates	Spring 2019 Cohort	DE Student Enrollment Spring 2019
BTW	81	94%	96%	BTW	79
Green Oaks	69	41%	64%	Green Oaks	3
HHS	280	97%	85%	HHS	206
Lincoln Prep	37	100%	66%	Lincoln Prep	36
North Caddo	8	100%	82%	North Caddo	10
Springfield	2	100%	50%	Springfield	1
Woodlawn	65	74.6%	98%	Woodlawn	84
				CCTC	22
				Stanley	13
				Pathways	10
Total	542				464

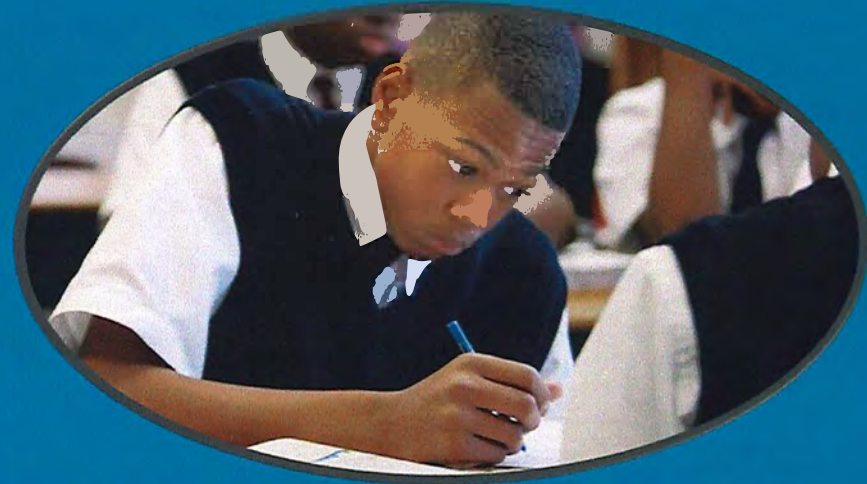
Planned Retention and Growth Strategies

- ▶ Spring 2019 Pre-Registration for existing and new dual enrollment students began November 2018.
- ▶ Registration for Fall 2019 will begin in March 2019.
- ▶ Retention strategies including increased lines of communication through site visits, midterm grades reviews, and partnership meetings held in Nov 2018.
- ▶ Meet with current partners and new partners to explore options for advancing Dual Enrollment for Fall 2019. Increase partnerships by two high schools (Stanley -Desoto Parish and Pathways). While Green Oaks and BTW had a reduction participation due to limited SCA funding.
- ▶ Met with SU Lab School to advance Dual Enrollment and Early College program.
- ▶ Created a Dual Enrollment Admission Application to provide an automatic admission process to support Dual Enrollment.



QUESTIONS?





DUAL ENROLLMENT

SOUTHERN UNIVERSITY at NEW ORLEANS

FALL 2018-Spring 2019 UPDATES

Office of Academic Affairs

Dr. David Adegboye, Ph.D.

Office of Enrollment Management

Dr. Donna Grant, Ed.D.

Fall/Spring Enrollment Analysis

Fall 2017 Cohort	DE Student Enrollment Fall 2017	DE Student Enrollment Spring 2018	Fall 2018 Cohort	DE Student Enrollment Fall 2018	Fall 2018 Pass Rate	Spring 2019 Cohort	DE Student Enrollment Spring 2019
Edna Karr	31	48	Edna Karr	31	100%	Edna Karr	50
Eleanor McMain	22	15	Eleanor McMain	17	100%	Eleanor McMain	10
Helen Cox	22	19	John Ehret	13	100%	John Ehret	12
J. S. Clark		13	J. S. Clark	6	100%	John F. Kennedy	20
Landry Walker	22		McDonogh 35	32	100%	McDonogh 35	45
McDonogh 35	20	25	MLK Charter	24	100%	MLK Charter	16
MLK Charter	21	16	St. Augustine	1	100%	St. Augustine	1
Lake Area	25	16	St. Mary's Academy	12	100%	Sophie B. Wright	32
St. Mary's Academy	10		Sophie B. Wright	37	100%	West Jefferson	16
Sophie B. Wright	13	16	West Jefferson	16	100%		
West Jefferson	17	22					
TOTALS	203	190	TOTALS	189			202

*Institutional Data via Dual Enrollment Office

PLANNED RETENTION AND GROWTH STRATEGIES

- Continue partnership development with school districts.
- Create outreach with parents of students at area high schools.
- Cross-train SUNO Admissions staff on Dual Enrollment Program guidelines.
- Special events (Counselor luncheon, breakfast with counselors)
- Improve or develop a positive rapport with faculty from local high schools who are in a position to provide guidance to students about college (college prep courses).
- Invest in recruitment materials that focus on the quality of the programs, the cost/affordability, and strengths and benefits (such as return on the investment in terms of future professional advancement) of advanced certification in reading and language arts. In addition, highlight the same information in department website.
- Involve faculty in scheduled school visits in target districts to meet with counselors and administrators about our programs, admission/application process, and other relevant information. Allow on-the-spot application and possible admission.

QUESTIONS?





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

February 6, 2019

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

Re: Presentation on the Freshman Academy

Dear Dr. Belton:

Our goal at Southern University and A&M College is to guarantee a successful transition and experience for students in our freshman class. Through the Freshman Academy, we are providing academic support to students who meet the revised admission requirements of the University. Through the Freshman Academy, we are providing ongoing mentoring, academic support services and resources for students during their entire first year at SUBR.

Students in the program must maintain a 2.0 G.P.A. or better per semester while taking 15 credit hours. The Freshman Academy fosters the development of essential knowledge based skills, such as critical thinking, quantitative and analytical reasoning, speaking, and writing. We believe the program is helping us to increase student enrollment, retention, and successful progression toward degree completion within four years. Ultimately, we believe our efforts will result in the gainful employment of participants.

The presentation we have prepared for the Board of Supervisors will provide highlights of the work accomplished and an overview of the program.

Sincerely,

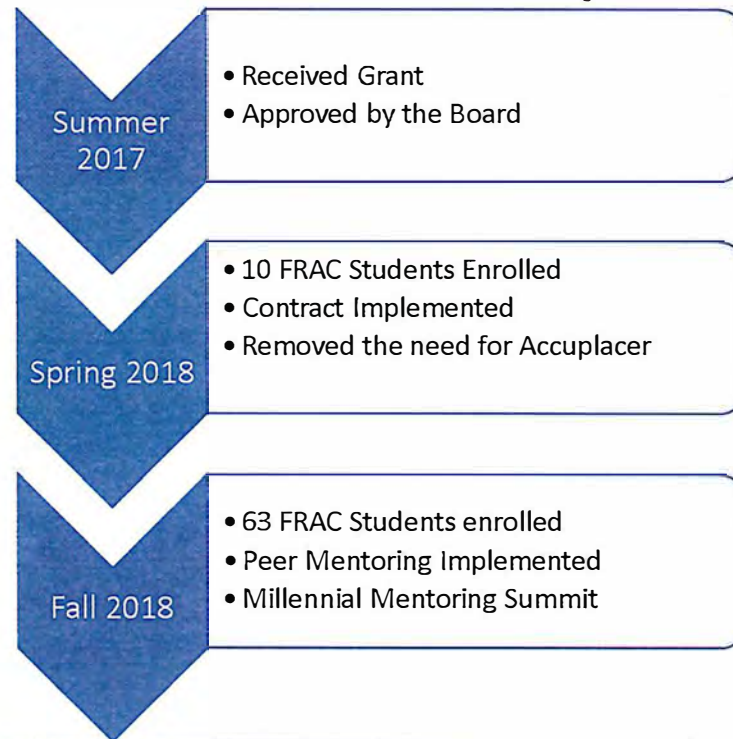
A handwritten signature in blue ink that reads "James H. Ammons".

James H. Ammons, Ph.D.
Executive Vice President/Executive Vice Chancellor



The Freshman Academy
(First and Second Year Experience)
Southern University and A&M College

The Freshman Academy-Title III Grant



CURRENT	PROPOSED
Obtain a minimum high school cumulative GPA of 2.0.	Obtain a minimum high school cumulative GPA of 2.0.
Obtain the BoR Core Curriculum	Obtain a 2.0 BoR Core Curriculum
Have at least an ACT score of 18 in English.	Have at least an ACT score of 18 in English or 19 in Math
Have no less than an ACT score of 16 in Math or English- for developmental course placement (students can only take one developmental course)	Have no less than an ACT score of 15 in Math or English- for developmental course placement (students can only take one developmental course)
	Remove the need for Accuplacer; Require participation in and completion of the Freshman Academy.



THE FRESHMAN ACADEMY AT SOUTHERN UNIVERSITY

Qualifications:

- Have a minimum high school cumulative GPA of 2.0
- Regents Core 4 Curriculum
- Have at least ACT sub-score of 18 in English or ACT sub-score of 19 in mathematics.
- Have no less than ACT sub-score of 15 in Math or English or no less than an SAT sub-score of Math 390 or Writing/Language 22- for developmental course placement.
- Students are only allowed to take one developmental course)

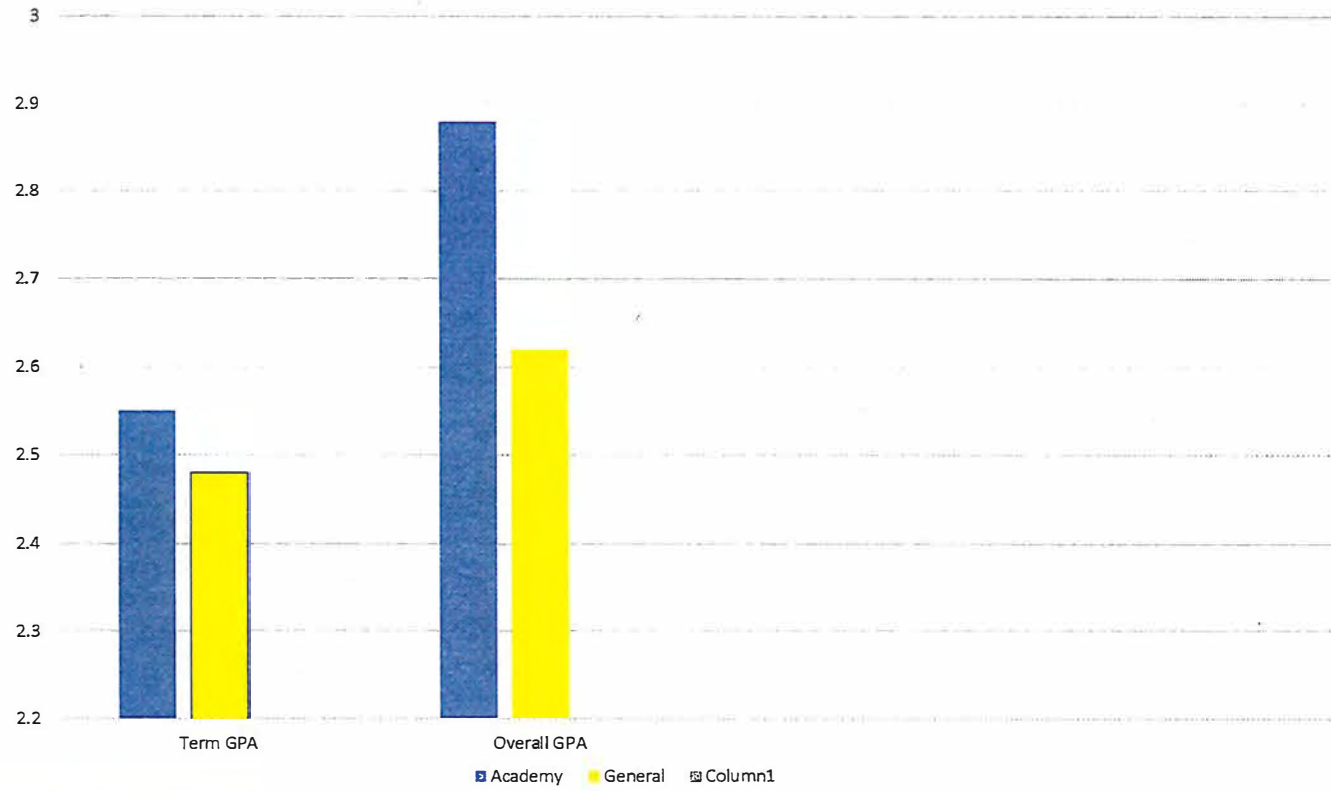
Benefits:

- Mentoring
- Free Tutoring (6 Hours per week required)
- Leadership Development
- Success Workshops
- Early start on Developmental courses
- 1-ON-1 I-STAR Advising Sessions (Minimum of 3 Academic Advising Sessions)
- Fostering Relationships with Faculty Advisors

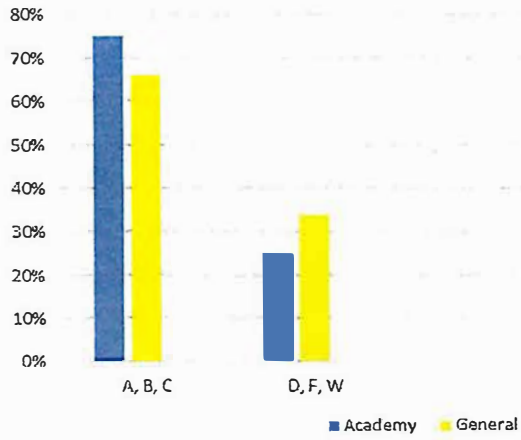


FOSTERING RELATIONSHIPS | STRENGTHENING MINDS | EMPOWERING THE INNER IAG

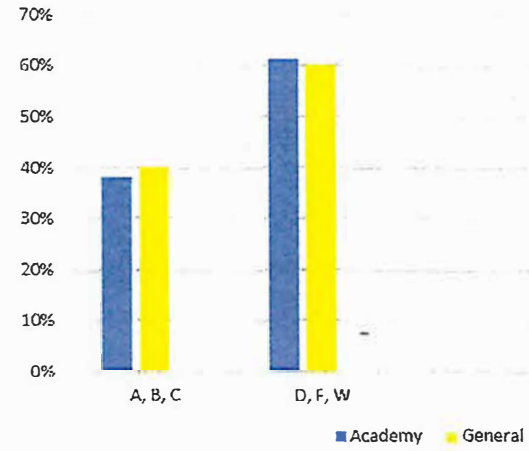
GPA Comparison



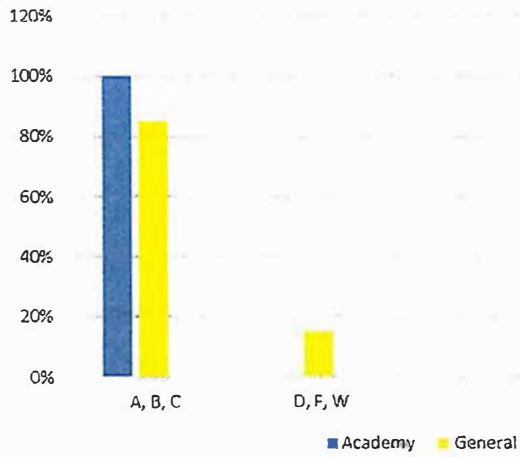
Freshman Seminar 110



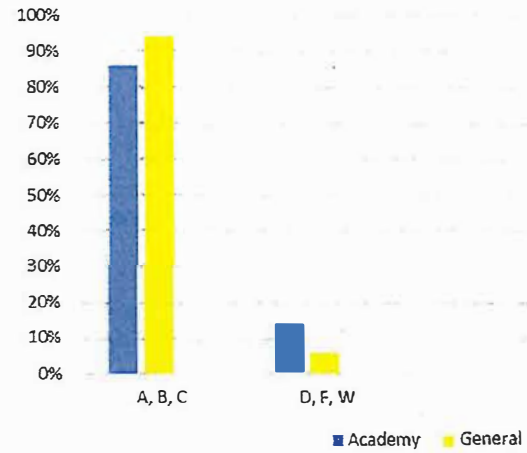
Engineering 120



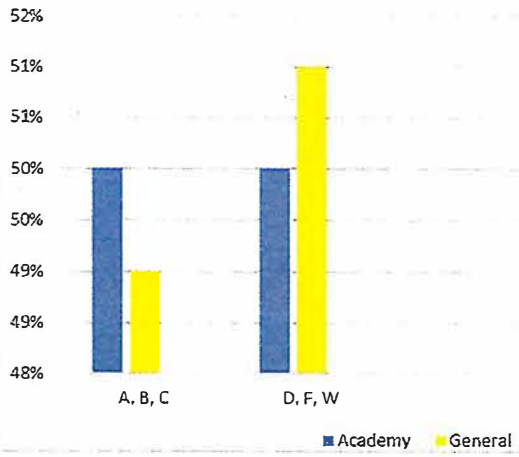
Computer Science 110



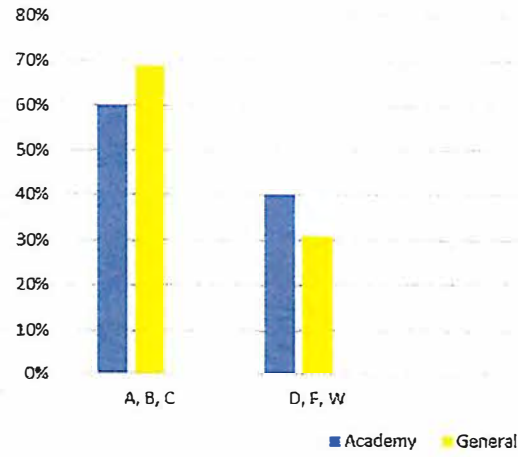
Business 100



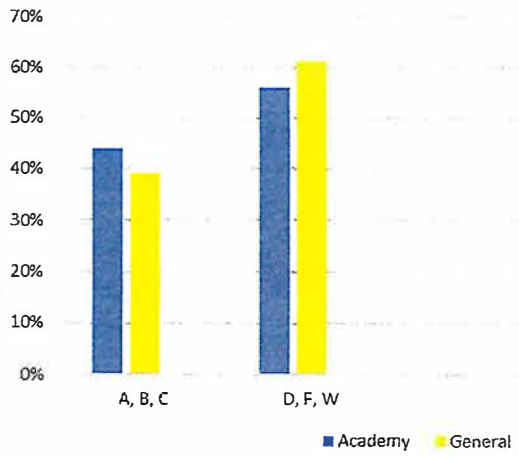
Psychology 210



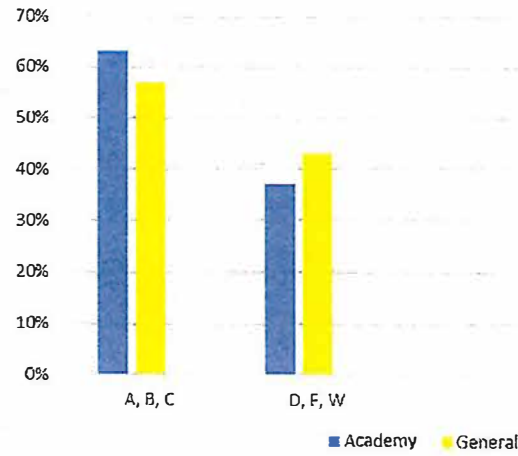
Sociology 210



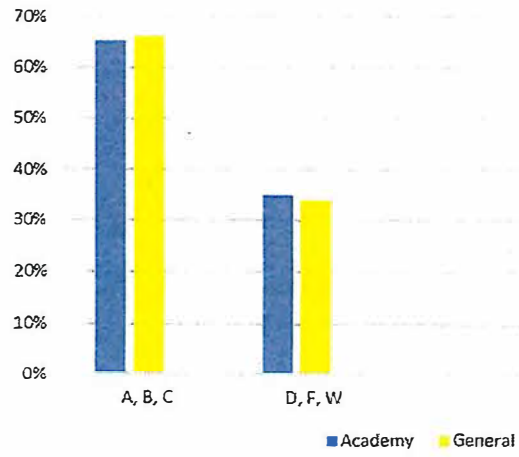
Arts 200



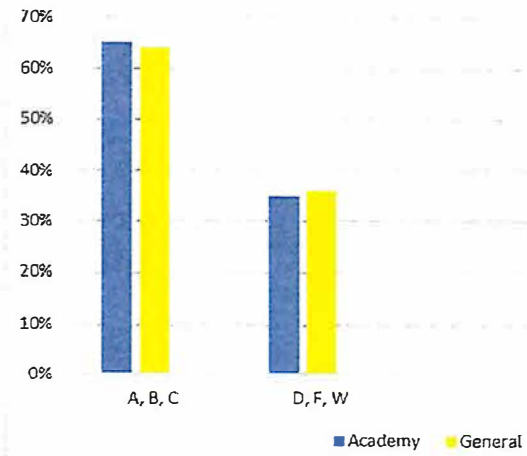
Music 200



Developmental Math



Developmental English



Athletics Committee

ATHLETICS COMMITTEE
(Following the Academic Affairs Committee)
Thursday February 21, 2019
Jesse N. Stone Lecture Hall
3050 Martin Luther King Jr. Drive
Shreveport, Louisiana

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Items (s)
 - A. Request Approval for Third Amendment to Employment Contract for Head Coach-Football (SUBR)
6. Other Business
7. Adjournment

MEMBERS

Mr. John Barthelemy-Chair, Atty. Tony Clayton-Vice Chair
Atty. Patrick Magee, Mr. Raymond Fondel, Jr., Rev. Donald Ray Henry, Dr. Rani Whitfield
Atty. Domoine D. Rutledge- Ex Officio

**THIRD AMENDMENT TO THE
EMPLOYMENT CONTRACT OF HEAD FOOTBALL COACH
DAWSON ODUMS**

This agreement is made and entered into on the ____ day of February 2019 between the Board of Supervisors of Southern University and Agricultural and Mechanical College ("herein referred to as Board") and Dawson Odums. This agreement constitutes the employment contract and appointment of the Head Football Coach at Southern University in Baton Rouge, Louisiana (herein referred to as University). This agreement shall be effective on January 1, 2019 and shall remain in effect through December 31, 2021.

EMPLOYMENT OF HEAD FOOTBALL COACH

II. Term

- a. The term of this amendment shall commence on January 1, 2019 and terminate on December 31, 2021. The Board has the option to extend this agreement for one additional year (2022). The option to extend this contract must be approved by the board based upon the recommendation of the Director of Athletics and SUBR Chancellor. Head Football Coach shall have the option to accept or reject such extension.

III. Compensation and Employee Benefits

- a. Head Football Coach shall receive an annual base salary of \$210,000 for satisfactory performance of the obligation in this agreement. University shall pay Head Football Coach the annual base salary for the term of this agreement in equal amounts on a monthly basis.
 - i. January 1, 2019 through December 31, 2019: \$210,000.00.
 - ii. January 1, 2020 through December 31, 2020: \$210,000.00.
 - iii. January 1, 2021 through December 31, 2021: \$210,000.00.

V. Performance Incentives (adding section a.vi.)

a. (vi.) Paid Bowl Appearance/Victory

1. Head Football Coach (appearance)	\$20,000.00
2. Head Football Coach (victory)	\$20,000.00
3. Assistant Coaches (victory)	\$15,000.00*

*To be divided among maximum NCAA bylaw 11.7.5 FCS assistant coaches with approval from the Athletic Director.

IN WITNESS WHEREOF, the parties hereto have executed this agreement, or caused this agreement to be executed on the date shown below.

Head Football Coach, Dawson Odums, Date

Director of Athletics, Roman Banks, Date

President-Chancellor, Dr. Ray Belton, Date

SUBOS Chairman, Domoine Rutledge, Date

Executive Summary for Third Extension of Employment Contract for Dawson Odums

* This agreement shall be effective from January 1, 2019 and shall remain in effect through December 31, 2021.

* Salary increase to an annual base salary of \$210,000 for the term of the agreement.

* Performance Incentives:

a. (vi.) Paid Bowl Appearance/Victory

1. Head Football Coach (appearance) \$20,000.00

2. Head Football Coach (victory) \$20,000.00

3. Assistant Coaches (victory) \$15,000.00*

*To be divided among maximum NCAA bylaw 11.7.5 FCS assistant coaches with approval from the Athletic Director.

Facilities and Property Committee

FACILITIES AND PROPERTY COMMITTEE

(Following the Athletics Committee)

Thursday February 21, 2019

Jesse N. Stone Lecture Hall

3050 Martin Luther King Jr. Drive

Shreveport, Louisiana

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Information Item(s):
 - A. Priority Project Updates, by Campuses
 - B. Update on the Southern University Laboratory School Repairs
 - C. SUBR Campus Safety and Security Update
6. Other Business
7. Adjournment

MEMBERS

Rev. Donald R. Henry- Chair, - Dr. Rani Whitfield - Vice Chair,
Mr. John Barthelemy, Dr. Leroy Davis, Mr. Richard Hilliard, Mrs. Ann Smith,
Atty. Domoine D. Rutledge- Ex Officio



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

J. S. CLARK ADMINISTRATION BUILDING

3TH FLOOR

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

**OFFICE OF
FACILITIES PLANNING**

(225)771-2786 OFFICE
(225) 771-2922 FAX
Eli_Guillory@sus.edu

February 11, 2019

Hon. Dr. Ray L. Belton

President of Southern University System
4th Floor, J. S. Clark Adm. Building
Baton Rouge, Louisiana 70813

RE: Southern University System Office of Facilities Planning project updates

Dear Dr. Belton,

We are transmitting the attached status update documents which relates to each campus remarkable building construction, renovations and/or building repairs & upgrades.

Should you have any questions, please don't hesitate to call me at 225-573-0811.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Eli G. Guillory III", with a long horizontal flourish extending to the right.

Eli G. Guillory III
Director of Facilities Planning

Attachments enclosed: pictures of building

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

WWW.SUS.EDU

Southern University and A&M College System

SU System Campuses New Deferred Maintenance Projects

Eli G. Guillory III Jan. 31, 2019

			\$8,400,000.00			
agency	Project Name	WBS #	Project Budget	Funding Source	Approval Date	Comments
SU BR	Roofing Replacement - J.S. Clark Annex Bldg	F.19001168	\$155,733.57	State	11/17/2016	Completed
SU BR	Roofing Replacement - Benjamin Kraft Bldg	F.19001169	\$270,396.87	State	11/28/2016	Completed
SU BR	Roofing Replacement - Southern University Museum of Art (SUMA)	F.19001170	\$41,200.00	State	11/29/2016	Completed
SU-NEW ORLEANS	Roofing Replacement - Cafeteria Bldg	F.19001171	\$223,113.00	State	11/29/2016	Completed
SU BR	Door Entrance ADA Repairs - multiple bldgs	F.19001172	\$50,899.23	State	12/16/2016	Completed
SU BR	Electrical Lighting Repair/Upgrades - Rodney Higgins Hall & Campus	F.19001173	\$77,250.00	State	12/19/2016	Completed
SU BR	Sidewalk & Curb Ramp Repairs for ADA Compliance	F.19001174	\$20,600.00	State	12/19/2016	Completed
SU - SHREVEPORT	SUSLA - Campus HVAC System Repairs	F.19001175	\$194,698.00	State	1/30/2017	Active - pending completion 90%
SU - SHREVEPORT	SUSLA - Campus Safety Compliance Projects - walks / doors	F.19001176	\$97,850.00	State	1/30/2017	Completed
SU - SHREVEPORT	SUSLA - HPER-Gymnasium Roofing Repairs	F.19001177	\$142,934.00	State	1/31/2017	Completed
SU BR	Roof Replacement - William Wallace Stewart Hall	F.19001178	\$339,900.00	State	2/9/2017	Completed
SU BR	Roof Replacement - Rodney G. Higgins Hall	F.19001179	\$229,478.12	State	2/9/2017	Completed
SU BR	Central Plant HVAC Replacement	F.19001180	\$231,363.60	State	2/9/2017	Completed
SU BR	Central Plant HVAC Replacement Phase 2	F.19002125	\$87,426.40	State	9/25/2017	Completed
SU BR	HVAC Renovations - Multiple Buildings	F.19001181	\$128,750.00	State	2/13/2017	Completed
SU - SHREVEPORT	SUSLA - Campus-wide LED Lighting	F.19001182	\$25,000.00	State	4/13/2017	Completed
SU - SHREVEPORT	SUSLA - Campus-wide ADA Compliance Projects	F.19001183	\$53,290.00	State	4/17/2017	Completed
SU-NEW ORLEANS	Roofing Repair - New Science Bldg	F.19002114	\$36,153.00	State	6/13/2017	Completed
SU-NEW ORLEANS	Emergency Chilled Water Valve Installation - L. Washington Memorial Library	F.19002115	\$7,840.00	State	6/13/2017	Completed
SU-NEW ORLEANS	Electrical & Lighting Repairs/Replacements - Campuswide	F.19002120	\$51,500.00	State	7/24/2017	Completed
SU-NEW ORLEANS	University Center Pool Repairs	F.19002155	\$65,290.17	State	10/17/2017	Completed
SU BR	J.S. Clark Admin Building - Roof Replacement	F.19002177	\$216,558.00	State	12/20/2017	Active - Construction is pending
SU BR	Benjamin Kraft Hall - Rooftop Mechanical Equipment Replacement	F.19002188	\$25,000.00	State	3/6/2018	Completed
SU BR	Rodney Higgins Hall - Rooftop Exhaust Fan Replacement	F.19002189	\$90,000.00	State	3/12/2018	Completed
SU BR	Student Health Center - Ravine Stabilization	F.19002196	\$133,900.00	State	7/24/2018	Completed
SU BR	Kurint Pad Central Plant - Loop Pump and Valve Replacement (Rebuild (2) Loop pumps and replace with new VFDs. Replace valves on top of aluminum cooling tower and replace safety rails) please meet w/ M. Pitts	F.19002200	\$212,000.00	State	7/27/2018	Active - pending designer and/or proceed w/ this project by fp&c
SU BR	ADA Safety Compliance & Drainage Project at the Law Center	F.19002198	\$95,400.00	State	7/27/2018	Active - pending designer by fp&c
SU - SHREVEPORT	Mechanical/HVAC System Repairs	F.19002199	\$424,000.00	State	7/27/2018	Active - pending bidding by fp&c
SU BR	Mechanical System Repairs-A.O. Williams Hall	F.19002163	\$100,000.00	State	10/20/2017	Active - pending completion
SU-NEW ORLEANS	Campus Wide Electrical & Lighting Repairs - Phase II	F.19002206	\$437,510.74	State	8/31/2018	Active - pending planning and bidding by fp&c Supplements 01-107-06B-11, F.01003791 \$95,082
SU BR	SU Museum of Art - HVAC Mechanical System Repairs	F.19002224	\$127,112.00	State	10/11/2018	Active - Construction in progress
SU BR	Air Handling Unit Repair - W. H. James Hall	F.19002162	\$350,000.00	State	10/20/2017	Active - Construction in progress

SU BR	Building Control Systems Rplmt-Mini Lab/Compliance Center	F.19002156	\$150,000.00	State	10/19/2017	Completed
SU BR	Cooling Tower Repairs-Ruffin Paul Sr. Central Plant	F.19002157	\$225,000.00	State	10/19/2017	Completed
SU BR	Fan Coil Unit Repairs-JW Fisher hall	F.19002158	\$100,000.00	State	10/19/2017	Active - Construction in progress
SU BR	Fan Coil Unit Repairs-J. Lee Hall & Health Research Center	F.19002159	\$100,000.00	State	10/19/2017	Active - Construction in progress
SU BR	Mechanical Unit Repairs-WW Stewart Hall -Phase 1	F.19002160	\$100,000.00	State	10/19/2017	Active - Construction in progress
SU BR	Dehumidifying System Repair-Tourgee A. Debose Music Hall	F.19002161	\$225,000.00	State	10/19/2017	Active - Construction in progress
SU Baton Rouge Deferred Maintenance Items						
SU BR	SU Laboratory School Gym Roof replacement/upgrades as required for interior protection of rain water migration.		\$ 120,000.00	State		Active - Pending FP&C approval
SU BR	Repair existing parking lighting / repairs of 100ft tower lights - West and East of F G Clark Activity Center (Disaster Relief Shelter)		\$ 175,000.00	State		Active - Pending FP&C approval - resend requesting to repair existing parking lighting -
SU BR	Upgrade lighting system for classrooms, exits and stairwells in various buildings		\$ 100,000.00	State		Active - Pending FP&C approval
SU BR	J. S. Clark Adm. Building - Upgrade chill water and hot water pumps and install new automated digital controls		\$ 160,000.00	State		Active - Pending Scope of Work to BoR from SUBR
SU BR	Campus sidewalks repairs neutralizing trip hazards and ensuring wheelchair accessibility		\$ 50,000.00	State		Active - Pending FP&C approval
SU BR	W. W. Stewart Hall Auditorium Mech. HVAC repairs/upgrades		\$ 200,000.00	State		Active - Pending FP&C approval
SUBR	SU Laboratory School Elementary Buildings (state I.D. S02152-3rd, technology, 4th & I.D. S02153-1st, 2nd, 5th.) classrooms, restrooms, covered walk Architecture, Electrical, and Mechanical system repairs/upgrades. SU Lab Highschool building S02151 North/West 1st floor existing 1956's windows upgrades		\$ 440,000.00	State		Active - Pending FP&C approval
SU Law Center Deferred Maintenance Items						
SU LC	Interior painting and classrooms & stairwells lighting upgrades/repairs		\$ -			Scope of Work wasn't approved by FP&C for \$150,000
SU Agriculture Center Deferred Maintenance Items						
SU AG	A. O. Williams Hall Mechanical HVAC system upgrades		\$ 400,000.00			Active - Pending planning by FP&C
SU AG	SUAG Arena - building exterior painting and wall system/roof canopy repairs		\$ 75,000.00			Active - Pending FP&C approval
SU AG	Southwest Center for Rural Initiatives (Opelousas Ag Bldg) - Replace split system AC units, install mini split for I. T. server room.	F.19002243	\$ 105,221.96			Active - aproved by FP&C Jan 2019
SU Shreveport Deferred Maintenance Items						
SU - SHREVEPORT	Site campus drainage upgrade throughout the main campus.		\$ 35,000.00			Active - Pending FP&C approval
SU - SHREVEPORT	Replace Air Handler Units and Duct system, Fan Coils, Exhaust Fans (Science Building (S07505), (Fine Arts, S07509 & Jesse Stone, S07511) Server Unit Repair (IT, Main Campus, S07503), Replace Fan Coil Unit Motors and (Administration S07503), Replace Pumps (Administration S07503) (Downtown Metro Building roof mech 15 ton unit)		\$ 220,000.00			Active - Pending Scope of Work to BoR from SUSLA

SU - SHREVEPORT	Replace Hot and Cold Water underground piping on campus (Administration S07503, NCR S07504, Science S07505, Fine Arts S07509, Jesse Stone S07511, PD & Facilities S07506, Library S07508, Physical Plant S07510, Shipping & Warehouse S12069, Health & Education S13204, Student Union S07507, Student Activity S15913, Womens and Minorities Small Business S15937, Jackson & Dental Hygiene Buildings)		\$ 20,000.00			Active - Pending Scope of Work to BoR from SUSLA
SU - SHREVEPORT	Downtown Metro Building roof repair and existing rooftop mechanical removal		\$ 30,000.00			Active - Pending approval by fp&c sent to BoR 2-11-19
SU - SHREVEPORT	Elevators repairs and upgrades		\$ 70,000.00			Active - Pending approval by fp&c sent to BoR 2-5-19
SU - SHREVEPORT	Downtown Metro Building ADA Restrooms 3rd and 4th Floor upgrades		\$ 105,000.00			Active - Pending approval by fp&c sent to BoR 2-5-19
SU - SHREVEPORT						
SU New Orleans Deferred Maintenance Items						
SU-NEW ORLEANS	Campus sidewalk and parking lot upgrades / repairs for various locations on the Park Campus and Lake Campus - see maps		\$ 145,000.00			Active - Pending fp&c approval for designer and bidding
SU-NEW ORLEANS	Administration Building (S00301 i.d.) 2nd and 3rd floors mechanical Air Handler units replacement/upgrades.		\$ 250,000.00			Active - Pending fp&c approval for designer/planning and bidding.
SU-NEW ORLEANS	University Center 2nd & 3rd floor door replacements and painting of offices/restrooms/corridors.		\$ 57,000.00			Active - Pending Scope of Work to BoR from SUNO
	Total amount		\$8,399,368.66	State		Review budget amount and projects w/ Chris Herring of BoR
	Balance amount		\$631.34			review w/ BoR and FP&C

State Funding	
Act 4 of 2017	\$ 3,000,000.00
Act 4 of 2017	\$ 1,000,000.00
Act 29 of 2018	\$ 2,200,000.00
Act 29 of 2018	\$ 2,200,000.00
	\$ 8,400,000.00

Line of Credit was approved

SU System Campuses Old Deferred Maintenance Projects

agency	Project Name	WBS #	Project Budget	Funding Source	Approval Date	Comments
SU BR	T. H. Harris Hall Window Replacement	F.01001130	\$ 50,000.00	State	2016	Complete
SU BR	SUBR Gas Valve Replacement	F.01001912	\$4,028.00	State	2016	Complete
SU BR	Underground Gas and Water Line Repairs	F.01001068	\$4,250.00	State	2016	Complete
SUBR	T. T. Allain Hall ADA compliance	F.01001827	\$4,700.00	State	2016	Complete
SUBR	Drainage/Culvert Repair at Steptoe Road	F.01001073	\$ 499,960.00	State	2016	Completed - FP&C and DOTD
SUBR	Ravine Utility Line Erosion Control	F.01001794	\$ 1,221,407.00	State	2016	Active - pending completion by DOTD, FP&C, BoR
SUBR	Water Valve Replacement	F.01001305	\$287,631.35	State	2016	Complete
SUBR	Fan Coil Unit Repair James B Moore	F.01001895	\$67,987.79	State	2016	Complete
SUBR	James Lee Hall - Floor Tile Replacement	F.01001300	\$202,491.85	State	2016	Complete
SUBR	Cade Library - Fire Alarm Replacement	F.01001848	\$279,166.00	State	2016	Complete
SUBR	Cade Library - Elevator Repairs	F.01003716	\$15,000.00	State	2016	Complete
SUNO	Univ. Center Replace 3 Air Handling Units	F.01001020	\$265,775.00	State	2016	Complete Feb. 2019
SUNO	Roofing Replacement - University Center Building	F.01001863	\$494,400.00	State	2016	Complete Feb. 2019
SUNO	Roof Leaks & associated damage repair -Modular Buildings	F.01003665	\$29,772.10	State	2016	Completed
SUNO	Washington Library HVAC	F.01003719	\$298,295.00	State	2016	Completed
SUNO	University Center-Parking Lot Resurfacing, Sidewalk & lighting repairs	F.01003732	\$61,800.00	State	2016	Active - 95% Complete

SUNO	Electrical Underground Wiring Repairs & Outdoor Lighting	F.01003733	\$48,734.00	State	2016	Completed
SUNO	Mechanical Underground Piping Repairs	F.01003734	\$51,500.00	State	2016	Completed
SUNO	Maintenance Building Mechanical HVAC Controls & Equipment upgrades	F.01003791	\$ 95,082.00	State	2018	Active - design planning and bidding by fp&c - planning in progress
	Total amount		\$ 3,981,980.09			

SU System Campus Projects

agency	Project Name	WBS #	Project Budget	Funding Source	Approval Date	Comments
SU BR	T.T. Allain ADA Renovation (Consent Decree)	F.	\$ 1,010,000.00	State	2016	Completed
SU BR	A.W. Mumford (Consent Decree ADA)	F.	\$ 7,900,000.00	State	2016	Construction in project
SU BR	F.G. Clark Activity Center (Consent Decree ADA)	F.	\$ 7,450,000.00	State	2016	Construction in project
SU BR	Ravine Erosion Control & Road Improvements		\$ 10,000,000.00	DOTD	5/25/2017	Active - planning 100% - bidding is pending
SUBR	Tony Clayton Championship Plaza		\$ 465,000.00	SU Foundation	2017	Completed
SUBR	Frank Hayden Hall - Theatre seating and wheelchair lift upgrades		\$ 255,000.00	Title 3	Apr. 2016	completed
SUBR	Frank Hayden Hall - Theatre lighting upgrades		\$ 257,000.00	Title 3	Apr. 2016	completed
SUBR	Frank Hayden Hall - Theatre Lobby Restrooms Phase 1 upgrades		\$ 10,000.00	Title 3	Apr. 2016	Active - pending additional funding for planning & construction
SUBR	E. C. Harrison Street & sidewalk Replacement / Upgrades		\$ 404,000.00	Title 3	Apr. 2016	completed
SUBR	SU Police Station Renovation - project budget - 450,000		\$ -	Title 3	Apr. 2016	Active - pending funding for planning & construction
SUBR	School of Computer Science Renovation - phase 1 (H. L. Thuman Jr. Hall - East Complex)		\$ 248,000.00	Title 3	Apr. 2016	completed
SUBR	J. B. Moore Hall Hi-Tech Smart Classroom Renovation		\$ 300,000.00	Title 3	Apr. 2016	Active - construction 80% complete
	J. B. Moore Hall I. T. Renovation		\$ 450,000.00	Title 3	2018	Active - programing phase
SUBR	J. B. Cade Library 4th Floor Renovations		\$ 142,000.00	Title 3	Apr. 2016	completed
SUBR	B. A. Little Dr. Road upgrade at SUPD & TT Allain Hall		\$ 151,775.00	Title 3	2018	Active - 90% complete
SUBR	Music Building Annex - Music & Recording Studio		\$ 200,000.00	Title 3	2018	Active - planning phase
SUBR	New Science Complex - planning phase		\$ 56,000.00	Title 3	2017	Active - 90% complete
SUBR	W. W. Stewart Hall First Floor Renovations		\$ 330,000.00	Title 3	2018	Active - programing & planning phase
SUBR	W. W. Stewart Hall Auditorium Renovations		\$ 160,000.00	Title 3	2018	Active - programing & planning phase
SUBR	Information Center		\$ 2,423,784.00	Title 3 / State	2014	Active - planning phase & pending additional funding from DOTD
SU LC	Law Center Roof replacement		\$ 480,000.00	State	2016	Completed
SU AG	SUAG - A. O. Williams Hall Renovations - Phase 1 westside, ext. wall flashing and de-brick masonry		\$ 2,764,000.00	Fed. Gov. NIFA	2015	Active - 80% complete
SU AG	Horticulture Storage Building Renovation		\$ 275,000.00	Fed. Gov.	2003	Completed
SU AG	Pesticide Storage Building		\$ 250,000.00	Fed. Gov.	2003	Completed
SU AG	Multipurpose Building		\$ 1,492,444.00	Fed. Gov.	2003	Complete (furniture - pending)
SU AG	Equipment Storage Shed Building		\$ 90,000.00	Fed. Gov.	2003	Completed
SU AG	Child Development Center - code upgrades		\$ 218,300.00	Fed. Gov.	Apr. 2018	Complete
SU AG	Meat Technology Roof Replacement		\$ 212,400.00	Fed. Gov.	Apr. 2018	completed
SUSLA	Alphonse Jackson New Classroom Building		\$ 6,300,000.00	State	2015	Completed
SUSLA	Allen Building School of Nursing Renovation (Downtown Texas St.)		\$ 3,500,000.00	State	2016	complete 2019 (review basement project waterproofing July 2019 from major repairs funding)
SUSLA	New Dental Hygiene Learning Center		\$ 900,000.00	one time state funding	2015	Completed
SUSLA	HVAC upgrades, Install New Roof, Enhance Drainage.		\$ 192,710.00	Title III		Active - In Progress

SUSLA	Install keyless Entry Locks on MLK, Incubator and Metro Campus'		\$ 50,000.00	Title III		Active - Pending
SUSLA	Campus Building Directions Signage		\$ 15,000.00	Title III		Active - Pending
SUSLA	Install Energy Efficient External LED Lighting		\$ 85,000.00	Title III		Active - Pending
SUSLA	Renovate Admissions Office		\$ 10,000.00	Title III		Active - Pending
SUSLA	Renovate Bathrooms		\$ 50,000.00	Title III		Active - Pending
SUNO	Central Plant Building		\$6,097,000.00	FEMA	2015	completed
SUNO	School of Social Work Building		\$10,257,000.00	FEMA	2015	completed
SUNO	Natural Science Building		\$27,750,000.00	FEMA	2015	Active - 95% complete
	Natural Science 1st Floor interior build-out spaces		\$2,700,000.00	FEMA	2015	Active - planning phase
SUNO	Arts and Humanities Building	01-107-05B-13, Part TF	\$21,200,000.00	FEMA	2015	Active - 95% complete
SUNO	Education and Human Development Building		\$11,608,000.00	FEMA	2015	Active - under construction 60% complete
SUNO	Site Parking Lot Restoration Phase 1 & 2 - temporary fema trailers lake and park campus		\$ 2,154,846.00	FEMA	2015	Active - 75% complete-pending completion of new Ed. Building / Arts & Humanities building
SUNO	Demolition of existing New Science and Old Science Buildings - see fp&c for budget			FEMA	2015	Active - planning phase by fp&c (staffing to vacate buildings is pending) pending
Total amount			\$ 130,864,259.00			

\$ 8,400,000.00
 \$ 3,981,980.00
 \$ 130,864,259.00
 \$ 143,246,239.00

Grand total amount

Notes:

- Hurricane Katrina projects
- Hurricane Gustav repair projects
- Title III projects
- FEMA projects
- State projects
- Federal Government
- SU Foundation projects
- DOTD State projects



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

J. S. CLARK ADMINISTRATION BUILDING

3TH FLOOR

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

**OFFICE OF
FACILITIES PLANNING**

(225)771-2786 OFFICE

(225) 771-2922 FAX

Eli_Guillory@sus.edu

January 22, 2019

Southern University Laboratory School campus tour

SU System Office of Facilities Planning was asked to develop a brief program, scope of work and order of magnitude cost for the SU Lab School locker room(s) repairs/upgrades, elementary building(s) and parking lot upgrades.

The present locker room renovations upgrades budget cost will be \$80,000 as required of replacing the existing lockers, lightings, mechanical hvac repairs, flooring, painting and restroom/shower tile work replacement.

SU Laboratory School Elementary Building and north parking lot budget cost \$440,000

North parking lot – Sidewalk repairs, ADA upgrades & asphalt repaving/re-stripping: estimated cost \$55,000

SU Laboratory School Elementary Building (state I.D. S02152 - 3rd grade, technology, 4th grade and restrooms)

replacement of existing 1956 building design window system to be upgraded w/ a new insulated window glazing system to match the new high school window system as required to prevent water intrusion & air infiltration-cost +- \$65,000, upgrade existing doors/framing and hardware with new – cost +- \$15,000, rooms replacement of aged ceiling and lighting system with new – cost +- \$20,000. upgrade classrooms and restrooms mechanical hvac controls and system for proper operations – cost \$15,000.

SU Lab Highschool Building S02151 North/West 1st floor existing 1956 windows upgrades replacement of existing 1956 building design window system to be upgraded w/ a new insulated window glazing system to match the new high school window system as required to prevent water intrusion & air infiltration-cost +- \$65,000

SU Lab Elementary Building S02152 – 1st, 2nd and 5th grades classrooms upgrades Classrooms/hallways replacement of aged ceiling and lighting system with new – cost \$50,000 upgrade mechanical hvac controls and system for proper operations -cost +- \$25,000

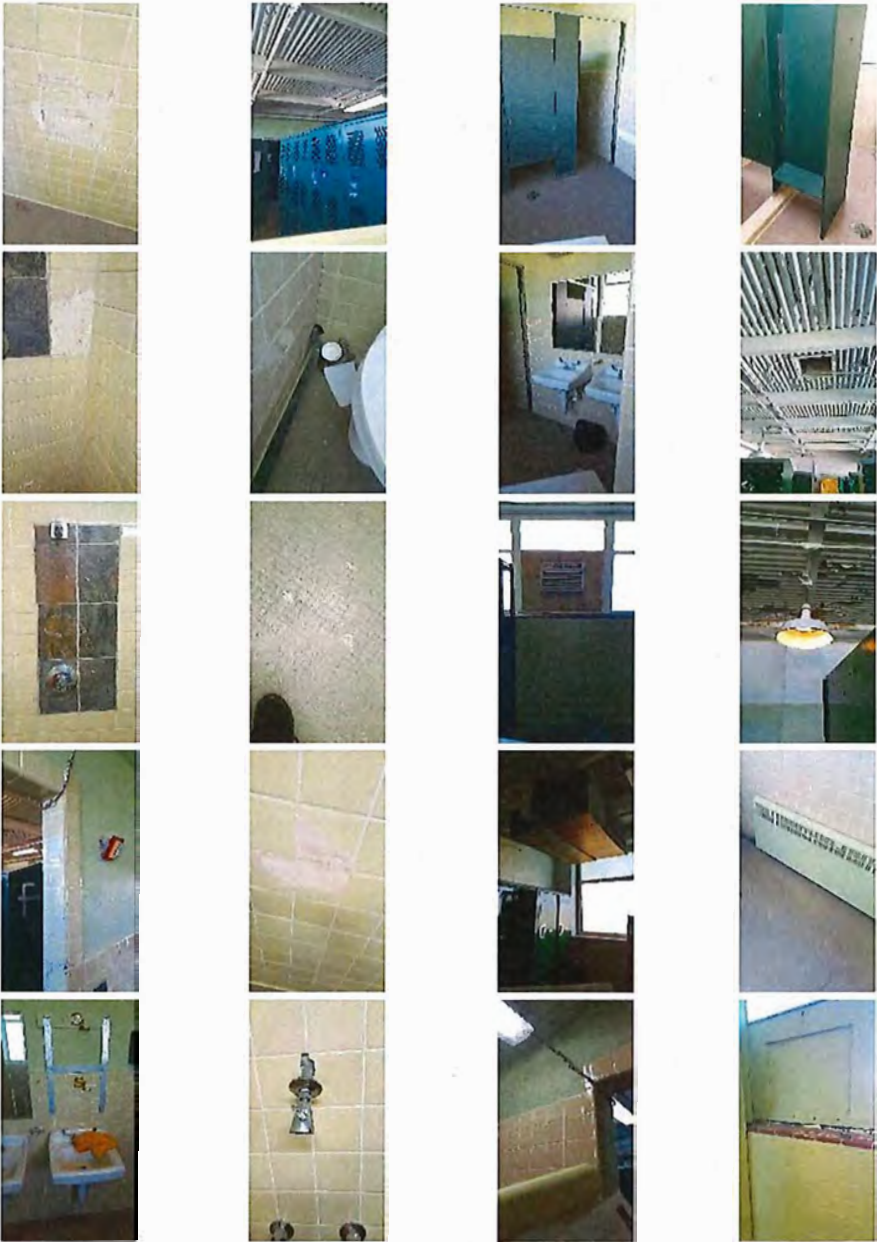
“Five Campuses, One Vision...Global Excellence”

WWW.SUS.EDU

SULAB Shower/Locker Room Renovations

Description of Building:

Built in the mid 1950's, Southern University Laboratory Schools' (SULAB) complex has undergone a number of improvements and enhancements over the years. After conducting a 'user needs survey' with the school's administrator (Mr. Herman Brister), the SUBR Facility Planning Unit gathered this data for developing a scope of work for the boys and girls shower/locker room renovations. The addressed categories are outlined as followed:

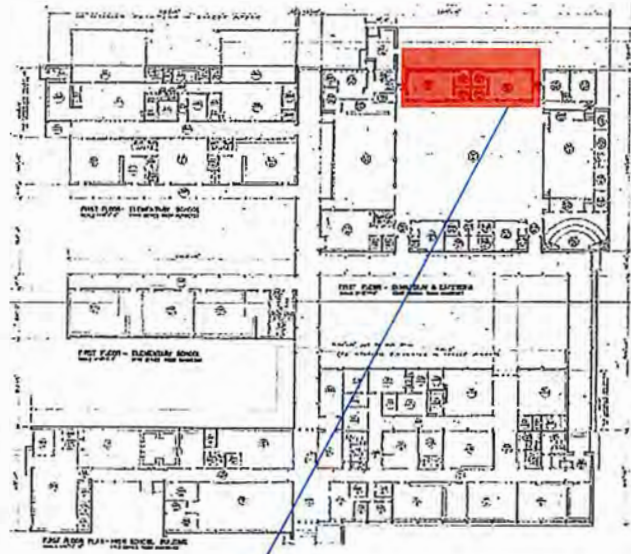


Pictures of boys and girls Shower/Locker/Toilet room

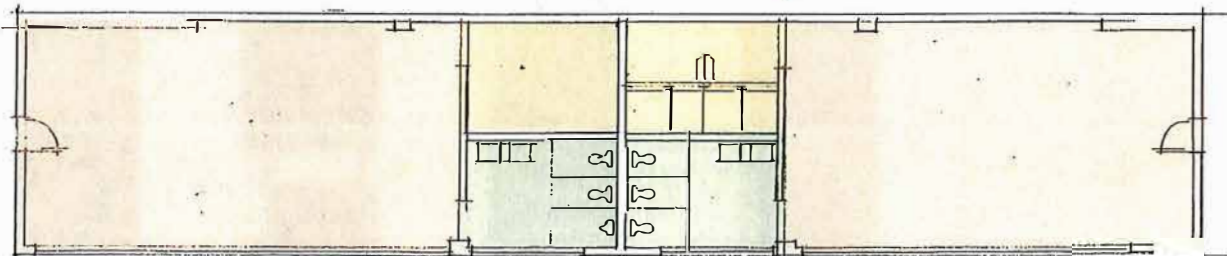
PRELIMINARY SCOPE OF WORK FOR SULAB BOYS AND GIRLS SHOWER/LOCKER/TOILET ROOM RENOVATIONS:
01/31/19



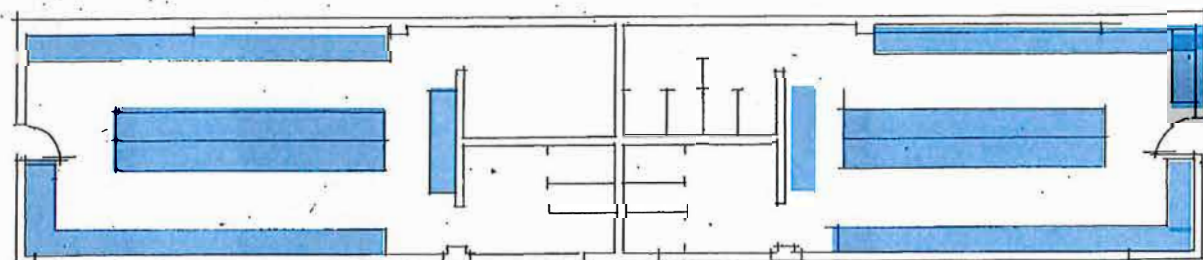
Site plan



Overall Footprint



Enlarged Plan



Locker Layout

Scope of Work:

The work to be done in the boys and girls shower/locker rooms shall consist of renovations to the interior walls, ceilings, doors, hardware, fixtures, accessories, flooring, furnishings, heating/cooling system, electrical and windows.

Ceilings:

Locker Room/Shower Room (Boys' and Girls')



- Sand all exposed metal decking at the ceiling location and all structural beams members.
- Apply rust inhibitor in areas where needed.
- Paint metal decking at ceiling height with two coats of paint (selected by owner)
- Apply sealer or equivalent to preserve all structural steel members.

Walls:

Locker Room (Boys' and Girls')



- Ensure that all existing lead-based painted walls are encapsulated prior to new priming or painting.
- Paint all walls with two coats of paint (selected by owner)
- Seal all stress lines and cavities in existing CMU before applying paint.

Shower Room (Boys' and Girls')



- Ensure that all existing lead-based painted walls are encapsulated prior to new priming or painting.
- Paint all walls with two coats of epoxy paint (selected by owner)
- Remove and replace existing wall tile with ECO friendly material for LEED recognition.
- Provide and install new slip resistant flooring that is ECO friendly material for LEED recognition.

Toilet Room (Boys' and Girls')



- Seal all wall penetrations where needed.

Interior Doors:

Locker Room/Shower Room (Boys' and Girls')



- Remove and replace existing boys' and girls' entry doors with new.
- Provide and install new door closures, locks and latches.
- Provide bottom jamb plates for damaged areas
- Sand metal frame of existing boys' and girls' entry.
- Ensure that all existing lead-based painted door frames are encapsulated prior to new door installation.

Windows:

Locker Room/Shower Room (Boys' and Girls')

- Ensure that all existing lead-based painted window frames are encapsulated prior to new priming or painting.
- Sand all window frames on interior of space.
- Apply rust inhibitor in areas where necessary.
- Apply sealer or equivalent to preserve all window frames on interior side.
- Re-caulk and seal all existing glazing where muttons or mullions are present.

Furnishings:

Locker Room/Shower Room (Boys' and Girls')

- Provide and install new double tier lockers to replace existing count. Ensure that lockers are fixed. [See locker layout above for placement.](#)
- Remove and refurbish existing benches using ECO friendly material.

Flooring:

Locker Room (Boys' and Girls')

- Apply recommended leveling compound to the existing concrete floor where necessary.
- Provide and install new slip resistant flooring that is ECO friendly material for LEED recognition.

Shower Room (Boys' and Girls')

- Provide and install new slip resistant flooring in wet area that is ECO friendly material for LEED recognition.


Toilet Room (Boys' and Girls')

- Provide and install new slip resistant flooring that is ECO friendly material for LEED recognition.

Mechanical:

Locker Room (Boys' and Girls')

- Remove, repair or replace existing HVAC mounted unit @ ceiling.
- Repair or replace existing HAAC mounted unit service lines.
- Provide and install all new unit support straps

Toilet Room (Boys' and Girls') 

- Remove, repair or replace existing wall heater.
- Repair or replace existing wall heater service lines.

Electrical:

Locker Room (Boys' and Girls') 

- Inspect all electrical wiring, conduits, outlets, and switches in locker rooms. Repair or replace if needed.

Shower Room (Boys' and Girls') 

- Remove and re-route all electrical devices from shower area to adjacent non-wet area.


Lighting:

Locker Room (Boys' and Girls') 

- Remove and replace existing light fixtures with new.

Shower Room (Boys' and Girls') 

- Remove and replace existing light fixtures with new.

Toilet Room (Boys' and Girls') 

- Remove and replace existing light fixtures with new.

Plumbing:

Toilet Room (Boys' and Girls') 

- Remove and replace existing plumbing fixtures with new energy efficient fixtures.
- Remove and replace existing plumbing accessories with new.
- Provide all preventative maintenance measures for all plumbing pipes to ensure all pipes are clear and unclogged.
- Provide all new toilet stall accessories

Plumbing Usage Chart:

TYPE OF PLUMBING FIXTURE	STANDARD WATER USAGE	WATER SENSE LABELED
Residential toilets	1.6 gallons per flush	1.28 gallons per flush
Shower heads	2.5 gallons per minute	2.0 gallons per minute
Bathroom faucets	2.2 gallons per minute	1.5 gallons per minute
Commercial toilets with flush-o-meter-valve	1.6 gallons per flush 1.0 gallons per flush 1.6 gallons per minute	1.28 gallons per flush, but no less than 1.0 gal/flush 0.5 gallons per flush
Urinals	Time-based or manual controls	1.28 gallons per minute
Pre-rinse spray valves in commercial kitchens	Pressure and water flow at the nozzle are determined by the water supply	

In summary, the content provided is an overview of the boys' and girls' shower/locker room physical deficiencies for Southern University Laboratory School (SULAB), particularly, the boys' and girls' shower/locker/toilet room areas. The deterrents identified included the following: ceilings; mechanical; lighting; walls; interior doors; windows; flooring and systems. If there is the need for possible abatement, this shall be determined by an expert in that designated field. During any renovation process, becoming more energy efficient is a key goal for conserving university dollars, and shall be examined if applicable. This preliminary scope of work should be perused by the Executive Director of Facility Services and Director of Facility Planning prior to being finalized and released for quality control and assurance of assessment.

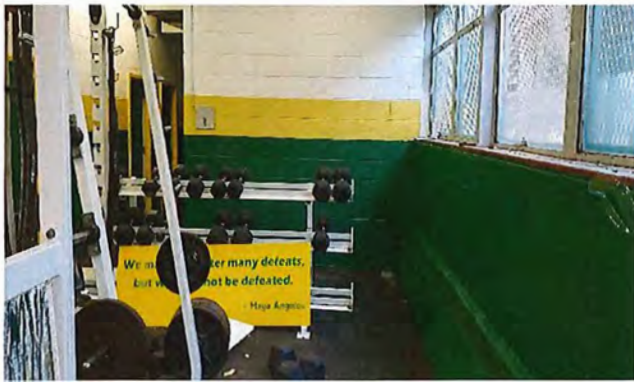
Southern Lab high school updates and preliminary scope of work

WEIGHT ROOM:

Physical Plant have devised a scope and are working on noted upgrades and to insure all student athletes have an opportunity to grow mentally and physically



Weight room Before



Weight room now painted 90% completed

BANDROOM:

Southern lab band room will be painted, once the work inside the weight room has been satisfied. Heating has been restored and several other noted issues will be addressed inside the scope of work.

PRESSURE WASHING:

Efforts to clean noted areas have unquestionably made a difference in the appearance of the school. Physical plant has identified work to be scheduled for summer projects and materials have been ordered in advance.



BEFORE



AFTER

GROUNDS MAINTENANCE:

Physical Plant has provided fulltime grounds maintenance on the Southern Lab campus and are currently working to compile a weekly schedule which will address the needs and future needs of the campus landscape



WEEK 1

Southern University and A&M College System
SU Laboratory School projects

Eli G. Guillory III Jan. 24, 2019

<u>agency</u>	<u>Project Name</u>	<u>Project Budget</u>	<u>Funding Source</u>	<u>Approval Date</u>	<u>Completion Date</u>	<u>Comments</u>
SU Lab School	Electrical repairs to classrooms	\$ 24,000.00	State	2006	2006	need to upgrade existing electrical system that was installed in 1957
SU Lab School	Gym flooring installation, repairs and painting	\$ 35,000.00	State	2006	2006	
SU Lab School	High School Mechanical HVAC repairs to existing hall way units and classrooms Phase 1	\$ 350,000.00	State	2007	2007	need to upgrade this aging mechanical system.
SU Lab School	Gym. Restrooms repairs	\$ 82,000.00	State	2007	2007	
SU Lab School	School restrooms repair/upgrades	\$ 31,000.00	State	2007	2007	
SU Lab School	High School Mechanical HVAC repairs to existing hall way units and classrooms Phase 2	\$ 350,000.00	State	2008	2008	need to upgrade this aging mechanical system.
SU Lab School	School Gym. Doors repairs/upgrades	\$ 32,000.00	State	2008	2008	
SU Lab School	Math Lab upgrades	\$ 16,000.00	State	2008	2008	
SU Lab School	Gymnasium new Mechanical HVAC system	\$ 250,000.00	State	2009	2009	
SU Lab School	School plumbing repairs	\$ 20,000.00	State	2012	2012	need to make additional upgrades
SU Lab School	I. T. Data upgrades to classrooms	\$ 6,000.00	Title III	2012	2012	
SU Lab School	High School mechanical hvac upgrades and re-roofing	\$ 867,000.00	State	2011	2013	need to make additional upgrades
SU Lab School	New ADA restrooms, ramp and windows on the high school south	\$ 784,000.00	State	2015	2017	
SU Lab School	Re-roofing of pre-k building	\$25,000	State	2017	2017	
SU Lab School	Locker Room upgrades	\$ 80,000.00	State	2019		

	Total amount	\$	2,952,000.00			

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

RECEIVED

FEB 01 2018

Office of the Executive Vice President
for Academic Affairs and Provost

February 1, 2019

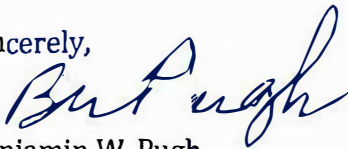
Dr. James Ammons
Executive Vice President/Executive Vice Chancellor
Southern University
Baton Rouge, LA 70813

Dear Dr. Ammons:

We are transmitting information relative to campus safety and security on the Baton Rouge campus, per Board Member Raymond Fondel's request.

If you have any questions or require additional information, please contact me at 3-5021.

Sincerely,



Benjamin W. Pugh
VICE CHANCELLOR FOR FINANCE AND ADMINISTRATION



University Police Department
P. O. Box 10719
Baton Rouge, Louisiana 70813

Voice: (225) 771-2770
FAX: (225) 771-3263
E-mail: police@subr.edu

January 8, 2019

Mr. Pugh,

It is with great pleasure that I present you with the great news of what's going on in the Southern University Police Department (SUPD). 2019 will be a great year at Southern University, as we add to our tools for keeping our campus safe and secure.

AXON BODY CAMERAS

The SUPD has purchased Axon Body Cameras – These cameras will allow for transparency when it comes to Officer Safety and the safety of the campus community. These cameras are the top rated cameras used by law enforcement across the country. Tasers were also purchased to upgrade the 10 year old Tasers that the department currently has. Tasers allow for the use of less than lethal force in dangerous encounters. While striving to improve on using the latest technology, the body cameras will be activated when the Taser is removed from its holster. In addition, all Officers on scene cameras will be activated to record the encounter. On Friday 01/11/19. The department was trained on the use of the body cameras and each officer issued a body camera.

MOTOROLA DIGITAL RADIOS

We are excited to have purchased Motorola Digital Radios to replace the soon to be unsupported 1st generation digital radios. These state of the art radios ensure reliable communications in routine and emergency situations. These radios also afford us the ability to communicate directly with outside law enforcement agencies. This would be particularly useful in the event of a major incident on the campus. In addition, we are able to communicate with the SUSLA Campus Police Department as well as the SUNO Police Department. If mobile communications are lost during a disaster, these radios will allow for us to still have communication with each other.

POLICE VEHICLES

In the past we have been fiscally responsible by obtaining used vehicles. Recently, we have been fortunate through our good working relationship with LSUPD to obtain 3 of their used police vehicles and one used vehicle from EBRSO. These vehicles were presented to us at no cost to the University. The Units are already outfitted with lights, sirens and radios thus, saving us thousands of dollars in equipment and labor cost.

PULL STATIONS

Our biggest accomplishment is the replacing of campus call boxes that were non- functioning, with Pull stations. These pull stations provide instant notification to the Police Department 24/7. Each pull station is monitored by a camera that watches the immediate area at all times to allow for a view of incidents and descriptions of subjects involved.

"To Serve and Protect the University Community"

EMERGENCY 24

In addition to the Jags Safe App we have added an additional emergency response system, Emergency 24. This system allows for communication between the University and all persons that receive messages from the University. Once a message has been sent, we now can allow a person to ask a question and receive a response with this system.

FIRST AID KITS

We received a grant to purchase first aid kits for the police units. We are working with a company to secure kits that can be used in the event of an active shooter.

PARKING

We are striving to improve parking on campus. We will be adding parking meters and implementing a parking app scheduled for the month of March.

LICENSE PLATE READERS

In the month of October our License Plate Reader recorded 142,408 reads. This is the highest number of reads for the year. We have started the process of installation of two additional readers to be strategically placed on the campus. The installation should be complete by late February. We will keep striving to keep our campus community a safe and secure campus community.

GATES

A quote has been received for the repairs to the damaged gates on Swan Ave. Funding has been identified to support this initiative and a purchase order should be issued prior to the February 21, 2019 Board meeting.

ADDITIONAL OFFICERS

There are tentative plans to hire six (6) additional Police Officers in the upcoming 19-20 fiscal year.

EMPLOYEE APPRECIATION AWARD

Chief Joycelyn Johnson was recently recognized as Employee of the Year within the Office of the Vice Chancellor for Finance and Administration. She continued to perform her duties in a highly professional manner.



UPDATED
BODY CAMERAS



**SOUTHERN
UNIVERSITY**
AND AGRICULTURAL & MECHANICAL COLLEGE

UPDATED

DIGITAL RADIOS



**SOUTHERN
UNIVERSITY**

AND AGRICULTURAL & MECHANICAL COLLEGE



**UPDATED EMERGENCY
CALL BOXES**



DONATED VEHICLES



**SOUTHERN
UNIVERSITY**
AND AGRICULTURAL & MECHANICAL COLLEGE



Finance Committee

FINANCE COMMITTEE
(Following the Facilities and Property Committee)
Thursday February 21, 2019
Jesse N. Stone Lecture Hall
3050 Martin Luther King Jr. Drive
Shreveport, Louisiana

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Item(s)
 - A. Request Approval of Athletic Budget Subsidy (SUBR)
 - B. Request Approval of Memorandum of Understanding between the Southern University System and Enterprise Partners for the purpose of developing, operating and managing two programs: (A) The SU Corporate Center of Excellence for Strategy and Solutions (SUCCESS) a Center of Excellence in Cybersecurity Training and Certification and (B) The SU Center for Corporate Strategy Solutions (SUCCESS) a Center of Excellence for Federal Procurement Services (X CORP Initiative)
6. Informational Item
 - A. Interim Financial Report as of January 30, 2019
7. Other Business
8. Adjournment

MEMBERS

Dr. Leon R. Tarver-Chair, Mr. Richard Hilliard-Vice Chair
Dr. Leroy Davis, Dr. Curman L. Gaines, Mr. Sam Gilliam, Mrs. Arlanda Williams,
Atty. Domoine D. Rutledge- Ex Officio



VICE CHANCELLOR FOR FINANCE
AND ADMINISTRATION
P. O. BOX 9212
PHONE (225) 771-5021
FAX (225) 771-2018

February 6, 2019

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

Dear Dr. Belton:

Per your request, the Office of the Vice Chancellor for Finance and Administration has engaged in a review of Athletic revenue and expenses to determine if the current direct institutional support from the Southern University – Baton Rouge (SUBR) general fund for Athletics is equitable, compared to other state supported Athletic programs.

There are a number of financial variables that impact Athletics that are not controllable by the Athletic administration. Non-mandatory transfers (*Direct Subsidies*), home game ticket sales, student tuition and fees, overall student enrollment, scholarship cost, and escalating insurance cost are just a few of the factors that can negatively impact the “**bottom line**” of an Athletic budget.

Tuition and fees have averaged an annual increase of 5% on the Baton Rouge campus over the last five years. Unfortunately, student athletic fee income has not changed while scholarship cost continues to escalate in direct correlation with the fee increases. Schedule A (*see attached*) clearly depicts the rising cost of athletic scholarships and the potential effect on this year’s Athletic budget.

A review of a BOR generated report (Schedule B) for FY 17 clearly illustrates SUBR lagging behind every four year University in the state except for Nicholls State and UNO (*which does not support a football program*) in Direct Institutional Support. It should be noted that the amount shown in the report is inflated by \$158,000 which comes from a non-general fund source of funding.

This schedule also reveals that SUBR is last in the state in student aid to athletes, with the exception being UNO which does not support a football program. I have been informed by Roman Banks, Athletic Director, that SUBR will soon have to support additional scholarships after our NCAA probation ends.

I would be remiss if I did not bring to your attention the continued escalation of insurance and medical expenses, fringe benefit cost and game-day operational expenses.

While recognizing the need for fiscal accountability within our Athletic department, University administrators cannot discount the negative effect that these variables have on our program. We have not even ventured to discuss ticket sales revenue which is stagnant due to attendance shortfalls and adverse weather conditions.

I fully support and recommend an increase of \$625,159 for a total of \$3,000,000 in Direct Institutional Support from the General Fund. This year's funding is derived from a combination of one-time non-recurring revenue and projected year-end balances.

The Athletic Director has assured me that he and his staff will continue to identify strategies to maximize revenue and control expenses to ensure a balanced year-end budget.

If you have any questions or require additional documentation, please let me know.

Sincerely,



Benjamin Pugh

VICE CHANCELLOR FOR FINANCE AND ADMINISTRATION

cc: Flandus McClinton, System Vice President for Finance and Business Affairs
Roman Banks, Director of Athletics

Schedule A

Southern University Athletic Scholarships
Fiscal Years 2014-2019

SCHOLARSHIP AWARDS	FISCAL YEAR(s)					2018-2019 *
	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	(Current Fiscal Year)
Budgeted Scholarships	\$ 1,999,091.00	\$ 2,020,000.10	\$ 2,533,480.71	\$ 2,542,637.14	\$ 2,426,201.00	\$ 2,741,700.00
Scholarships Awarded	1,999,499.98	2,115,408.58	2,217,575.77	2,421,001.54	2,741,700.84	1,475,215.16 *
Difference	(408.98)	(95,408.48)	315,904.94	121,635.60	(315,499.84)	
Increase from Prior Year		115,908.60	102,167.19	203,425.77	320,699.30	
% of Change		0.05	0.05	0.08	0.12	

* Spring 2019 scholarships have not been recorded.

Schedule B

**Legislative Auditor - NCAA Report
June 30, 2017**

	GSU	LTU	MSU	NISU	NSU	SIU	ULL	ULM	UNO	SU	Total
Revenue											
Ticket Sales	1,377,036	1,661,800	1,100,104	217,133	310,192	526,481	2,634,747	783,222	99,758	1,606,947.92	10,317,421
Student Fees	1,050,050		417,894	2,570,378	2,002,868	2,408,769	454,141	317,695	1,433,631	2,503,658.96	13,159,085
Direct Institutional Support	2,837,395	8,657,387	5,334,516	2,510,042	5,294,205	6,773,451	11,593,282	6,682,455	2,339,885	2,533,185.70	54,555,804
Indirect Inst support - debt service, lease, and rental		604,384					630,415				1,234,799
Less - transfer to institution						(174,370)			167,968		(6,402)
Indirect Institutional support		1,425,259	636,328	163,378	862,824	223,975	122,536	213,366			3,647,666
Guarantees	1,019,000	1,949,500	698,374	1,296,000	975,670	965,200	1,581,131	2,972,469	654,000	805,470.00	12,916,814
Contributions	364,610	5,928,894	1,463,993	813,446	1,120,657	1,004,647	6,231,953	958,117	187,129		18,073,446
In-kind		63,705	93,906	243,603	63,929	200,396	240,936	146,438			1,052,913
Media Rights		185,606	3,578			1,670	40,076		2,154		233,084
NCAA distributions	149,230	1,885,668	911,665	522,010	1,441,008	1,167,262	1,769,396	1,865,830	497,468	337,029.00	10,546,566
Conference distributions		1,473,759	8,750			92,579	1,253,737	1,334,889			4,163,714
Program, novelty, parking, and concession sales	104,356	155,172	155,775	23,222	34,873	299,994	471,521	57,261	69,845	325,005.00	1,697,024
Royalties, licensing, advertisements, and sponsorships	50,461	223,841	809,627	67,539	1,176,057	1,142,113	944,757	594,499	253,562	65,684.18	5,328,140
Sports camp revenues				10,060	97,130	910					108,100
Athletics restricted endowment and investment income		33,373	2,901		197,502	235,766	15,500	1,534			486,576
Bowl Revenue	702,200	431,859					252,287				1,402,346
Other operating revenue	199,273	42,488	17,379	26,830	30,235	159,125	90,504	204,649	81,595	65,327.61	917,406
Total operating revenues	7,853,611	24,722,695	11,654,790	8,463,641	13,607,150	15,027,968	28,326,919	16,132,424	5,786,995	8,258,308	139,834,501
Expenses											
Athletic student aid	2,667,853	6,663,599	3,941,410	2,938,456	4,821,563	4,718,176	6,269,657	4,144,923	1,626,567	2,421,001.54	40,213,206
Guarantees	89,000	1,082,583	119,896	84,385	122,990	53,949	431,661	320,000	26,138	23,500.00	2,354,102
Coaching salaries, benefits, and bonuses	2,158,022	4,675,036	2,099,652	1,970,099	2,228,994	2,379,080	6,157,115	3,810,082	1,236,391	2,381,720.00	29,096,191
Support staff/admin comp, benefits, and bonuses	1,011,790	2,163,860	1,254,611	855,089	1,253,094	2,081,610	3,413,719	1,940,275	817,822	808,820.19	15,600,690
Severance payment			27,923	45,240		64,280	48,529		12,147	50,045.00	248,164
Recruiting	68,325	335,854	201,214	96,312	219,370	163,509	405,368	193,774	91,753	57,209.80	1,832,689
Team Travel	1,407,398	1,977,380	960,387	706,175	921,465	1,032,526	1,551,300	1,458,143	597,959	883,472.88	11,496,206
Sports equipment, uniforms, and supplies	518,551	1,581,991	573,096	309,985	487,101	411,028	1,105,316	501,757	339,331	368,275.95	6,196,432
Game expenses	150,369	547,301	355,667	208,911	235,487	257,944	1,749,876	1,287,917	244,978	558,911.50	5,597,362
Sport Camp Expenses				1,856	56,612					10,346	68,814
Fundraising, marketing, and promotion		323,135	188,240	105,416	472,597	749,464	762,840	198,012	60,484		2,860,188
Spirit groups	211,168			574		2,500	250		10,481	19,331.00	244,304
Athletic facilities debt service, leases, and rental fees	29,636	604,384	435,431	4,014		64,674	1,484,556	314,159		1,329,470.85	4,266,325
Direct overhead and administrative expenses		496,751	311,856	509,611	302,520	281,971	1,276,088	445,127	77,101	275,342.83	3,976,368
Indirect Institutional support		1,425,259	200,897	163,378	862,824	223,975	93,462		167,968		3,137,763
Medical expenses and insurance	255,438	385,289	329,312	182,621	158,400	369,152	952,036	387,663	141,178	264,044.53	3,425,134
Memberships and dues	87,789	343,739	91,409	48,908	51,154	49,782	104,219	157,841	43,711	39,045.00	1,017,597
Bowl Expenses	140,986	462,605					464,004				1,067,595
Student-athlete meals (non-travel)	79,864	226,494	156,273	26,608	45,862	80,239	223,927	165,318	35,716		1,040,301
Other operating expenses	1,142,870	533,221	405,742	68,990	316,787	476,310	914,496	156,786	246,924	304,541.00	4,566,667
Total operating expenses	10,019,059	23,828,481	11,653,016	8,326,628	12,556,820	13,460,169	27,408,419	15,481,777	5,786,995	9,784,732	138,306,096
	-2,165,448	894,214	1,774	137,013	1,050,330	1,567,799	918,500	650,647	0	-1,526,424	1,528,405



X CORP AND SOUTHERN UNIVERSITY "PARTNERING TO BUILD CAPACITY"

SOUTHERN UNIVERSITY SHORT-TERM AND LONG-TERM GOALS

- Diversify revenue stream to create a new funding source
- Boost funding through the funding model by serving non-traditional students;
- Create strategic relationships with the federal government and defense contractors;
- Meet workforce needs;
- Grow the University's brand;
- Offer degrees, as a long-term goal, in cyber security; and
- Provide research and professional development opportunities for faculty to prepare them to offer certification training.

X CORP AND SOUTHERN UNIVERSITY "PARTNERING TO BUILD CAPACITY"

X CORP Cyber Security Center of Excellence

- Located in Quantico Corporate Center in Stafford, Va.
- 30,000 square feet facility with 3 floors
- Home to leading defense and technology companies
 - 21 Federal agencies
 - 41 high tech government contractors



X CORP AND SOUTHERN UNIVERSITY "PARTNERING TO BUILD CAPACITY"



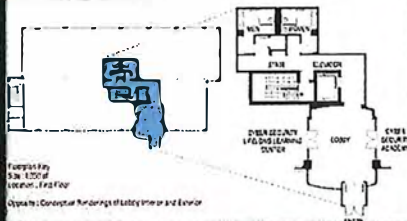
X CORP AND SOUTHERN UNIVERSITY "PARTNERING TO BUILD CAPACITY"

First Floor reserved for an Institution of Higher Education to provide:

- Training and educational opportunities
- Certifications
- Real world experience in cyber security

LOBBY

The X Corp Cyber Center boasts a polished entry of glass doors paired with a ceiling array of LED lighting. The striking form of the windows on the facade reflects the flow of data and information cordoned into the lobby. So, the areas can be located on either side of the lobby and open onto a shared testing area.



X CORP AND SOUTHERN UNIVERSITY "PARTNERING TO BUILD CAPACITY"

Second Floor contains:

- Sensitive Compartmented Information Facility
- Used to process and protect sensitive and classified information
- Guards against electronic surveillance data leakage
- Provide realistic environment for cyber training and software testing





X CORP AND SOUTHERN UNIVERSITY "PARTNERING TO BUILD CAPACITY"

Southern University will offer:

- Certificate Training
- Continuing Education
- Online Classes
- Evening Seminars and Workshops
- Recording Studios for Instructors
- After school Programs
- Summer Camps
- Contracting and procurement with federal agencies and defense contractors

The image is a promotional graphic for a partnership between X Corp and Southern University. It features a dark background with a gradient of colors at the top. The title is in large, bold, yellow letters. Below the title, the text 'Southern University will offer:' is followed by a list of services. To the right of the list, there are four small images arranged in a 2x2 grid. The top-left image shows a modern interior space with people sitting at a table. The top-right image shows a large building at night with many windows lit up. The bottom-left image shows a modern interior space with a large window and a person sitting at a desk. The bottom-right image shows a large building at night with many windows lit up.

X CORP AND SOUTHERN UNIVERSITY "PARTNERING TO BUILD CAPACITY"

Southern University will:

- Lead in the area of Cyber Security
- Expand its brand with federal agencies and government contractors
- Provide opportunities for faculty and students
- Develop university programs in computer science, business and engineering



STATE OF LOUISIANA

PARISH OF EAST BATON ROUGE

AGREEMENT TO CONDUCT PROGRAMS AND TO PROVIDE SPACE

This Agreement to Conduct Programs (this "Agreement") is entered into effective the 1st of _____, 2019 by and between:

BOARD OF SUPERVISORS OF SOUTHERN UNIVERSITY AND AGRICULTURAL AND MECHANICAL COLLEGE ("SU"), a Louisiana public constitutional corporation domiciled in the Parish of East Baton Rouge, State of Louisiana, with a mailing address of P. O. Box 9562, Baton Rouge, Louisiana 70813, herein represented by Dr. Ray L. Belton, its President-Chancellor, duly authorized by virtue of a resolution of the Board of Directors of said corporation,

and

SU FOUNDATION ENTERPRISE PARTNERS ("Enterprise Partners"), a Louisiana nonprofit corporation and wholly-owned subsidiary of the Louisiana nonprofit corporation, **SOUTHERN UNIVERSITY SYSTEM FOUNDATION ("Foundation")**, a Louisiana nonprofit corporation domiciled in the Parish of East Baton Rouge, State of Louisiana, with a mailing address of J. S. Clark Administration Building, 3rd Floor, G. Leon Netterville Drive, Baton Rouge, Louisiana , herein represented by _____, its duly authorized representative by virtue of a resolution of the Board of Directors of said corporation,

Hereinafter the Board of Supervisors of Southern University and Agricultural and Mechanical College and SU Foundation Enterprise Partners, each a "party" and sometimes collectively referred to as the "Parties"

for the purpose of developing, operating and managing two programs (the "Programs"): (1) the Southern University Center for Corporate Strategy Solutions ("SUCCESS"); and (2) the Center of Excellence for Federal Procurement Services.

NOW, THEREFORE, the Parties agree as follows:

WHEREAS, SU has constitutional management and supervisory authority over the institutions placed by statute under its authority (the "Southern University System");

WHEREAS, the Southern University System has a diverse enrollment and is a leader in graduate and undergraduate level education through quality four-year (4-year), graduate, professional and research programs among its five Louisiana campuses, including a law center and an agricultural and extension center;

WHEREAS, the Southern University System is a multi-campus, State of Louisiana University System continually building upon a legacy of providing opportunity to students from all walks of life;

WHEREAS, the Southern University System's mission is to further develop and fortify its land grant purpose with emphasis on appropriate access and delivery of quality instruction, problem-solving, high-impact research, extension, and service;

WHEREAS, the Southern University System values excellence in teaching, research, and public service, and is committed to providing a safe environment conducive to learning and operating in accordance with the highest standards of management and efficiency;

WHEREAS, the creation of the Foundation is authorized by Louisiana Revised Statute 17:3390 as a private, nonprofit corporation organized to support the Southern University System, and the Louisiana legislature has determined that private support enhances the programs, facilities, and research and educational opportunities offered by public institutions of higher education in Louisiana;

WHEREAS, the mission of the Foundation is to secure financial support for each of the five (5) campuses of the Southern University System and to provide broader educational advantages for SU's students, encourage research among SU's faculty, and advance the Southern University System's role in helping to build an increasingly functional Louisiana;

WHEREAS, Louisiana Revised Statute 17:3390 encourages SU to promote the activities of the Foundation;

WHEREAS, the Foundation created SU Foundation Enterprise Partners as a Louisiana nonprofit corporation for the express purpose of assisting the Southern University System to develop innovative academic and strategic programs with the capacity of generating alternative revenue streams for the Foundation and for Southern University System;

WHEREAS, the Foundation is the sole member of SU Foundation Enterprise Partners and appoints the members of the Board of Directors of SU Foundation Enterprise Partners;

WHEREAS, the Southern University System and Foundation, itself or through Enterprise Partners, endeavor to establish two new programs: (1) the Southern University Center for Corporate Strategy Solutions ("SUCCESS") and (2) the Center of Excellence for Federal Procurement Services.

WHEREAS, it is contemplated that the Southern University Center for Corporate Strategy Solutions ("SUCCESS") will be located at the facility to be known as the Cyber Security Center of Excellence developed by X Corp Solutions, LLC in the Quantico Corporate Center ("QCCS") in Stafford, Virginia;

WHEREAS, the Cyber Security Center of Excellence is currently under construction and is expected to be an integrated working and training cyber security facility;

WHEREAS, according to the Cybersecurity Training Initiative for Veterans in Virginia, there are “17,000 open cyber jobs in Virginia to highlight the large gap in qualified workforce for this industry and need for more university training;”

WHEREAS, Enterprise Partners endeavors to lease space in X Corp's Cyber Security Center of Excellence to operate a cybersecurity program, which will include classrooms and administrative space to support the Southern University System’s needs; and

WHEREAS, Enterprise Partners anticipates engaging the services of outside consultants to advise the Southern University System regarding academic and strategic opportunities for furthering the academic and research mission of the Southern University System;

NOW, THEREFORE, the Parties agree as follows:

1. TERM. The term of this Agreement shall be ten (10) years beginning _____ 1, 2019 (the "*Term*") and ending _____, 2029; provided, however, that either party may cancel this Agreement in the event that the Deed of Lease by and between Quantico Tenant Choice, L.L.C. as Landlord and Southern University Foundation Enterprise Partners, L.L.C. as Tenant (herein the "*Deed of Lease*") terminates.

2. LEASE AND SUBLEASE. Enterprise Partners will enter into the Deed of Lease to lease space for the benefit of itself and SU at the Cyber Security Center for Excellence, based on terms mutually agreeable to X Corp Solutions, SU and Enterprise Partners. The Parties agree that Enterprise Partners will sublease to SU 4,999 square feet of space in X Corp's Cyber Security Center of Excellence facility for an annual rental of \$200,000 to be paid by SU to Enterprise Partners each year on a date mutually acceptable to the Parties. The Parties agree that said sublease shall provide that the rental amount shall not escalate during the term of the sublease, and SU shall have no obligation for any expenses of maintenance, utilities, upkeep, janitorial, security or furnishings, all of which expenses will be borne by Enterprise Partners, itself, or through its Lessor, Quantico Tenant Choice, LLC.

3. PROGRAMS. Enterprise Partners will assist the Southern University System to establish, manage, and operate two programs (the "*Programs*"): (1) the Southern University Center for Corporate Strategy Solutions (*SUCCESS*) and (2) the Center of Excellence for Federal Procurement Services.

4. CONSULTANTS. For the benefit of SU, Enterprise Partners will engage consultants to advise Enterprise Partners and SU regarding academic and strategic opportunities for furthering the academic and research mission of SU, including but not limited to the development of a Southern University Center for Corporate Strategy Solutions (*SUCCESS*) and the Center of Excellence for Federal Procurement Services. It is anticipated that the Center of Excellence for Federal Procurement Services will perform the following services:

- a.** Target federal and industry opportunities;
- b.** Prepare RFIs/RFQs;
- c.** Respond to federal and industry opportunities;

- d. Institute procurement processes, tools and procedures;
- e. Conduct federal acquisition training;
- f. Administer contracts;
- g. Properly status and invoice all contractual concerns; and
- h. Enable a "Fee for Service" (similar to GSA's Aliant/OASIS/FEDSIM – to charge potential new customers a "Fee" for administering their procurements (items (a) through (h) above).

5. COST SHARING. Enterprise Partners will facilitate the cost sharing of these services between the SU and X Corps or other third party. Southern University Center for Corporate Strategy Solutions and The Center for Excellence for Federal Procurement Services will work with X-Corps or other third party in securing opportunities for training and certifications in the Cybersecurity programs from the private sector and Federal agencies. Additionally, the Parties will solicit contracting opportunities as teaming partners.

6. GOVERNANCE. The Board of Directors of SU Foundation Enterprise Partners shall be appointed by the Southern University System Foundation consistent with the Articles and By-laws of the two organizations and shall include the appropriate Southern University System representation as determined by the Foundation; provided, however, the governance of Enterprise Partners should include the Executive Vice President of the Southern University System, the Dean of the College of Business and the Director of the Office of Governmental Contracting Services.

7. PROGRAM MANAGEMENT. The Southern University Center for Corporate Strategy Solutions (SUCCESS) and the Center of Excellence for Federal Procurement Services shall be managed by SU faculty, staff, and administrators.

The Center of Excellence for Federal Procurement Services will enter into a teaming venture with X-Corps to engage in RFI, RFQ's and other business opportunities in federal contracting and grants. The team will also partner with other small and large businesses in the private sector. These opportunities will fit into the core competencies of the university and generate revenue and funding for the institute.

8. ADMINISTRATIVE FEE. SU Foundation Enterprises Partners shall receive an administrative fee equal to twenty (20%) percent on all fees, grants and funds generated by Southern University Center for Corporate Strategy Solutions (SUCCESS) and SU Center of Excellence for Federal Procurement Services;

9. DEPOSITS OF FEES, GRANTS, AND FUNDS. All fees, grants, and funds generated by the Programs shall be owed to and deposited directly into an Enterprise Partners account. All expenses incurred by Enterprise Partners related to the housing, operation and support of the Programs, including but not limited to the administrative fees earned by Enterprise Partners pursuant to Section 8 above and all rental, consulting fees, personnel costs, program operation, legal and accounting expenses, and all other expenses incurred by Enterprise Partners to operate the Programs, shall be paid by Enterprise Partners from this account. After all such Enterprise

Partners expenses and fees are paid, the net remaining funds generated by the Programs shall be used by Enterprise Partners to support SU at SU's discretion. The amount of such net remaining funds shall be calculated at the end of each calendar year by Enterprise Partners and shall be used to support SU, as agreed to by the Parties and directed by SU. The process of invoicing and billing must adhere to and follow federal guidelines in the proposal and award schedules.

10. POLICIES AND PROCEDURES. The Parties will develop more specific policies and procedures to further govern their relationship and the daily operation of the Programs undertaken by the Parties.

11. INSURANCE AND INDEMNIFICATION.

- a.** Throughout the Term of this Agreement, SU shall maintain insurance for bodily injury, death, or property damage arising from the operations of the SU under this agreement with minimum limits of liability in the amount of Two Million and No/100 Dollars (\$2,000,000.00) per occurrence. Enterprise Partners shall be an additional insured on this policy. A certificate evidencing such insurance shall be furnished to Enterprise Partners upon request.
- b.** b. Throughout the Term of this Agreement, Enterprise Partners shall maintain insurance for bodily injury, death, or property damage arising from the operations of the Enterprise Partners with minimum limits of liability in the amount of Two Million and No/100 Dollars (\$2,000,000.00) per occurrence. SU shall be an additional insured on this policy. A certificate evidencing such insurance shall be furnished to SU upon request.
- c.** SU agrees to protect, defend, indemnify, save, and hold harmless, Enterprise Partners, its officers, agents, and board members, from and against any and all claims, damages, expenses, and liability arising out of injury or death to any person or the damage, loss or destruction of any property which may occur out of, any act or omission of SU, its agents, servants, and employees, or any and all costs, expenses and/or attorney fees incurred by Enterprise Partners as a result of any claims, demands, suits or causes of action, except those claims, demands, suits, or causes of action arising out of the negligence of the Enterprise Partners, its officers, agents, employees and Board Members.
- d.** Enterprise Partners agrees to protect, defend, indemnify, save, and hold harmless, SU, its officers, agents, employees, and board members, from and against any and all claims, damages, expenses, and liability arising out of injury or death to any person or the damage, loss or destruction of any property which may occur, or in any way grow out of out of, any act or omission of Enterprise Partners, its agents, servants, employees, and board members, or any and all costs, expenses and/or attorney fees incurred by SU as a result of any claims, demands, suits or causes of action, except those claims, demands, suits, or causes of action arising out of the negligence of the SU, its officers, agents, employees and Board Members.

12. c. NOTICES. Any notices required or permitted to be given hereunder shall be in writing and shall be served on the Parties at the addresses set forth below or to such other address as the Parties entitled to receive such notice may, from time-to-time hereinafter designate by giving written notice pursuant thereto. Any such notice shall be either: (a) sent by personal delivery, in which case notice shall be deemed delivered upon receipt, (b) sent by facsimile, in which case notice shall be deemed delivered upon receipt of confirmation of transmission of such facsimile notice, (c) sent by certified mail, return receipt requested, postage pre-paid, in which case notice shall be deemed delivered upon actual delivery (or attempted delivery which is refused), or (d) sent by overnight delivery using a nationally-recognized overnight courier (e.g. Federal Express) in which case notice shall be deemed delivered one (1) business day after deposit with such courier.

**BOARD OF SUPERVISORS OF
SOUTHERN UNIVERSITY AND
AGRICULTURAL AND MECHANICAL
COLLEGE**

c/o Dr. Ray Belton, President-Chancellor
J.S. Clark Administration Bldg., 4th Floor
G. Leon Netterville Drive
Baton Rouge, LA 70813
Facsimile No.:
Email: _____

**SU FOUNDATION ENTERPRISE
PARTNERS**

c/o Mr. Alfred E. Harrell III, CEO
Southern University System Foundation
J.S. Clark Administration Bldg., 3rd Floor
G. Leon Netterville Drive
Baton Rouge, LA 70813
Facsimile No.:
Email: _____

13. MISCELLANEOUS PROVISIONS. The parties further agree to the following miscellaneous provisions:

- a. Governing Law.** This Agreement shall be governed by Louisiana law and is fully performable in the Parish of East Baton Rouge, Louisiana.
- b. Entire Agreement:** This Agreement is the entire agreement between the parties and, except as expressly provided herein, cannot be changed, altered, or amended except by written amendment signed by both parties. The parties acknowledge and warrant that:
 - i.** There are no other agreements, whether oral or written, express or implied between the Parties, relating to the subject matter of this Agreement; and
 - ii.** Neither party is entering into this Agreement in reliance on any promises or representations that are not expressly stated in this Agreement.
- c. Amendments:** Amendments to this Agreement may from time to time be agreed to, executed, and made a part of this Agreement. No amendment to this Agreement will be binding or enforceable unless it is in writing and is signed by both of the parties hereto.
- d. Waiver:** The waiver by either party of a breach or violation of any provision(s) of this Agreement will not operate as or be construed to be a waiver of any other or subsequent breach or violation.

- e. Counterparts: This Agreement may be signed and delivered in two (2) or more counterparts, each of which will be deemed an original and all of which together will constitute one and the same instrument.
- f. Savings Clause: The invalidity or unenforceability of any provision in this Agreement shall in no way affect the validity or enforceability of any other provision. This Agreement shall be construed as if the invalid or unenforceable provision were never included in the Agreement.
- g. Use of Name: Here the Party shall make any use of the other Party's name, marks or logo without that Party's prior written consent.

(Remainder of Page Intentionally Blank.)

[Signature Page for Agreement to Conduct Programs and to Provide Space between the Board of Supervisors of Southern University and Agricultural and Mechanical College and SU Foundation Enterprise Partners]

THUS DONE AND SIGNED in the Parish of East Baton Rouge, State of Louisiana, in the presence of me, notary, and the following competent witnesses, who have signed in the presence of the parties and me, notary, on the date first above written, but effective on the Effective Date.

WITNESSES:

SU FOUNDATION ENTERPRISE PARTNERS

Printed Name: _____

Printed Name: _____

By: _____
Alfred Harrell III, Secretary

Dated: _____

Notary Public
Printed Name: _____
Notary/Bar Roll No. _____

[Signature Page for Agreement to Conduct Programs and to Provide Space between the Board of Supervisors of Southern University and Agricultural and Mechanical College and SU Foundation Enterprise Partners]

THUS DONE AND SIGNED in the Parish of East Baton Rouge, State of Louisiana, in the presence of me, notary, and the following competent witnesses, who have signed in the presence of the parties on the date first above written, but effective on the Effective Date.

WITNESSES:

**BOARD OF SUPERVISORS OF
SOUTHERN UNIVERSITY AND
AGRICULTURAL AND MECHANICAL
COLLEGE**

Printed Name: _____

Printed Name: _____

By: _____
Printed Name: _____
Its _____

Dated: _____ +

Notary Public
Printed Name: _____
Notary/Bar Roll No. _____

Southern University System
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2019
As of January 31, 2019

	Actual	Projected	Total FY 2018-2019	Budget FY 2018-2019	% Actual to Budget	Over/(Under) Budget
Revenues						
General Fund Direct	\$ 26,258,868	\$ 16,907,354	\$ 43,166,222	\$ 43,166,222	60.8%	\$ -
Statutory Dedicated	835,236	3,789,036	4,624,272	4,624,272	18.1%	0
Federal	1,149,164	2,505,045	3,654,209	3,654,209	31.4%	-
Self Generated	-	-	-	-		-
Tuition - Fall 2018	34,070,031	(285,190)	33,784,841	32,862,015	103.7%	922,827
Tuition - Spring 2019	31,211,368	(126,853)	31,084,515	30,591,183	102.0%	493,331
Tuition - Summer	2,026,399	3,000,958	5,027,357	4,712,191	43.0%	315,166
Out-of-State Fees	10,134,948	(7,575)	10,127,373	8,725,448	116.2%	1,401,925
Other	7,607,203	6,557,125	14,164,327	12,113,462	62.8%	2,050,865
Interagency Transfer	1,510,284	1,487,949	2,998,233	2,998,233	50.4%	-
Total Revenues	\$ 114,803,501	\$ 33,827,848	\$ 148,631,349	\$ 143,447,235	80.0%	\$ 5,184,114
Expenditures						
Salaries	\$ 42,197,773	\$ 30,542,672	\$ 72,740,445	\$ 69,403,641	60.8%	3,336,804
Other Compensation	142,360	109,017	251,377	251,377	56.6%	(0)
Related Benefits	18,362,420	14,089,326	32,451,746	32,282,642	56.9%	169,104
Total Personal Services	\$ 60,702,553	\$ 44,741,015	\$ 105,443,568	\$ 101,937,660	59.5%	\$ 3,505,908
Travel	382,954	506,306	889,260	739,260	51.8%	150,000
Operating Services	6,897,333	6,957,800	13,855,133	13,075,499	52.8%	779,634
Supplies	895,846	768,458	1,664,304	1,624,304	55.2%	40,000
Total Operating Expenses	\$ 8,176,133	\$ 8,232,563	\$ 16,408,696	\$ 15,439,063	53.0%	\$ 969,633
Professional Services	486,206	1,748,473	2,234,679	2,159,114	22.5%	75,565
Other Charges	1,338,800	7,527,795	8,866,594	9,141,123	14.6%	(274,529)
Debt Services	-	-	-	-	0.0%	-
Interagency Transfers	4,572,686	2,192,619	6,765,305	6,765,305	67.6%	-
Total Other Charges	\$ 6,397,692	\$ 11,468,886	\$ 17,866,578	\$ 18,065,542	35.4%	\$ (198,964)
General Acquisitions	34,728	111,304	146,032	146,032	23.8%	-
Library Acquisitions	68,944	518,705	587,649	437,649	15.8%	150,000
Major Repairs	-	5,000	5,000	5,000	0.0%	-
Total Acquisitions/Major Repairs	\$ 103,672	\$ 635,009	\$ 738,681	\$ 588,681	17.6%	\$ 150,000
Scholarships	\$ 7,105,296	\$ 1,065,130	\$ 8,170,426	\$ 7,416,289	95.8%	\$ 754,137
Total Expenditures	\$ 82,485,346	\$ 66,142,604	\$ 148,627,949	\$ 143,447,235	57.5%	\$ 5,180,714

Southern University Board and System Administration
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2019
As of January 31, 2019

	Actual	Projected	Total FY 2018-2019	Budget FY 2018-2019	% Actual to Budget	Over/(Under) Budget
Revenues						
General Fund Direct	\$ 1,903,143	\$ 1,256,042	\$ 3,159,185	\$ 3,159,185	60.2%	\$ -
Statutory Dedicated						
Federal						
Self Generated						
Tuition - Fall 2018						
Tuition - Spring 2019						
Tuition - Summer						
Out-of-State Fees						
Other						
Interagency Transfer						
Total Revenues	\$ 1,903,143	\$ 1,256,042	\$ 3,159,185	\$ 3,159,185	60.2%	\$ -
Expenditures						
Salaries	\$ 881,702	\$ 691,958	\$ 1,573,660	\$ 1,573,660	56.0%	\$ -
Other Compensation	51,333	36,667	88,000	88,000	58.3%	-
Related Benefits	293,882	451,345	745,227	745,227	39.4%	-
Total Personal Services	\$ 1,226,917	\$ 1,179,970	\$ 2,406,887	\$ 2,406,887	51.0%	\$ -
Travel	41,997	113,003	155,000	155,000	27.1%	-
Operating Services	67,038	36,301	103,339	103,339	64.9%	-
Supplies	17,152	41,848	59,000	59,000	29.1%	-
Total Operating Expenses	\$ 126,187	\$ 191,152	\$ 317,339	\$ 317,339	39.8%	\$ -
Professional Services	5,000	124,000	129,000	129,000	3.9%	-
Other Charges	-	280,959	280,959	280,959	0.0%	-
Debt Services	-	-	-	-	0.0%	-
Interagency Transfers	-	-	-	-	0.0%	-
Total Other Charges	\$ 5,000	\$ 404,959	\$ 409,959	\$ 409,959	1.2%	\$ -
General Acquisitions	3,619	16,381	20,000	20,000	0.0%	-
Library Acquisitions	-	-	-	-	0.0%	-
Major Repairs	-	5,000	5,000	5,000	0.0%	-
Total Acquisitions/Major Repairs	\$ 3,619	\$ 21,381	\$ 25,000	\$ 25,000	0.0%	\$ -
Scholarships	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
Total Expenditures	\$ 1,361,723	\$ 1,797,462	\$ 3,159,185	\$ 3,159,185	43.1%	\$ -

**Southern University Baton Rouge Campus
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2019
As of January 31, 2019**

	Actual	Projected	Total FY 2018-2019	Budget FY 2018-2019	% Actual to Budget	Over/(Under) Budget
Revenues						
General Fund Direct	\$ 10,366,421	\$ 7,888,044	\$ 18,254,465	\$ 18,254,465	56.8%	\$ -
Statutory Dedicated	403,963	1,445,256	1,849,219	1,849,219	21.8%	-
Federal						
Self Generated						
Tuition - Fall 2018	21,546,570	(285,190)	21,261,380	19,804,147	108.8%	1,457,234
Tuition - Spring 2019	19,813,832	(690,060)	19,123,772	18,096,899	109.5%	1,026,872
Tuition - Summer	1,074,732	1,686,687	2,761,419	2,613,141	41.1%	148,277
Out-of-State Fees	7,020,329	(239,233)	6,781,096	6,188,056	113.4%	593,040
Other	2,754,429	5,791,681	8,546,110	8,546,110	32.2%	-
Interagency Transfer	1,510,284	1,487,949	2,998,233	2,998,233	50.4%	-
Total Revenues	\$ 64,490,560	\$ 17,085,133	\$ 81,575,693	\$ 78,350,270	82.3%	\$ 3,225,423
Expenditures						
Salaries	\$ 22,725,532	\$ 16,174,587	\$ 38,900,120	\$ 36,851,188	61.7%	\$ 2,048,932
Other Compensation	61,860	49,517	111,377	111,377	55.5%	-
Related Benefits	10,813,497	7,524,889	18,338,386	17,738,430	61.0%	599,956
Total Personal Services	\$ 33,600,889	\$ 23,748,993	\$ 57,349,883	\$ 54,700,995	61.4%	\$ 2,648,888
Travel	98,300	173,100	271,400	271,400	36.2%	-
Operating Services	2,684,668	4,696,943	7,381,611	7,180,075	37.4%	201,536
Supplies	488,645	388,166	876,811	876,811	55.7%	-
Total Operating Expenses	\$ 3,271,613	\$ 5,258,208	\$ 8,529,822	\$ 8,328,286	39.3%	\$ 201,536
Professional Services	61,109	1,230,268	1,291,377	1,291,377	4.7%	-
Other Charges	259,751	3,214,420	3,474,171	3,474,171	7.5%	-
Debt Services	-	-	-	-		-
Interagency Transfers	2,184,718	1,621,103	3,805,821	3,805,821	57.4%	-
Total Other Charges	\$ 2,505,579	\$ 6,065,790	\$ 8,571,369	\$ 8,571,369	29.2%	\$ -
General Acquisitions	17,687	53,995	71,682	71,682	24.7%	-
Library Acquisitions	22,428	115,221	137,649	137,649	16.3%	-
Major Repairs	-	-	-	-		-
Total Acquisitions/Major Repairs	\$ 40,115	\$ 169,216	\$ 209,331	\$ 209,331	19.2%	\$ -
Scholarships	\$ 6,058,297	\$ 856,992	\$ 6,915,289	\$ 6,540,289	92.6%	\$ 375,000
Total Expenditures	\$45,476,494	\$36,099,200	\$81,575,693	\$78,350,270	58.0%	\$ 3,225,423

Southern University Law Center
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2019
As of January 31, 2019

	Actual	Projected	Total FY 2018-2019	Budget FY 2018-2019	% Actual to Budget	Over/(Under) Budget
Revenues						
General Fund Direct	\$ 2,280,808	\$ 1,735,520	\$ 4,016,328	\$ 4,016,328	56.8%	\$ -
Statutory Dedicated	44,183	157,698	201,881	201,881	21.9%	0
Federal						
Self Generated						
Tuition - Fall 2018	3,455,479		3,455,479	3,180,015	108.7%	275,464
Tuition - Spring 2019	3,114,669		3,114,669	2,944,129	105.8%	170,540
Tuition - Summer	236,348	529,590	765,938	700,000	33.8%	65,938
Out-of-State Fees	2,182,350	149,845	2,332,195	1,537,200	142.0%	794,995
Other	2,187,486	170,490	2,357,976	1,635,931	133.7%	722,045
Interagency Transfer			-	-		-
Total Revenues	\$ 13,501,324	\$ 2,743,143	\$ 16,244,467	\$ 14,215,484	95.0%	\$ 2,028,983
Expenditures						
Salaries	\$ 4,843,589	\$ 3,169,227	\$ 8,012,816	\$ 7,394,456	65.5%	\$ 618,360
Other Compensation	-	-	-	-		-
Related Benefits	1,520,418	1,565,107	3,085,525	2,866,099	53.0%	219,426
Total Personal Services	\$ 6,364,007	\$ 4,734,334	\$ 11,098,341	\$ 10,260,555	62.0%	\$ 837,786
Travel	83,368	166,632	250,000	100,000	83.4%	150,000
Operating Services	1,379,472	1,080,626	2,460,098	1,868,900	73.8%	591,198
Supplies	116,474	83,526	200,000	100,000	116.5%	100,000
Total Operating Expenses	\$ 1,579,313	\$ 1,330,784	\$ 2,910,097	\$ 2,068,900	76.3%	\$ 841,197
Professional Services	308,516	357,279	665,795	665,795	46.3%	-
Other Charges	220,897	146,460	367,357	367,357	60.1%	0
Debt Services	-	-	-	-		-
Interagency Transfers	151,438	151,439	302,877	302,877	50.0%	-
Total Other Charges	\$ 680,851	\$ 655,178	\$ 1,336,029	\$ 1,336,029	51.0%	\$ 0
General Acquisitions	-	-	-	-		-
Library Acquisitions	46,516	403,484	450,000	300,000	15.5%	150,000
Major Repairs	-	-	-	-		-
Total Acquisitions/Major Repairs	\$ 46,516	\$ 403,484	\$ 450,000	\$ 300,000	15.5%	\$ 150,000
Scholarships	\$ 363,743	\$ 86,257	\$ 450,000	\$ 250,000	145.5%	\$ 200,000
Total Expenditures	\$ 9,034,430	\$ 7,210,037	\$ 16,244,467	\$ 14,215,484	63.6%	\$ 2,028,983

**Southern University New Orleans Campus
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2019
As of January 31, 2019**

	Actual	Projected	Total FY 2018-2019	Budget FY 2018-2019	% Actual to Budget	Over/(Under) Budget
Revenues						
General Fund Direct	\$ 6,685,967	\$ 2,205,992	\$ 8,891,959	\$ 8,891,959	75.2%	\$ -
Statutory Dedicated	126,238	452,339	578,577	578,577	21.8%	-
Federal			-		0.0%	-
Self Generated			-			
Tuition - Fall 2018	5,454,354		5,454,354	6,000,000	90.9%	(545,646)
Tuition - Spring 2019	4,974,792	265,150	5,239,942	5,858,400	84.9%	(618,458)
Tuition - Summer	235,209	364,791	600,000	499,050	47.1%	100,950
Out-of-State Fees	384,279	65,913	450,192	450,192	85.4%	-
Other	2,532,537	188,474	2,721,011	1,392,191	181.9%	1,328,820
Interagency Transfer						
Total Revenues	\$ 20,393,376	\$ 3,542,659	\$ 23,936,035	\$ 23,670,369	86.2%	\$ 265,666
Expenditures						
Salaries	\$ 6,743,896	\$ 4,642,260	\$ 11,386,156	\$ 11,050,882	61.0%	\$ 335,274
Other Compensation	-	-	-	-	0.0%	-
Related Benefits	2,860,851	2,043,465	4,904,316	5,232,862	54.7%	(328,546)
Total Personal Services	\$ 9,604,747	\$ 6,685,725	\$ 16,290,472	\$ 16,283,744	59.0%	\$ 6,728
Travel	30,522	19,478	50,000	50,000	61.0%	-
Operating Services	1,181,650	603,317	1,784,967	1,945,284	60.7%	(160,317)
Supplies	166,343	83,657	250,000	250,000	66.5%	-
Total Operating Expenses	\$ 1,378,515	\$ 706,452	\$ 2,084,967	\$ 2,245,284	61.4%	\$ (160,317)
Professional Services	38,656	-	38,656	34,740	111.3%	3,916
Other Charges	846,878	3,692,275	4,539,153	4,306,351	19.7%	232,802
Debt Services	-	-	-	-	0.0%	-
Interagency Transfers	220,203	230,047	450,250	450,250	48.9%	-
Total Other Charges	\$ 1,105,737	\$ 3,922,322	\$ 5,028,059	\$ 4,791,341	23.1%	\$ 236,718
General Acquisitions	-	-	-	-	0.0%	-
Library Acquisitions	-	-	-	-	0.0%	-
Major Repairs	-	-	-	-	0.0%	-
Total Acquisitions/Major Repairs	\$ -	\$ -	\$ -	\$ -	0.0%	-
Scholarships	\$ 529,137		\$ 529,137	\$ 350,000	151.2%	\$ 179,137
Total Expenditures	\$ 12,618,136	\$ 11,314,499	\$ 23,932,635	\$ 23,670,369	53.3%	\$ 262,266

Southern University Shreveport Campus
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2019
As of January 31, 2019

	Actual	Projected	Total FY 2018-2019	Budget FY 2018-2019	% Actual to Budget	Over/(Under) Budget
Revenues						
General Fund Direct	\$ 3,064,337	\$ 2,331,726	\$ 5,396,063	\$ 5,396,063	56.8%	\$ -
Statutory Dedicated	44,183	144,998	189,181	189,181	23.4%	-
Federal						
Self Generated						
Tuition - Fall 2018	3,613,628	-	3,613,628	3,877,853	93.2%	(264,225)
Tuition - Spring 2019	3,308,075	298,057	3,606,132	3,691,755	89.6%	(85,623)
Tuition - Summer	480,110	419,890	900,000	900,000	53.3%	-
Out-of-State Fees	547,990	15,900	563,890	550,000	99.6%	13,890
Other	132,750	406,480	539,230	539,230	24.6%	-
Interagency Transfer	-	-	-	-		-
Total Revenues	\$ 11,191,073	\$ 3,617,051	\$ 14,808,124	\$ 15,144,082	73.9%	\$ (335,958)
Expenditures						
Salaries	\$ 4,587,152	\$ 3,788,273	\$ 8,375,425	\$ 8,041,186	57.0%	\$ 334,239
Other Compensation	-	-	-	-	0.0%	-
Related Benefits	1,920,531	1,377,645	3,298,176	3,619,908	53.1%	(321,732)
Total Personal Services	\$ 6,507,683	\$ 5,165,918	\$ 11,673,601	\$ 11,661,094	55.8%	\$ 12,507
Travel	27,768	16,432	44,200	44,200	62.8%	-
Operating Services	1,323,304	469,869	1,793,173	1,645,956	80.4%	147,217
Supplies	62,100	102,000	164,100	224,100	27.7%	(60,000)
Total Operating Expenses	\$ 1,413,172	\$ 588,301	\$ 2,001,473	\$ 1,914,256	73.8%	\$ 87,217
Professional Services	67,329	15,320	82,649	11,000	612.1%	71,649
Other Charges	9,622	13,271	22,893	530,224	1.8%	(507,331)
Debt Services	-	-	-	-	0.0%	-
Interagency Transfers	583,478	190,030	773,508	773,508	75.4%	-
Total Other Charges	\$ 660,429	\$ 218,621	\$ 879,050	\$ 1,314,732	50.2%	\$ (435,682)
General Acquisitions	3,414	586	4,000	4,000	85.4%	-
Library Acquisitions	-	-	-	0	0.0%	-
Major Repairs	-	-	-	0	0.0%	-
Total Acquisitions/Major Repairs	\$ 3,414	\$ 586	\$ 4,000	\$ 4,000	85.4%	\$ -
Scholarships	\$ 128,850	\$ 121,150	\$ 250,000	\$ 250,000	51.5%	\$ -
Total Expenditures	\$ 8,713,548	\$ 6,094,576	\$ 14,808,124	\$ 15,144,082	57.5%	\$ (335,958)

Southern University Agricultural Research and Extension Center
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2019
As of January 31, 2019

	Actual	Projected	Total FY 2018-2019	Budget FY 2018-2019	% Actual to Budget	Over/(Under) Budget
Revenues						
General Fund Direct	\$ 1,958,192	\$ 1,490,030	\$ 3,448,222	\$ 3,448,222	56.8%	\$ -
Statutory Dedicated	216,669	1,588,745	1,805,414	1,805,414	12.0%	-
Federal	1,149,164	2,505,045	3,654,209	3,654,209	31.4%	-
Self Generated						
Tuition - Fall 2018						
Tuition - Spring 2019						
Tuition - Summer						
Out-of-State Fees						
Other						
Interagency Transfer						
Total Revenues	\$ 3,324,025	\$ 5,583,820	\$ 8,907,845	\$ 8,907,845	37.3%	\$ -
Expenditures						
Salaries	\$ 2,415,902	\$ 2,076,367	\$ 4,492,269	\$ 4,492,269	53.8%	\$ -
Other Compensation	29,167	22,833	52,000	52,000	56.1%	(0)
Related Benefits	953,241	1,126,875	2,080,116	2,080,116	45.8%	-
Total Personal Services	\$ 3,398,310	\$ 3,226,075	\$ 6,624,385	\$ 6,624,385	51.3%	\$ (0)
Travel	100,999	17,661	118,660	118,660	85.1%	-
Operating Services	261,201	70,744	331,945	331,945	78.7%	-
Supplies	45,132	69,261	114,393	114,393	39.5%	-
Total Operating Expenses	\$ 407,332	\$ 157,666	\$ 564,998	\$ 564,998	72.1%	\$ -
Professional Services	5,596	21,606	27,202	27,202	20.6%	-
Other Charges	1,651	180,410	182,061	182,061	0.9%	-
Debt Services	-	-	-	-	0.0%	-
Interagency Transfers	1,432,849	-	1,432,849	1,432,849	100.0%	-
Total Other Charges	\$ 1,440,096	\$ 202,016	\$ 1,642,112	\$ 1,642,112	87.7%	\$ -
General Acquisitions	10,008	40,342	50,350	50,350	19.9%	-
Library Acquisitions	-	-	-	-	0.0%	-
Major Repairs	-	-	-	-	0.0%	-
Total Acquisitions/Major Repairs	\$ 10,008	\$ 40,342	\$ 50,350	\$ 50,350	19.9%	\$ -
Scholarships	\$ 25,269	\$ 731	\$ 26,000	\$ 26,000	97.2%	\$ -
Total Expenditures	\$ 5,281,015	\$ 3,626,830	\$ 8,907,845	\$ 8,907,845	59.3%	\$ (0)

Governance Committee

GOVERNANCE COMMITTEE

(Following the Finance Committee)

Thursday February 21, 2019

Jesse N. Stone Lecture Hall

3050 Martin Luther King Jr. Drive

Shreveport, Louisiana

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Items
 - A. Request Approval of SUNO Substantive Change Policy
6. Other Business
7. Adjournment

MEMBERS

Mr. Sam Gilliam-Chair, Dr. Leon R. Tarver, II-Vice Chair
Rev. Donald Ray Henry, Atty. Patrick Magee, Dr. Curman L. Gaines, Rev. Samuel C. Tolbert, Jr.,
Atty. Domoine D. Rutledge- Ex Officio



SOUTHERN UNIVERSITY AT NEW ORLEANS

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

OFFICE OF THE CHANCELLOR

January 31, 2019

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

Dear Dr. Belton,

Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) requires member institutions to have a policy and procedure to ensure that all substantive changes are reported in accordance with SACSCOC policy.

Attached is the Substantive Change Policy and Procedure for Southern University at New Orleans for your kind review and submission to the Southern University System Board of Supervisors for approval at its February 2019 meeting.

Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Lisa Mims-Devezin".

Lisa Mims-Devezin, Ph.D.
Chancellor

APPROVAL: _____

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



POLICY TITLE

Substantive Change Policy and Procedures

POLICY NUMBER

2-001

Responsible Unit: <i>Academic Affairs</i>	Effective Date: 02-21-2019
Responsible Official: <i>Vice Chancellor for Academic and Evening & Weekend Affairs/ Accreditation Liaison</i>	Last Reviewed Date: 01-30-2019
Policy Classification: <i>Accreditation</i>	

Revised to align with December 2018 version of SACSCOC Policy on Substantive Change.

I. Policy Statement and Rationale

Southern University at New Orleans is accredited by Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). SACSCOC Standard 14.2 requires that ***"The institution has a policy and procedure to ensure that all substantive changes are reported according to SACSCOC policy."*** According to ***"Substantive Change for SACSCOC Accredited Institutions Policy Statement"***, institutional obligations are two-fold:

1. ***Member institutions are required to notify SACSCOC of changes in accordance with the substantive change policy and, when required, seek approval prior to the initiation of changes.***
2. ***Member institutions are required to have a policy and procedure to ensure that all substantive changes are reported to the Commission in a timely fashion.***

The purpose of this policy, therefore, is to make available to stakeholders a document that outlines clearly SACSCOC requirements regarding the reporting processes of the various changes that may occur in the day to day operations of the University.

II. Statement of Compliance with SACSCOC Policy

The Southern University at New Orleans Substantive Change Policy and Procedures complies with SACSCOC Substantive Change for Accredited Institutions. This internal Substantive Change Policy provides a description of the processes and procedures for intended substantive changes at Southern University at New Orleans. The policy is not intended to replace the SACSCOC's policy on Substantive Change. It seeks to supplement the SACSCOC policy and explain the processes and procedures used specifically at Southern University at New Orleans to keep the institution compliant with SACSCOC Standard 14.2 (Substantive Change).

III. Responsible Officer

The Accreditation Liaison for Southern University at New Orleans, who is also the Vice Chancellor for Academic and Evening & Weekend Affairs, is responsible for identifying when a substantive change action is required and ensuring that the appropriate documentation, a notification or a prospectus, is submitted to SACSCOC by the University. The Accreditation Liaison ensures that all documents submitted to SACSCOC receive approval at each internal review level which includes the University Curriculum Committee, Vice Chancellor for Academic and Evening & Weekend Affairs and Chancellor, as well as by the Southern University A&M Board of Supervisors and, ultimately, the Louisiana Board of Regents. The Accreditation Liaison shall develop a good working relationship with the institution's Commission Staff and seek advice as necessary on substantive change matters as well as other accreditation-related matters. The Accreditation Liaison shall be the custodian of all Substantive Change submissions to SACSCOC and approvals granted by SACSCOC.

IV. Policy Definitions

Definitions pertinent to this policy include:

Branch campus - a location of an institution that is geographically apart and independent of the main campus of the institution.

A location is independent of the main campus if the location is

- permanent in nature
- offers courses in educational programs leading to a degree, certificate, or other recognized educational credential
- has its own faculty and administrative or supervisory organization and
- has its own budgetary and hiring authority

Contractual Agreement - typically is one in which an institution enters an agreement for receipt of courses/programs or portions of courses or programs (i.e., clinical training internships, etc.) delivered by another institution or service provider.

Consortial Relationship - A consortia relationship typically is one in which two or more institutions share in the responsibility of developing and delivering courses and programs that meet mutually agreed upon standards of academic quality.

Educational program - a coherent course of study leading to the awarding of a credential (i.e., a degree, diploma or certificate).

Geographically separate - an instructional site or branch campus that is located physically apart from the main campus of the institution.

Joint degree - a single program completion credential bearing the names, seals, and signatures of each of the two or more institutions awarding the degree to the student.

Notification - a letter from an institution's chief executive officer, or his/her designated representative, to SACSCOC President summarizing a proposed change, providing the intended implementation date, and listing the complete physical address if the change involves the initiation of an off-campus site or branch campus. The policy and procedures for reporting and review of institutional substantive change are outlined in the document "*Substantive Change for Accredited Institutions of the Commission on Colleges.*"

Substantive Change - a significant modification or expansion of the nature and scope of an accredited institution.

Significant departure - a program that is not closely related to previously approved programs at the institution or site or for the mode of delivery in question. To determine whether a new program is a "significant departure," it is helpful to consider the following questions: • What previously approved programs does the institution offer that are closely related to the new program and how are they related? • Will significant additional equipment or facilities be needed? • Will significant additional financial resources be needed? • Will a significant number of new courses will be required? • Will a significant number of new faculty members will be required? • Will significant additional library/learning resources be needed?

Teach-out plan - a written plan developed by an institution that provides for the equitable treatment of students if an institution, or an institutional location that provides 50% or more of at least one program, ceases to operate before all students have completed their program of study, and may include, if required by the institution's accrediting agency, a teach-out agreement between institutions. This applies to the closure of an institution, a site, or a program. Teach-out plans must be approved by SACSCOC in advance of implementation.

V. Policy Scope

Consistent with Federal regulations, SACSCOC policy on substantive change stipulates that substantive change includes:

- Any change in the established mission or objectives of the institution
- Any change in legal status, form of control, or ownership of the institution

- The addition of courses or programs that represent a significant departure, either in content or method of delivery, from those that were offered when the institution was last evaluated
- The addition of courses or programs of study at a degree or credential level different from that which is included in the institution's current accreditation or reaffirmation.
- A change from clock hours to credit hours
- A substantial increase in the number of clock or credit hours awarded for successful completion of a program
- The establishment of an additional location geographically apart from the main campus at which the institution offers at least 50% of an educational program.
- The establishment of a branch campus
- Closing a program, off-campus site, branch campus or institution
- Entering into a collaborative academic arrangement that includes only the initiation of a dual or joint academic program with another institution
- Acquiring another institution or a program or location of another institution
- Adding a permanent location at a site where the institution is conducting a teach-out program for a closed institution
- Entering into a contract by which an entity not eligible for Title IV funding offers 25% or more of one or more of the accredited institution's programs

VI. Policy Implementation Processes

Substantive Change application or notification shall be made only after a basis for the modification or expansion warranting the request has been established and approval granted by all required entities at Southern University at New Orleans, the SUS Board of Supervisors, and the Louisiana Board of Regents. Southern University at New Orleans has 'new program' approval or 'program revision' policy entrenched in the Faculty Handbook. Changes that may warrant substantive changes outlined above most often emanate at the departmental level. Faculty recommendation at the departmental level is conveyed in writing by Departmental Chair to the College Dean who submits a recommendation to the University Curriculum Committee. The recommendation of the committee is conveyed in writing by the committee chair to the Vice Chancellor for Academic Affairs who likewise makes a recommendation to the Chancellor. Certain proposals such as the addition of new academic program, program termination, program mergers, application for Level Change, etc. require approval by the Southern University System Board of Supervisors and subsequently by the Louisiana Board of Regents. The latter publishes all final approvals granted an institution under a Database Tracking System (www.regents.louisiana.gov/data-and-publications). Following approval by the Louisiana Board of Regents, final approval by SACSCOC is sought via appropriate substantive change request to SACSCOC, which could be a notification only or a formal application.

a. Substantive Change Notification or Prospectus Submission Process

The Accreditation Liaison, in consultation with the Chancellor, determines the appropriate action to take on any approved changes, which could fall under three procedures per SACSCOC's "*Substantive Change for SACSCOC Accredited Institutions-Policy Statement*," as follows:

- **Procedure One** - Review of Substantive Changes Requiring *Approval Prior to implementation.*
- **Procedure Two** - Review of Substantive Changes Requiring *Only Notification Prior to Implementation.*
- **Procedure Three** - Closing a Program, Site, Branch Campus or Institution.

Procedures for certain changes are included in a separate SACSCOC document, ***“Mergers, Consolidations, Acquisition, Change of Ownership, and Change of Governance, Control, Form, or Legal Status.”***

Procedures for approval of direct assessment competency-based education programs are in a separate SACSCOC document, ***“Direct Assessment Competency-Based Educational Programs.”***

The initiation or revision of programs not offered for academic credit and that are not eligible for federal financial aid does not require reporting; however, such programs are subject to review at the time of reaffirmation.

The substantive change request is signed by the Chancellor and addressed to Dr. Belle S. Wheelan, SACSCOC President. The Committee on Colleges’ staff assigned to Southern University at New Orleans is copied. SACSCOC’s response and any follow-up actions are addressed appropriately by the Accreditation Liaison and the Chancellor. The goal is to ensure that the institution remains compliant with SACSCOC Comprehensive Standard 14.2.

b. Monitoring the Extent of Online or Distance Learning Course Offering

The Vice Chancellor for Academic and Evening & Weekend Affairs, in consultation with departmental Chairs, College Deans, and the Director of E-Learning shall regularly monitor the extent of Online course offering proposed by each degree program each semester as published in the Course Schedule. This is to ensure that the institution is in compliance with SACSCOC Substantive Change Policy regarding exceeding 25% total Online course offering which requires a notification, or exceeding 50% threshold which requires prior approval.

In addition to monitoring the extent of Online course offering as stated above, Southern University at New Orleans will, through this policy, strive to be in compliance with SACSCOC Policies on Distance Education as mandated through SACSCOC Standard 14.3 (Comprehensive institutional review).

VII. Policy Revision

This policy shall be revised as frequently as necessary to remain current with whatever changes might occur in the SACSCOC Substantive Change policy.


VIII. Policy Accessibility

This policy shall be published on Southern University at New Orleans website, www.suno.edu, under Accreditation link, for accessibility to all stakeholders and other interested parties.

IX. Policy Approval

Appropriate approval officials of this policy are as follows;

APPROVED:



Lisa Mims-Devezin, Ph.D.
Chancellor
Southern University at New Orleans



Date

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

Date

Atty. Domoine D. Rutledge
Chair, Southern University System
Board of Supervisors

Date

Personnel Affairs Committee

PERSONNEL AFFAIRS COMMITTEE

(Following the Governance Committee)

Thursday February 21, 2019

Jesse N. Stone Lecture Hall
3050 Martin Luther King Jr. Drive
Shreveport, Louisiana

AGENDA

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

Name	Position/Campus	Salary	Funding Source
1. John Barrilleaux	Assistant Professor/Interim Director Health Information Management (replacement) SUNO	\$90,000.00	State
2. Pamela Jones	Special Assistant to the VP for Finance & Business (replacement) SUS	\$90,000.00	State
3. Dawson Odums	Head Football Coach (contract extension) SUBR	\$210,000.00	Auxiliary
4. Bobby Phillips	Special Assistant to the Executive Vice-President (new position) SUS <i>Executive Session May Be Required</i>	\$172,000.00	State
5. Janana Snowden	Executive Director and Chief Scientist of the Medicinal Plant Institute / Assistant Professor (additional duties) SUAREC	\$98,000.00	State and Medical Marijuana Program
6. Kedric Taylor	Director of Bands (replacement) SUBR	\$110,000.00	State
7. C. Reuben Walker	Interim Chancellor/Dean (interim position) SUAREC/SUBR	\$193,500.00	State
8. Lionel Washington	Defensive Coordinator, Athletics (replacement) SUBR	\$80,000.00	Auxiliary

B. Request Approval of Leave of Absence

1. Bobby Phillips
Executive Session May Be Required

6. Other Business
7. Adjournment

MEMBERS

Atty. Patrick Magee—Chair, Mr. John Barthelemy—Vice Chair,
Dr. Curman L. Gaines, Mr. Sam Gilliam, Dr. Leon R. Tarver II, Mrs. Arlanda Williams
Atty. Domoine D. Rutledge- Ex Officio



SOUTHERN UNIVERSITY AT NEW ORLEANS

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

OFFICE OF THE CHANCELLOR

January 4, 2019

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

RECEIVED
OFFICE OF THE
PRESIDENT
2019 JAN 15 AM 11:30
SOUTHERN UNIVERSITY
SYSTEM

Dear Dr. Belton,

I seek a kind approval of the attached Personnel Action Form to hire an Interim Director for Southern University at New Orleans' B.S. Health Information Management Systems program.

The incumbent, Ms. Pharissa Robinson, resigned her appointment with effect from December 30, 2018, and accreditation mandates require uninterrupted program leadership by a qualified person. We will proceed with formal search soon.

I seek your kind approval.

Thank you.

Sincerely yours,

A handwritten signature in blue ink that reads "Lisa Mims-Devezin".

Lisa Mims-Devezin, Ph.D.
Chancellor

Attachment




Southern University at New Orleans
6400 PRESS DRIVE, ADMIN. BLDG., 137/158
NEW ORLEANS, LOUISIANA 70126
(504) 286-5381 or 286-5325

ACADEMIC AFFAIRS

MEMORANDUM

TO: Lisa Mims-Devezin, Ph.D.
Chancellor

FROM: David S. Adegboye, Ph.D. 
Vice Chancellor for Academic and Evening & Weekend Affairs/
Accreditation Liaison

DATE: January 4, 2019

RE: Recommendation of Mr. John Barrilleaux as Interim Director of the
Health Information Management Systems Program

As you are aware, Ms. Pharissa Robinson, Interim Director of the Health Information Management Systems program, resigned with effect from December 30, 2018. To maintain a continuous leadership that is required by the accrediting agency of the program, the Dean of the College of Arts & Sciences, in consultation with the outgoing Interim Director, has recommended Mr. John Barrilleaux, Assistant Professor/Accreditation Coordinator, to serve as Interim Director, effective Spring Semester 2019. I concur with the recommendation. Mr. Barrilleaux has the appropriate credential and work experience (see attached) and he has been serving as the Accreditation Coordinator for the program, a significant responsibility.

I recommend the same Interim Director salary of \$90,000 for 12 months.

A PVA has been approved at your level to facilitate a formal search. The search will be done as soon as we receive System's Office approval.

I seek your kind approval of:

Mr. John Barrilleaux, RHIA - Assistant Professor/Interim Director of
Health Information Management
Systems Program, on a 12-month salary
of \$90,000

APPROVAL: 

Lisa Mims-Devezin, Ph.D.
Chancellor

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form POSITION NUMBER

CAMPUS: SUS SUBR SULAC SUAREC SUNO X SUSLA

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

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

Previous Employee Pharissa Robinson Reason Left Resignation
 Date Left December 30, 2018 Salary Paid \$90,000.00

Profile of Person Recommended

Length of Employment 01/03/2019 To 06/30/2019

Effective Date January 03, 2019

Name John Barrilleaux SS# xxx-xx-9294 Sex Male Race* White

Position Title: Assistant Professor/Interim Director Department: Health Information Management

Check One X 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 22 Southern University Experience 3

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>Bachelor of Health Info Admin, RHIA,</u>	<u>University of Toledo</u>	<u>2012</u>
	<u>Master of Education</u>	<u>University of Southern Mississippi</u>	<u>2000</u>
	<u>Bachelor of Education</u>	<u>Nicholls State University</u>	<u>1997</u>

Current Employer Southern University at New Orleans

Personnel Action

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

Recommended Salary \$90,000.00 Salary Budgeted \$90,000.00

Source of Funds State

Identify Budget: General Location 41101-42531-61003-41000
 Form Code: BoR Page 6 Item # 214

Change of:
 Position Assitant Prof./APAR Coord. (12 mo.) From Assistant Prof./Interim Dir. HIMS To
 Status Tenure Track - 12 months Tenure Track - 12 months
 Salary Adjustment \$80,000.00 \$90,000.00

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

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

Source of Funds	Amount

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

Evelyn B. Harrel 1/8/19 Evelyn B. Harrel 1/8/19
 Supervisor Date Dean/Unit Head Date
AA 01-08-19 John M. Deary 1/8/19
 Vice Chancellor Date Chancellor Date
Conchita Masters 01-08-2019
 Director/Personnel Date
 2/11/19
 President Date
 Chairman/S.U. Board Of Supervisor Date
 BUDGET OFFICER: DATE: 1-8-19

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

OFFICE OF HUMAN RESOURCES

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS: Replacement of incumbent Interim Director who has resigned.

EMPLOYEE REGULAR WORK SCHEDULE: Mon - Fri. 8 a.m. - 5 p.m.

EMPLOYEE DIRECT SUPERVISOR: Dr. Evelyn Harrell

NUMBER OF EMPLOYEES SUPERVISED, (if any) 3

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 - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION

Director of Health Information
 Management/Assistant/Associate Professor

URGENT
 ALL DESCRIBED BELOW

BE AUTHORIZED AS A VACANCY FOR

College of Arts & Sciences Dean's Office

(Department or Unit)

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

Source of Funds

- | |
|--|
| <input type="checkbox"/> State |
| <input type="checkbox"/> Grant-in-Aid |
| <input type="checkbox"/> System Revenue |
| <input type="checkbox"/> Agency Fund State |

*requires the approval of System President

VACANCY DESCRIPTION AND JUSTIFICATION

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

Professor Robinson has resigned effective December 30, 2018. Requesting permission to hire a replacement effective January 02, 2019.

RECEIVED
DEC 17 2018
VICE CHANCELLOR FOR ADMINISTRATION & FINANCE

A Masters degree and the Registered Health Information Administrator (RHIA) certification are required.

Salary/Range: \$90,000 - \$95,000

Previous/Incumbent (if replacement): Pharissa Robinson

Approved Disapproved

N/A

Department Head

Date

Approved Disapproved

Evelyn B. Harrell
 Dean/Director/Supervisor of Budget Unit

Date

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

HUMAN RESOURCES OFFICE ONLY			
Existing/Approved Position			
<input type="checkbox"/> Yes			<input type="checkbox"/> No
Job Code:	Cal Id:	Job Class:	
Verified By:			Date:

Approved Disapproved

AA The
 Vice Chancellor

12-17-18
 Date

Approved Disapproved

Justin D. ...
 Chancellor/Vice President

12/18/18
 Date

Approved Disapproved

President

Date

An Equal Opportunity Employer

CP 12-17-2018

BUDGET OFFICER:
 DATE: 12-17-18



SOUTHERN UNIVERSITY *at* NEW ORLEANS

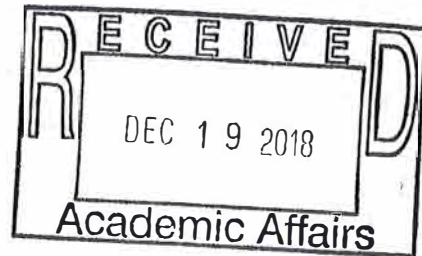
COLLEGE OF ARTS & SCIENCES

6400 Press Drive • New Orleans, Louisiana 70126

Direct (504) 286-5234 • Fax (504) 286-5255

Evelyn B. Harrell, Dean, Ph.D., LCSW, LAC

eharrell@suno.edu



December 19, 2018

Dr. David Adegboye

Vice Chancellor for Academic Affairs/Evening and Weekend College

SUNO Campus Mail

Dear Dr. Adegboye,

Please see the attached resignation letter from Professor Robinson which necessitates the appointment of an interim director until we are able to complete the search for a permanent director of HIMS. At this time, I am recommending that Professor John Barrilleaux be appointed interim director. Professor Barrilleaux currently serves as Assistant Professor and Accreditation Coordinator. He has expressed interest in doing so and is concerned that the naming of an interim will be expected by their accrediting body which has also been articulated by Professor Robinson. It is my hope that the position is advertised soon so that a full search for this position is done.

If you have additional questions, please contact me.

Sincerely,

A handwritten signature in blue ink that reads "Evelyn B. Harrell".

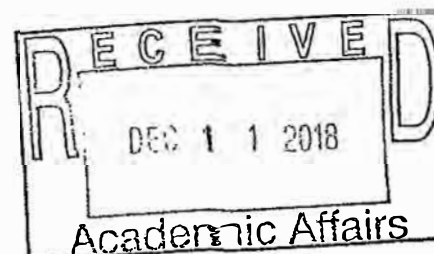
Dr. Evelyn B. Harrell

CAS Dean

Pharissa Robinson, Esq.

November 14, 2018

Evelyn Harrell
Dean, College of Arts and Sciences
Southern University of New Orleans at New Orleans
6400 Press Drive
New Orleans, LA 70126

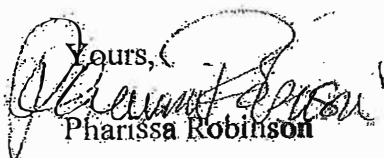


Dear Dean Harrell,

I write this letter to inform you that, as we have previously discussed, I will be resigning from my position as Interim Director/Associate Professor of Health Information Management Systems with Southern University, at the end of the fall semester. I have been offered an opportunity to hear and decide health cases as an attorney. Please consider this my formal resignation letter.

I look forward to the opportunities that await me, both professionally and personally; however, I will truly miss the amazing colleagues I have been fortunate to know here, as well as the students. I am honored to have received the opportunity to grow and learn amid such talent and brilliance.

This was a difficult decision because I have come to consider you as family. I appreciate the support you have provided me over the years and the encouragement you give me during this time of transition. Thank you so much for your assistance and attention to this matter. I wish you and my colleagues the best of success and hope that we will remain in touch.

Yours,

Pharissa Robinson

JOHN BARRILLEAUX, MME, RHIA

4604 Henican Place 228.363.1844
Metairie, LA 70003 j_barrilleaux@hotmail.com

SUMMARY ACCOMPLISHMENTS

Success-driven individual with fourteen years of leadership, management, education and service support experiences in multiple institutional environments. Effective team leader that has outstanding communications, project management and organizational skills. Understands facility needs and implements techniques used to build a positive working environment.

CERTIFICATION

RHIA – Registered Health Information Administrator

EDUCATION

- 2012 Health Information Management
University of Toledo, Toledo, Ohio
- 2000 Masters of Education
University of Southern Mississippi, Hattiesburg, Mississippi
- 1997 Bachelor of Music Education
Nicholls State University, Thibodaux, Louisiana

COMPETENCIES

Optum CAC and Encoder	Cerner	MediLinks
3M Encoder 3M Doc/CDI	Star/McKesson	MediTech
Microsoft Office Applications	Project Management	OnBase
FormFast	Epic HER	UDS

RELEVANT PROFESSIONAL EXPERIENCE

HIM DIRECTOR

NOVEMBER 2015-PRESENT

MMO – INPATIENT REHABILITATION AND BEHAVIORAL HEALTH SYSTEM

- Management and supervision of HIM department and employees.
- Coding of admission and discharges for the inpatient rehab facility.
- Monitor compliance percentage for the facility
- Coordinate and oversee the completion of the IRF-PAI for the facility on the UDS system..
- Consult with leadership on HIM issues at corporate level with IRF and behavioral health facilities.
- Manage a small group of contract coders.
- Oversee ROI for the organization

TRUSTHCS

DECEMBER 2015-PRESENT

INPATIENT REHAB FACILITY CODING CONSULTANT

- Coding inpatient rehabilitation facility charts for IRF-PAI coding and UB coding.
- Completion of the IRF-PAI monitoring compliance and maximizing CMG.

- Selection of ICD-10-CM diagnosis codes and appropriate ICD-10 PCS.
- Work together with the HIM Director to improve coding process and efficiencies in effort to improve quality and accuracy of coding.
- Complex coding project at a 167 Bed IRF in Michigan.

WEST JEFFERSON MEDICAL CENTER

JUNE 2013-NOVEMBER 2015

HIM PROJECT OFFICER

- Management and supervisory experience in this position includes the documentation team of 20 supervisors and employees of Transcription/Data Integrity, Analysis and Imaging/Quality along with the PI project within these HIM areas. This also includes management of the physician liaison and EMPI analyst
- West Jefferson Medical Center is a 450 bed leading medical facility in the New Orleans area.
- I serve this facility as Project Manager for HIM Projects. This includes implementations of Optum CAC, Optum CDI and ICD-10 Project manager.
- CAC system interfaces in this implementation included Cerner, Star/McKesson, 3M and Lynx E/Code. I am the system administrator for this application.
- As the facility ICD-10 Project manager I organize physician training, coding changes in billing systems, training coders for dual coding, training and mapping for physician offices and testing ICD-10 readiness.
- I work with the managers with hiring, training, scheduling of employees and reaching department goals.
- Systems in these areas are Cerner, Kofax, MModal, Optum CAC and encoder, 3M DOC CDI and Plato. I have mapped physician office super bills, code sheets, and Decision Support Star Reports.
- Completed ICD-10 training includes AHIMA ICD-10 Boot Camp, Optum Training modules and ongoing training.
- Serve on the hospital Medical Records Committee.
- Coordinate contract coding services with outside vendors.
- Train coding and CDI staff on coding systems.
- Connect and train remote coders to VMware virtualization system.
- Manage the maintenance of the CAC system with HIM Informatics.
- Wrote procedures for coding inpatient, outpatient and inpatient rehabilitation.
- Increased IRF CMI to its historically highest level through quality training and accurate coding.
- Training of coding staff for IRF-PAI coding including ICD-10 training.
- Audit of Inpatient Rehabilitation claims.
- Liaison between hospital HIM department and IRF administration.

DISKRITER HIM CONSULTING

OCTOBER 2015-Present

Inpatient Rehab Coder-PRN

Diskriter is a consulting company for HIM services. This includes documentation management, coding services, and transcription services.

- Assign codes relevant to the inpatient rehabilitation encounter.
- Complete the coding areas of the IRF-PAI
- Use of MediLinks and MediTech applications

INTERIM LSU HOSPITAL, NEW ORLEANS, LOUISIANA

JUNE 2012-June 2013

Outpatient Coder

Interim LSU hospital is a mission-driven facility to care for the uninsured and provide training opportunities for future health professionals, as a statewide safety net system.

- Assign codes to outpatient encounter for various clinics throughout the city with Epic application.

- Training and orientation of new outpatient coders
- Served as a resource for testing in coding for implementation of new Epic EHR.
- Serve on an *Inter-Departmental Team* defining and solving issues with the implementation of the new electronic health record.
- Knowledgeable in coding ICD-9-CM and CPT coding.
- Assist the coding supervisor with documentation improvement topics for outpatient clinics.

JEFFERSON PARISH SCHOOLS, HARVEY, LOUISIANA **SEPTEMBER 2011-May 2012**
Teacher - Itinerant band position at five elementary schools on the west bank of Jefferson parish.

- Coordinated schedules and ensured adequate coverage to meet learning objectives.
- Provide communication to parents and administration.
- Plan curriculum for student performance expectations.
- Manage music budget for 5 schools

THE CHURCH ORGAN GROUP, METAIRIE, LOUISIANA **FEBRUARY 2008 – SEPTEMBER 2011**
Regional Sales Manager - A Louisiana-based organ sales and service company, the Church Organ Group has installed, sold and services over eight hundred organs in the south for over 39 years.

- Identified potential new clients and created opportunities to provide new organs at attractive prices.
- Built and maintained effective relationships with customers and organizations.
- Performed sales demonstrations for organ committees throughout Louisiana & Mississippi.
- Worked closely with customers during the installation process.
- Performed instruction sessions with customers following installation.

TRINITY CHURCH, PASS CHRISTIAN, MISSISSIPPI **NOVEMBER 2000 –NOVEMBER 2011**
Music Director - The church was founded in 1849. After being destroyed by Hurricane Katrina, the church has been renovated and restored.

- Coordinate and perform all musical aspects of the liturgy for the church.
- Responsible for the planning, recruiting and directing of the choir and instrumentalists.
- Assisted in the redevelopment of the church and rebirth of the community.
- Worked with the building committee in planning and design of the new facility with respect to music, audio and liturgy.
- Plan concert events for the community with local and national artists.
- Teach music skills to adults in choral groups.
- Manage music budget for music, supplies and guest musicians.

QWIK PACK & SHIP, THIBODAUX, LOUISIANA **NOVEMBER 2005 – AUGUST 2008**
Owner/Operator - A franchise mail and parcel center store.

- Created and built a small business through networking and marketing.
- Managed daily operations, accounting, ordering and stocking supplies.
- Managed, hired, trained, terminated 5 employees.
- Negotiated building lease and build-out.
- Targeted an overlooked, untapped market segment in need of a mail and parcel center.
- Interviewed, hired and trained staff in job skills. Completed annual performance appraisals and proactively addressed performance issues.
- Created sales to over \$300k/year.
- Managed budget for inventory, shipping, payroll and supplies of over \$300k.

SCHOOLS IN LOUISIANA & MISSISSIPPI **SEPTEMBER 1997 –NOVEMBER 2005**
Band Director - Directed high school and middle school band programs.

- Supervised staff of instructors for the program.

- Coordinated schedules and ensured adequate coverage to meet learning objectives.
- Interviewed and developed new staff.
- Member of LMEA, MBA, LPBDA, District VII BDA, MENC.
- Organized music teachers to revitalize LPBDA. As President of LPBDA, planned parish-wide events for band students.
- Worked as adjudicator and instructor in state and regional events.
- Served on site-level school improvement committee.
- Managed budgets in schools for auxiliary instructors, music and supplies.

PROFESSIONAL MEMBERSHIPS

American Health Information Management Association (AHIMA)

Louisiana Health Information Management Association (LAHIMA)

Greater New Orleans Health Information Management (GNOHIMA) – President-Elect 2015/2016



COMMISSION ON CERTIFICATION



This certifies that

John A Barrilleaux

No. 0018094

*has satisfactorily complied with the requirements of the CCHIIM under
the auspices of AHIMA and is therefore qualified as a*

Registered Health Information Administrator (RHIA)

11/16/12

Patty T. Sheridan, MBA, RHIA, FAHIMA
President
American Health Information Management Association

Lynne Thomas Gordon, MBA, RHIA, FACHE
Chief Executive Officer
American Health Information Management Association

Amanda King, MHIM, RHIA
Chair
Commission on Certification for Health Informatics and Information Management



The University of Southern Mississippi



On Recommendation of the Faculty of the
College of The Arts

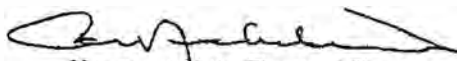
and by authority of the Board of Trustees
has conferred upon


John Anthony Barrilleaux, II

the degree of

Master of Music Education

At Hattiesburg, Mississippi, August 4, 2000 with all the rights and privileges
appertaining to that degree.


President of the Board of Trustees


University Registrar


President of the University


Hattiesburg



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

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

OFFICE OF THE
VICE PRESIDENT FOR
FINANCE AND BUSINESS AFFAIRS

TELEPHONE: (225) 771-5550
FAX: (225) 771-2922

January 23, 2019

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

Dear President-Chancellor Belton:

The Special Assistant to the Vice President for Finance and Business Affairs is responsible for organizing, implementing and overseeing the reporting of financial and operational activities for the Southern University System. The activities include finance and fiscal operations, long-range fiscal planning, and operational budgeting. This position is also responsible for:

- Compiling accurate and timely responses and reports to Federal, State, regulatory agencies and other external reporting requirements.
- Completing projects and special assignments by establishing objectives; determining priorities; managing time; gaining cooperation of others; monitoring progress; problem-solving and making adjustments to plans.
- Ensuring that system-wide budgets and other budgetary information are prepared in accordance with internal and external guidelines, accurate and timely submitted to Board of Supervisors, Board of Regents, Division of Administration and other applicable state agencies.

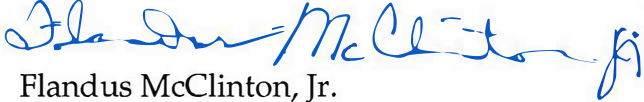
The Special Assistant to the Vice President position was advertised on the Civil Service website, Jobs In Higher Ed and on Southern University System Vacancy Announcement website. A search committee was appointed and charged with identifying and vetting applicants. The Search Committee members were satisfied that Ms. Jones possesses the necessary experience and institutional familiarity to serve in this position. Ms. Jones has a Bachelor of Science in Accounting. She has served in numerous finance related capacities including budgeting, accounting and other related finance positions during the past 29 years on the Southern University Baton Rouge Campus.

"An Equal Education Opportunity Institution"

WWW.SUS.EDU

I am recommending Ms. Pamela Jones be appointed to this position. Ms. Jones experience and knowledge will greatly benefit the University. Your favorable consideration of this request will be appreciated.

Sincerely,

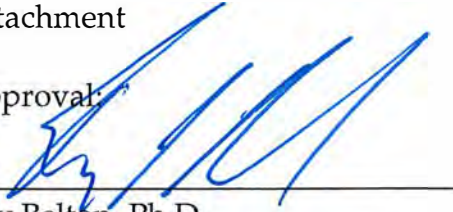


Flandus McClinton, Jr.

Vice President for Finance and Business Affairs

Attachment

Approval:



Ray Belton, Ph.D.

President-Chancellor

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Assistant to the Vice President for Finance and Business Affairs and Comptroller AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR Division of Finance and Business Affairs

(Department or Unit)

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

VACANCY DESCRIPTION AND JUSTIFICATION

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

Reports to the Vice President for Finance and Business Affairs and Comptroller. Responsible for organizing, implementing and overseeing the reporting of financial and operational activities of the Southern University System. The activities include finance and fiscal operations, long-range fiscal planning, and operational budgeting.

Salary/Range: \$80,000 – 90,000 Previous Incumbent- Gloria Matthews

Approved Disapproved *Gloria Matthews* 10/12/2018
 Department Head Date

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

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<u>1M9947</u> <u>1M9880</u>	
<u><i>Gloria Matthews</i></u>	<u>10/16/18</u>
Signature	Date
Budget Number	111005-11091-61002-16000

HUMAN RESOURCES OFFICE ONLY	
Existing/Approved Position	
<input type="checkbox"/> Yes	<input type="checkbox"/> No
Employee Class:	Job Class:
Verified By:	Date:

Approved Disapproved *Gloria Matthews* 10/12/18
 Vice Chancellor Date

Approved Disapproved *Ray S. Belton* 10/12/18
 Chancellor/Vice President Date

Approved Disapproved *Ray S. Belton* 10/12/18
 President Date

An Equal Opportunity Employer

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

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

Previous Employee Gloria Matthews Reason Left Retirement
 Date Left January 6, 2019 Salary Paid \$87,360

Profile of Person Recommended

Length of Employment July 1, 2018 To June 30, 2019
 Effective Date March 15, 2019

Name Pamela Jones SS# XXX-XX-0047 Sex F Race* B
 (Last 4 digits only)

Position Title: Special Assistant to the VP for Finance & Business Department: VP for Finance and Business Affairs

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

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

Years Experience 9 Southern University Experience 29

Degree(s): Type/Discipline (BA-Education): Accounting Institution/Location: Southern University and A&M College Year: 2010

Current Employer Southern University Baton Rouge

Personnel Action

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

Recommended Salary \$90,000 Salary Budgeted \$90,000

Source of Funds State Budget

Identify Budget: 111005-11091-61002-16000 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
111005-11091-61002-16000	\$90,000

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor [Signature] Date 1/23/19 Dean/Unit Head [Signature] Date 1/23/2019
 Vice Chancellor [Signature] Date 1/23/19 Chancellor [Signature] Date 1/23/2019
 Director/Personnel [Signature] Date 1/23/19 Vice President/Finance [Signature] Date 1/23/2019
 President [Signature] Date 1/23/19 Business Affairs/Comptroller _____
 Chairman/S.U. Board of Supervisors _____ Date _____

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

American Indian or Alaskan Native. A person having origins in any of the original peoples of North 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: Flandus McClinton
SUPERVISOR/DEPARTMENT CONTACT NUMBER 225-771-5550
NUMBER OF EMPLOYEES SUPERVISED, (if any) 1
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>
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

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

111005-11091-61002-10000 1/23/19
SIGNED 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)

Vacancy Announcement System (VAS)

Position Vacancy Announcement Request

Date: 10/10/18 Department: Division of Finance and Business Affairs

SUS SUBR SULC SUAREC SUNO SUSLA

Application Deadline: October 31, 2018 Date position to be filled: ASAP

Position Title: Assistant to the Vice President for Finance and Business Affairs and Comptroller Civil Service Pay Level: N/A

Salary (annual): _____ or Salary Range: \$80,000 to \$90,000

Please check all categories that apply to this position:

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

FOR HR USE ONLY:
CS Job Code: _____

Contact Person: Flandus McClinton Telephone No: (225) 771-5550

Contact Email Address: Flandus_mcclinton@sus.edu

Contact e-mail address is for:

Human Resources utilization only posting to VAS website

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

Reports to the Vice President for Finance and Business Affairs and Comptroller. Responsible for organizing, implementing and overseeing the reporting of financial and operational activities of the Southern University System. The activities include finance and fiscal operations, long-range fiscal planning, and operational budgeting. Responsibilities include:

- Compiling accurate and timely responses and reports to Federal, state, regulatory agencies and other external groups as it relates to financial activity, operations and other external reporting requirements.
- Completing projects and special assignments by establishing objectives; determining priorities; managing time; gaining cooperation of others; monitoring progress; problem-solving; making adjustments to plans.
- Preparing Board and System annual financial statements and disclosures included in management's discussion and analysis.
- Reviewing the preparation of and monitoring the Board and System operating budgets.
- Ensuring that system-wide budgets and other budgetary information are prepared in accordance with internal and external guidelines, accurate and timely submitted to Board of Supervisors, Board of Regents, Division of Administration and other applicable state agencies.
- Preparing historical and other statistical analyses, tables and charts to plot trends and project future status of budgetary and financial information for the System.
- Provides supervision for financial and support operations at the Board and System level including transaction review, approval and monitoring.
- Ensuring compliance with State and University laws, regulations and policies.
- Actively engaging in system wide policy and practice discussions, effectively representing college interests while also working to develop plans that serve the system as a whole.
- Updates job knowledge by participating in educational opportunities; reading professional publications; maintaining personal networks; participating in professional organizations.
- Other duties as assigned by the Vice President for Finance and Business Affairs.

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

- Bachelor's degree in Accounting, Finance or related field (Master's Degree and/or CPA is a plus).
- Minimum of 5-7 years progressive experience in higher education, a related non-profit field or public accounting, with direct supervisory experience.
- Strong leadership, communication, and problem solving skills required.
- Demonstrated successful track record in a financial or related environment with diverse functions, complying with organizational policies and procedures, and adhering to accounting standards.
- Functional knowledge of financial information technology is a must. A higher level of computer based reporting and integration with a variety of technology will be necessary.
- Experience with Banner finance, payroll, and AR software is highly desired

Remarks/How to Apply (letter of application, curriculum vita, resume', references, etc)/Mailing Address
[Maximum 12 lines @ 250 characters (including spaces) per line]:

Please submit attached application (from HR website), letter of application, current resume', and thee (3) references to:
Mr. Flandus McClinton
Vice President for Finance and Business Affairs
Southern University System
J.S. Clark Administration Building, 4th Floor
Baton Rouge, LA 70813
Criminal background check and reference verification is required.
Southern University is an equal opportunity employer.

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

ASSISTANT TO THE VICE PRESIDENT FOR FINANCE AND BUSINESS AFFAIRS AND COMPTROLLER

Reports to the Vice President for Finance and Business Affairs and Comptroller. Responsible for organizing, implementing and overseeing the reporting of financial and operational activities of the Southern University System. The activities include finance and fiscal operations, long-range fiscal planning, and operational budgeting. Responsibilities include:

- Compiling accurate and timely responses and reports to Federal, state, regulatory agencies and other external groups as it relates to financial activity, operations and other external reporting requirements.
- Completing projects and special assignments by establishing objectives; determining priorities; managing time; gaining cooperation of others; monitoring progress; problem-solving; making adjustments to plans.
- Preparing Board and System annual financial statements and disclosures included in management's discussion and analysis.
- Reviewing the preparation of and monitoring the Board and System operating budgets.
- Ensuring that system-wide budgets and other budgetary information are prepared in accordance with internal and external guidelines, accurate and timely submitted to Board of Supervisors, Board of Regents, Division of Administration and other applicable state agencies.
- Preparing historical and other statistical analyses, tables and charts to plot trends and project future status of budgetary and financial information for the System.
- Provides supervision for financial and support operations at the Board and System level including transaction review, approval and monitoring.
- Ensuring compliance with State and University laws, regulations and policies.
- Actively engaging in system wide policy and practice discussions, effectively representing college interests while also working to develop plans that serve the system as a whole.
- Updates job knowledge by participating in educational opportunities; reading professional publications; maintaining personal networks; participating in professional organizations.
- Other duties as assigned by the Vice President for Finance and Business Affairs.

POS CLASS				
EMP CLASS				
HI		RT		LV

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	2	M	9	6	9	5
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CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

TYPE OF APPOINTMENT:

<input type="checkbox"/> Academic (Fac)	<input checked="" type="checkbox"/> Non-Academic (Uncl)	<input type="checkbox"/> Civil Service
<input type="checkbox"/> Temporary	<input type="checkbox"/> Part-time (<u>100</u> % of Full Time)	<input type="checkbox"/> Restricted
<input type="checkbox"/> Tenured	(must be indicated if less than 100%)	<input type="checkbox"/> Detail #of mos _____
<input type="checkbox"/> Tenured Track	<input type="checkbox"/> Undergraduate Student	<input type="checkbox"/> Job Appointment
<input type="checkbox"/> Other (Specify) _____	<input type="checkbox"/> Graduate Assistant	<input type="checkbox"/> Probationary
	<input type="checkbox"/> Retiree Return To Work	<input type="checkbox"/> Permanent Status

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

Profile of Person Recommended

Length of Employment February 1, 2019 To June 30, 2019
Effective Date of Employment February 1, 2019

Name Dawson Odums SS# S01593982 Sex M Race* B
(Last 4 digits only)

Position Title: Head Football Coach Department: Athletics

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

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

Years Experience 20 years Southern University Experience 8 years

Degree(s): Type/Discipline (BA-Education): B.S. Institution/Location (SU-Baton Rouge): North Carolina Central Year: 1997

Current Employer Southern University

Personnel Action

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

Annual Salary \$210,000.00 Salary Budgeted \$210,000.00 Hourly Rate, if applicable: _____

Pay Cycle: Biweekly Monthly Faculty

Source of Funds: _____ Identify Budget: _____ Location: _____

Change of:

Position: Head Football Coach From Head Football Coach To _____

Status: _____

Salary Adjustment: \$190,000 \$210,000

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

Source of Funds (Current)	Amount
218900-21802-61002-29000	\$210,000.00

*See Reverse Side

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor <u>Roman P. Bents</u> <u>2/1/19</u> Date	Dean/Unit Head <u>Roman P. Bents</u> <u>2/1/19</u> Date
Vice Chancellor <u>[Signature]</u> <u>2/15/19</u> Date	Chancellor <u>[Signature]</u> <u>2/15/19</u> Date
Director/Personnel <u>[Signature]</u> <u>2/15/19</u> Date	Vice President/Finance <u>[Signature]</u> <u>2/15/19</u> Date
President <u>[Signature]</u> <u>2/15/19</u> Date	Business Affairs/Comptroller _____ Date
	Chairman/S.U. Board of Supervisors _____ Date

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

Dawon Odums, retained as Head Football Coach effective February 1, 2019.

REC'D UP FIN&BUS AFFA
19 FEB 6 AM 10:30

Must be completed by hiring supervisor:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 AM – 5:00 PM M-S

EMPLOYEE DIRECT SUPERVISOR: Roman Banks

SUPERVISOR/DEPARTMENT CONTACT NUMBER 771-5930

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

HR USE ONLY: STATUS (check 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/I-20. The latter seven (7) 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 Use Only

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below, the forms are located at Downloadable Forms on the HR website at www.subr.edu/humanresources).

- 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/Unclassified Positions (Civil Service Application for classified employees)
- Reference Check Form (reference check performed by hiring supervisor)
- Authority to Release (signed by employee) (submitted to HR with Verification of Fingerprints form signed by State Police)
- Criminal/Background Check Process (forms completed by employee/ submitted to State Police)
- Exemptions Survey Form (signed by employee and budget head)
- Proposed Employee Appointment Form (completed by hiring supervisor)
- Proposed Employee Clearance Form (completed by hiring supervisor)
- Letter of Justification for Restricted/ Job Appointment/Detail Appointment
- Citizenship/Visa Status Verified, I-20/I-94 provided, if applicable

FUNDS AVAILABLE
OFFICE OF THE COMPTROLLER
OF THE UNIVERSITY SYSTEM

FEB 05 2019

James Johnson
COMPTROLLER OFFICE

Executive Summary for Third Extension of Employment Contract for Dawson Odums

* This agreement shall be effective from January 1, 2019 and shall remain in effect through December 31, 2021.

* Salary increase to an annual base salary of \$210,000 for the term of the agreement.

* Performance Incentives:

a. (vi.) Paid Bowl Appearance/Victory

1. Head Football Coach (appearance) \$20,000.00
2. Head Football Coach (victory) \$20,000.00
3. Assistant Coaches (victory) \$15,000.00*

*To be divided among maximum NCAA bylaw 11.7.5 FCS assistant coaches with approval from the Athletic Director.



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

February 6, 2019

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

Re: Appointment of Dr. Bobby Phills as Special Assistant to the Executive Vice President

Dear Dr. Belton:

I am writing to request a waiver for the search for the position of Special Assistant to the Executive Vice President. Pending approval from your office and the Southern University Board of Supervisors, this appointment will extend from February 1, 2019 through December 31, 2019. This person will be responsible for a wide range of academic matters on behalf of the Executive Vice President.

Dr. Bobby Phills is the candidate that I am asking to be appointed in this position with an annual salary of \$172,000. A graduate of Southern in horticultural sciences, Phills received his master of science and Ph.D. degrees from Louisiana State University in horticulture with an emphasis in plant breeding. Prior to becoming chancellor-dean of the Southern University AgCenter and College of Agricultural, Family and Consumer Sciences, he served for six years as dean of the College of Agriculture and Food Sciences at Florida A&M University. He also served as dean of the College of Agricultural, Family and Consumer Sciences here at Southern University for more than a decade.

I request your approval to waive the search and support the appointment of Dr. Phills to this position.

Sincerely,

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

James H. Ammons, Ph.D.
Executive Vice President/Executive Vice Chancellor

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Special Assistant to the Exec. Vice President AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR Office of Academic Affairs

(Department or Unit)

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

VACANCY DESCRIPTION AND JUSTIFICATION

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

The Special Assistant to the Vice President serves as a senior administrator in the Office of the Executive Vice President. In this role, the person in this position reports directly to the EVP and handles a wide range of matters and projects on behalf of the EVP. The Special Assistant also handles many sensitive and confidential matters and is responsible for fostering positive relationships with both internal and external constituencies.

Salary/Range: \$172,000 Annually Previous Incumbent (if replacement): _____

Approved _____ Disapproved James H. Ammons 2/6/19
 Department Head Date

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

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
_____ Yes	_____ No
Signature	Date
Budget Number	

HUMAN RESOURCES OFFICE ONLY	
Existing/Approved Position	
<input checked="" type="checkbox"/> Yes	_____ No
Employee Class: <u>MU</u>	Job Class: <u>64790</u>
<u>[Signature]</u> Verified By	<u>2/7/19</u> Date:

Approved _____ Disapproved James H. Ammons 2/6/19
 Vice Chancellor Date

Approved _____ Disapproved _____
 Chancellor/Vice President Date

Approved _____ Disapproved _____
 President Date

An Equal Opportunity Employer

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 type="checkbox"/> Academic	<input checked="" type="checkbox"/> Non-Academic	<input type="checkbox"/> Civil Service
<input type="checkbox"/> Temporary	<input type="checkbox"/> Part-time (_____ % of Full Time)	<input type="checkbox"/> Restricted
<input type="checkbox"/> Tenured	<input type="checkbox"/> Undergraduate Student	<input checked="" 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 2/1/2019 To 6/30/19
Effective Date 2/1/2019

Name Bobby R, Phills SS# S01499093 Sex M Race* B
(Last 4 digits only)

Position Title: Special Assistant to Ex. Vice President Department: Office of Exec. Vice 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:
BS/Horticulture Southern University/Baton Rouge, LA 1975
MS/Horticulture Louisiana State Univ/Baton Rouge, LA 1672
Ph,D, Horticulture Louisiana State Univ/Baton Rouge, LA 1968

Current Employer Southern University

Personnel Action

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

Recommended Salary 172,000 Salary Budgeted 172,000

Source of Funds _____

Identify Budget: 611001 61210-66000 Location _____
Form Code: _____ Page _____ Item # _____

Change of: From To
Position Chancellor SUAREC/Dean CoAFCS Special Assistant to Executive Vice President
Status _____
Salary Adjustment _____ 172,000

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

Source of Funds	Amount
611001-61210-66000	\$172,000

*See Reverse Side

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable): Linda Batista 2/7/19

James H. Annunzio 2/7/19
Supervisor Date

James H. Annunzio 2/7/19
Dean/Unit Head Date

James H. Annunzio 2/7/19
Vice Chancellor Date

Chancellor Date

[Signature] 2/7/19
Director/Personnel Date

[Signature] Date
Vice President/Finance

[Signature] Date
Business Affairs/Comptroller

[Signature] Date
President

Chairman/S.U. Board of Supervisors Date

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS: Effective 2/1/2019, Dr. Bobby R. Fields will become the Special Assistant to the Executive Vice President, Dr. James H. Ammons, Jr.

EMPLOYEE REGULAR WORK SCHEDULE: M-F; 8-5
EMPLOYEE DIRECT SUPERVISOR: James H. Ammons, Jr.
SUPERVISOR/DEPARTMENT CONTACT NUMBER 225-771-4095
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	FUNDS AVAILABLE OFFICE OF THE AGRICULTURAL RESEARCH AND EXTENSION SOUTHERN UNIVERSITY SYSTEM <i>CA</i> FINANCE & ADMINISTRATION SECTION
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

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

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

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

Position Description
Special Assistant to the Executive Vice President

The Special Assistant to the Executive Vice President (EVP) serves a senior administrator in the Office of the EVP. The Special Assistant reports directly to the EVP and serves as a member of his Leadership Team. In this role, the Special Assistant handles a wide range of matters and special projects on behalf of the EVP.

The Special Assistant to the EVP assists the EVP in ensuring the quality of instructional and research programs, and developing academic strategies and budget priorities across the Southern University System.

The Special Assistant is responsible for cultivating and maintaining strong professional relationships with key personnel across the University System. The position requires the exercise of independent judgment and a comprehensive knowledge and understanding of the Southern University System, its academic programs, and personnel. The Special Assistant handles many sensitive and confidential matters and is responsible for fostering positive relationships with both internal and external constituencies.

Description of Duties

- Performs executive-level duties of a confidential and sensitive nature; assists in establishing priorities and agendas, researches issues of importance and produces briefing materials on matters requiring the EVP's attention;
- Supports the EVP in leading an effective senior management team; helps the EVP manage projects; designs and facilitates regular and periodic strategy and planning meetings.
- Communicates on behalf of the EVP with the campus community, and designated national and statewide organizations;
- Interacts with administrators, faculty, and classified staff to facilitate effective communications with the EVP and campus constituencies; represents the EVP, as appropriate.
- Coordinates and manages the EVP's special projects.
- Represents the EVP to the campus community through participation on committees involving campus-wide issues.
- Other duties as assigned.

Preferred Qualifications

- Doctoral degree
- Seven years of progressively responsible administrative management experience
- Demonstrated experience in communications and project management; supervisory experience in a university setting
- Thorough understanding of higher education and related organizational structures, policies and procedures

Biographical Résumé

BIOGRAPHICAL RÉSUMÉ

of

BOBBY R. PHILLS

Executive Summary

Name: Bobby R. Phills **Date:** January 6, 2015
Rank/Position: Professor **Academic Unit/Dept.:** CAFS/Viticulture & Small Fruit Research Center
Year Promoted: 1983 **No. of Years in Rank:** 31
Date Employed: Florida A&M University, July 1, 1997 **No. of Years:** 17 **Months:** 6
University Address, Email and Telephone Number: Center for Viticulture & Small Fruit Research (CVSFR), College of Agriculture and Food Sciences (CAFS), 6505 Mahan Drive, Tallahassee, Florida 32317; bobby.phills@famuedu, Office: 850-599-3996 or Direct: 850-599-8685 or Cell: 850-528-4616

I. ACADEMIC TRAINING: Including academic training beyond the terminal degree.

Education:	Degree	Institution	Area of Specialization	Date
	BS	Southern University	Horticulture/Veg. Crops	1968
	MS	Louisiana State University	Horticulture/Veg. Crops	1972
	PhD	Louisiana State University	Horticulture/Plant Breeding	1975
	Post Doc.	Cornell University	Plant Breeding/Genetics	1976
	IPA Appt./Sabb.USDA/ARS/CSREES (NIFA) Interagency Collaboration Policy 2004			

II. OUTSTANDING CONTRIBUTIONS AT FLORIDA A&M UNIVERSITY:

My most recent contributions to higher education and community development were at Florida A&M University in the areas of teaching, research, extension, and scholarly activities, which have been numerous and on several fronts. In the area of administration, I served as Dean and Director of Land-grant Programs for 7 years (1997 - 2003). During my tenure, I administered and managed an annual budget of over \$3.2 million dollars, in state Educational and General (E&G) funds; and approximately \$3.8 million in research and extension Land-grant funding, including USDA/1890 facilities and McIntire-Stennis (Forestry) funds. In addition, I secured approximately \$9 million dollars in extramural Contracts and Grant funds from the federal government, private industry, and stakeholders in support of the College of Engineering Sciences, Technology and Agriculture (CESTA) and its various land-grant programs. Some of the specifics I achieved during this time period included the following:

- Restructured the administrative arm of CESTA, making it comparable to the 1862 land-grant colleges. The new structure opened up the following positions; Dean and Director of Land-grant Programs, Associate Deans for Academic Programs, Research and Technology, and Extension/Outreach, and Director of International Agricultural Programs. This was the first such administrative structure across the 1890 land-grant system.
- Raised CESTA's minimum admission GPA requirements from 2.0 to 2.5 in order to enhance the admission requirements of our students, thereby, making them more competitive and having the academic ability to deal with the **STEM** disciplinary requirements for students matriculating within the College, which we refer to as Food and Agricultural Sciences Technology Engineering and Mathematics (FASTEM).
- Established a **CESTA Scholarship Endowment Fund** and secured over \$250,000 from external sources for high academic achievers, which still exists today. I also secured

- funding for scholarships and assistantships from USDA agencies and private industries for training potential employees for several federal and state agencies, and private industries.
- Championed the cause which now allows FAMU Faculty and Staff to earmark their scholarship contributions to their respective colleges or academic programs, if they so desire. This policy change brings in approximately \$20,000 annually to the CAFS Scholarship Endowment Fund.
 - Mandated that all proposals going forward included components to (1) recruit undergraduate and graduate students; and, (2) to write in increased levels of funding that would sustain and retain the graduate recruits at a reasonable cost of living during their matriculation.
 - Contributed significantly through service on various national and regional boards, councils, commissions, and committees. This service had a direct and long-term impact on FAMU and other 1890 and 1862 land-grant universities in that it resulted in heightened program support and public recognition and appreciation for the land-grant services we provided. As it relates to FAMU, some of my greatest contributions were securing funding to establish: 1) the FAMU Science Center of Excellence; 2) the Center for Biological Control; 3) the Center for Water and Air Quality; 4) the renovation of a facility to house the Center for Viticulture and Small Fruit Research; 5) the first campus-based USDA/ARS Research Work Unit of its type on an HBCU Land-grant campus; 6) the restructuring of the FAMU/UF doctoral affiliate in Entomology to allow for the option of teaching all or any part of the curriculum on FAMU's campus, conducting all or some of the research on FAMU's campus by FAMU faculty, as well as, allowing both universities' Presidents and Registrars to sign-off on the diplomas. Thus, this made it a more meaningful and realistic cooperative degree program; and, 7) the FAMU Grape Harvest Festival, which has become an annual event with an attendance level that has ranged between 3000 and 5000 participants for the past five years. In addition to the general public, the festival is attended by state and federal legislators and congressional members, the Mayor, City and County Commissioners and their staffs, and the University's President, Vice Presidents, Deans and Directors, and most of all, our students. The festival is an excellent way to bring the general public into the campus to learn about the culture of our viticulture and other research and extension programs while having fun in the process. All Land-grant programs participate via educational and extension display booths and demonstration type workshops. Even the Tallahassee public organizations have informational displays and hands-on experiential learning demonstrations.

My greatest accomplishments over the span of my professional career, from a national perspective, were in the area of student and program development which proved to be beneficial to the entire 1890 Land-grant community in the recruitment of high academic achievers, training them at the university level and sending them on to graduate schools and private industries. This process has resulted in over 200 graduates at the BS, MS and PhD levels with over 50 students currently working for USDA in leadership positions.

- Played the leadership role in establishing the USDA/1890 Task Force, securing the USDA 1890 Capacity Building Grant program, the USDA 1890 Facilities Program, and opening up the McIntire-Stennis (Forestry) Program to selected 1890 Universities, to include FAMU and Southern University. Also played a major role in getting USDA/1890 Liaison Positions & USDA Research Facilities established on 1890 Campuses.
- Established the first BS degree program in the nation in Urban Forestry at Southern University. Since its inception over the past 20 years, this program has grown in both size

and complexity offering BS, MS and PhD degree programs to over 40 majors and having graduated over 200 students.

- Received the **Visionary Award** from Southern University in November, 2012, during the 20th Anniversary Celebration for the success of the Urban Forestry Program in student development and research experimentation.
- Received the SU Ag Center's **2015 Louisiana Living Legends Teaching Award** on March 20, 2015. The award was given in recognition of the more than 200 plus students whose lives have been positively impacted by Dr. Phillips.
- Assisted in the development and release of three sweet potato varieties at Tuskegee Institute, one of which was used for space missions by NASA and can be seen at the Walt Disney World “**EPCOT Land**” pavilion in Orlando Florida. Growing in a soilless media.
- Wrote two articles for World Book Encyclopedia on yams and sweet potatoes as the first African American to publish in World Book, according to World Book.
- Broke the sterility code in the intergeneric hybridization between *Solanum lycopersicoides* X *Lycopersicon esculentum* leading to cold tolerance and virus resistance in the tomato.

These accomplishments have had a profound and lasting impact on Tuskegee University, Southern University and Florida A&M University, as well as the entire 1890 and 1862 land-grant communities. Since commencing my professional career at Cornell University, followed by Tuskegee University, Southern University and Florida A&M University, I have been very successful in acquiring competitive grants in teaching, research and extension/outreach for the entire Land-grant community, both 1890 and 1862 Universities. Over the past 3 years, I have received over one million dollars in funding from federal and state agencies. Under my leadership, visibility of our land-grant programs at all levels and clientele services were enhanced exponentially. The “A&M” in FAMU and SU A&M are widely known, understood and accepted as major cornerstones in their land-grant missions.

I was awarded an Inter-governmental Personnel Act (IPA) professional development appointment (Jan. 2004 – Jan. 2005) with the United States Department of Agriculture (USDA) within dual agencies (Cooperative State Research, Education, and Extension Service – CSREES, and the Agricultural Research Service – ARS). The appointment was to enhance my knowledge of the development of the federal budget process and to provide me with first-hand knowledge of how the two agencies dealt with research evaluation and accountability. In addition, my specific assignment was to develop a protocol that would result in meaningful and achievable recommendations to strengthen and enhance the collaborative relationship between ARS and CSREES. I successfully completed the project assignment, which produced a document of recommendations that were accepted for policy changes by the two agencies, as well as, posted on their websites for use by other federal agencies.

III. ADVISEMENT/COUNSELING:

Student Advisement/Mentoring:

I served as major professor for the following master’s level students:

Conrad Bonsi*	Major Professor	Finished	1978
Brenda M. Allen**	Major Professor	Finished	1978
Ervin G. Wilson	Major Professor	Finished	1979
Clifton Paul	Major Professor	Finished	1979
Joseph Ogbugwo	Major Professor	Finished	1979
L.E. Uwaifo	Major Professor	Finished	1980

Victor Khan	Major Professor	Finished	1982
Walter Barker***	Major Professor	Finished	1982
Charmaine Price	Major Professor	Finished	1982
Fern Springer	Major Professor	Finished	1982
Owusu Bandele****	Major Professor	Finished	1982
Sampson Hopkinson	Major Professor	Finished	1986

- * Completed Ph.D. program at Cornell University and Post Doctorate at Penn State University.
- ** Completed Ph.D. program at Auburn University (First person in US to receive a PhD in urban forestry).
- *** Completed Ph.D. program at University of Minnesota.
- **** Completed Ph.D. program at North Carolina State University.

I also served as minor professor for more than 50 graduate students; supervised and mentored over 100 undergraduate students. My mentorship numbers rise significantly (approximately 400) when the student participants from the BAYOU and RATLR Pre-college Summer Youth Development Programs, which I served as PI/PD, are factored in. Also, through the Viticulture Youth Development Outreach Programs, I frequently lead high school and college class tours throughout the Center; teaching and exposing the students to various aspects of small fruits and vegetables, and encouraging them to either come to college, or broaden their educational perspective by considering a degree in the food and agricultural sciences or a closely related FASTEM discipline.

Student Experiential Learning Programs: During my tenure at Tuskegee Institute, two of my undergraduate students were the first from an 1890 land-grant university to win competitive paper awards in the American Society of Horticultural Sciences (ASHS), one at the regional level and the other at the national. Both students received 2nd place awards in the student competitive paper competitions. These students were testaments to the diligent mentoring they received from my efforts. I also received the USDA Secretary of Agriculture Honor Award for the development of the Southern University Beginning Agricultural Youth Opportunities Unlimited (BAYOU) student experiential learning program, which consisted of 7 Phases. These phases included pre-college middle and high school and college level students, which enabled them to take part in on-campus activities; governmental and private industry internships; university linkages; and summer, hire experiences.

As a result of my efforts and leadership, the USDA Agricultural Marketing Service (AMS) established the first USDA Agency Scholarship Program with Southern University's College of Agriculture, Family and Consumer Sciences. Because of the success of this program, the USDA/1890 Taskforce used it as the model in establishing the USDA/1890 National Scholars Program.

Upon my arrival at FAMU, I utilized the model for the BAYOU Program to establish the Raising Agriculturally and Technologically Literate Rattlers (RATLR) Program at Florida A&M University in the College of Engineering Sciences, Technology and Agriculture. To support the RATLR Summer Program, I have been successful in writing 5 USDA Capacity Building Grants, averaging \$198,500 each to bring high school students to campus for the purpose of exposing them to the food and agricultural sciences, and related scientific disciplines. I served as research mentor to two CAFS students (Food Science and Entomology) who competed in December in the 2012 Professional Agricultural Workers Conference at Tuskegee University. They won 1st and 2nd Place with their Paper and Poster Presentations, respectively. I have had students to participate in

the Association of Research Directors (ARD) Symposia over the years as a part of their scientific professional development. It should be noted that my research group presented a total of 9 papers and posters in the 2013 ARD Biennial Research Symposium (4 students and 5 research associates, post docs and Co-PIs). This speaks to my devotion to promoting leadership development, youth development, and experiential learning in mentoring students and young scientists.

IV. UNIVERSITY/PUBLIC SERVICE: PARTICIPATION ON SELECTED LOCAL, REGIONAL, AND NATIONAL BOARDS COMMISSIONS, COUNCILS, AND COMMITTEES:

St Mary Primitive Baptist Church Fellowship Bowling League - **Chair**
St Mary Village of HOPE (helping our people excel) - **Chair**
National Women in Agriculture Association "NWIAA" Board of Directors - **Member**
Munree Cemetery Foundation Board of Directors - **Member**
Council of 1890 Presidents and Chancellors Legislative and Budget Committee – **Chair (10 yrs,);**
National Academy of Sciences Board on Agriculture and Natural Resources (BANR), **Member;**
Association for International Agriculture and Rural Development Board of Directors - **Member;**
USDA Forestry Research Advisory Council - **Member;**
USDA National Agricultural Statistics Service Advisory Council - **Member;**
Tallahassee Urban League Board of Directors - **Member;**
FAMU-ARS Science Center of Excellence Administrative Council - **Chair;**
Agricultural Research Institute (ARI) - **Member;**
Alpha Phi Alpha Fraternity, Inc., (Gamma Mu Lambda Chapter) - **Member;**
Sigma Xi Scientific Society of North America - **Member;**
Association of Research Directors (ARD) Legislative and Budget Committee - **Chair;**
1890 Corporate/Congressional Legislative Think-Tank - **Chair;**
1890 Emerging Leadership Development Program Committee - **Chair;**
Bobby Phills Educational Awareness Foundation, Inc. Board of Directors, **Pres & CEO;**
USDA Forestry Research Advisory Council, **Member;**
USDA National Agricultural Statistics Service Advisory Council, **Member;**
ASHS Southern Region Collegiate Branch, **Faculty Advisor;**
ASHS Southern Region Education Committee, **Chair;**
ASHS Southern Region L. M. Ware Outstanding Teacher Awards Committee, **Chair;**
ARD's Ninth Biennial Research Symposium Committee, **Chair;**
ARD's Small-Scale Agriculture Committee, **Chair;**
Baton Rouge Green Board of Directors - **Member;**
Louisiana Board of Regents Task Force on Agriculture - **Member;**
Louisiana-Nigerian Agriculture Commission - **Member;**
Lower Delta Nutrition Initiative Steering Committee - **Member;**
NASULGC, Division of Agriculture Legislative Committee - **Member;**
NASULGC, Commission on Food, Environmental and Renewable Resources, **Vice Chair;**
NASULGC, Board of Agriculture Budget Committee - **Member;**
NASULGC, Farm Bill Rewrite Committee - **Member 2000 & 2005;**
National 1890 Centennial Committee, **Chair;**
National Urban Forestry Task Force on Minority Recruitment - **Member;**
SCS/1890 Symposium Committee, **Co-Chair;**
Southern Agriculture Deans' Council, **Chair;**
The Florida Farm Foundation, Inc. Board of Directors - **Member;**
USAID Research Advisory Committee - **Member (6 yrs);**
USDA, Joint Council on Food and Agricultural Sciences - **Member;**
Southern University Research Council - **Member;**
Tuskegee Institute Carver Research Foundation Administrative Council - **Associate Director**

V. PROFESSIONAL SERVICE AND OTHER EXPERIENCES:

Teaching/Academic Experiences: I taught undergraduate and graduate courses in Vegetable Crops and Plant Breeding at Tuskegee University for 7 years, from 1976 through 1983. During that period, I received the College Teacher of the Year Award and was nominated for the University Teacher of the Year Award.

Academic Leadership: Served as chair, vice chair or a member of the following national boards, councils, commissions and committees:

- ❖ Southern Land-Grant Deans Association - **Secretary, Vice Chair, and Chair**
- ❖ NASULGC Academic Committee on Organization and Policy (ACOP) - **Vice Chair**
- ❖ 1890 Council of Academic Deans – **Chair**
- ❖ NASULGC Board on Agriculture – **Member**
- ❖ NASULGC Commission on Food, Environmental and Renewable Resources - **Vice Chair**

As noted previously, I collaborated with Dr. K. Jane Coulter, Deputy Administrator for USDA Higher Education Programs, to develop the criteria for the 1890 Capacity Building Grants Program; Co-chaired the USDA/1890 Facilities Committee with Dr. Ted Wilson, USDA/CSREES Deputy Administrator for Plant Science to develop the criteria for the USDA 1890 Facilities Program; and, Co-chaired the USDA/1890 Nashville Summit Planning Committee with Mr. Don Gomer, Deputy Conservationist, Louisiana, that resulted in the establishment of the USDA/1890 Taskforce.

Past Research Experiences: During graduate school, I conducted research on the sweet potato and tomato, respectively, and **was the first African American to receive a degree in Agriculture from Louisiana State University, where I received the MS and PhD degrees.** Following graduate school, I received a two-year post doctorate fellowship from the Rockefeller Foundation to attend Cornell University and study with three leading plant breeding and extension professors in the country, Drs. Richard D. Robinson, Henry Munger and Phil Mingus, respectively. My research focused on the intergeneric hybridization of *Lycopersicon esculentum* x *Solanum lycopersicoides*; and, the use of extension to transfer research findings to New York growers. The experience I gained was used to jumpstart my professional research career.

Post Doctorate Experience at Cornell University: As stated earlier, my post doctorate research and extension/outreach work involved the successful hybridization of *Solanum lycopersicoides* x *Lycopersicon esculentum*, and indexing this wild relative of the tomato for pest resistance and environmental stress tolerance. This was the first known successful hybridization of this intergeneric cross. This cross led to discoveries of tobacco and cucumber mosaic virus resistance and heat and cold tolerance in tomatoes.

Research at Tuskegee University: My research focused on the development of sweet potatoes and tomatoes. I also assisted Dr. Booker T. Whatley with breeding sweet potatoes, Muscadine grapes, and blueberries; released two sweet potato cultivars with Dr. Whatley; released a third sweet potato cultivar in 2005 for NASA space missions in collaboration with Dr. Conrad Bonsi), my former graduate student, and other Tuskegee scientists. This cultivar has the ability to set storage roots in soil-less media; collaborated with Dr. Bonsi to write two articles for the World Book Encyclopedia (Sweet Potato and Yam); and, according to World Book Encyclopedia, was the first African American to publish in World Book Encyclopedia, 1986, Vol. 86A.

Research and Academic Administration at Southern University: I served as Dean and Research Director to the initial College of Agriculture, which later was merged with the College of Home Economics to become the College of Agriculture and Home Economics. During my tenure, one of my major accomplishments was my establishment of the first USDA/NRCS National Plant Data Collection Center on an 1890 University Campus, and the establishment of the first BS Degree Urban Forestry Program in the nation in 1992. As noted above, I received the Southern University Visionary Award in 2012 for pioneering this program 20 years ago.

Research at Florida A&M University (FAMU): My primary research focus: Evaluation and improvement of small fruits, nuts and vegetables for small and limited resource growers in Florida and the Southern United States, with emphasis on berries, citrus, plums, figs, oriental persimmons, chestnuts, and assorted fresh vegetables using Integrated Pest Management (IPM) strategies. I served as PD/PI for a Small Fruit USDA/ARS Cooperative Agreement (\$576,000), which was the foundation for my current research program. I am collaborating with research colleagues as we seek to develop seedless Muscadine grape cultivars; developed raspberry genetic improvement program to address southern growers' needs; and, value-added product development. I am the Director of the IPM Extension Fruit and Vegetable Program, and Co-PI of our National Clean Plant Grape Germplasm Program. I am the PD/PI of CAFS RATLR Youth Development Program, "In Search of the Next George Washington Carver", and mentor numerous pre-college students in research exploration and experimentation as a major component of the RATLR High School Youth Development Summer Program.

As Chairman of the 1890 Presidents and Chancellors Legislative and Budget Committee, as well as a member of the 1862 and 1890 National Land-grant Budget Committee, during my tenure here at FAMU, my position allowed me to successfully petition Congress in 1999 to appropriate \$2.5 Million annually for a joint research and development collaboration between the USDA/ARS and FAMU. One Million dollars of these funds were used to establish the **FAMU Science Center of Excellence** to support joint projects between Agriculture and Food Sciences, Biology, Chemistry, and Physics, ranging from \$200,000 - \$300,000 per project for the scientists in these areas, and \$1 Million for ARS collaboration with FAMU. **An additional \$500,000 was used to establish the Small Fruit Research and Outreach Program** (with \$250K to FAMU and \$250K to ARS).

Extension and Public Service Experiences: During my tenure at Tuskegee University, I planned and organized Field Days for sweet potato and tomato growers; assisted in the program planning for the Annual Farmers Conference and the Professional Agricultural Workers Conference; helped to develop the framework for the USDA Socially Disadvantaged Initiative (SDI) for Small Farms Program (Sec. 2501); and, developed the first project under the SDI program at Tuskegee University (\$425,000).

While at Southern University, I developed a second SDI project (\$375,000); coordinated the research and outreach efforts of the Southern University Small Farms Research Center (a Consent Decree Program); served as Chairman of the 1890 Association of Research Directors from **1987-1989**; organized the community-wide, tree-planting project on Arbor Day in the Scotlandville Community which spanned Harding Boulevard from the community near the Interstate intersection, leading up to the Southern University Campus, as is evidenced even today.

At Florida A&M University, I've chaired the Annual Grape Growers Field Day; developed, chaired and co-chaired the FAMU Annual Grape Harvest Festival, which brings over 70 exhibitors and 5000 plus participants to the CAFS Center for Viticulture and Small Fruit Research over the past 12 years. Currently, I serve as PD/PI of the Small Fruit Research and Outreach Program and the

Extension IPM Small Fruit and Vegetable Program, which hosts numerous IPM field days and on-farm demonstrations. My public service over the years included working with the 4-H, FFA, and Boy Scouts of America organizations. I assisted with merit badge counseling and community cleanup campaigns; served as a past member of the Tallahassee Urban League Board of Directors; and worked with youth development and career planning. I serve as an advisor to the St. Mary Primitive Baptist Church (SMPBC) Youth Ministry; co-chair SMPBC Bowling Committee; chair the SMPBC 'Village of HOPE' (Helping Our People Excel) Ministry; and, I organized a voter registration and "Get the Vote Out" workshop and drive for congregants and their families and friends, with specific attention on youth and young adults in the community; and organized through the Village of HOPE Florida Comprehensive Achievement Test (FCAT) workshops to prepare elementary and high school students to take annual Florida state mandatory tests. As a community servant, I have made several presentations on leadership development, brotherhood, youth development, voting, and community activism at the church and within the juvenile justice system.

Due to some health challenges that I face, I have been requested annually to speak to the Florida State University Medical students on renal health care and how renal patients can remain resolute. I also speak to young people in the Tallahassee Juvenile Justice System, on how they can become credible citizens based on the choices they make as they move forward.

International Experiences: The following is an abridged list of selected international experiences:

- Ghana, West Africa - University Linkage Exploration - **Team Leader**
- Guyana, South America - Baseline Study on Agricultural Research, Teaching and Extension Programs - **Team Leader**
- Kenya, East Africa - Review of Agricultural and Teaching Program at University of Nairobi - **Team Leader**
- Jamaican/Caribbean University Linkage Exploration - **Team Leader**
- Nigeria, Africa - Nigerian/Louisiana Agricultural Development Evaluation Team - **Member**
- Rwanda, East Africa - Africare Refugee Agriculture Project Review - **Team Leader**
- Jamaica/Sandals/Beaches Resorts Employee and Student Training Programs - **Team Leader**
- Somalia, East Africa - Refugee Agric. Self Reliance Project Design Study - **Team Leader**
- ARD Agriculture Expeditions to Jamaica, Virgin Islands, Puerto Rico, Guam and Mexico to study agricultural operations and potential collaboration in these countries - **Member**
- South Vietnam, Southeast Asia - Assisted in curtailing the spread of communism - **US Army Helicopter Crew Chief and Flight Operations Coordinator**
- FAMU Center for International Agricultural Trade Development Research and Training - **Board Member**

VI. PUBLICATIONS, PRESENTATIONS, BOOKS, AND OTHER SCHOLARLY ACTIVITIES:

Selected Refereed Publications:

Whatley, B.T. and B.R. Phills. 1977. 'Rojo Blanco' Sweet Potato. *HortScience* 12(3):266.

Whatley, B.T. and B.R. Phills. 1977. 'Carver' Sweet Potato. *HortScience* 12(3):266.

Alvarez, M.N., B.T. Whatley, J.H.M. Henderson and B.R. Phills. 1978. Effect of Polaris on yield, dry matter, and soluble solids of sweet potato roots. *J. Amer. Soc. Hort. Sci.* 103(2):206-207.

Phills, B.R., N.H. Peck, G.E. MacDonald and R.W. Robinson. 1979. Differential response of *Lycopersicon* and *Solanum* species to salinity. *J. Amer. Soc. Hort. Sci.* 104(3):349-352.

Bonsi, C.K. and B.R. Phills. 1979. Reaction of twelve sweet potato cultivars and breeding lines of two root-knot species with three experimental methods. *HortScience* 14(4):539-541.

- Quamina, J.E., W.A. Hill and B.R. Phills. 1981. Comparative development of vine cuttings and rotted tuber sprouts from Yam (*Dioscorea alata* L.). HortScience 16(6):777-778.
- Quamina, J.E., B.R. Phills and W.A. Hill. 1981. Vine Production from tuber pieces of various sizes and sections of Yam (*Dioscorea alata* L.). HortScience 17(1):73.
- Pace, R.D., G.G. Dull and B.R. Phills. 1985. Proximate composition of sweet potato greens in relation to cultivar, harvest date, crop year and processing. J. Food Science. Vol. 50:537-538.
- Pace, R.D., G.G. Dull, T.E. Sibiya and B.R. Phills. 1985. Ca, Fe, and Zn content of 'Jewel' sweet potato greens affected by harvesting practices. J. Food Science.
- Pace, R.D., G.G. Dull and B.R. Phills. 1985. Vitamin and mineral content of sweet potato greens in relation to cultivar, harvest date, crop year and processing. J. Food Science.
- Phills, B.R. and Conrad Bonsi. 1986. Sweet Potato. World Book Encyclopedia.
- Phills, B.R. and Conrad Bonsi. 1986. Yam. World Book Encyclopedia.
- Phills, B.R. 1992 - Southern University's Urban Forestry Program: History, Structure, Accomplishments and Visions. Proceeding of the Society of American Foresters.
- Colova, V, P. Bordallo, B. Phills, M. Bausher, 2007: Synchronized Somatic Embryo Development in Embryogenic Suspensions of Grapevine (*Muscadinia rotundifolia* Small and *Vitis vinifera*, L.), VITIS, (46) 1: 15-18.

Selected Non-refereed Papers, Presentations and Abstracts:

- Phills, B.R., R. Providenti and R.W. Robinson. 1977. Reaction of *Solanum lycopersicoides* to virus diseases of the tomato. Tomato Genetics Cooperative No. 28.
- Phills, B.R., R.W. Robinson and J.W. Shail. 1977. The evaluation of *Solanum lycopersicoides* for resistance to fungal diseases and nematodes. Tomato Genetics Cooperative No. 28.
- Robinson, R.W. and B.R. Phills. 1977. *Solanum lycopersicoides*: A source of tolerance to low temperatures. Tomato Genetics Cooperative No. 28.
- Phills, B.R. and R.W. Robinson. 1978. Flowering of *Solanum lycopersicoides* and its hybrid with the tomato. Tomato Genetics Cooperative No. 29.
- Phills, B.R. and T.P. Hernandez. 1975. Combining ability in F1 hybrids, *Lycopersicon esculentum*. HortScience 10(2):149.
- Phills, Bobby R. and Brenda M. Allen. 1979. Evaluation of selected sweet potato cultivars for seed-piece propagation. HortScience 14(2):124.
- Phills, B.R. and V.A. Khan. 1981. Percent dry matter of sweet potato as a function of stage of growth. HortScience 16(3):288.
- Kundai Nyemu Chibanguza, Bobby R. Phills. 2012. Nutritional evaluation of 'Better Boy' tomatoes (*Lycopersicon esculentum*) for a dialysis patient whose condition resulted from advanced hypertension and diabetes. Presented at 70th PAWC, Tuskegee University. Dec. 2-4, 2012 (**1st Place Award - Student undergraduate competition**).
- Haseeb, M., R. Said, B. Phills, A. Bolques and G. Umar. Some priority pest problems in small scale fruit and vegetable production in North Florida. Extension poster presented at the 7th International IPM Symposium, held in Memphis, TN, USA (26-29 March 2012).
- Phills BR, Phills G, Umar G, Onokpise O, Mobley R and Bourne Smothers J. CESTA Summer Youth Development Institute: USDA-NIFA PD Conf. September 16-19, 2012 Huntsville AL.
- Phills B.R., Leong S, and Umar G. 2011. Growing a Grape Harvest Festival: Our Experience – Our Growing Pains. FGGA Annual Conference January 21-22, 2011 - Lakeland, FL.
- Phills B.R. and Umar G. 2010. Growing a grape festival: Our experience. Presented at Florida Grape Growers Association (FGGA) Annual Conference held January 8-9, 2010, Daytona Beach, FL.
- Umar G, Vasanthaiah Hemanth KN, Devaiah K, Basha SM, Phills, BR, and Hunter W 2010. Assessment of Genetic Diversity among Selected Raspberry Cultivars. The Florida State Horticulture Society annual meeting held at Crystal River, FL, from June 6– 8, 2010.

- Phills, B.R., Leong S, Tsoлова V, Mobley R, Reitz S, Kairo M, Umar G, Vasanthaiah HKN, Kambiranda D, Basha SM, Sutton S, Harper A and Farm crew.* 2011. Use of Grape Festival to Highlight and Promote Center Research and Extension Programs. 16th Biennial ARD Research Symposium, Atlanta, GA, April 9-13.
- Vasanthaiah HKN, Kambiranda D, Basha SM, Umar G and Phills B.R.* 2011. Development of Molecular Markers Linked to Low Chill/ Heat Tolerance in Raspberry. 16th Biennial ARD Research Symposium, Atlanta, GA, April 9-13.
- Umar G, Phills B.R, Vasanthaiah HKN, Devaiah K and Basha SM.* 2011. Determining Selected Physio-Chemical Characteristics Among Blackberry Genotypes (*Rubus spp.*) in North Florida. 16th Biennial ARD Research Symposium, Atlanta, GA, April 9-13.
- Umar G, Phills B.R., Vasanthaiah HKN, Devaiah K and Basha S.M. and Hunter W.* 2010. Assessment of Genetic Diversity among Selected Raspberry Cultivars. Joint Annual Meeting of The Florida State Horticulture Society and Soil and Crop Science Society of Florida. Crystal River FL. June 6 – 8
- Phills B.R., Basha SM, Vasanthaiah HKN, Umar G and Kambiranda D.* 2010. The Development of Raspberry Genetic Improvement Program. Project Directors Conference/Workshop, Washington DC, Nov 29 – Dec 3.
- Vasanthaiah HKN, Kambiranda D, Umar G, Basha SM and Phills B.R.* 2010. Identification of molecular markers associated with low chill/heat tolerance in raspberry (W376). *Section: Use of Molecular Markers for Plant Breeders Workshop*, Plant and Animal Genome XVIII conference, San Diego, CA, January 9 – 13.

Books and Book Chapters:

- Henderson, J.H.M., B.R. Phills and B.T. Whatley.* 1984. The growth and culture of *Ipomoea batatas* L: The Sweet Potato In Tissue Culture-Possible se in Crop Improvement. Vol. 2, First Ed. Academic Press
- Ananga, A., V. Georgiev, J. Ochieng, B. Phills, and V. Tsoлова.* 2012. Production of Anthocyanins in Grape Cell Cultures: A potential Source of Raw Material for Pharmaceutical, Food, and Cosmetic Industries. In: "The Mediterranean Genetic Code - Grapevine and Olive" (Barbara Sladonja Ed.), InTech, Croatia, ISBN 980-953-307-597-1, published.
- Phills, BR.* 2013. Editor, "Grandma's Down Home Family Recipes" cookbook". An HWP Family Reunion compilation of family recipes. ©Morris Press Cookbooks, published.

VII. RESEARCH GRANTS AND CONTRACTS: List of selected research projects, grants and contracts received during Dr. Phills professional career.

- USDA/FmHA-Alabama-Tuskegee-Small-Scale Farm Family Enhancement Program- 1983-1986 (\$425K)
- USDA/FmHA-Louisiana Small-Scale Farm Family Enhancement Program-1990-1992 (\$398K)
- USDA/FS-Establishment of an Urban Forestry Program at Southern University-1991-1993 (\$600K)
- USDA/ARS-Biological Control Partnership Cooperative Agreement at FAMU 1998-2007 (\$850K)
- USDA/CSREES-CBG-Raising Agriculturally and Technologically Literate Ratters (RATLR)- 1999, 2000, 2010-(\$198K each)
- USDA/APHIS -Biological Control Partnership Cooperative Agreement at FAMU-2000-2003 (\$800K)
- USDA/ ARS/ FAMU Science Center of Excellence-1999-2005 (\$3,450,000)
- USDA/CSREES-CBG-Genetically Tailored Muscadine Grapes for Fresh Market/CoPI-2005- (\$296,456)

- The Development of A Raspberry Genetic Improvement Program 2009 -2011 CBG CSREES USDA (\$ 299,782)
- Developing Low Chill and Heat Tolerant Raspberry Suitable for Florida, 2010-2012, FDACS, 2010 Specialty Crop Block Grant, (\$103,157)
- Florida A&M Extension Integrated Pest Management Coordination Program. 2010-2013 USDA/NIFA Extension IPM Coordination Support Program. (\$221,778)
- Southeastern Vine Improvement and Distribution Program: Disease Free G1/G2 Planting Stock for Viticulture Industry in Florida and Southeastern Region PI Violeta Colova, Bobby Phills and Stephen Leong: USDA/ APHIS/ NCPN 2010) - (\$115,000)
- Southeastern Vine Improvement and Distribution Program: Clean Plant Diagnostic Capacity for American Native Grapes , PI Violeta Colova, Anthony Ananga, Bobby Phills and Stephen Leong: USDA/ NCPN 2011 -(\$182,000)
- Southeastern Vine Improvement and Distribution Program: Disease Free G1 /G2 Planting Stock for Viticulture Industry in Florida and Southeastern Region PI Violeta Colova, Bobby Phills and Stephen Leong: USDA/ NCPN 2011- (\$127,000)
- CESTA Summer Youth Development Institute 2010 -2013 - CBG NIFA USDA (\$199,425)
- CESTA Youth Development Summer Institute Phase II: Enhancement of Research and Extension Learning Laboratories (RELL). 2012-2015 CBG NIFA-USDA. (\$ 199,991)
- Enhancing the capacity of urban agriculture in north Florida using best management of farming practices. 2012-2015 CBG NIFA-USDA. (\$348,371)

VIII. AWARDS AND HONORS:

- American Men and Women of Science (14th Edition)
- Tuskegee Institute Outstanding Faculty of the Year Award (Dept. & School-Selectee.) 1979 & 1980
- Association of Research Director's Outstanding Leadership Award
- USDA/1890 Task Force Executive Team Appreciation Award
- USAID Research Committee Appreciation Award
- Council of 1890 Deans and Directors Outstanding Leadership Award
- NASULGC Outstanding Leadership Award
- Louisiana FFA Association Honorary State FFA Degree
- Louisiana Arborists Association Recognition Award
- Southern University Academic Leadership Award
- USDA/CSREES Outstanding Service Award
- Louisiana Food & Agriculture Council Outstanding Leadership Award
- Southern University Board of Supervisors Excellence Award
- FAMU/MANRRS Chapter Outstanding Service Award
- FAMU/CESTA Distinguished Service Award
- Association of Research Directors Leadership Recognition Award
- Florida Grape Growers Association Appreciation Award
- NASULGC/ACOP Outstanding Service Recognition Award
- USDA/1890 National Scholars Program Appreciation Award
- The National Academics' National Research Council Board on Agriculture and Natural Resources Membership Service Award
- St. Mary Primitive Baptist Church Leadership Award (2007)
- The Southern University Urban Forestry Visionary Award (2012)
- Enshrinement into the FAMU/CAFS Land-Grant Administrators Gallery of Distinction (2014)
- Southern University Agriculture Center Louisiana Living Legends Award for Teaching (2015)



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

Office of the Executive Vice President/Executive Vice Chancellor

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

February 11, 2019

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

Re: Additional Duties for Dr. Janana J. Snowden

Dear Dr. Belton:

Dr. Janana J. Snowden, director of the Medicinal Plant Institute, has been assigned additional duties effective March 1, 2019, which will include serving as executive director and chief scientist of the Medical Plant Institute/Assistant Professor. As chief scientist, she will serve as coordinator for regulatory agencies such as the Louisiana Department of Agriculture and Forestry, Louisiana Board of Pharmacy and the Louisiana State Police. She will also coordinate the compliance process between the University and Ilera Holistic Healthcare. As a result of these additional responsibilities, I am recommending that her salary increase from \$78,000 to \$98,000.

She has worked as a senior research associate, medical marijuana liaison officer and program leader in agricultural science. She has served as director of the Medicinal Plant Institute since 2016, working collaboratively with cross-departmental teams and various state and federal entities in the garnering of financial support for the development and marketing of products emanating from this institute. She has a B.S. in biology from Grambling State University and her M.S. in urban forestry and Ph.D. in environmental toxicology from Southern University and A&M College. I believe that with her experience, education and leadership abilities, she will help us to meet our goals for the Medical Marijuana Program.

Sincerely,

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

James H. Ammons, Ph.D.
Executive Vice President/Executive Vice Chancellor

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	6	F	9	9	8	2
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CAMPUS: SUS ___ SUBR ___ SULAC ___ SUAREC X SUNO ___ SUSLA ___

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

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

Previous Employee Dr. Janana Snowden Reason Left ___
 Date Left ___ Salary Paid ___

Profile of Person Recommended

Length of Employment March 1, 2019 To ___

Effective Date March 1, 2019

Name Dr. Janana Snowden SS# xxx-xx-5970 Sex Female Race* AA

Position Title: Executive Director and Chief Scientist Medicinal Plant Institute/Asst. Prof. Department: Research

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

U		S
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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 15+ years Southern University Experience 15 years

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>BS-Science</u>	<u>Grambling State University-Grambling, La</u>	<u>2003</u>
	<u>MS-Urban Forestry</u>	<u>Southern University and A&M College</u>	<u>2005</u>
	<u>Ph.D.-Environmental Toxicology</u>	<u>Southern University and A&M College</u>	<u>2011</u>

Current Employer Southern University Agricultural Land-grant Campus

Personnel Action

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

Recommended Salary \$98,000 Salary Budgeted \$98,000

Source of Funds State & Medical Maj, Program

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

Change of: From Director/Assistant Professor To Exec. Director and Assistant Professor/Medical Marijuana Program & Chief Scientist
 Status Full-time Full-time
 Salary Adjustment \$78,000 \$98,000

Financial Aid signature (if, applicable):

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

*See Reverse Side

Source of Funds	Amount
611001-65060-62000	\$49,000
627516-61210-66000	\$49,000

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable): Lynda Battista 1/30/19

Supervisor James H. Ammons 2/4/19
 Vice Chancellor James H. Ammons 2/6/19
 Director/Personnel [Signature] 2/11/19
 President [Signature] 2/11/19

Dean/Unit Head B. Phillips/RW 1/30/19
 Chancellor B. Phillips/RW 1/30/19
 Vice President/Finance [Signature] 2/6/19
 Business Affairs/Comptroller [Signature]
 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.

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

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

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

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

COMMENTS: Dr. Janana Snowden will continue to fulfill a joint appointment of Assistant Professor, as well as continue serving as Director of the Southern Institute of Medicinal Plants (SIMP) and the Medical Marijuana Program Coordinator.

EMPLOYEE REGULAR WORK SCHEDULE: Monday – Friday; 8:00am – 5:00pm
EMPLOYEE DIRECT SUPERVISOR: Dr. Andra Johnson
SUPERVISOR/DEPARTMENT CONTACT NUMBER (225) 771-2242
NUMBER OF EMPLOYEES SUPERVISED, (if any) 0

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

FUNDS AVAILABLE
OFFICE OF THE AGRICULTURAL
RESEARCH AND EXTENSION
SOUTHERN UNIVERSITY SYSTEM
44 1/30/19
FINANCE & ADMINISTRATION SECTION

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)

REC'D UP FIN&BUS AFFAI
19 JAN 30 PM3:08

JOB DESCRIPTION
Director of the Southern Institute for Medicinal Plants/Medical Marijuana Program
Coordinator/Chief Scientist

General Description:

The Director of the Southern Institute for Medicinal Plants will be responsible for the development and implementation of a comprehensive medicinal plant program that evaluates various plant species for medicinal properties and the development of such properties for commercial usage. These plants will include but are not limited to medicinal cannabis and hibiscus species. The Director will work collaboratively with cross-departmental teams and various state and federal entities in the garnering of financial support for the development and marketing of value-added products originating from this institute. The Director will also assist in providing training and experiential learning opportunities for students at the undergraduate and graduate levels. Additionally, the Director will serve as the Chief Scientist for the Medical Marijuana Program.

The Chief Scientist will be responsible for ensuring that the facility operations of Advanced Biomedics (contracted vendor) remains compliant under state law. As part of the duties, the Chief Scientist will work directly with the Louisiana Department of Agriculture and Forestry (LDAF) and Louisiana State Police (LSP) regarding rules and regulations; completing draft applications and renewal applications for Southern University's cannabis license; and maintaining relationships and conducting ongoing discussions with regulators and officials pertaining to state and local regulatory requirements. Incumbent will be responsible for review of producers system of internal controls and will be responsible for recordation of changes made and approvals issued by Southern University and LDAF. Incumbent will be responsible for issuance and recordation of all authorizations issued by LDAF as required by law and/or administrative rule. In addition, the Chief Scientist will independently analyze, monitor, and evaluate monthly, quarterly, and annual submissions by Advanced Biomedics before submitting to LDAF and LSP. Incumbent will coordinate program information by maintaining extensive databases, generating reports and ensuring information integrity.

Job Duties:

Serve on state, regional and national committees

Participate in professional meetings and conferences

Supervise and guide all Institute research scientists and projects

Develop strategic plan for Institute and monitor progress towards strategic goals

Conduct primary research specific to the Medical Marijuana Program areas

Provide research outcomes and reports as well as create and submit publications

Assist in development and maintenance of designated scientific laboratories

Seek external funds to support the research focus area

Manage assigned budget in a manner that is responsible and consistent with established guidelines

Maintain records and reports to state legislature

Monitor compliance with state and federal regulations regarding Medical Marijuana research

Maintain up to date/relevant operating procedures for Institute and Program

Other duties as necessary

Janana J. Snowden
2664 Old Towne Drive
Zachary, LA 70791
(225) 333-2533
jananasnowden@gmail.com

EDUCATION:

Ph.D., Environmental Toxicology -December 2011
Southern University and A&M College, Baton Rouge, LA

M.S., Urban Forestry -December 2005
Southern University and A&M College, Baton Rouge, LA

B.S., Biology (Wildlife) -May 2003
Grambling State University, Grambling, LA

EXPERIENCE:

Director (November 2016-Present)
Southern Institute for Medicinal Plants

Responsibilities: Developing and implementing a comprehensive medicinal plant program that evaluates various plant species for medicinal properties and the development of such properties for commercial usage. Working collaboratively with cross-departmental teams and various state and federal entities in the garnering of financial support for the development and marketing of value-added products emanating from this institute. Assisting in providing training and experiential learning opportunities to students at the undergraduate and graduate levels.

Assistant Professor/Program Leader, Agricultural Sciences-Plant & Soil Science (Aug. 2017-Present)
Southern University and A&M College, Baton Rouge, Louisiana

Responsibilities: Teaching the basic principles underlying plant growth and development along with a variety of hands-on skills required in growing and managing plants. Responsible for curriculum development, student advisement, departmental, institutional, and community service, as well as program assessment and review. Promotes an applied educational environment that is innovative and inspiring to students in the classroom and in the field.

Medical Marijuana Liaison Officer (September 2015-Present)
Southern University Agricultural Research and Extension Center, Baton Rouge, Louisiana

Responsibilities: Working as first line of communication for SU Ag Center by addressing calls/inquiries, developing relationships with local/regional stakeholders, and compiling/organizing information pertaining to medical marijuana. Reporting all information to Chancellor and performing duties as assigned. Scheduling visits with policy makers, cultivation facilities and investors. Also responsible for maintaining regular communication with SUS administrators, LA Dept. of Agriculture and Forestry, LA Pharmacy Board and LA Medical Board of Examiners regarding interpretation of existing and new statutes and rules surrounding this enterprise.

Senior Research Associate (April 2014-October 2016)
Southern University Agricultural Research and Extension Center, Baton Rouge, Louisiana

Responsibilities: Conducting basic, applied and analytical research to investigate the potential medicinal uses of phytochemical compounds found in Roselle (*Hibiscus Sabdariffa*) extracts and investigating the mechanism of action in the suppression, proliferation and/or migration of cancer cells. Also responsible for the interpretation of analytical results; development of new methods; and the optimization of existing laboratory methods. In addition to research and product development,

responsible for providing scientific results that support the generation of publications and patents while disseminating findings at local and national scientific meetings. Other responsibilities include managing laboratories and equipment and supervising research assistants.

Adjunct Instructor - Genetics (Summer 2015-2016)

Biology Department, Southern University and A&M College

Responsibilities: Teaching Genetics course as outlined in syllabus. Providing information and laboratory exercises that will enable students to thoroughly understand how genes are transmitted from generation to generation, the biochemical nature of genes, how genes exert their effect at the molecular and biochemical levels; while also enhancing the student's problem solving skills.

Research Instructor/Mentor (June 2006-July 2015)

Upward Bound TRIO, Southern University and A&M College

Responsibilities: Teaching introductory research and laboratory practices to high school students by utilizing group activities which promote student learning. Responsible for curriculum design, lecture planning and implementation, test design and evaluation of student performance.

Postdoctoral Researcher/Research Associate (April 2012-March 2014)

Southern University Agricultural Research and Extension Center, Baton Rouge, Louisiana

Responsibilities: Managed and facilitated all activities associated with "Combating Childhood Obesity with Caregivers as Change Agents" clinical trial, developed value added food products using bioactive compounds (i.e. whey protein and resistant starch), recruited and screened subjects for study, collected and analyzed data from subjects such as height, weight, and blood pressure, utilized the Dual Energy X-ray Absorptiometry (DEXA) to obtain body mass index (BMI) measurements for subjects, conducted sensory analyses, provided nutrition and health intervention classes to subjects, collaborated with other scientists, presented results via poster, seminars, workshops, and/or manuscripts.

Research Scientist (Summer 2011)

Bering Glacier Research Camp, Alaska

Responsibilities: Collaborated with scientists from U.S. Bureau of Land Management (BLM), United States Geological Survey (USGS), and Michigan Technological University (MTU) investigating climate change as a result of global warming. Collected and assessed data to measure fish and fungi productivity of Vitas Lake. Measured and analyzed the melting of Bering glacier using various research activities such as water quality, seismic activity, vegetation and land use classification, GIS/Remote Sensing Mapping and GPS.

Graduate Research Assistant (January 2006 – December 2011)

Department of Environmental Toxicology, Southern University

Responsibilities: Employed cellular and molecular biology techniques and assays to characterize the relationship between environmental genotoxin exposure and acquisition of anti-tumor drug resistance in DU145 prostate cancer cells. Conducted dose-dependent studies to investigate the cytotoxic effects of Diepoxybutane (DEB) on cancer cells. Identified cell signaling pathways involved in the DEB-induced transition of anchorage dependence to anchorage independence of DU145 cells. Assessed the role of DEB in promoting cell migration and drug resistance in prostate cancer cells.

Environmental Scientist (February 2007 – July 2009)

Louisiana Department of Environmental Quality, Baton Rouge, LA

Performed routine wet-chemistry analyses of water and wastewater samples for various chemical and physical parameters using titrimetric, gravimetric, and volumetric procedures.

Developed skills and assisted in the analyses of various environmental samples (air water, wastewater, soils, sediments and aquatic organisms) using various instrumental procedures including atomic absorption spectrophotometry, automated colorimetry, ion chromatography, gas chromatography infrared spectrometry, mass spectroscopy, and polarized light microscopy. Assisted in the acquisition, formatting, reporting, and quality control of analytical data and the calibration and

maintenance of laboratory equipment. Input and recorded data for direct importation into Laboratory Information Management System (LIMS) database and prepared summaries for review. Received various Certificates of Completion in Comprehensive Public Training Program.

Graduate Research Assistant (August 2003 – December 2005)

Department of Urban Forestry, Southern University

Responsibilities: Investigated the factors affecting biodiversity and ways to manage it. Aided in set up of laboratory activities and exercises. Graduate teaching assistant to Tree Physiology undergraduate students.

Agricultural Environmental Specialist Intern (August 2004- December 2005)

Louisiana Department of Agriculture and Forestry, Baton Rouge, LA

Responsibilities: Assessed environmental impact of agricultural operations on soil, water, air, and other related natural resources and assisted in the development of direct management plans designed to protect these resources. Performed inspections and investigations relative to laws governing horticulture, agronomy, pesticides, structural pest control, seeds, fertilizers, and quarantine programs.

Laboratory Student Assistant (September 2002 – May 2003)

Department of Biology, Grambling State University

Responsibilities: Assisted in teaching introductory anatomy and water quality labs to incoming biology majors. Developed curriculum emphasizing several in/out of classroom group activities.

Wildlife Biology Student Trainee/Park Ranger (Summer 2001)

Tensas River National Wildlife Refuge, Tallulah, LA

Responsibilities: Conducted biological survey involving the tagging and releasing of the Louisiana Black Bear. Collected, compiled, analyzed and communicated biological and environmental data of various projects in support of major program objective.

SPECIAL SKILLS:

(Biological)

Gel Electrophoresis, Real Time PCR, Western Blotting Analysis, ELISA, Immunofluorescence, Cell Culture, Transfections, Immunofluorescence Microscopy, Light Microscopy, Brightfield Microscopy, Cell Staining (Gram-Negative and Gram Positive), Slide Preparation and Staining, Bacteria Cultivation and Isolation, DNA Extraction, RNA Isolation, Affymetrix Gene Chips, Gene Expression Profiling

(Chemical)

GC-MS, UV-vis, Spectrophotometry, HPLC, Inverted Microscopy, Scanning Electron Microscopy, Soil and Ground Water Sampling, DOC studies: BNA (Method 625 & 3520C), Oil & Grease/ Hand Extraction Method 1664)

(Software)

Microsoft Word, Powerpoint, Access, Publisher, Excel, Photoshop, Pathway Assist, Pathway Array, ImageJ, Laboratory Information Management System (LIMS), Dual Energy X-ray Absorptiometry (DEXA), SAS, SPSS, iTree Suite, GIS/Remote Sensing and GPS

Certifications/Trainings:

Hazwoper/Hazmat (DEQL)

Environmental Ethics and Data Integrity Training (LELAP/NELAP)

ServSafe Food Protection Manager Certification- American National Standards Institute (ANSI)

License(s):

Louisiana Controlled Dangerous Substance (CDS-Schedule I) License- LA Board of Pharmacy
US Drug Enforcement Administration Schedule I Registration – In Progress

PUBLICATIONS:

Devaiah Kambiranda, Sheikh Basha, Stephen Stringer, James Obuya and **Janana Snowden**. (2019) Multi-year Quantitative Evaluation of Stilbene Levels Among Selected Muscadine Grape Cultivars. *Molecules*

Devaiah Kambiranda, Sheikh M. Basha, Rakesh Singh, **Janana J. Snowden** and Roger Mercer (2018) Proteome Profile of American Hybrid Grape cv. Blanc du Bois During Ripening Reveals Proteins Associated with Flavor Volatiles and Ethylene Production, *Proteomics-Clinical Applications*. Volume 18, Issue 1

Janana J. Snowden (August 2016) Antimicrobial Efficacy of Roselle Hibiscus Extracts Against *Escherichia coli*. Gordon Research Conference – Natural Products and Bioactive Compounds, Andover, New Hampshire (Abstract)

Janana J. Snowden (December 2014) Cytotoxic Effects of the Environmental Contaminant, Diepoxybutane, on DU145 Prostate Cancer Cells. Professional Agricultural Workers Conference (PAWC), Tuskegee, AL

Fatemeh Malekian, **Janana J. Snowden**, Sebhatu Gebrelul, Kasundra Cyrus, De'Shoim Friendship, Betty Kennedy and Jack Losso (2014). Shake Off Your Weight. *Louisiana Agriculture Magazine*, Winter Issue Vol. 57 No. 1

Janana J. Snowden, Fatemeh Malekian, and Sebhatu Gebrelul (2011). Combating Childhood Obesity with Caregivers as Change Agents (CCOCCA) “Product Development Phase” Association of 1890 Research Directors, Inc. 17th Biennial Research Symposium, p. 246, 554

Sridevi Yadavilli, Eduardo Martinez-Ceballos, **Janana J. Snowden**, Angela Hurst, Tranole Joseph, Thomas Albrecht, and Perpetua M. Muganda (2007). Diepoxybutane activates the mitochondrial apoptotic pathway and mediates apoptosis in human lymphoblast through oxidative stress. *Toxicology in Vitro*, 21, 1429-1441

Janana J. Snowden (2011). Effects of Diepoxybutane on the cell migration and drug resistance capabilities of DU145 prostate cancer cells. ProQuest

Janana J. Snowden and Zhu H. Ning (2005). Factors affecting biodiversity and strategies to manage biodiversity. ProQuest

Janana J. Snowden and Eduardo Marinez-Ceballos. Effect of the Environmental Pollutant Diepoxybutane (DEB) on the Cellular Proliferation and Migration of DU145 Prostate Cancer Cells. To be submitted.

PRESENTATIONS:

Janana J. Snowden (

Janana J. Snowden (February 2018) LEAD 21-Class 13 Graduation Speaker, Washington D.C.

Janana J. Snowden (August 2016) Antimicrobial Efficacy of Roselle Hibiscus Extracts Against *Escherichia coli*. Gordon Research Conference – Natural Products and Bioactive Compounds, Andover, New Hampshire

Janana J. Snowden (July 2015) Medicinal Properties of Roselle (*Hibiscus sabdariffa* L.). Improving Information Access Conference, SUAREC

Janana J. Snowden (May 2015) Health benefits and medicinal uses of Roselle Hibiscus. Tangipahoa Extension Service Hibiscus Workshop, Amite, LA

Janana J. Snowden (July 2014) Planning and Management of Urban Green Spaces. Urban Forestry 708, Southern University

Janana J. Snowden (September 2013) Hazard analysis and critical control points (HACCP). Animal Science Class, Southern University

Janana J. Snowden, Fatemeh Malekian, and Sebhata Gebrelul (April 2012). Combating Childhood Obesity with Caregivers as Change Agents (CCOCCA) "Product Development Phase" Association of 1890 Research Directors, Inc. 17th Biennial Research Symposium,

Janana J. Snowden (November 2012). Sustainable Backyard Gardening. Presented at Chaneyville Community Backyard Gardening Roundtable Workshop, Zachary, LA

Janana J. Snowden (November 2012). Developing Healthy Eating Habits. Presented at Chaneyville Community Backyard Gardening Roundtable Workshop, Zachary, LA

Janana J. Snowden (October 2012). Functional Organization of the Human Body and Control of the "Internal Environment". Presented to Southern University Environmental Toxicology Animal Physiology Class, Baton Rouge, LA

Janana J. Snowden and Eduardo Martinez-Ceballos (December 2011). Effects of Genotoxins on the Response of Prostate Cancer Cells to Anticancer Drugs. Presented at the American Society of Cell Biology (ASCB) 50th annual meeting, Philadelphia, Pennsylvania

Janana J. Snowden and Eduardo Martinez-Ceballos (February 2010). Mechanism of DEB-induced Cisplatin Resistance on DU145 Cells. Presented at Louisiana Academy of Sciences (LAS) 84th annual meeting Alexandria, Louisiana

Janana J. Snowden and Eduardo Martinez-Ceballos (February 2008). Characterization of Developmental Effects of Diepoxybutane on Danio Rerio "Zebrafish". Presented at Southern University 22nd Annual College of Sciences Symposium, Baton Rouge, LA

Janana J. Snowden and Dr. Zhu Hua Ning (March 2007). Factors that affect Biodiversity and strategies to manage biodiversity. Presented at Louisiana Academy of Sciences (LAS) 81st Annual meeting, Baton Rouge, Louisiana

PROFESSIONAL DEVELOPMENT:

LEAD 21-Class 13 Graduation Speaker, Washington D.C. (February 2018)

LEAD 21-Class 13 "Leadership and Professional Development Training with Land-Grant System" (University of Georgia 2017- February 2018)

Agilent Technologies Seminar: Tour on 'Breaking Bad Chromatography Habits' (HPLC, GC and Sample Preparation), Marriott: Baton Rouge, LA (April 2015)

Minorities in Agriculture, Natural Resources and Related Sciences (MANRRS) 29th Annual Career

Fair and Training Conference (March 2014)

Wisteria Alliance Training (Women in Agriculture) Southern University Agricultural Research and Extension Center (October 2013)

Town Hall Meeting, Combating Childhood Obesity, Baton Rouge Chapter of the Links Incorporated, ExxonMobil YMCA (October 2013)

Food Application Symposium, Courtyard Metairie, Metairie, LA (August 2013)

17th Biennial Research Symposium, 1890 Association of Research Directors, Jacksonville, FL. (April 2013)

Louisiana Food Processor Conference, Louisiana State University (March 2013)

North-South Institute Tenth Annual Regional Symposium, Miami, Florida (March 2013)

Louisiana Food Access Summit, Pennington Biomedical Research Center (November 2012)

National Institutes of Health (NIH) Successful Grant Writing Workshop, Southern University (October 2012)

Childhood Obesity and Public Health Conference, Pennington Biomedical Research Center (October 2012)

Louisiana Women in Agriculture Conference- USDA, Delhi, LA (September 2012)

Spectroscopy and Chromatography/MS Users Workshop and Trade Show, Renaissance Marriott, Baton Rouge, LA (August 2012)

Urban and Sustainable Foods Conference and Expo, Ernest N. Morial Convention Center, New Orleans, LA (August 2012)

Healthy People 2020: Holistic Approach to Adolescent Health Inaugural Assembly, Galvez Building, Baton Rouge, LA (May 2012)

68th Joint Annual Meeting of the National Institute of Science (NIS) and Beta Kappa Chi (BKX) Scientific Honor Society, New Orleans, LA (March 2011)

Society of Toxicology 49th Annual Meeting and ToxExpo, Salt Lake City, Utah (March 2010) 67th Joint Annual Meeting of the National Institute of Science (NIS) and Beta Kappa Chi (BKX) Scientific Honor Society, New Orleans, LA (March 2010)

Role of KSHV Glycoproteins in the Viral Life Cycle and Tumorigenesis BKX/NIS Seminar Series, Southern University Department of Biology, Baton Rouge, LA (October 2009)

Applications of Heterocycle Compounds in Bioinspired Molecular Recognition Seminar, Southern University Department of Chemistry, Baton Rouge, LA (January 2009)

South Central Society of Toxicology Regional Meeting, Mississippi State University, Starkville, MS (2006)

GRANTSMANSHIP:

“Evaluation of Roselle (*Hibiscus sabdariffa L.*) Plant Extract for Medicinal Use as Anti-cancer and Neuroprotective Agent” Submitted to USDA/NIFA Capacity Building Grants Program (March 2016) Awarded

“Evaluation of Roselle (*Hibiscus sabdariffa L.*) Seed-oil Production, Extraction and Use as a Multi-purpose, Value-Adding Agent” Submitted to Louisiana Department of Agriculture: Specialty Crop Competitiveness Program (May 2015)

“Production, Properties and Bioactivity of the Medicinal Mushroom, Cordiceps Species as a Niche Market Enterprise Crop” Submitted to USDA/NIFA-Evans Allen (July 2014) Awarded.

"Evaluation of Antimicrobial Activity of Cymbopogon citratus (Lemongrass) Against E. Coli 0157:H7 and Salmonella in Livestock on Small Farms" Submitted to Southern SARE (June 2013)

“Evaluation of Antioxidant Properties of Hibiscus Plant Extract on Nervous System” Submitted to AFRI (December 2012)

Coke Healthy Living: “Let’s Move the 100 Way”, 100 Black Men (Greater Metro Baton Rouge Chapter), Southern University Agricultural Research and Extension Center and Crestworth Learning Academy (November 2012) Awarded.

ADVISEMENT:

•Mar’Leasha Hollins (Honors Thesis- Biology) “Investigation of Antibacterial Activity of Soap Formulation Utilizing Hibiscus Sabdariffa Extracts” Spring 2016 (Advisor)

•Khadijah Neal (Honors Thesis- Urban Forestry) “Comparison of Soil Microorganisms Collected from Bluebonnet Swamp and Blackwater Conservation” Fall 2016 (Co-Advisor)

•Shayla Edwards (Honors Thesis- Biology) “The Effects of Cymbopogon citratus (Lemongrass) on Gastrointestinal Parasite Control in Small Farm Ruminants” Spring 2014 (Advisor)

•Abraham Anderson (Master’s Thesis- Biology) “The Effects of Garlic on Gastrointestinal Parasite Control in Swine” Spring 2014 (Advisor)

COMMITTEE PARTICIPATION:

- Dean of Students – SUBR (February 2019)
- Director of Financial Aid – SUBR (May 2018)
- Associate Vice-Chancellor for Enrollment Management - SUBR (April 2018)
- Director of Student Leadership & Community Engagement –SUBR (August 2018)
- Capacity Building Grant Teaching and Extension Review Panel, United States Department of Agriculture/National Institute of Food and Agriculture (USDA/NIFA) (September 2017)
- Capacity Building Grant Teaching and Extension Review Panel, United States Department of Agriculture/National Institute of Food and Agriculture (USDA/NIFA) (June 2014)
- Specialty Crop Block Grant Review Panel, Louisiana Department of Agriculture and Forestry (LDAF) (May 2014)
- Served on several committees within Agricultural Land-Grant Campus

PROFESSIONAL MEMBERSHIPS/AFFILIATIONS:

- Minorities in Agriculture, Natural Resources, and Related Sciences (MANRRS) - Professional (Faculty Advisor)
- SU Agricultural Research and Extension Center Faculty/Staff Senate (President)
- Southern University Urban Forestry Club (Co-Advisor)
- College of Agricultural, Family and Consumer Sciences (CAFCS) Alumni Association
- Society of Toxicology (SOT)
- Baton Rouge Early Risers Kiwanis Club
- Beta Kappa Chi Honor Society (BKX)
- National Institute of Science (NIS)
- Louisiana Academy of Sciences (LAS)

- Louisiana Bringing About Change (Non-Profit) Urban Restoration and Development Coordinator/Assistant Director
- Modern Free and Accepted Masons of the World Inc., Nia Grand Chapter Order of the Eastern Star, Pearls of Ujima #1058 (Queen-2014)

VOLUNTEERISM:

- Crestworth Elementary School
- Louisiana Bringing About Change
- Together Baton Rouge
- Susan G. Komen
- Chaneyville Community Center
- Zachary Manor Nursing Home
- Northridge Care Center
- Fresh Start Sports, LLC
- Louisiana Youth Sports Network
- Baton Rouge Green
- Fairfield Medical Clinic
- Greater Baton Rouge Food Bank
- Toys for Tots



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

Office of the Executive Vice President/Executive Vice Chancellor

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

January 29, 2019

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

Dear Dr. Belton:

It is with great confidence that I write to request the waiver of the Position Vacancy Announcement for the position of Director of Bands. Pending approval from your office and the Southern University Board of Supervisors, this position will have a start date of March 1, 2019.

Mr. Kedric Taylor is an exceptionally qualified candidate. He will be a great fit for this position, as is evidenced by his work experience as Assistant Director, Associate Director, and Interim Director of Bands at Southern University, as well as his previous experiences in band leadership within other educational institutions.

It has been my pleasure to have witnessed Mr. Taylor's stellar work-ethic, his well-organized work-style, and his commitment to the ongoing success of the Department of Bands. He enjoys the respect of the staff, students, administration, and the general public. I believe that Mr. Taylor possesses the vision, competence, and stamina to continue his leadership of the Department of Bands, and I look forward to the success of plans already underway for the Southern University Marching Band.

I request your approval to waive the Position Vacancy Announcement and search for Director of Bands and to engage the recommended candidate without reservation because of his hard work, loyalty, and dedication. Please contact me if you have need of any further information.

Sincerely,

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

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

JHA/swm

Approved: _____

A handwritten signature in blue ink that reads "Dr. Ray L. Belton".

Dr. Ray L. Belton, President-Chancellor
Southern University System

Date: _____

JOB CLASS	23	0	1	5
JOB CODE	MU			
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	2	M	9	8	2	9
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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 Nathan Haymer Reason Left Terminated
 Date Left May 1, 2018 Salary Paid \$110,000

Profile of Person Recommended

Length of Employment January 14, 2019 To June 30, 2019
 Effective Date January 14, 2019

Name Kedric Taylor SS# S01510185 Sex M Race* Black
 (Last 4 digits only)

Position Title: Director of Bands Department: Dept. of Bands/Coll. Of Human & Int. Studies

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

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

Years Experience 12 Southern University Experience 5
 Type/Discipline: _____ Institution/Location: _____ Year: _____

Degree(s):
B.S./Music Southern University - Baton Rouge 2006
M.Ed./Educational Leadership North Central University - Scottsdale, Arizona 2013
Further studies in Conducting, Percussion, Instrument Repair Vandercook College of Music - Chicago, Illinois 2015

Current Employer Southern University and A & M College

Personnel Action

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

Recommended Salary \$110,000 Salary Budgeted \$110,000

Source of Funds General

Identify Budget: 211001-27054-61002-25000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of:
 Position Interim Director of Bands From Director of Bands To
 Status _____
 Salary Adjustment \$99,000 \$110,000

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

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

Source of Funds	Amount
211001-27054-61002-25000	\$110,000
211003-21154-61002-25000	\$16,500.00
	\$33,500.00

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

Supervisor [Signature] 12/19/18 Date
 Vice Chancellor [Signature] 12/19/18 Date
 Director/Personnel [Signature] 12/20/18 Date
 President [Signature] 2/11/19 Date
 Dean/Unit Head [Signature] 12/19/18 Date
 Chancellor [Signature] Date
 Vice President/Finance [Signature] 1/31/2019 Date
 Business Affairs/Comptroller _____
 Chairman/S.U. Board of Supervisors _____ Date

BP/ma

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. Kedric Taylor will become director of Department of Bands/College of Humanities and Interdisciplinary Studies. He has been serving as Interim since the dismissal of Nathan Haymer, 5/1/2018.

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 am to 5:00 pm, Monday – Friday; and as needed

EMPLOYEE DIRECT SUPERVISOR: Dr. Cynthia Bryant

SUPERVISOR/DEPARTMENT CONTACT NUMBER 225-771-5384 or 225-771-3631

NUMBER OF EMPLOYEES SUPERVISED, (if any) 5

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

<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 Job Offer Appointment
- Proposed Direct Hire Offer Appointment
- SOUTHERN UNIVERSITY SYSTEM
- Restricted Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

DEC 18 2018

BUDGET OFFICE

Jennie Smith
COMPTROLLER OFFICE

DEC 19 2018

292043-27154-61002-25000 \$33,500.00

FUND AVAILABLE

211001-27054-61002-25000 \$71,500.00

REV. 07/24/2007

EXECUTIVE SUMMARY

ACCOMPLISHED MUSIC EDUCATION PROFESSIONAL offering a solid educational background, and over 12 years of expertise in building solid band programs that have produced excellent musicians and a high rate of superior performance grades. Highly motivated, results-focused professional with superior leadership and interpersonal skills that have established trust and credibility among all professional relationships.

- **Masters in Educational Leadership**
- **Band Clinician and Adjudicator**
- **Skilled Arranger**
- **Knowledgeable in Brass, Keyboard and Woodwind Pedagogy**
- **Drill Writer**
- **Event Coordination/Fundraising Experience**

PROFESSIONAL EXPERIENCE

Southern University
Interim Director of Bands
2018-Present

Direct and manage the overall program of instrumental music for the entire program, and provide students with an environment that is conducive to higher learning.

- Organize and orchestrate performances, enforce academic requirements, and verify each student's eligibility to participate in band.
- Arrange transportation, lodging, and meals for out-of-town events.
- Design and implement plans for recruitment and retention of students.
- Monitor all bands-Marching band, pep band, symphonic band, wind ensemble, and brass choir. Manages the Dancing Dolls.

Southern University
Associate Director of Bands
2016-2018

- Responsible for arranging music and help orchestrate field show designs.
- Director of the wind ensemble.
- Responsible for upper brass and woodwind auditions

Southern University
Assistant Director of Bands
2014-2016

- Director of the symphonic band
- Arranged music for the marching band
- Auditioned students for the marching band

Baker High School, Baker, LA
Director of Bands
2008-2014

Direct and manage the overall program of instrumental music for campus and provide students with an opportunity to participate in extracurricular band activities.

- Established performance requirements, enforced academic requirements, and verified each student's eligibility to participate in band.
- Arranged transportation, lodging, and meals for out-of-town events.
- Obtained and used evaluative findings (including student achievement data) to determine program effectiveness and ensure that program renewal is continuous and responds to student needs.
- Designed and implemented plans for recruitment and retention of students.
- Baker High School Teacher of the Year 2010-2011.
- City of Baker PONY Young Musicians Award 2011.
- Over 20 1st place finishes at various local, state, and national marching band competitions.
- Superior or Excellent Ratings at District IV Concert Festivals 2009-2013.

Jackson High School, Jackson, LA
Band Director
2006-2008

Cultivated new band program through the development of student musicians, and implementation of music leadership strategies that achieved growth.

- Developed and facilitated the expansion of the marching band program.
- Increased student participation in band by 56% within the 6 months.
- Placed no lower than 2nd place in all band competitions.

COMMUNITY INVOLVEMENT

Director of Music of The Louisiana Leadership Institute All-Star Band 2013-present

Director of The Louisiana Sounds of Dynamite All-Star Band 2009-2013

Assistant Director Louisiana Sounds of Dynamite All-star Band 2005-2009

- Placed 1st in the Juneteenth B.O.T.B. held in Austin, TX

Assistant Director of the Mobile All-Star Band 2003-2005

EDUCATION

Graduate Music Studies – 18 Credit Hours
Vandercook College of Music, Chicago, IL

Masters in Education Leadership
North Central University, Phoenix, AZ

Bachelors in Music
Southern University, Baton Rouge, LA

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Director of Bands AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR Dept. of Bands/College of Humanities & Interdisciplinary Studies
 (Department or Unit)

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

VACANCY DESCRIPTION AND JUSTIFICATION

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

Provide each student with opportunities to learn about and enjoy music experiences as a performer and/or as a listener;
Responsible for the management and direction of Southern University's Human Jukebox (marching band), Concert and Pep Bands;
Provide overall leadership of the band staff and their responsibilities including band arranging, field show design, program development, band camp, a scholarship program and fund raising;
Work with a designated Business Manager to coordinate all band activities to include but not limited to performances during football season and other performances throughout each year;
Teaching responsibilities will include appropriate applied courses and related coursework, including methods courses as needed.

Salary/Range: 110,000 Previous Incumbent (if replacement): Nathan Haymer

<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	<u><i>Cynthia Bryant</i></u>	<u>12/19/18</u>
		Department Head	Date
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	<u><i>Cynthia Bryant</i></u>	<u>12/19/18</u>
		Dean/Director/Supervisor of Budget Unit	Date

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<input type="checkbox"/> Yes	<input type="checkbox"/> No
Signature	Date
Budget Number	

HUMAN RESOURCES OFFICE ONLY			
Existing/Approved Position			
<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Employee Class:		Job Class:	
Verified By:		Date:	

<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	<u><i>James H. Armes</i></u>	<u>12/19/18</u>
		Vice Chancellor	Date
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	<u><i>James H. Armes</i></u>	<u>12/19/18</u>
		Chancellor/Vice President	Date
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	<u><i>[Signature]</i></u>	
		President	Date

An Equal Opportunity Employer

SUBR Director of Bands
Job Description

Position Title: Band Director

Department: Bands

College: College of Humanities and Interdisciplinary Studies

Reports To: Dean of the College

SUMMARY: To provide each student with varied opportunities to learn about and enjoy music experiences as a performer and/or as a listener. The successful candidate will be expected to be active in service to the Department of Bands and to the University. Candidate will be responsible for the management and direction of Southern University's Human Jukebox (marching band), Concert Band, and Pep Band. She or he will provide overall leadership of the band staff and their responsibilities including band arranging, field show design, program development, band camp, a scholarship program and fund raising. The Band Director will work with a designated Business Manager to coordinate all band activities to include but not limited to performances during football season and other performances throughout each year. Teaching responsibilities will include appropriate applied courses and related coursework, including methods courses as needed.

ESSENTIAL DUTIES AND RESPONSIBILITIES: Other duties may be assigned.

- Administers the university's band program.
- Responsible for the coordination of band programming.
- Prepares an annual calendar of events for the marching, concert, and pep bands.
- Plans a balanced music program and organizes daily class time so that preparation, rehearsal, and instruction can be accomplished within the allotted time.
- Controls the storage and use of university-owned property; makes minor adjustments and requests repairs to instruments as required.
- Establishes and maintains within Board Policy and Administrative procedures, standards of student behavior that will provide an orderly productive environment during rehearsals and performances.
- Evaluates each student's musical growth and performance, assessing each individual's contribution to the performance of the group.
- Selects and requisitions music, musical instruments and instructional aides and maintains required inventory records.
- Communicates with immediate supervisor and appropriate university personnel regarding student concerns.
- Maintains a professional awareness of current literature relating to assignment, including working knowledge of state and federal law, Board policy and Administrative regulations.
- Obtains approval from the supervisor for all fundraising activities.
- Obtains supervisor's approval in advance for all trips and performances.
- Prepares annual budget request
- Has demonstrated a high level of musicianship in both the knowledge and performance areas.

- Has the ability to work with students, faculty, parents, public, alumni, and others to promote effective band programs.
- Has demonstrated the potential and/or ability in organizing and conducting concert band performance.

SUPERVISORY RESPONSIBILITIES: Will have all students under supervision of certified personnel at all times during on campus or off campus approved activities. Supervises band staff at all times.

EDUCATION AND EXPERIENCE: A candidate with a terminal degree in Music Education with a focus on band management or conducting is preferred. A master's degree with 18 graduate hours in music is required. Candidate must have a proven record of directing and managing bands at the college level, experience with fundraising and recruitment, and the ability to collaborate with others in the ongoing development of the music curriculum.



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

Office of the Executive Vice President/Executive Vice Chancellor

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

February 11, 2019

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

Re: Appointment of the Interim Chancellor and Dean

Dear Dr. Belton:

The Office of the Executive Vice President/Executive Vice Chancellor recommends Dr. C. Ruben Walker as the Interim Chancellor of Southern Agricultural Research and Extension Center and Interim Dean of the College of Agriculture Family and Consumer Sciences. This appointment is being made as a result of the resignation of Dr. Bobby Phills, who served as Chancellor/Dean. Dr. Phills submitted his letter of resignation effective February 1, 2019.

Dr. Ruben has been a professor of animal science at Southern University and A&M College for more than 30 years. He also served in an auxiliary capacity with the land-grant campus to establish relationships with the Louisiana Legislature and local governments. He served as program lead in the College of Agriculture and Consumer Sciences to establish funding for scholarships and recruitment activities. He has a bachelor's degree in animal science at Louisiana Tech University and his master's and Ph.D. degrees in animal science from Oregon State University.

I am recommending his appointment begin February 25, 2019 through June 30, 2019 with a salary of \$193,500 to include housing and auto allowances. I believe that he will serve the program well while we search for a permanent Chancellor-Dean.

Sincerely,

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

James H. Ammons, Ph.D.
Executive Vice President/Executive Vice Chancellor

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

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 checked="" 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 Bobby R. Phills Reason Left _____
 Date Left 02/01/2019 Salary Paid 215,000

Profile of Person Recommended

Length of Employment 7/1/2018 To 06/30/2019
 Effective Date 02/25/2019

Name C. Ruben Walker SS# _____ Sex M Race* B
(Last 4 digits only)

Position Title: Interim Chancellor and Dean Department: SUAREC

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	<u>33</u>	Southern University Experience	<u>33</u>
Degree(s):	Type/Discipline (BA-Education):	Institution/Location	Year:
P.h.D.	<u>Animal Science</u>	<u>Oregon State University</u>	<u>1983</u>
M.S.	<u>Animal Science</u>	<u>Oregon State University</u>	<u>1980</u>
B.S.	<u>Animal Science</u>	<u>Louisiana Tech University</u>	<u>1976</u>

Current Employer SUAREC/CAFCS

Personnel Action

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

Recommended Salary \$193,500 Salary Budgeted \$193,500

Source of Funds SUAREC

Identify Budget: 611001-61210-66000 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
611001-61210-66000	\$193,500

Comments: (Use back of form)

*See Reverse Side Graduate School signature (if, applicable): [Signature] 2/11/19

Supervisor <u>[Signature]</u> Date _____	Dean/Unit Head <u>[Signature]</u> Date _____
Vice Chancellor <u>[Signature]</u> Date _____	Chancellor <u>[Signature]</u> Date _____
Director/Personnel <u>[Signature]</u> Date _____	Vice President/Finance Business Affairs/Comptroller _____ Date _____
President <u>[Signature]</u> <u>2/11/2019</u> 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: Housing Allowance in the amount of \$2,916.67 per month effective February 25, 2019 June 30, 2019.

Auto Allowance in the amount of \$1,250 per month effective Feb 25, 2019 to June 30, 2019.

EMPLOYEE REGULAR WORK SCHEDULE: Monday – Friday ; 8AM to 5PM
EMPLOYEE DIRECT SUPERVISOR: Dr. Ray L. Belton
SUPERVISOR/DEPARTMENT CONTACT NUMBER 225.771.4095
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	

FUNDS AVAILABLE
OFFICE OF THE AGRICULTURAL
RESEARCH AND EXTENSION
SOUTHERN UNIVERSITY SYSTEM
ell
2/11/19
FINANCE & ADMINISTRATION SECTION

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)

RESUME

C. Reuben Walker, Ph.D.

Associate Vice Chancellor for Strategic Initiatives, Auxiliary Services, External Affairs
2015-16 USDA/NIFA National Award Winner for Innovation Projects and Programs

Fisher Hall, Rm. 118
Southern University and A & M College
Baton Rouge, LA 70813
(225)-771-3206(O) (337)-344-8634(CP)

AREA OF INTERESTS:

My academic interests include, (1) continuing to seek support for boosting the food and agricultural sciences student recruitment/retention, instruction, and training (local, nationally, and internationally), (2) organic and sustainable agricultural production, (3) preservation of campus and cultural structures, (4) mentoring young and senior professors and researchers in grantsmanship and patent development, and (5) research in altering sex ratios and cancer cells remission in pigs and laboratory animals.

EDUCATION:

Degree: Ph.D. 1983: Oregon State University

Major: Animal Breeding and Genetics

Minors: 1. Statistics 2. Poultry Management

Thesis: *"Genetic and Environmental Components of the Occurrence of Estrus in Confinement Gilts"*

Degree: M.S. 1980: Oregon State University

Major: Animal Breeding and Genetics

Minor: Crop Production

Thesis: *"Reproductive Performance of Sows Mated During Lactation"*

Degree: B.S. 1976: Louisiana Tech University

Major: Animal Science

RESUME

C. Reuben Walker, Ph.D.

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Degree: None – Freshman Year in 1972: Grambling State University*

Major: Animal Husbandry

*Grambling State University (GSU) and Louisiana Tech University merged agricultural programs in 1973. I was the 1st and only GSU agricultural student to graduate as a result of the merger. Approximately, 100 GSU agricultural students started and then changed their majors to avoid the class hour conflicts between the two universities and long bus commutes to Louisiana Tech University for classes. GSU eventually lost its agricultural program due to the aging agricultural faculty at GSU faculty retiring without replacements.

WORK EXPERIENCE:

- January, 2018 to Present – Associate Vice Chancellor for Strategic Initiatives, Auxiliary Services, and External Affairs and Professor of Animal Science
- November, 2016 to Present – Preservationist Advocate - For campus and agricultural structures (1960 dairy silos)
- November, 2016 to December, 2017 – Associate Vice Chancellor for Research and Technology Development & Chair/ Professor of Agricultural Sciences
- August, 2013 to October, 2016 – Chair of Agricultural Sciences and Urban Forestry
- August, 2010 to July 2012 – SUBR Division Leader of Agricultural Sciences
- July, 1997 to Present – Program Leader of Animal Science
- July, 1995 to Present - Professor of Animal Science
- July, 1990 - July, 1995 - Associate Professor of Animal Science
- July, 1985 - June, 1990 - Assistant Professor of Animal Science

ADMINISTRATION (21 years)

- January, 2018 to Present – Associate Vice Chancellor for Strategic Initiatives, Auxiliary Services, and External Affairs and Professor of Animal Science
 - November, 2016 to December, 2017 – Associate Vice Chancellor for Research and Technology Development & Chairman of the Department of Agricultural Sciences
 - August, 2013 to October, 2016 – Chair of Agricultural Sciences and Urban Forestry
-

RESUME

C. Reuben Walker, Ph.D.

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- August, 2010 to July 2012 – SUBR Division Leader of Agricultural Sciences
- July, 1997 to August, 2017 – Program Leader of Animal Science

GRANTS & REVENUE GENERATION: (Abbreviated Listing > \$30 million dollars)

1. Provided 100% of the written proposal transmitted to a former Louisiana Senator of Lafayette/St. Landry parishes that resulted in SU Ag Center receiving an annual \$750,000 appropriation since 2003 or \$10.5 million since 2003.
2. Received a \$135,000 Louisiana Board of Regents grant that was rank 1st out of 33 grant proposals dealing with an industry linkage in 2011. The proposal was entitled, "Production and Niche Marketing Assessment of Aquaculture Waste in Organic Production."
3. Received an organic grant proposal was funded by USDA on April 22, 2014 through 2017. The proposal is entitled, "Evaluation of craw-crab meal as a feed supplement in organic pork production." The total funding was approximately \$410,000.
4. Received funding for a USDA/ 1890 Capacity Building Grant entitled, "LA-Science, Technology, Engineering, Agriculture, and Mathematics (LA-STEAM) was funded for 2014-16. The total funding was approximately \$150,000. The total funding was approximately \$150,000. The total funding was approximately \$600,000.
5. Received a \$300,000 USDA/1890 Capacity Building Grant for 2008-11 entitled, "Salvaging craw-crab offal in organic production systems SCOOPS"
6. Received a \$600,000 USDA/Evans Allen Grant for 2004-08 entitled, "Evaluation of methods and usages for processed aquatic waste meals"
7. Received a \$150,000 USDA/ 1890 Capacity Building Grant for 2008-11 entitled, "Louisiana - Agricultural Research Apprenticeship Program (LA-RAP)"
8. Served as a Co-Project Director on at least four (4) active USDA grants totaling over \$800,000.

RESUME

C. Reuben Walker, Ph.D.

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9. *Excluding the above listing* of funded grant proposals, in globo, I have participated over the last 30 years in funded or revenue generation totaling **nearly \$30,000,000 million dollars.**

PUBLICATIONS: (approximately abbreviated >50)

Patents (2 with 1 patent pending filing in 2019 or 2020)

Walker, C. Reuben. 2019. Craw-Jag Apparatus for drying shellfish waste (crawfish, crab, and shrimp). U.S. Patent Office. Provisional Patent Pending (Electrical dryer being updated presently)

Walker, C. Reuben. 2004. Method and apparatus for reducing the calcium and phosphorous ration and increasing crude protein in shellfish waste. U.S. Patent Office. Patent # 6,777,542

Walker, Calvin. 1991. Baby Pig Catcher. Foreign License granted. Abandon due to the lack of University support. Another entity is now marketing the equipment. No. #07/710,314.

Books (2)

Walker, C. Reuben, P. Dinkins, G. C. Simon. 2004. Practical Swine Calculations. Copley Pub. Group, Acton, MA.

Walker, Calvin. 1990. Baby Pig Coloring Book. Copyrighted in 1990. U.S. Copyright Office VA-178-762

BOOK CHAPTERS (4)

Walker, C., P. Dinkins, and J. W. Robinson. 1995. Resolving School Conflicts through Appropriate Multicultural Education Programs: Dealing with Youth Violence. Pages 102-105. National Education Service. Bloomington, Indiana.

Walker, C. O. Bandele, and D. Mellion. 1993. Multicultural Education: Ways to Utilize the Historically Black Land-Grant Agricultural Programs. Chapter 16. Silver Burdett Ginn, Morristown, NJ.

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Walker, Calvin and R. Jacobs. 1992. *Toward Education That Is Multicultural: Multicultural Education: The Outlook, Outreach & Outcome for the 1990's*. Chap. 7, pgs. 36-41. Silver Burdett Ginn, Morristown, NJ.

Wade, B. and C. Walker. 1990. Assessing the Effect of Various Academic Parameters on the Academic Performance of Honors Students at Southern University- Baton Rouge. *Education*, 115(1), 63-69.

ARTICLES/ABSTRACTS/MAGAZINES (Last 15 years abbreviated listing)

Walker, C. R. and M. R. Ford. 2018. Southern University Landscape Enhancement Plan. Department of Agricultural Sciences. Fisher Hall, Rm. 118. Southern University and A & M College, Baton Rouge, LA 70813.

Manuel, S., C. V. Chisley, R. Marshall, G. C. Simon, C. R. Walker, and S. Gebrelul. 2013. Evaluation of burnt corn gluten meal in layers diets. 17th Biennial Research symposium, Association of 1890 Research Directors, Inc. pg. 515.

Walker, C. R. and F. Mathieu. 2012. Burnt corn gluten meal preliminary findings in sugarcane. Technical Report #10, 1 page, Dept. of Agricultural Sciences. Fisher Hall, Rm. 118, Southern University, Baton Rouge, LA 70813

Walker, C. R., Y. T. Ghebreyessus, and F. Mathieu. 2012. Crawfish meal fertilizer profile. Technical Report #7, 2 pages, Dept. of Agricultural Sciences. Fisher Hall, Rm. 118, Southern University, Baton Rouge, LA.

Walker C. R., Y. Ghebreyessus, S. Gebrelul, F. Mathieu, and A. Harris. 2006. Crawfish waste: A trash or treasure. 15th Annual Association of Research Directors, Inc., Atlanta, GA, pg. 94.

Walker, C. R. 2004. Crawfish: A Louisiana delicacy, an environmental nightmare. *Jaguar Nation Magazine* Spring/Summer, pg. 50-51.

Gebrelul, S., C. R. Walker, and A. Dantzler. 2004. The use of crawfish meal waste as a protein source for feeding goats. *J. Anim. Sci.* 82 (Suppl. 1), 355-356.

RESUME

C. Reuben Walker, Ph.D.

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USDA/NOSB Published Documents (Lead Writer)

USDA/National Organic Standards Board. 2015. *Glucose (for use in organic livestock production)*. USDA NOSB La Jolla, April 2015 meeting. I was writer. Generally, the writer make the motion for approval of the document written by the writer for USDA/NOSB publishing and posting.

USDA/National Organic Standards Board. 2015. *Isopropanol (for use in organic livestock production)*. USDA/NOSB La Jolla, April 2015 meeting. I was writer. Generally, the writer make the motion for approval of the document written by the writer for USDA/NOSB publishing and posting.

USDA/National Organic Standards Board. 2015. *Oxytocin (for use in organic livestock production)*. USDA/NOSB La Jolla, April 2015 meeting. I was writer. Generally, the writer make the motion for approval of the document written by the writer for USDA/NOSB publishing and posting.

USDA/National Organic Standards Board. 2015. *Hydrogen Peroxide (for use in organic livestock production)*. USDA/NOSB La Jolla, April 2015 meeting. I was writer. Generally, the writer make the motion for approval of the document written by the writer for USDA/NOSB publishing and posting.

USDA/National Organic Standards Board. 2015. *Vitamins (for use in organic livestock production)*. USDA/NOSB La Jolla, April 2015 meeting. I was writer. Generally, the writer make the motion for approval of the document written by the writer for USDA/NOSB publishing and posting.

USDA/National Organic Standards Board. 2014. *Vitamins (for use in organic aquaculture animal production)*. USDA/NOSB, San Antonio, Texas, April 2014 meeting. I was writer. Generally, the writer make the motion for approval of the document written by the writer for USDA/NOSB publishing and posting.

USDA/National Organic Standards Board. 2014. *Vitamins (for use in organic aquaculture plant production)*.

RESUME

C. Reuben Walker, Ph.D.

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USDA/NOSB, San Antonio, Texas, April 2014 meeting. I was writer. Generally, the writer make the motion for approval of the document written by the writer for USDA/NOSB publishing and posting.

PRESENTATIONS (abbreviated recent listing)*

- I have over 40 presentations that spans research and extension. The presentations were local, regional, national, and international. A recent abbreviated listing is shown below.
- Walker, C. R. 2015. *Oxytocin*. The presentation was made at USDA/NOSB meeting in La Jolla, California on April 30, 2015.
- Walker, C. R. 2015. *Glucose*. The presentation was made at USDA/NOSB meeting in La Jolla, California on April 30, 2015.
- Walker, C. R. 2015. *Isopropanol*. The presentation was made at USDA/NOSB La Jolla, California meeting on April 30, 2015.
- Walker, C. R. 2015. *Vitamins*. The presentation was made at USDA/NOSB La Jolla, California meeting on April 30, 2015.
- Walker, C. R. 2015. *Hydrogen peroxide*. The presentation was made at USDA/NOSB La Jolla, California meeting on April 30, 2015.
- Walker, C. R. and C. Bondera. Justification for methionine removal from the USDA/NOSB National List. The presentation was made at USDA/NOSB La Jolla, California meeting on April 30, 2015.
- Walker, C. R., T. Favre, J. Dickson, C. Bondera, J. Richardson, M. Stone, and F. Thicke. 2014. Vitamins in aquatic animal production. The presentation was made at USDA/NOSB San Antonio, May, 2014.

RESUME

C. Reuben Walker, Ph.D.

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HONORS AND AWARDS (abbreviated):

- 2015 -16 USDA/National Organic Program Service Award -USDA Secretary of Agriculture Vilsack
- 2015 - 2016 USDA/NIFA National Innovative Programs and Projects Award – Team Leader
- 2012 - 2013 Elected Secretary of USDA/ National Organic Standards Board(NOSB)
- 2013 - 2015 Materials Subcommittee Chair – USDA/National Organic Standards Board (NOSB)
- 2014 - 2015 Livestock Subcommittee –Vice Chair - USDA /NOSB
- 2014 - 2015 Policy Subcommittee Committee –Vice Chair - USDA /NOSB
- 2011 - 2016 Appointment to USDA/NOSB
- 2004 - 1st and only scientist at SU to receive a patent from the U.S. Patent & Trademark Office
- 2004 - 1st and only scientist at SU Ag Center to receive a patent
- 1999 - Alpha Phi Alpha Fraternity (Beta Iota Lambda) - Award of Merit (Highest Recognition)
- 1992 - *Southern University's Dr. Huel D. Perkins Teacher of the Year Award.*
- 1992 - Recipient of the - Outstanding Faculty Award (College of Agriculture & Home Economics)
- 1990 - Recipient of the Outstanding Faculty Award (College of Agriculture & Home Economics)

UNIVERSITY/COLLEGE/CAMPUS COMMITTEES

- 2018 - Member of the Executive Vice President/Executive Vice Chancellor
- 2018 - Member of the Search Committee for Assistant Vice Chancellor for Student Success
- 2018 – Member of the Search Committee for the Senior Associate Vice Chancellor for Academic Affairs
- 2016 – Member of the Chancellor-Dean Search Committee for SU Ag Center/College of Agriculture

RESUME

C. Reuben Walker, Ph.D.

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- 2015 to Present - SUBR Commencement Committee - Assistant University Marshall
- 2013-15 - Member of the College of Sciences and Agriculture Tenure & Promotion Committee
- 2013 -14 - Chair of the Dean Search Committee for the College of Sciences and Agriculture
- 2014 - 15 - Chair of the SUBR/SU Ag Center Horticultural Farm Planning Committee
- 2014 - 2015 - SU Ag Center Experiment Station Committee
- Charter Member of Southern University Mentoring Program
- 1989 to Present and Currently, Co-Chair of the SUBR Academic Honors Committee
- June, 2014 - Former Member of the SUS/SUBR Academic Restructuring Taskforce
- June, 2014 - Jetson Juvenile Detention Center White Paper Committee
- 1988 -1994 - Member of SUBR Academic Appeals Committee
- 1985 - Charter Member of SUBR Honors College Advisory Committee
- 1989 to Present and Currently, Co-Chair of the SUBR Academic Honors Committee
- 1988 to 1992 Member of SUBR Faculty Senate
- 1989 - 92 Bayou Classic National Issues Forum Coordinators (Drs. E. C Harrison, R. Ford, and I).

MEMBERSHIP (abbreviated)

- Phi Delta Kappa
- Alpha Zeta National Honor Fraternity
- Alpha Phi Alpha Fraternity
- Charter Member of Alpha Zeta (LA Gamma Chapter) at Louisiana Tech University
- Charter Member of Southern University Honors College Advisory Board
- 1992-94 Director of the Agriculture & Forestry Section of the LA. Academy of Sciences
- Organic Consumers Association
- Honorary Southern University Alumni Member- Paid in 1985.

RESUME

C. Reuben Walker, Ph.D.

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HOBBIES:

- Historical preservation (cultural and campus structures)
- Reiki Spiritual Healer (Master Level 3)- Highest Level
- Herbal Medicine Practice (Anti-Cancer, cholesterol/high blood lowering herbs)
- Golf
- Rodeo
- Shrimping, crabbing, and crawfishing

Personal Data:

- Born in Shreveport, Louisiana and reside in Lafayette Louisiana
- Married to Michelle Walker (former Michelle Guillory) of Swords, Louisiana
- Children: Marcus Reuben Walker and Michael David Walker
- Religion: My life: The way I live and treat people; the sum total is my religion.
- Preferred Religious Sects: Church of God in Christ and Judaism
- My Spiritual Force Number: 33

REFERENCES:

Available upon request



**SOUTHERN
UNIVERSITY**
AND AGRICULTURAL & MECHANICAL COLLEGE

DEPARTMENT OF ATHLETICS

SOUTHERN JAGUARS | PO BOX 9842 | BATON ROUGE, LA 70813
GOJAGSPORTS.COM | #SOUTHERNUJAGUARS | @SOUTHERNUSPORTS

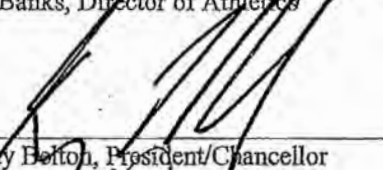
January 9, 2019

Dr. Ray L. Belton
President/Chancellor
Southern University, Baton Rouge
J.S. Clark Administration Building—4th Fl.
Baton Rouge, La. 70813

Dear Dr. Belton-

We are asking that the position announcement be waived at this time for the Assistant Football Coaching position. This position is comes at critical juncture as we are preparing to complete this recruiting cycle, begin off-season workouts, and spring practice. Therefore, there is heightened urgency to fill this position as soon as possible. Thank you for your consideration.

Approved Roman Banks  Date 1/9/2019
Roman Banks, Director of Athletics

Approved Belton  Date 1/10/19
Dr. Ray Belton, President/Chancellor

Approved 11/10/19  Date 2/5/19
Human Resources Designee

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SUBR SUCAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Assistant Football Coach AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR Atletico

(Department or Unit)

- | | | | |
|--|--|---|--|
| <input type="checkbox"/> Replacement | <input type="checkbox"/> New Position | <input 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).

Assistant Football Coach, Budget 218900-21802-61000-29000

Salary/Range: \$80,000.00

Previous Incumbent (if replacement): Colon Oliver

Approved

Disapproved

Rouven P. Bonest

1.17.2019

Department Head

Date

Approved

Disapproved

Lashonda Stupis

1.17.2019

Dean/Director/Supervisor of Budget Unit

Date

219182

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

HUMAN RESOURCES OFFICE ONLY	
Existing/Approved Position	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

<u>Jameka Johnson</u>	<u>1/23/19</u>
Signature	Date
Budget Number	<u>218900-21802-29000</u>

Employee Class:	<u>MU</u>	Job Class:	<u>21470</u>
<u>Mikhaela Williams</u>		<u>1/18/19</u>	
Verified By:		Date:	

Approved

Disapproved

Burroughs

1/24/19

Vice Chancellor

Date

Approved

Disapproved

[Signature]

Date

Chancellor/Vice President

Approved

Disapproved

[Signature]

Date

President

An Equal Opportunity Employer

Received
1/25/19 12:40p

POS CLASS					
EMP CLASS					
HI		RT		LV	

SOUTHERN UNIVERSITY SYSTEM
Personnel Action Form

POSITION NUMBER	2	M	9	1	B	2
-----------------	---	---	---	---	---	---

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

TYPE OF APPOINTMENT:

<input type="checkbox"/> Academic (Fac)	<input checked="" type="checkbox"/> Non-Academic (Uncl)	<input type="checkbox"/> Civil Service
<input type="checkbox"/> Temporary	<input type="checkbox"/> Part-time (<u>100</u> % of Full Time)	<input type="checkbox"/> Restricted
<input type="checkbox"/> Tenured	(must be indicated if less than 100%)	<input type="checkbox"/> Detail #of mos _____
<input type="checkbox"/> Tenured Track	<input type="checkbox"/> Undergraduate Student	<input type="checkbox"/> Job Appointment
<input type="checkbox"/> Other (Specify)	<input type="checkbox"/> Graduate Assistant	<input type="checkbox"/> Probationary
	<input type="checkbox"/> Retiree Return To Work	<input type="checkbox"/> Permanent Status

Previous Employee Colon Oliver Reason Left Resigned

Date Left 12/2018 Salary Paid \$80,000.00

Profile of Person Recommended

Length of Employment February 1, 2019 To June 30, 2019

Effective Date of Employment February 1, 2019

Name Lionel Washington SS# S02874613 Sex M Race* B
(Last 4 digits only)

Position Title: Defensive Coordinator Department: Athletics

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

Years Experience 19 years Southern University Experience 1 year

Degree(s): Type/Discipline (BA-Education): B.S. Institution/Location (SU-Baton Rouge): Tulane University Year: 1983

Current Employer Southern University

Personnel Action

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

Annual Salary \$80,000 Salary Budgeted \$80,000.00 Hourly Rate, if applicable: _____

Pay Cycle: Biweekly Monthly Faculty

Source of Funds: _____ Identify Budget: _____ Location: _____

Change of:

Position: Assistant Football Coach From Defensive Coordinator To

Status: _____

Salary Adjustment: \$45,000.00 \$80,000.00

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

Source of Funds (Current)	Amount
218900-21802-61002-29000	\$80,000.00

Comments: (Use back of form)

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

Supervisor [Signature] Date 2/4/19

Dean/Unit Head Roman P. Bantz Date 2/4/19

Vice Chancellor [Signature] Date 2/5/19

Chancellor [Signature] Date 2/5/19

Director/Personnel [Signature] Date _____

Vice President/Finance [Signature] Date _____

Business Affairs/Comptroller _____ Date _____

President [Signature] Date _____

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

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

Lionel Washington is taking a new position as Defensive Coordinator for Football effective February 1, 2019.

Must be completed by hiring supervisor:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 AM – 5:00 PM M-S

EMPLOYEE DIRECT SUPERVISOR: Dawson Odums

SUPERVISOR/DEPARTMENT CONTACT NUMBER 771-5930

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

HR USE ONLY: STATUS (check 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/I-20. The latter seven (7) 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 Use Only

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below, the forms are located at Downloadable Forms on the HR website at www.subr.edu/humanresources).

- 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)
- Reference Check Form (reference check performed by hiring supervisor)
- Authority to Release (signed by employee) (submitted to HR with Verification of Fingerprints form signed by State Police)
- Criminal/Background Check Process (forms completed by employee/ submitted to State Police)
- Exemptions Survey Form (signed by employee and budget head)
- Proposed Employee Appointment Form (completed by hiring supervisor)
- Proposed Employee Clearance Form (completed by hiring supervisor)
- Letter of Justification for Restricted/ Job Appointment/Details
- Citizenship/Visa Status Verified, I-20/I-94 provided, if applicable

FUNDS AVAILABLE
OFFICE OF THE COMPTROLLER
OF THE UNIVERSITY OF SUBURBAN
ILLINOIS
FEB 05 2019

COMPTROLLER OFFICE



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

Office of the Executive Vice President/Executive Vice Chancellor

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

February 8, 2019

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

Re: Administrative Leave for Dr. Bobby Phills

Dear Dr. Belton:

I am submitting an administrative leave request for Dr. Bobby Phills for consideration by the Southern University Board of Supervisors. Dr. Phills has asked that he receive extended administrative leave for the period extending February 1, 2019 to August 1, 2019.

I am asking that his request be approved and submitted to the Board of Supervisors for approval.

Sincerely,

James H. Ammons

James H. Ammons, Ph.D.
Executive Vice President/Executive Vice Chancellor

Approved
[Signature]
Subject to BOS
Approval

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

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 2/1/2019 To 8/1/2019
Effective Date 2/1/2019

Name Bobby R, Phills SS# S01499093 Sex M Race* B
(Last 4 digits only)

Position Title: Special Assistant to Ex. Vice President Department: Office of Exec. Vice 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:
BS/Horticulture Southern University/Baton Rouge, LA 1975
MS/Horticulture Louisiana State Univ/Baton Rouge, LA 1672
Ph.D, Horticulture Louisiana State Univ/Baton Rouge, LA 1968

Current Employer Southern University

Personnel Action

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

Recommended Salary 172,000 Salary Budgeted 172,000

Source of Funds _____

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:
*See Reverse Side

Source of Funds	Amount

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

James H. Ammons 2/7/19 Supervisor Date
James H. Ammons 2/7/19 Vice Chancellor Date
[Signature] 2/7/19 Director/Personnel Date
[Signature] 2/14/19 President Date
James H. Ammons 2/7/19 Dean/Unit Head Date
[Signature] _____ Chancellor Date
[Signature] _____ Vice President/Finance Date
[Signature] _____ Business Affairs/Comptroller Date
 _____ Chairman/S.U. Board of Supervisors Date

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS: Effective, 2/1/2019-12/31/2019, Dr. Bobby R. Fields will be place on Administrative Leave from his position as Special Assistant to the Executive Vice President, Dr. James H, Ammons, Jr.

EMPLOYEE REGULAR WORK SCHEDULE: M-F; 8-5

EMPLOYEE DIRECT SUPERVISOR: James H, Ammons, Jr.

SUPERVISOR/DEPARTMENT CONTACT NUMBER 225-771-4095

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	FUNDS AVAILABLE OFFICE OF THE AGRICULTURAL RESEARCH AND EXTENSION SOUTHERN UNIVERSITY SYSTEM FINANCE & ADMINISTRATION SECTION
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)

Recruitment and Admissions Committee

RECRUITMENT AND ADMISSIONS

(Following the Personnel Committee)

Thursday February 21, 2019

**Jesse N. Stone Lecture Hall
3050 Martin Luther King Jr. Drive
Shreveport, Louisiana**

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Information Item(s):
 - A. End of Semester Summary Report-Fall 2018 to Fall 2017 and Spring 2019 to Spring 2018 (SUS)
 - B. Spring 2019 Campus Enrollment Update (SUBR, SUNO, SUSLA, SULC)
6. Other Business
7. Adjournment

MEMBERS

Mrs. Arlanda Williams - Chair, Mr. Raymond Fondel, Jr., - Vice Chair
Atty. Tony Clayton, Mr. Richard Hilliard, Ms. Xaviera Jeffers, Mrs. Ann Smith,
Atty. Domoine D. Rutledge- Ex Officio

Board of Supervisors

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS

Friday, February 22, 2019

9 a.m.

**Jesse N. Stone Lecture Hall
3050 Martin Luther King Jr. Drive
Shreveport, Louisiana**

AGENDA

1. Call to Order
2. Invocation
3. Roll Call
4. Adoption of the Agenda
5. Public Comments
6. Special Presentations
 - A. Above and Beyond Award
 - B. SUS Strategic Plan Update - Goal 1
 - C. Alumni Initiated Non-Traditional Recruitment and Retention Strategies
 - D. Aviation Maintenance Technology Grant (SUSLA)
 - E. Update on the Early College Pilot Project between Southern University at Shreveport and the Caddo Parish School Board (SUSLA)
7. Action Items
 - A. Approval of Minutes of January 11, 2019 Regular Meeting of the SU Board of Supervisors
 - B. Approval of Committee Reports and Recommendations**
 - C. Ratification of Memorandum of Understanding Between the Louisiana Department of Veterans Affairs Within the Louisiana Office of the Governor and Southern University System to Establish the LaVetCorps Program
 - D. Request Approval to Authorize the President/Chancellor to Finalize the MOU with the SU System Foundation Relative to the X CORP Initiative
 - E. Resolutions
8. Informational Items
 - A. President's Report
 - B. Campus Reports
9. Other Business
10. Adjournment

***Executive Session may be required*



Fulfilling the Promise: A Pathway to Excellence – Strategic Plan 2018–2025 represents the System’s “public agenda” for higher education. It establishes a direct link between the state’s economic development and its educational system, with the **overarching goal of raising Louisiana Educational Attainment Levels**.

- ✓ ***Fulfilling the Promise: A Pathway to Excellence*** provides a powerful vision for the next seven (7) years to raise Louisiana’s educational attainment levels and become a leader in workforce solutions, community and economic development. We embrace our vital role in promoting economic success in Louisiana and beyond.
- ✓ ***Fulfilling the Promise: A Pathway to Excellence*** is Outcomes-Driven and defines the future with great momentum. It removes obstacles to education, promotes diversity, provides advocacy, secures and distributes resources, ensures accountability, produces work-ready graduates, generates premier research, and engages innovation in ways more vitally needed than ever.
- ✓ ***Fulfilling the Promise: A Pathway to Excellence*** will provide a steady pipeline of qualified workforce-ready graduates to meet the emerging occupational and intellectual needs of the state and beyond.
- ✓ ***Fulfilling the Promise: A Pathway to Excellence*** emerges at a pivotal time for higher education in Louisiana and the United States. Ambitious national and state agendas are driving bold efforts to raise enrollment and graduation rates, ensure student achievement and success, expand economic and workforce development, and respond to the urgent challenges and opportunities posed by globalization.
- ✓ ***Fulfilling the Promise: A Pathway to Excellence*** will align the strategic plans of each campus within the System, thereby operationalizing the motto, “***Five Campuses, One Vision, ... Global Excellence.***”

GOAL I

Commitment to Student Access and Affordability

As a System, we support our campuses in their efforts to attract and retain a diverse population of traditional and non-traditional students. To increase student access, our campuses offer multiple entry pathways that include dual enrollment, evening and weekend college, online/distance education, cross enrollment through SUSLA Connect, conditional admissions, regular admissions, and transfer opportunities from community and technical colleges. Every student enrolled at one of our campuses deserves an opportunity to earn a high-quality technical, undergraduate, graduate or professional academic credential at an affordable price. To further overcome the *affordability gap*, our campuses provide students with some combination of merit-based and need-based financial aid.

Objective I.1:

To increase *End-of-Semester Fall Head Count Enrollment* by 98% from baseline 12,595 in Fall 2017 to 25,000 in Fall 2025 across the SU System.

- **Key Performance Indicator:** Total number of students enrolled

Objective I.2:

To increase *Undergraduate Enrollment* by 99% from baseline 10,779 in Fall 2017 to 21,494 in Fall 2025 across the SU System.

- **Key Performance Indicator:** Total number of Undergraduate students enrolled

Objective I.3:

To increase *Graduate Enrollment* by 92% from baseline 1,239 in Fall 2017 to 2,381 in Fall 2025 across the SU System.

- **Key Performance Indicator:** Total number of Graduate students enrolled

Objective I.4:

To increase *Online Enrollment* by 3,268% from baseline 188 in Fall 2017 to 6,331 in Fall 2025 across the SU System.

- **Key Performance Indicator:** Total number of Online students enrolled

Objective I.5:

To increase *Dual Enrollment* by 126% from baseline 1,264 in Fall 2017 to 2,851 in Fall 2025 across the SU System.

- **Key Performance Indicator:** Total number of Dual enrollment students

Objective I.6:

To increase *New First-Time Full-Time Student Enrollment* by 164% from baseline 2,075 in Fall 2017 to 5,481 in Fall 2025 across the SU System.

- **Key Performance Indicator:** Total number of New First-Time Full-Time students enrolled

SOUTHERN UNIVERSITY SYSTEM

STRATEGIC PLAN - 2025

SCORE CARD

OUTCOMES			SUBR				SUNO				SUSLA				SULC				SUAREC				SU SYSTEM				
YEAR	GOAL#	OBJ#/KPI	Target	Actual	Diff	%	Target	Actual	Diff	%	Target	Actual	Diff	%	Target	Actual	Diff	%	Target	Actual	Diff	%	Target	Actual	Diff	%	

southern.university ●
alumni. ●
federation

**Alumni-Initiated Non-Traditional
Recruitment and Retention Strategies**

Presented by:
Dr. Robert Ford

PRESENTATION OBJECTIVES

Southern University Alumni Federation (SUAF) Recruitment and Retention Initiatives

- **Objective 1:** Introduce the SUSBOS to “*Alumni-Initiated Non-Traditional Recruitment and Retention Strategies*”
- **Objective 2:** Initiate working relations with BOS Committees (Innovation and Development, Recruiting, Academic Affairs, et.al.)
- **Objective 3:** Propose Collaboration with the Board and Administration on Implementing the System Strategic Plan such that it Incorporates SUAF R&R-M Committees’ recommendation toward achieving the System’s Strategic Plan & IMAGINE 20K goals.
- **Objective 4:** Share Recommendations for a Path Forward

PRESENTATION OUTLINE

Southern University Alumni Federation (SUAF) Recruitment and Retention Initiatives

PRESENTATION OUTLINE

- *Non-Traditional Recruitment Initiatives*
- *Alumni Mentoring and Retention Initiatives*
- *Recommendations*

Alumni Recruitment - Context

Southern University Alumni Federation (SUAF) Recruitment and Retention Initiatives

- **Alumni always involved in Recruitment**
- **Recruitment was formalized when Regional Recruiters were Hired**
- **31% increase in enrollment in Fall 2015**
- **Regional Recruiter transitioned from SUAF to SUBR Spring 2016**
- **SUBR Funding for Regional Recruiters Ended Spring 2017**
- **Chapters Engage in Annual Jaguar Preview Day**
- **Bi-Weekly Recruitment Conference calls started July 2016**

STUDENT SOURCING

SUAF Recruitment and Retention Initiatives

- **Native Americans**
- **Community College Transfers**
- **International Students**
- **Hispanic Students**
- **Top Jags**
- **Graduate Students**
- **Veterans**
- **Baby Boomers**
- **SUAF E&E Online/Continuing Education**

SUAF Mentoring/Retention Context

Southern University Alumni Federation (SUAF) Recruitment and Retention Initiatives

- Alumni began its efforts in Mentoring and Retention July 2016
 - Introduced at National Alumni Conference in Chicago 2016
 - Chapters Agree to Match Home Area Student with Chapter Members
- Bi-Weekly Recruitment Conference calls started August 2016
 - Mentoring and Retention Committee formed August 2016
 - Forged Relations with SUBR Academic Leaders and Campus Staff
 - Worked for 3 Years to Get Student Data to Facilitate Mentoring
- The Committee Established a Student Retention and Mentoring Fund
- Alumni Propose Integration of Technology and Human Supports

RETENTION STRATEGIES

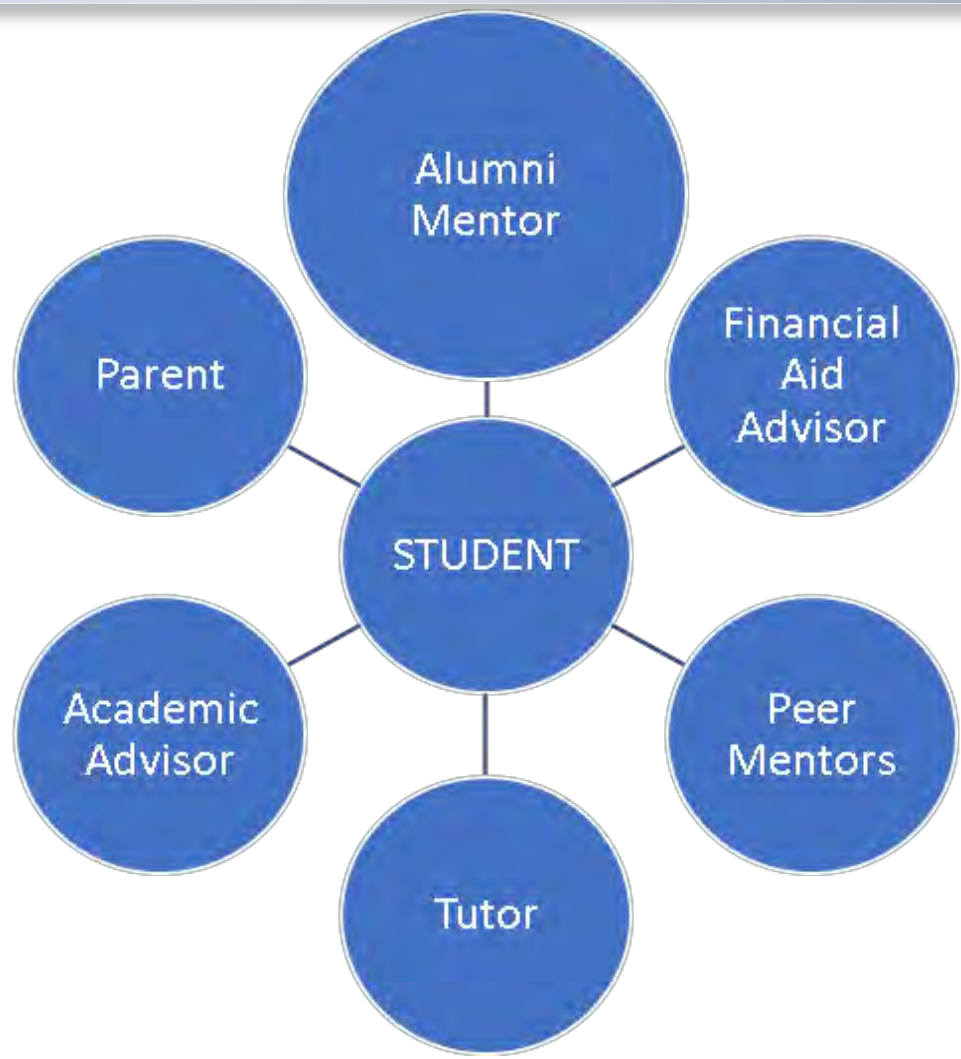
Student Retention is a complex process that requires a holistic approach as done with the Ten-Strand Systemic Mentoring Model of the Timbuktu Academy at SUBR

- Diversified funding based – to have (full) time devoted to studies and research;
- Scientific advisement – with transcripts in hand, to avoid taking unnecessary courses or courses out of sequence (a formula for F) and to avoid multiple withdrawals from courses;
- Tutoring- not for remediation, but for superior learning – as per the law of human performance;
- Communication skills enhancement – through the practicing speaking & writing, presenting, etc.;

RETENTION STRATEGIES

- ***Generic research and specific research project execution – learned only through practice***
- ***Immersion in a professional culture: conferences, workshops, etiquette, ethics, teamwork***
- ***Monitoring (including a portfolio/mentee, mid-term review, GPA per semester, internships, etc.)***
- ***Guidance to graduate school or the job market – it begins the freshman year and continues up to graduation and placement in graduate and professional schools or the job market***

GradesFirst has Capacity to Smother Students with Coordinated Support



THE JAGUAR PORTAL

WWW.SUBR.EDU/JAGUARPORTAL

This portal was developed following recommendations from Alumni Retention Committee. **The main menu items leads to hundreds of student opportunities**

- *Professional-Readiness-Career Resources*
- *Summer-Internships*
- *Undergraduate Scholarships & Fellowships*
- *Graduate Scholarships & Fellowships*
- *Placement in Graduate or Professional School*
- *Careers Placement*

Native American Recruitment Initiative NARI

- ***Santa Clara Pueblos visit SUBR/SUNO April 2018***
- ***SUAF Introduced to Pueblos August 2019***
- ***SUAF Committees held Conference Calls/Meetings***
- ***SUAF has Contacts with Tribal Leaders, Judges, SIPI***
- ***All SUS Campuses Engaged in Conversations***
- ***SUAF Staffing 8 SUAF/SUS Working Groups***
- ***SUAF Seeking Partnerships with Other Federal/State
Recognized Native American Tribes***

Native American Recruitment Initiative NARI

- ***SULC has longstanding NA Relationships***
- ***Chancellor Pierre Connected SUAF to LA & MS Tribes***
- ***SULC has organized Symposia, Classes, Publications, and has two (2) NA Faculty members***
- ***SUAF will Join SULC for All Roads Lead to Chaco Canyon Conference at Coushatta March 13-15, 2019***
- ***SUAF and SULC plan to visit NM Tribes in 2019***
- ***Details in Accompanying Board Documents***

35 Tribal Colleges in 13 states – 4 Million Native Americans in U.S.



Tribal College Journal of American Indian Higher Education, Mancos, Colorado

COMMUNITY COLLEGE TRANSFERS

- ***SUBR has Articulation Agreements with Several Community Colleges:***

BR Com College

CA Com College

Seattle Central College

- ***Meeting at Houston Community College 10/12/18 and 2/15/19***
- ***Community College Fair at HCC Planned for March 7, 2019***
- ***LSC has Proposed a Draft Articulation Agreement to SUBR***
- ***Discussion with Chicago City Colleges Occurred Last Year***
- ***Research to be Conducted on Other High Yield Community Colleges***

HISPANIC STUDENT

- *Current Hispanic Student Enrollment at SUBR is less than 500*
- *Hispanics are the Fastest Growing U.S. Population Group*
- *Hispanic Youth under 35 represent more than half of total Hispanics*
- *Hispanic Drop-out Rate at New Low, while College Enrollment Up*
- *HACU Claims 450 Colleges in its Membership (Most 2-year)*
- *More than half of Community College Enrollment is Hispanic, thus there is synergy between Com College and Hispanic Recruitment*

HISPANIC STUDENTS

- *SULC has become a HACU Affiliate Organization*
- *SUAF R-R Invited to Collaborate with SULC and become Affiliate*
- *Planning has begun for SUAF R-R & SULC to Visit HACU HQ*

VETERAN STUDENTS

- *One Professional Staff member + Student Workers*
- *549 Students Enrolled at SUBR since 9/11 GI Bill*
- *Post 9/11 GI Bill Pays Tuition/Fees to SUBR via Direct Deposit*
- *More than 300k Veterans in Louisiana*

INTERNATIONAL STUDENTS

- *SUS Strategic Plan sets goal of 29% increase by 2015*
- *SUSLA Working on Recruitment Initiatives with Ghana and Nigeria*
- *SUAF Committees wish to Help Build on SUBR & SUNO Study Abroad and Student Exchange Initiatives*
- *Partner with NGO/Indigenous Schools*
- *Grow Enrollment Through Sister City Associations*

TOP JAGs

- **Initiated in 2014 by Jackson and Deamer**
- **Requires Minimum 3.0 GPA and 21 on ACT/**
- **Started with 15 Students, now Over 200 TOP JAGs**
- **Focus on scholarships, financial assistance, mentoring, retention, internships, graduating, and achieving career goals**
- **TOP JAGS Maintain High GPAs at Southern**
- **Strong Connection with SUBR Honors College**

GRADUATE STUDENTS

SU Graduate Student Enrollment so Low in Some Areas, Programs are in Danger of Being Discontinued

- *SUAF R/R Committees Promote GEM Fellowship Program;*
- *Expand Contracting to Engage and Underwrite Student Tuition;*
- *Identify Graduate Programs Aligned with High Demand Jobs;*
- *SUAF Members Establish Pipeline to Their Graduate Institutions*

ONLINE LEARNERS

- ***SU System Approach is in Design Phase***
- ***Currently, Campuses Operate in Relative Isolation***
- ***SUAF Established Entertainment and Education Chapter January 2018***
- ***SUAF E&E Chapter Launched Continuing Education Partnership with Aperion Global Institute, February 2018***
- ***The Partnership provides Access to more than 1,000 Courses/Programs Online***
- ***SUAF/SUS Online Learning Planning Collaboration***

RECOMMENDATIONS

- 1. Hire Bilingual Transfer Recruiter***
- 2. Reinvest Title III funds in Growing Graduate Student Ranks***
- 3. Dedicate More Funds to Scholarships, especially TOP JAGs***
- 4. Expand Veterans Affairs Office Staff***
- 5. Take Online Course/Program Development Expertise into Account when Hiring Faculty***

ALUMNI-INITIATED NON-TRADITIONAL APPROACHES TO RECRUITING, RETAINING, MENTORING, AND GRADUATING STUDENTS

PRESENTATION OBJECTIVES

Objective 1: Secure Southern University System Board of Supervisors' endorsement of SUAF Recruitment, Retention and Mentoring Committees Initiatives

Objective 2: Establish support from Board of Supervisors committees (Innovation and Development, Recruiting, Academic Affairs, et al.)

Objective 3: Secure Southern University System Board of Supervisors concurrence for system chancellors and campus administrators to form collaborative and consultative partnerships with the SUAF Recruitment, Retention and Mentoring Committees to achieve the System President's Strategic Plan and IMAGINE 20000 goals.

Objective 4: Keep Southern University System Board of Supervisors abreast on successful SUAF Recruitment, Retention and Mentoring Committees Initiatives and Projects.

BACKGROUND

The Southern University Alumni Federation's charter was filed on November 7, 1941 and permitted to operate in East Baton Rouge Parish. Leaping forward to the 21st century, the Federation membership elected Attorney Preston Castille, Jr. as its seventeenth President. In August 2014, Preston appointed two ad hoc committees: (1) Recruitment and (2) Retention and Mentoring. The overall direction was to develop strategies and plans to increase recruitment, retention and graduation rates employing model mentoring practices. This presentation is designed to share summary information with the Southern University System's Board of Supervisors relating to those two ad hoc committees and other volunteer efforts.

SUAF Recruitment, Retention and Mentoring Committees Initiatives

- **RECRUITMENT**

TOP JAG PROGRAM. This nationwide program was designed in June 2014 by Patricia Deamer and Eldred Jackson. Eligible high school students are identified based on possessing a 3.0 or above GPA and a 21 or higher ACT score or the equivalent SAT. The main focus for TOP JAG program participants is to provide information on scholarships, financial assistance, mentoring, retention, internships, graduating, and achieving career goals. Regional Recruiter Latoria Howard Anderson joined the team to implement the program for the Fall 2015 semester. Fifteen TOP JAG students enrolled at Southern University (Baton Rouge campus) for that semester. For the Fall 2018 semester, 37 TOP JAG students enrolled at the Baton Rouge campus. Since its inception, there are now over 200 TOP JAG Program participants.

ACADEMIC SIGNING DAY. Student Academic Signing Day similar to high school athletes signing commitments to the Southern University System. The academic signing day recognizes on a national scale the excellent choice made by high school academic scholars to attend Southern University Baton Rouge campus. Recruitment, Retention and Mentoring Committees recommend SUSLA and SUNO implement the academic signing day approach.

REGIONAL RECRUITMENT PROGRAM. Circa August 2014, the Southern University Alumni Federation proposed that the Federation could be a powerful tool in the recruitment process for all three undergraduate campuses. Underlying that proposal was the need for developing a comprehensive and coordinated recruitment plan, and centralized recruitment at the System level, and a single application process with a greater emphasis on recruiting for SUSLA and SUNO. SUBR recruitment has been the main focus as articulated in IMAGINE 20000 designed by the SUS Board of Supervisors Innovation and Development Committee, but has been modified to focus on system-wide recruitment.

Focusing on SUBR student enrollment, the Federation and Southern University System partnered on creating and hiring a regional recruitment cadre. The SUBR regional recruiters was an initiative enacted by SUAF President Preston Castille in 2015. It was developed to respond to the gap in out-of-state student recruitment. Using SUAF funds, three Regional Recruiters were hired to recruit in several geographical areas: Vikki Berry (Houston, Texas), Miranda Nixon (Georgia, Florida, Alabama and Tennessee), and Georgette Carter (Illinois, Ohio, Michigan, Missouri, Indiana and Wisconsin). Patricia Deamer and Camille Mayo are volunteers for the Western Region (California, Arizona, Nevada, Oregon and Washington). Statistical data relating to increases in out-of-state SUBR enrollment for the Fall 2016, Fall 2017, and Fall 2018 semesters are available from Office of Admissions and Louisiana Board of Regents.

ONLINE COURSE OFFERINGS. As an offshoot from the Advisory Group to establish a music education and management block of courses, the Southern University Alumni Federation chartered a special chapter (Entertainment and Education Chapter). On February 25, 2018, the chapter partnered with Aperion Global Institute and launched the Center for Excellence Institute, an online continuing education program. The Center features over 1000+ courses including artist promotion, representation management, music publishing, music production and distribution, recording, performance, film and television agreements, merchandising, and touring. Camille Mayo is the Entertainment and Education Chapter President as well as President of the Federation's Los Angeles Chapter.

The Jaguar Portal www.subr.edu/jaguarportal

The **Jaguar Portal** was developed following recommendations from Alumni during the Friday telephone conferences in 2018. In August 3, 2018, Dr. Loretta Cheeks, a GEM Fellow, SU alum, and member of the SUAF Phoenix Chapter, proposed that SUBR create the portal so that numerous GEM internship and fellowship opportunities that flowed to her from the GEM network, as well as from other sources, could be readily made available to the SU student population.

The main menu items leading to hundreds of opportunities are the following.

- Professional-readiness-career-resources
- Summer-internships
- Undergraduate-scholarships & fellowships
- Graduate-scholarships & fellowships
- Placement in Graduate or Professional School
- Careers Placement

Jaguar Portal - Future NSF Proposal

Jaguar Portal Expansion and Update: Dr. Loretta Cheeks, who proposed the Jaguar Portal, believes a portal alone will fall short if distribution, key ties to student services, ties to course work, and dissemination of the content is not addressed; it must be embedded in the student course work in some way and tied to faculty performance rating and reviews. This is why she suggested that SU submit a \$500K+ Grant Proposal Request to NSF, which is a thoughtful investment by NSF, for making broader reach and impact for strengthening recruitment and retention. She can refer SU to POCs at the NSF. Portal multiple phase approach as follows:

1. Host a Barebones Interim Portal so that incoming opportunities can be posted at link for immediate access. **Completed**
2. Seek NSF grant to fund the Portal design, implementation, and maintenance.
3. Get a commitment from BoS, Dr. Belton for the system, his staff, and from the various departments to buy-in, develop, and implement the applicable courses, performance metrics, and periodic reviews for accountability.
4. Portal Design phase for content, hooks, interactive features, etc.
5. Portal Implementation phase of the Fully Interactive Operational Portal.
6. Portal Beta testing, Critique, update phase; On-going Maintenance phase.

The National GEM Consortium/GEM University Membership

The National GEM Consortium

- **GEM** is a network of leading corporations, government laboratories, top universities, and top research institutions that enables qualified students from underrepresented communities to pursue graduate education and to obtain M.S. and Ph.D. degrees through paid summer internships and full tuition fellowships in applied science and engineering.
- GEM addresses the critical shortfall in American engineering and scientific talent by increasing the enrollment of domestic historically under-represented ethnic/racial groups at the Master's and Doctoral levels.

GEM UNIVERSITY APPLICATION.

In August 2018, Dr. Loretta Cheeks, a GEM Fellow and SU alum proposed that SUBR apply to become a GEM Partner/GEM Member Institution which is a great credential in STEM-related fields. Dr. Cheeks lead two conference calls (October 18 and 19, 2018) dealing with the GEM application. Dr. Mensah and Dr. Carrier were identified as points of contact

to complete the GEM application process including interfacing with Dr. Marcus Huggans who provided a list of GEM Alumni Fellows who earned undergraduate degrees from Southern University. As a GEM Member Institution, Southern University will use the credential (i) as an instrument for recruiting STEM undergraduate and graduate students, (ii) as an instrument to grow and expand the STEM Graduate Programs, and (iii) to attract GEM partner industry recruiters on campus to recruit SUS STEM undergraduate and graduate students.

Dr. Cheeks has stated and emphasized the following several times:

GEM is an opportunity to move Southern University toward growth. The GEM application is a small data point that could be used to make great improvements to SUS processes.

SU GEM University Membership Application Status

- Dr. Mensah is working on completing the GEM application by February 11, 2019, and will submit it to the SU administration for approval and determination of funding mechanism.
- Requested and needs input from Career Services to describe career planning and placement assistance programs for students in Engineering, Applied Sciences and Natural Sciences, with emphasis on those programs for students seeking faculty or post-doctoral positions. (Status - Tamara Montgomery has agreed to provide the requested write-up).
- Requested and needs student enrollment and graduation statistics at SU and in the STEM programs (Status - Need to get data from Department of Institutional Research and Assessment (IRA) office).
- Need to complete editorial work on other general information section of the application. (Dr. Mensah, Dean Carriere, and Dean Mohamadian are the Points of contact (POC) for the proposed GEM program at SU).

ARTICULATION AGREEMENTS WITH COMMUNITY COLLEGES: HOUSTON COMMUNITY COLLEGE AND LONE STAR COLLEGE. Initial meeting was held at Houston Community College Central (Houston, Texas) on October 12, 2018 with representatives from the Southern University Alumni Federation (Dr. Robert Ford, Pamela LeBrane, Thurston Jones), Houston Community College (Dr. Muddassir Siddiqi, Carolyn Evans Shabazz, Dr. K. Michael Francois), Southern University System (Dr. Bijoy Sahoo, Dr. Diola Bagayoko, Dr. Kimberly Scott, Dr. Manicia Finch). Discussion focused on articulation agreement with four-year institutions, research-based strategies for student retention, faculty involvement in student retention, and community college transfer strategies. Tentative agreement was reached to schedule a Spring 2019 Houston Community College/Southern University System college fair in Houston targeting Hispanic and military veterans. Alton Smith (an SU alum and Board Chair for Lone Star College) advised that there is an unofficial SUS-LSC articulation agreement.

DUAL ENROLLMENT. SUAF Recruitment, Retention and Mentoring Committees has offered to support community outreach efforts, e.g., telephone contact and visits to administrators of Louisiana high schools.

NATIVE AMERICAN RECRUITMENT INITIATIVE (NARI). SUAF Recruitment, Retention and Mentoring outlined short-term and long-term strategy for seeking partnerships with Federally-Recognized and State-Recognized Native American Tribes. The first step will involve defining common interests and common purposes and adopting guiding principles. The Recruitment, Retention and Mentoring Committees proposed establishing and staffing [seven \(7\)](#) working groups identified below. All groups will adopt mutual trust, respect, recognize the sovereign powers of Tribal Nations, equity, and honesty in dealings as guiding principles.

A short list of the seven (7) Working Groups are as follows:

1. [Core Group](#)
2. [Governance and Legal Group](#)
3. [Agriculture/Farming Business Group](#)
4. [Business and Economic Development Group](#)
5. [Academic Infrastructure and Careers Group](#)
6. [Cultural Legacy and Enlightenment Group](#)
7. [Funding and Fundraising Group](#)

The details about the composition of the Working Groups are as follows:

CORE GROUP: SUAF Recruitment, Retention and Mentoring Committees; Native American Tribal Leaders; SUS Board of Supervisors Chair, Committee Chairs and Vice Chairs (Innovation and Development Committees; Recruitment; Academic Affairs; Property Management); SUS President and Chancellors; SUS Vice President/External Affairs.

GOVERNANCE AND LEGAL GROUP: **SUS General Counsel** and **SULC Chancellor.** Objectives devoted to developing legal guidance, recognition of tribal sovereignty, articulation agreements, TCU-designation documents, MOUs, MOAs and consultation strategy with Native American Rights Fund. SULC Chancellor John Pierre has made significant progress with Louisiana-based and Mississippi-based Native American tribes.

AGRICULTURE/FARMING BUSINESS GROUP. SUAgCenter Chancellor and Tribal Nation counterparts. Focus: Innovations in farming technology, replication of SUAgCenter extension services and experimental stations on reservations, agricultural economics and developing Native American agricultural products.

BUSINESS AND ECONOMIC DEVELOPMENT GROUP. SUBR College of Business. Focus: Small Business Development, Super 8(a) Leveraging, Community Economic Development including developing national and international marketing of

Native American agricultural and other products through the Port of New Orleans and the Port of South Louisiana.

ACADEMIC INFRASTRUCTURE AND CAREERS GROUP: Chancellors and Administrative Staff Leaders. With the focus on meeting the needs of incoming Native American students, Southern University System Chancellors and administrative staff leaders, develop action plans to insure (1) sufficient academic staff; (2) online and on campus course offerings; (3) Native American cultural inclusion; (4) degree and career options in nursing, law, social work, business, engineering, hotel management, and agriculture, and (5) sufficient on campus housing.

Other concerns would focus on “road maps” that relate to:

- (i) Recruiting, retaining and mentoring Native American high school graduates to attend SUSLA or the SUSLA Connect Program at the SUBR and SUNO campuses;
- (ii) Recruiting, retaining and mentoring Southwestern Indian Polytechnic Institute [SIPI] students who have completed SIPI’s two-year associate degree program to transfer to the Southern University System Baton Rouge and New Orleans campuses to earn four-year degrees;
- (iii) Recruiting, retaining and mentoring Native American students who aspire to earn degrees and to pursue careers in social work, nursing, or health-related fields;
- (iv) Recruiting, retaining and mentoring Native American students who aspire to earn law degrees and to pursue careers in the legal field;
- (v) Recruiting, retaining and mentoring Native American students who enroll in the Southern University Laboratory School;
- (vi) Arranging for all SUS social work and nursing students to participate in internship programs on Native American reservations;
- (vii) Insuring that Native American students enrolled at any SUS campus has access to the **Jaguar Portal and other** internship/portals maintained by each campus;
- (viii) Contacting representatives in Indian Health Service, Bureau of Indian Affairs, United States Department of Health and Human Services, United States Department of Agriculture, et al., to identify and secure

partnership agreements relating to employment/career options for Native American students enrolled at SUS campuses.

CULTURAL LEGACY AND ENLIGHTENMENT GROUP: Each SUS chancellor would insure planned campus events (seminars, symposia, exhibits) that would expose all students to Native American and African American contributions to democratic principles, women equality, arts, religion, music, business, etc.

FUNDING AND FUNDRAISING GROUP: Representatives from SUS, SUSLA and SUNO Foundations; SU Alumni Federation; SUAF First Vice President; American Indian College Fund shall develop strategies for generating and disbursing funding for recruitment efforts, scholarships and retention grants. Each committed entity must identify funding resources to insure the success of the NARI. The following have been identified:

- Southern University System Foundation Scholarships and Grants
- Southern University System Federation Scholarships and Grants
- Southern University New Orleans Foundation Scholarships and Grants
- Southern University Shreveport Foundation Scholarships and Grants
- SUAF Alumni Center Committee's 40+ Fundraising Recommendations
- ***SUAF: History of a Nation Publication (Net proceeds from sales)***
- SU Alumni Federation Student Retention and Mentoring Fund
- SUAF Student Retention and Mentoring 150/250 Campaign
- Class of 1967 Scholars Fund
- James Brown Scholarship
- Caroline Francois, Eola Mae and Blanche Jones Scholarship
- American Indian College Fund
- Southwest Indian Foundation
- Tribal Casino Scholarships
- TOP JAG Scholarship and Grants
- SUAF Alumni Chapters' Scholarship and Grants Programs

Highly Recommended Books about Native Americans

It is Highly Recommended that we all read the following books about Native Americans

Recommended by: **Thurston (TJ) Jones**, SUAF, Dallas Chapter

SUGGESTED READING: ***The Sacred Wisdom of the Native Americans***

Author: Larry J. Zimmerman, Published: 2016 (Chartwell Books)

Recommended by: **Professor Adam Crepelle**, SULC, Houma Nation NA

The Other Movement: Indian Rights and Civil Rights in the Deep South.

Author: Denise Bates, Published by the University of Alabama Press in 2012

(https://www.amazon.com/Other-Movement-Contemporary-American-Studies/dp/0817317597/ref=sr_1_11?ie=UTF8&qid=1550144757&sr=8-11&keywords=denise+bates)

SULC – NARI Efforts to date

Below are some of the things SULC has done and will be doing that it believes will help its NARI.

- SULC has an MOU with the Chitimacha—MOUs in process at Coushatta, Tunica-Biloxi, & MS Choctaw
- Tribal Courts and Tribal Sovereignty Symposium in Nov. 2018
- All Roads Lead to Chaco Canyon Conference at Coushatta March 13-15, 2019
- LARUE Summit at Tunica-Biloxi in July of 2019
- Prof. Crepelle attended American Indian Law Center’s Pre-Law Advisors Training at Pueblo of Isleta on Feb. 5-6, 2019
- Chancellor Pierre spoke at the American Indian Higher Education Consortium during its Capitol Hill Briefing on Feb. 6, 2019
- Chancellor Pierre & Prof. Crepelle visited Mississippi Band of Choctaw Reservation and Choctaw Central High School on Feb. 11-12, 2019
- SULC is working with ONABEN to develop a course on American Indian Business
- Discussions about tribal opportunities in the hemp industry
- Prof. Crepelle and SULC invited to partner with the University of Saskatchewan College of Law in an initiative on Legal Reforms for Indigenous Economic Growth
- Prof. Crepelle appointed as a judge on the Court of Appeals for the Pascua Yaqui Tribe in Arizona
- Spring of 2019—Prof. Crepelle’s Law and Minorities class is helping the Tunica-Biloxi Tribe implement special domestic violence criminal jurisdiction under Violence Against Women Act and enhanced sentencing under the Tribal Law and Order Act
- Fall of 2019—SULC will offer a course on Federal Indian Law
- Spring of 2020—SULC will offer a course on Tribal Economic Development

MOUs with the Santa Clara Pueblos of New Mexico and other NA Tribes

On average, only 14% of Native Americans achieve higher education degrees with the majority coming from 2 year institutions. The NAs across the US would like to increase that outcome significantly.

SUAF RRM, SULC, SUNO, SUBR, SUSLA have held several conference calls, meetings, face to face meetings, one-on-one calls, etc., with the Santa Clara Pueblos in 2017 - 2018. After suggestions by John Johnson, SUNO alum, and Hillery Johnson, SU alum, which was initiated in 2017, the Santa Clara Pueblos, researched SU, reevaluated their results with other universities, and sought out SU to help them move forward. The Pueblos have total sovereignty and the SU System can help them with the education of future generations, retention of their traditions and values, enhancement and growth of their educational institutions, growth of their agricultural base, and export of their products. They recognize the value and benefits that they can receive by working with the SULC for legal matters as SULC has done for other international minority countries; SUNO for its highly ranked Sociology and Social Works Programs, the SU Ag Center for all aspects of agriculture, and SUBR and SUSLA to round out all of their educational needs. The need for Health Services was emphasized also.

The Santa Clara Pueblo want to move forward with SULC as the lead for an MOU with SUS. The SULC can help get the Tribal Sovereignty and all legal aspects established between SUS and the Santa Clara Pueblo. The SU Ag Center, SUNO, and other MOUs can follow closely thereafter.

Chancellor Pierre and SULC have significant experiences in MOU's with Indian Nation Tribes. These include (1) The State of Louisiana Chitimacha Tribe, (2) Coshatta tribe, and (3) Tunica-Biloxi Tribe etc. The SULC has two Native American faculty and several NA students, respectively.

The Pueblo want to develop a footprint with the SULC and SU wants to develop a footprint in Pueblo County via internships. SUNO wants to be included in the footprint.

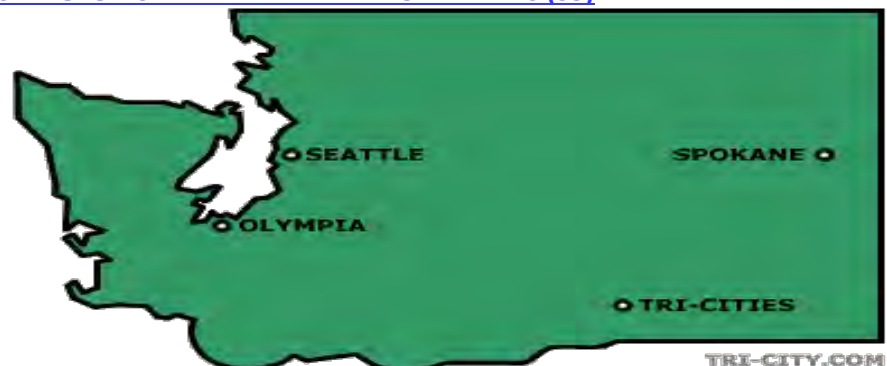
Francis Tafoya, Santa Clara Pueblo member of the Board of the Southwestern Indian Polytechnic Institute (SIPI) is a key POC. SIPI currently is a Community College and has only 2 year programs with Associate Degrees.

A draft MOU from the SUAgCtr was submitted to the Pueblos in November 2018. The Santa Clara Pueblos would like for the SUAgCtr MOU to be revised to go through SIPI as a start for the SUAgCtr MOU. SU would like to see the MOUs have several options, as shown below happen in parallel, such as:

- A. 2 + 2 Program (2 years at SIPI + 2 years at SUS for a Bachelor's Degree)
- B. Direct recruitment out of High School for a Bachelor's Degree at SUS
- C. Recruitment / enrollment of Native Americans in Graduate Programs (Masters, or PhD)
- D. Transfer / recruitment of SIPI or other graduates into Law at the SULC

NARI for Tribes in the State of Washington)

WASHINGTON STATE NATIVE AMERICAN TRIBES (35)



Chehalis Confederated Tribes
 Chinook Tribe
 Colville Confederated Tribes
 Cowlitz Indian Tribe
 Duwamish Tribe

Hoh Tribe
 Jamestown S'Klallam Tribe
 Kalispel Tribe
 Lower Elwha Klallam Tribe
 Lummi Nation
 Makah Tribe
 Marietta Band of Nooksack Tribe
 Muckleshoot Indian Tribe
 Nisqually Tribe
 Nooksack Tribe
 Port Gamble S'Klallam Tribe
 Puyallup Tribe
 Quileute Tribe
 Quinault Nation
 Samish Nation
 Sauk-Suiattle Tribe
 Shoalwater Bay Tribe
 Skokomish Tribe
 Snohomish Tribe
 Snoqualmie Tribe
 Snoqualmoo Tribe
 Spokane Tribe
 Squaxin Island Tribe
 Steilacoom Tribe
 Stillaguamish Tribe
 Suquamish Tribe
 Swinomish Tribe
 Tulalip Tribes
 Upper Skagit Tribe
 Confederated Tribes of the Yakama Indian Reservation

Below are links to:

- **Washington State Educational Programs;**
- **list of Washington State Tribal Groups that own Casinos, and**
- **general list of Washington State Tribes,**

http://nativecases.evergreen.edu/sites/nativecases.evergreen.edu/files/case-studies/TESC_pathways_final_10909.pdf

[for Native Students: A Report on Colleges and Universities in Washington State - Evergreen State College](#)

College High College College muckleshoot Tribal College College College TESC • •

nativecases.evergreen.edu

Washington State Office of Native Education:

<http://www.k12.wa.us/IndianEd/>

[Office of Native Education](#)

The Office of Native Education advocates for the academic success of all students. We create and promote strategies that integrate the teaching of native American history, culture, language and government.

www.k12.wa.us

https://ies.ed.gov/ncee/edlabs/regions/northwest/pdf/REL_2009081.pdf

[Indian education policies in five Northwest Region states](#)

U . S . D e p a r t m e n t o f E d u c a t i o n ISSUES& ANSWERS REL 2009–No. 081 At Northwest Regional Educational Laboratory Indian education

ies.ed.gov

Washington Tribes and Casinos

Confederated Tribes and Bands of the Yakama Nation, Washington

PO Box 151, Toppenish WA 98948.

Phone Number: (509) 865-5121 Fax Number: (509) 865-5528

[Yakama Legends Casino](#)

580 Fort Road

Toppenish, Washington 98948

(509) 865-8800

Confederated Tribes of the Chehalis Reservation, Washington

PO Box 536, Oakville WA 98568.

Phone Number: (360) 273-5911 Fax Number: (360) 273-7694

[Lucky Eagle Casino](#)

12888 188th Avenue SW

Rochester, WA 98579

360-273-2000

Confederated Tribes of the Colville Reservation Washington

PO Box 150, Nespelem WA 99155.

Phone Number: (509) 634-2212 Fax Number: (509) 634-4116

12 Tribes Resort Casino

28968 US-97

Omak, WA 98841

(866) 203-9202

Coulee Dam Casino

515 Birch Street

Coulee Dam, WA 99116

509-633-0766

Mill Bay Casino

455 Wapato Lake Road

Manson, WA 98831-9577

1-800-648-2946

Cowlitz Tribe

PO Box 2547, Longview WA 98632

Phone Number: (360) 577-8140 Fax Number: (360) 577-7432

Ilani Casino Resort

1 Cowlitz Way

Ridgefield, WA 9864

(877) 464-5264

Jamestown S'Klallam Tribe

1033 Old Blyn Highway, Sequim WA 98382.

Phone Number: (360) 681-1109 Fax Number: (360) 681-4643

7 Cedars Casino

270756 Highway 101

Sequim, Washington 98382-7677

(360) 683-7777

Kalispel Indian Community of the Kalispel Reservation

PO Box 39, Usk WA 99180.

Phone Number: (509) 445-1147 Fax Number: (509) 445-1705

Northern Quest Resort & Casino

100 North Hayford Road

Airway Heights, WA 99001

(509) 242-7000

(888) 603-705

**Lower Elwha Tribal Community of the Lower Elwha Reservation,
Washington**

2851 Lower Elwha Rd, Port Angeles WA 98363.

Phone Number: (360) 452-8471 Fax Number: (360) 452-3428

Elwha River Casino

631 Stratton Road
Port Angeles, WA 98363
(360)452-3005

Lummi Tribe of the Lummi Reservation, Washington

2665 Kwina Road, Bellingham WA 98226.
Phone Number: (360) 384-1489 Fax Number: (360) 380-1850

Silver Reef Casino

4876 Haxton Way at Slater Road
Ferndale, WA 98248
(360) 383-0777
(866) 383-0777

Muckleshoot Indian Tribe of the Muckleshoot Reservation, Washington

39015 172nd Ave SE, Auburn WA 98092.
Phone Number: (253) 939-3311 Fax Number: (253) 931-8570

Muckleshoot Casino

2402 Auburn Way South
Auburn, Washington 98002
(800) 804-4944

Muckleshoot Casino II
2600 Auburn Way South
Auburn, WA 98002

Muckleshoot Indian Bingo

2117 Auburn Way South
Auburn, Washington 98002
(253) 735-2404

Nisqually Indian Tribe of the Nisqually Reservation, Washington

4820 She-Nah-Num Dr SE, Olympia WA 98513.
Phone Number: (360) 456-5221 Fax Number: (360) 456-9553

Red Wind Casino

12819 Yelm Highway Southeast
Olympia, Washington 98513-9111
(360) 412-5000
(866) 946-2444

Nooksack Indian Tribe of Washington

PO Box 157, Deming WA 98244.
Phone Number: (360) 592-5176 Fax Number: (360) 592-2125

Nooksack Northwood Casino

9750 Northwood Road
Lynden WA 98264
(360) 734-5101

**Port Gamble Indian Community of the Port Gamble Reservation,
Washington**

31912 Little Boston Rd NE, Kingston WA 98346.
Phone Number: (360) 297-2646 Fax Number: (360) 297-7097

The Point Casino

7989 Salish Lane NE
Kingston, WA 98346
(360) 297-0070

Puyallup Tribe of the Puyallup Reservation, Washington

3009 E Portland Ave, Tacoma WA 98404.
Phone Number: (253) 573-7828 Fax Number: (253) 680-5996

BJ's Bingo and Gamiing
4411 Pacific Highway East Fife, WA 98424
(253) 922-0430

Emerald Queen Hotel & Casino

5700 Pacific Hwy. E
Fife, WA 98424
888-831-7655

Emerald Queen Casino I-5

2024 E 29th St
Tacoma, WA 98404-4974
253-594-7777

Quinault Tribe of the Quinault Reservation, Washington

PO Box 189, Taholah WA 98587.
Phone Number: (360) 276-8211 Fax Number: (360) 276-8256

Quinault Beach Resort & Casino

78 St. Rt. 115
Ocean Shores, Washington 98569
(360) 289-9466

Sauk-Suiattle Indian Tribe

5318 Chief Brown Lane Darrington, WA 98241

Last Chance Bingo and Casino

5318 Chief Brown Lane
Darrington, WA 98241

**Shoalwater Bay Tribe of the Shoalwater Bay Indian Reservation,
Washington**

PO Box 130, Tokeland WA 98590.
Phone Number: (360) 267-6766 Fax Number: (360) 267-6778

Shoalwater Bay Casino

4112 Highway 105
Tokeland, Washington 98590
360-267-2048
888-332-2048

Skokomish Indian Tribe of the Skokomish Reservation, Washington

80 N Tribal Center Rd, Skokomish Nation WA 98584.
Phone Number: (360) 426-4232 Fax Number: (360) 877-5943

Lucky Dog Casino

19330 N US Highway 101
Skokomish Nation, WA 98584
(360) 877-5656

Snoqualmie Tribe, Washington

PO Box 969, Snoqualmie WA 98065.
Phone Number: (425) 888-6551 Fax Number: (425) 888-6727

Snoqualmie Casino

37500 SE North Bend Way
Snoqualmie, WA 98065
425-888-1234

Spokane Tribe of the Spokane Reservation, Washington

PO Box 100, Wellpinit WA 99040.
Phone Number: (509) 458-6500 Fax Number: (509) 458-6553

Chewelah Casino

2555 Smith Road
Chewelah, Washington 99109-9689
(800) 322-2788
(509) 258-9845

Spokane Tribe Casino - Planned

14300 W SR-2 Hwy
Airway Heights, WA
(509) 818-1501

Two Rivers Casino & Resort

Spokane Tribe of Indians
6828-B Highway 25
Davenport, WA 99122
(800) 722-4031

Squaxin Island Tribe of the Squaxin Island Reservation, Washington

10 SE Squaxin Lane, Shelton WA 98584.
Phone Number: (360) 426-9781 Fax Number: (360) 426-6577

Little Creek Casino Resort

91 West State Route 108
Shelton, Washington 98584
(360) 427-7711

Stillaguamish Tribe of Washington

PO Box 277, Arlington WA 98223.
Phone Number: (360) 652-7362 Fax Number: (360) 659-311

Angel of the Winds Casino

3438 Stoluckquamish Lane

Arlington, Washington 98223
(360) 474-9740

Suquamish Indian Tribe of the Port Madison Reservation, Washington
PO Box 498, Suquamish WA 98392.
Phone Number: (360) 598-3311 Fax Number: (360) 598-3135

Clearwater Casino

15347 Suquamish Way
Suquamish, Washington 98392-9649
(360) 598-8700

Swinomish Indians of the Swinomish Reservation, Washington
11404 Moorage Way, LaConner WA 98257.
Phone Number: (360) 466-3163 Fax Number: (360) 466-7363

Swinomish Casino & Lodge

12885 Casino Drive
Anacortes, Washington 98221-8363
(360) 293-2691

Tulalip Tribes of the Tulalip Reservation, Washington
6406 Marine Dr, Tulalip WA 98271.
Phone Number: (360) 716-4500 Fax Number: (360) 716-0628

Quil Ceda Creek Casino

6410 33rd Ave NE
Tulalip, WA 98271
360-716-1700

Tulalip Bingo

2911 Quil Ceda Way
Tulalip, WA 98271
800-631-3313

Tulalip Resort Casino

Tulalip Tribes
10200 Quil Ceda Blvd.
Tulalip, WA 98271
(360) 651-1111

Upper Skagit Indian Tribe of Washington
25944 Community Plaza Way, Sedro Woolley WA 98284.
Phone Number: (360) 854-7090 Fax Number: (360) 854-7004

Skagit Valley Casino Resort

Operated by Harrah's Ent
5984 N. Dark Lane
Bow, WA 98232
(360) 724-7777

WASHINGTON TRIBES

Chehalis Confederated Tribes

Oakville, WA

[Visit their website](#)

360.273.5911, 360.753.3213

Chinook Tribe**

Bay Center, WA

[Visit their website](#)

360.875.6670

Colville Confederated Tribes

Nespelem, WA

[Visit their website](#)

509.634.2200; 888.881.7684

Cowlitz Indian Tribe

Longview, WA

[Visit their website](#)

360.577.8140

Duwamish Tribe**

Seattle, WA

[Visit their website](#)

206.431.1582

Hoh Tribe

Forks, WA

[Visit their website](#)

360.374.6582

Jamestown S'Klallam Tribe

Sequim, WA

[Visit their website](#)

360.683.1109

Kalispel Tribe

Usk, WA

[Visit their website](#)

509.445.1147

Lower Elwha Klallam Tribe

Port Angeles, WA

[Visit their website](#)

360.452.8471

Lummi Nation

Bellingham, WA

[Visit their website](#)

360.384.1489

Makah Tribe

Neah Bay, WA

[Visit their website](#)

360.645.2201

Marietta Band of Nooksack Tribe

Bellingham, WA

Search the Burke's collection for "Nooksack"

Muckleshoot Indian Tribe

Auburn, WA

[Visit their website](#)

253.939.3311

Nisqually Tribe

Olympia, WA

[Visit their website](#)

360.456.5221

Nooksack Tribe

Deming, WA

[Visit their website](#)

360.592.5176

Port Gamble S'Klallam Tribe

Kingston, WA 98346

[Visit their website](#)

360.297.2646

Puyallup Tribe

Tacoma, WA

253.573.7800

[Visit their website](#)

Quileute Tribe

La Push, WA

[Visit their website](#)

360.374.6163

Quinault Nation

Taholah, WA

[Visit their website](#)

360.276.8211

Samish Nation

Anacortes, WA

[Visit their website](#)

360.293.6404

Sauk-Suiattle Tribe

Darrington, WA

[Visit their website](#)

36.436.0131

Shoalwater Bay Tribe

Tokeland, WA

[Visit their website](#)

360.267.6766

Skokomish Tribe

Shelton, WA

[Visit their website](#)

360.426.4232

Snohomish Tribe*

Port Hadlock, WA

425.744.1855

Burke database search term: "Snohomish"

Snoqualmie Tribe

Carnation, WA

[Visit their website](#)

Snoqualmoo Tribe*

Bellingham, WA

[Visit their website](#)

360.671.1387

Spokane Tribe

Wellpinit, WA

[Visit their website](#)

509.258.4581

Squaxin Island Tribe

Shelton, WA

[Visit their website](#)

360.426.9781

Steilacoom Tribe*

Steilacoom, WA

[Visit their website](#)

253.584.6308

Stillaguamish Tribe

Arlington, WA

[Visit their website](#)

360.652.7362

Suquamish Tribe

Suquamish, WA

[Visit their website](#)

360.598.3311

Swinomish Tribe

LaConner, WA

[Visit their website](#)

360.466.3163

Tulalip Tribes

Marysville, WA

[Visit their website](#)

360.651.4000

Upper Skagit Tribe

Sedro Woolley, WA

360.854.7000

Confederated Tribes of the Yakama Indian Reservation

Toppenish, WA

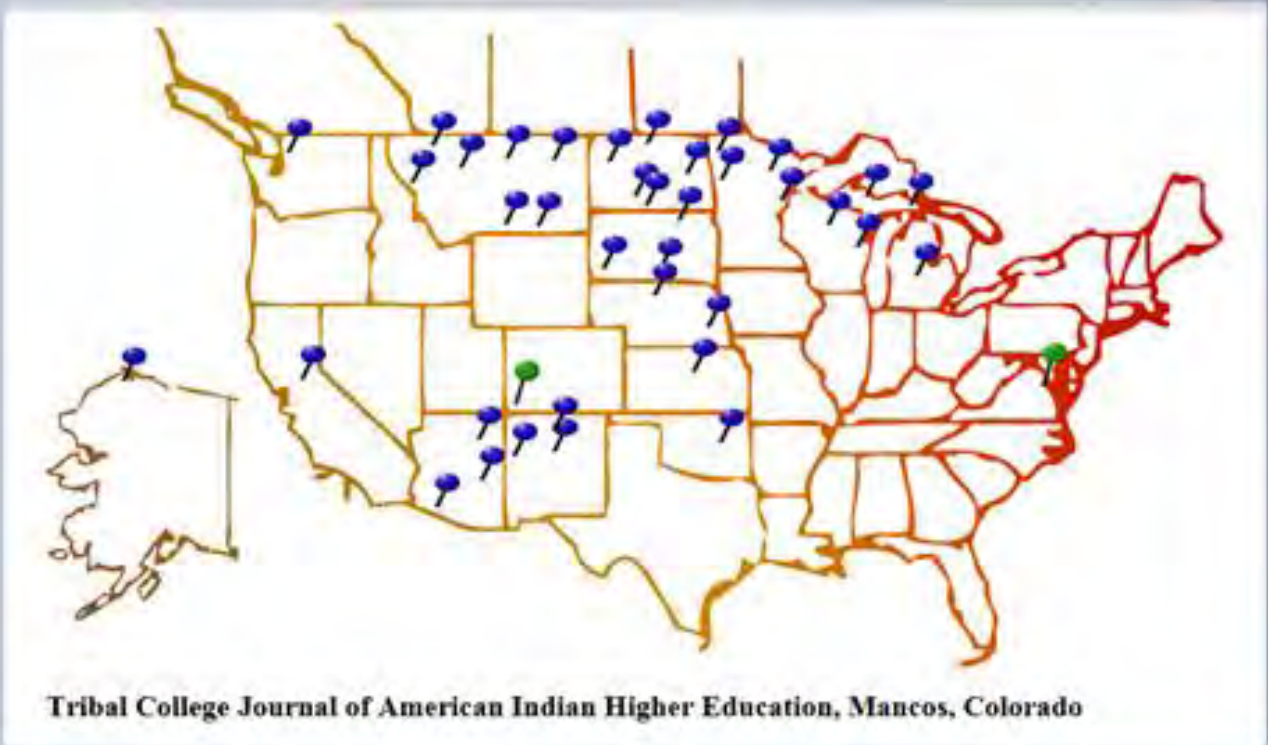
[Visit their website](#)

509.865.5121

Washington Tribes Map

<https://www.washingtontribes.org/tribes-map>

Tribal Colleges & Universities in the USA



Tribal Colleges and Universities in the USA by state

- There are 32 / 35 are accredited TCUs Only 3 are universities and most are 2 year / Community Colleges

Tribal Colleges and Universities (TCUs)	35 Tribal Colleges and Universities in 13 states
Alaska	North Dakota
Ilisagvik College	Cankdeska Cikana Community College
Arizona	Nueta Hidatsa Sahnish College (Fort Berthold)
Diné College	Sitting Bull College
Tohono O'odham Community College	Turtle Mountain Community College
Kansas	United Tribes Technical College
Haskell Indian Nations University	Nebraska
Michigan	Little Priest Tribal College
Bay Mills Community College	Nebraska Indian Community College
Keweenaw Bay Ojibwa Community College	New Mexico
Saginaw Chippewa Tribal College	Institute of American Indian Arts
Minnesota	Navajo Technical University
Fond du Lac Tribal and Community College	Southwestern Indian Polytechnic Institute
Leech Lake Tribal College	Oklahoma
Red Lake Nation College	College of the Muscogee Nation
White Earth Tribal and Community College	South Dakota
Montana	Sinte Gleska University
Aaniiih Nakoda College (Ft. Belknap)	Sisseton Wahpeton College
Blackfeet Community College	Oglala Lakota College
Chief Dull Knife College	Washington
Fort Peck Community College	Northwest Indian College
Little Big Horn College	Wisconsin
Salish Kootenai College	College of Menominee Nation
Stone Child College	Lac Courte Oreilles Ojibwe Community College
Source: American Indian College Fund website	
https://collegefund.org/about-us/tribal-college-map/	

TCUs - Alphabetized by TCU with City and State

Aaniiih Nakoda College Harlem, Montana	Nueta Hidatsa Sahnish College New Town, North Dakota
Bay Mills Community College Brimley, Michigan	Navajo Technical University Crownpoint, New Mexico
Blackfeet Community College Browning, Montana	Nebraska Indian Community College Macy, Nebraska
California Tribal College, Woodland, California	Northwest Indian College Bellingham, Washington
Cankdeska Cikana Community College Fort Totten, North Dakota	Oglala Lakota College Kyle, South Dakota
Chief Dull Knife College Lame Deer, Montana	Red Lake Nation College Red Lake, Minnesota
College of Menominee Nation Keshena, Wisconsin	Saginaw Chippewa Tribal College Mount Pleasant, MI
College of the Muscogee Nation Okmulgee, Oklahoma	Salish Kootenai College Pablo, Montana
Diné College Tsaile, Arizona	San Carlos Apache College, San Carlos, Arizona
Fond du Lac Tribal and Community College Cloquet, Minnesota	Sinte Gleska University Mission, South Dakota
Fort Peck Community College Poplar, Montana	Sisseton Wahpeton College Sisseton, South Dakota
Haskell Indian Nations University Lawrence, Kansas	Sitting Bull College Fort Yates, North Dakota
Iilisagvik College Barrow, AK	Southwestern Indian Polytechnic Institute Albuquerque, New Mexico
Institute of American Indian Arts Santa Fe, New Mexico	Stone Child College Box Elder, Montana
Keweenaw Bay Ojibwa Community College Baraga, Michigan	Tohono O'odham Community College Sells, AZ
Lac Courte Oreilles Ojibwa Community College Hayward, Wisconsin	Turtle Mountain Community College Belcourt, North Dakota
Leech Lake Tribal College Cass Lake, Minnesota	United Tribes Technical College Bismarck, North Dakota
Little Big Horn College Crow Agency, Montana	White Earth Tribal and Community College Mahanomen, MN
Little Priest Tribal College Winnebago, Nebraska	

NARI Tribal College Strategy in Arizona & New Mexico

- There are 3 Tribal Colleges, 2 recognized, in AZ, and 3 Tribal Colleges in NM.
- Will continue to develop relationships with Native Americans based upon Trust, Respect, retention of Native American Traditional Values, & their respect and retention of their Tribal Sovereignty
- Connection and discussions with the Santa Clara Pueblos of New Mexico has been on-going for approximately 2 years

- Pueblos want MOUs with SULC, SU AG Center, SUBR, SUNO, & SUSLA, & SU Lab School; looking for business development; export opportunities
- Santa Clara Pueblos now want SUS to revise SU AG Center MOU to work through Southwestern Indian Polytechnic Institute (SIPI) in Albuquerque, New Mexico. SIPI is a 2 year / Community College
- Current NARI strategy will focus on working with the Native American CCs in Arizona, New Mexico and the 10 CCs in the Arizona Community College System
- Initial contact has been made with some representatives of the Native American CCs in Arizona and New Mexico to determine their state of interest in signing MOUs / Articulation Agreements with SUS
- Will continue to pursue this strategy with other contacts in AZ and NM
- Already made contact with AZ Community College System (10 CCs in the system) to determine their state of interest in an MOU / Articulation Agreement with SUS.
- Obtained the Arizona 2018 Strategic Vision Outcomes Report from AZ Community College System

NARI Federally Recognized Tribes in Arizona (21)

- Ak Chin Indian Community of the Maricopa (Ak Chin) Indian Reservation
- Cocopah Tribe of Arizona
- Colorado River Indian Tribes of the Colorado River Indian Reservation (Arizona and California)
- Fort McDowell Yavapai Nation
- Fort Mojave Indian Tribe (Arizona, California and Nevada)
- Gila River Indian Community of the Gila River Indian Reservation
- Havasupai Tribe of the Havasupai Reservation
- Hopi Tribe of Arizona
- Hualapai Indian Tribe of the Hualapai Indian Reservation
- Kaibab Band of Paiute Indians of the Kaibab Indian Reservation
- Navajo Nation (Arizona, New Mexico and Utah)
- Pascua Yaqui Tribe of Arizona
- Quechan Tribe of the Fort Yuma Indian Reservation (Arizona and California)
- Salt River Pima-Maricopa Indian Community of the Salt River Reservation
- San Carlos Apache Tribe of the San Carlos Reservation
- San Juan Southern Paiute Tribe of Arizona
- Tohono O'odham Nation of Arizona
- Tonto Apache Tribe of Arizona
- White Mountain Apache Tribe of the Fort Apache Reservation
- Yavapai-Apache Nation of the Camp Verde Indian Reservation
- Yavapai-Prescott Indian Tribe

NARI Federally Recognized Tribes in New Mexico (23)

- Jicarilla Apache Nation
- Mescalero Apache Tribe of the Mescalero Reservation
- Navajo Nation (Arizona, New Mexico and Utah)
- Ohkay Owingeh (formerly the Pueblo of San Juan)
- Pueblo of Acoma
- Pueblo of Cochiti

- Pueblo of Jemez
- Pueblo of Isleta
- Pueblo of Laguna
- Pueblo of Nambe
- Pueblo of Picuris
- Pueblo of Pojoaque
- Pueblo of San Felipe
- Pueblo of San Ildefonso
- Pueblo of Sandia
- Pueblo of Santa Ana
- Pueblo of Santa Clara
- Kewa Pueblo
- Pueblo of Taos
- Pueblo of Tesuque
- Pueblo of Zia
- Ute Mountain Tribe of the Ute Mountain Reservation (Colorado, New Mexico and Utah)
- Zuni Tribe of the Zuni Reservation

NARI Federally Recognized Tribes in LA (4) & MS (1)

Louisiana

- Chitimacha Tribe of Louisiana (has a signed MOU with SULC)
- Coushatta Tribe of Louisiana
- Jena Band of Choctaw Indians
- Tunica-Biloxi Indian Tribe of Louisiana

Mississippi

- Mississippi Band of Choctaw Indians

• **RETENTION, MENTORING AND GRADUATING STUDENTS**

The focus is to identify and implement specific retention and mentoring programs and best practices that will positively impact on retaining, mentoring and graduating students. The Recruitment, Retention and Mentoring Committees have identified the following:

- Urban Work College Programs
- SUAF Houston Chapter Mentoring Program
- Programs of Other SUAF Alumni Chapters
- Southern University System Shreveport Campus
- Williams Center for Undergraduate Student Achievement
- Southern University System New Orleans Campus
- Honore Center @ Southern University New Orleans
- Southern University System Agriculture and Extension Campus
- Southern University System Baton Rouge Campus
- Southern University Athletic Department
- Dolores R. Spikes Honors College
- Timbuktu Academy

SUAF Recruitment, Retention and Mentoring Committees addressed the need to ascertain the impact on Southern University System Recruitment, Retention and Graduation Rates.

- Data Collection
- Analysis and Evaluation
- Reporting to Southern University System Board of Supervisors
- Reporting to Southern University System President and Chancellors
- Reporting to Southern University Alumni Federation

Concerns impacting the achievement of SUS strategic and student retention objectives

- Faculty members buy-in and consistent execution of research-based retention strategies (i.e. advisement) as identified by Dr. Bijoy Sahoo
- Student affairs administrators and faculty under-utilization of technology (i.e. GradesFirst) to monitor and connect with students
- Lack of culture focused on excellent customer service tailored to meet student needs and support student success
- Lack of administration visibility and/or interaction with students to promote accountability and drive student success

NEXT STEPS AND RECOMMENDATIONS

1. Southern University System Board of Supervisors adopt the recommendation for the SUS President to complete the GEM Application process. Our resident **GEM Fellow Expert, Dr. Loretta Cheeks**, recommends establishment of a **STEM CEO/Director Position for GEM** to be created within SUS dedicated to establishing and cultivating the GEM partnership that may include, but are not limited to interfacing with existing GEM partner industries, department heads and faculty relating to GEM, hosting GEM laboratories, managing all GEM Fellows relationships and funding matters, and recruiting GEM students. Incumbent would be a direct report to SUS President.
2. Support Southern University Law Center's Second Annual March 13-15, 2019 "**All Roads Lead to Chaco Canyon**" event in Kinder, Louisiana. Southern University System Foundation and Southern University Alumni Federation provide funds for SUS and SUAF delegation to attend this SULC-sponsored event. SUS and SUAF representatives will have the opportunity to meet with Native American tribal representatives.
3. Southern University System Foundation and Southern University Alumni Federation provide funds for SUS and SUAF delegation to meet with Tribal organizations in Albuquerque, New Mexico at the April 26-27, 2019 36th Annual Gathering of Nations.
4. Southern University Southern University Alumni Federation Southern University Alumni Federation and Southern University System Foundation sponsor SUS and SUAF delegation to meet

with the Santa Clara Pueblo Nation and the Southwest Indian Polytechnic Institute in New Mexico, and American Indian College Fund in Denver, Colorado before June 30, 2019.

5. Consistent with the Southern University System Board of Supervisors establishing the Innovation and Development Committee consider other Board committees inviting Southern University alumni who are subject matter experts to serve in non-voting advisory capacity.
6. Each Southern University System chancellor appoints a readily accessible specific dedicated point of contact as the go-to-person for matters, questions, concerns, from the SUAF Recruitment, Retention and Mentoring Committee representatives, and from recruited and transfer students under any of the applicable MOU / Articulation Agreements. Each chancellor shares the appointee's contact information with the SUAF Recruitment, Retention and Mentoring Committee.
7. Get MOUs completed with the Santa Clara Pueblos of NM as follows:
 - SULC
 - SUAgCtr
 - SUNO
 - SUBR
 - SUSLA
8. **Jaguar Portal Expansion and Update** via NSF Proposal
 Dr. Loretta Cheeks, who proposed the Jaguar Portal, believes a portal alone will fall short if distribution, key ties to student services, ties to course work, and dissemination of the content is not addressed; it must be embedded in the student course work in some way and tied to faculty performance rating and reviews. This is why she suggested the following:

Southern University System Board of Supervisors adopt the recommendation for the SUS President to complete an assessment and get a \$500K+ Grant Proposal written and submitted to the NSF for the expansion and update of the Jaguar Portal in a multiple phase approach as follows:

 - A. Seek NSF grant to fund the Portal design, implementation, and maintenance.
 - B. Get a commitment from BoS, Dr. Belton for the system, his staff, and from the various departments to buy-in, develop, and implement the applicable courses, performance metrics, and periodic reviews for accountability.
 - C. Portal Design phase for content, hooks, interactive features, etc.
 - D. Portal Implementation phase of the Fully Interactive Operational Portal.
 - E. Portal Beta testing, Critique, update phase; On-going Maintenance phase.



Dr. Rodney A. Ellis
Chancellor



February 6, 2019


Dr. Ray L. Belton, President
Southern University System
4th Floor,
J. S. Clark administration Building
Baton Rouge, La 70813

Ref: SUSLA Receives \$250,000.00 Aviation Maintenance Technology Grant

Dear President Belton:

The Louisiana Community and Technical College System (LCTCS) recently awarded Southern University at Shreveport **\$250,000.00** for its **Aviation Maintenance Technology Program** from the Workforce Training Rapid Response Fund/ This funding is made possible by the Legislature of Louisiana to assist individuals in their ability to function the workplace, including education directed at refining or developing literacy or other basic education skills; programs directed at lifelong learning or continuing education; job readiness training; vocational, technical, or occupation education; worker or workplace education; articulated career path programs and constituent courses of such programs that lead to initial or continuing licensure, certification, or associate degree level accreditation; and other education programs whose purpose is to assist citizens to improve their employment opportunities.

Humbly Submitted,


Rodney A. Ellis, Ed.D
Chancellor

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



Dr. Rodney A. Ellis
Chancellor



Office Of The Chancellor

February 6, 2019

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

Ref: SUSLA Dual Enrollment/Early College Pilot Project

Dear President Belton:

In fall 2017, Southern University at Shreveport (SUSLA) and the Caddo Parish School Board (CPSB) embarked upon a specialized dual enrollment partnership that involved the establishment of an early college program at both Booker T. Washington and Woodlawn High School. The aim of the pilot program is to graduate participating high school students with an associate's degree from SUSLA upon graduating with their high school diploma.

SUSLA and CSPB would like to provide an overview and report on the status of this project at the February 22nd board meeting.

Humbly Submitted


Rodney A. Ellis
Chancellor

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

Southern University and A&M College System
BOARD OF SUPERVISORS MEETING
2nd Floor, J.S. Clark Administration Building
Board of Supervisors Meeting Room
Baton Rouge, Louisiana
Friday, January 11, 2019
9 a.m.

The meeting of the Southern University Board of Supervisors was called to order by Board Chair Atty. Domoine Rutledge. The invocation was given by Rev. J.J. Mitchell, Pastor of the True Vine Baptist Church of Scotlandville and the pledge was led by Southern University Laboratory School student Carmen Alfred.

PRESENT

Atty. Domoine Rutledge, Dr. Samuel C. Tolbert, Jr., Mr. John Barthelemy, Atty. Tony Clayton, Dr. Leroy Davis, Mr. Raymond Fondel, Dr. Curman Gaines, Mr. Sam Gilliam, Rev. Donald R. Henry, Ms. Xavieria Jeffers, Atty. Patrick Magee, Mrs. Ann A. Smith, Dr. Leon R. Tarver II, Dr. Rani Whitfield, and Ms. Arlanda Williams

ABSENT

Mr. Richard Hilliard

UNIVERSITY PERSONNEL ATTENDING

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

BOARD COUNSEL

Attys. Winston DeCuir, Jr., and Deidre Robert

Installation of Board Officers for 2019

Atty Rutledge was sworn in by Baton Rouge City Court Judge Tarvald Smith. Atty. Rutledge acknowledged his family including his mother Glinda, wife Sharmayne, sons Dillon and Darren and his mother-in-law. He thanked them for attending. He also acknowledged public officials in the audience and thanked state and local elected officials for their support of the University. There were several persons that he wished were in attendance including Ruffian Paul, Van Bell, Gerald Kimble, and his grandmother. He stated that he realizes that he is entrusted with a tremendous responsibility and will approach it with a seriousness of purpose. He thanked former Board leaders Mrs. Ann Smith and Rev. Donald Henry. There are three things that he wants to focus on keenly in the year ahead: To give increased focus to enrollment management which is the life blood of the institution, the alignment of the academic inventory with the workforce demands so that students are equipped with a marketable skill to compete in a global marketplace, and to create new revenue streams through public and private partnerships. He ended with an African Proverb *If you wish to go fast go alone, but if you wish to go far, go together.*

Board Vice Chairman for 2019, Rev. Dr. Samuel C. Tolbert, Jr. was sworn in by Associate Justice of the LA Supreme Court Associate Justice James Genovese. He thanked his wife Matilda for attending and members of the state conference who were in attendance. He stated that he looks forward to working with all members of the Board.

ACADEMIC AFFAIRS COMMITTEE

Friday, January 11, 2019

9:00 a.m.

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

AGENDA

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

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

Absent: None

AGENDA ITEM 4: ADOPTION OF THE AGENDA

Upon the motion by Dr. Leon R. Tarver II and seconded by Dr. Leroy Davis the agenda was amended to add an update on dual enrollment (at the request of Board Member Sam Gilliam) and the amended agenda was recommended for adoption

Motion passed.

AGENDA ITEMS 5: PUBLIC COMMENTS

NONE

AGENDA ITEM 6: ACTION ITEMS

A. Request Approval of SUNO Faculty Handbook Revised Fall 2018

Dr. Ammons stated that the handbook has gone through a collegial process and is a sound document that will guide the faculty. It has been reviewed by the faculty and faculty senate at SUNO and approved by Chancellor Mims and he stated that he supports approval of the handbook.

Upon the motion by Mr. John Barthelemy and seconded by Dr. Tarver the revised faculty handbook for the SUNO campus was recommended for approval.

Motion passed.

B. Ratification of the Awarding of the Honorary Doctor of Humane Letters to Senator Diana Bajoie

Executive VP Ammons spoke about the accomplishments and career of Senator Bajoie and stated that the nomination is supported by the faculty of the department of public administration, the dean of the School of Public Policy, the SU System Chief Academic Officer and the SU System president.

Upon the motion by Dr. Tarver and seconded by Mr. Barthelemy, the ratification of the awarding of the honorary doctor of humane letters degree to Senator Diana Bajoie was recommended for approval.

Motion passed.

AGENDA ITEM 7: OTHER BUSINESS

A. Dual Enrollment Update

Board Member Sam Gilliam requested an update on dual enrollment. He recently read an article that appeared in the local newspaper on December 17 and the essence of the article stated that 1 in 5 of the students that are dually enrolled are minority, marginal or socio-economically disadvantaged. The article also stated that the UL System comprises 43% of the students, SUBR makes up 1% of the total, SU System makes up 5%, while the Louisiana Community and Technical College System (LCTCS) makes up 38% of the students who are dually enrolled. He asked that University administrators work with the BOR to make systemic changes. Dr. Gaines asked Dr. Belton or Dr. Ammons to respond to Mr. Gilliam's concern. Dr. Belton responded that the University is building infrastructure across the System to address dual enrollment. He said that the goal is to increase participation of students throughout the state. He said that SUSLA is the standard bearer in the SU System followed closely by SUNO. He spoke to SUBR faculty and stated that SUSLA was the first institution to implement dual enrollment in the state of LA. Dual enrollment in its inception was developed to encourage minority students to take a chance and to be acclimated to the college experience. The target in the State of LA was minority students and students in rural parishes while the focus now seems to be on students with high GPAs. The University is continuing to realize that dual enrollment is critical and of value and we are being strategic in achieving more significant outcomes. Ms. Arlanda Williams stated that the System should research early target high schools which is popular in Texas. When looking at the dual enrollment look at a strategy to target certain populations. Dr. Ammons stated that affordability and cost are factors in dual enrollment. He stated that the more students that the University enrolls in dual enrollment reduces the cost of attaining a degree. Dr. Ammon stated that dual enrollment will continue to be a priority. Mr. Gilliam asked that at the next meeting, he would like a report on the initiatives that are being put forth.

AGENDA ITEM 8: ADJOURNMENT

Upon the motion by Dr. Tarver and seconded by Mr. Barthelemy the meeting was adjourned.

Motion passed.

FACILITIES AND PROPERTY COMMITTEE

(Following the Finance Committee)

Friday, January 11, 2019

Southern University Board of Supervisors' Meeting

2nd Floor, J.S. Clark Administration Building

Baton Rouge, LA

Minutes

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

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

Absent: Mr. Richard Hilliard

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Mr. Barthelemy and seconded by Dr. Rani Whitfield the agenda was recommended for adoption.

Motion passed.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: INFORMATIONAL ITEM(S)

A. Priority Project Updates (per campus)

Mr. Eli Guillory, System Director of Facilities had a written report that was included in the packet. Over \$1 million dollars in funding has come through in capital outlay. Reviewed the status of projects at each campus. Progress on each campus is positive.

Future projects include construction of a new student union and new housing facilities. For future cost savings, he has had meetings with a solar power company and analysis is being done.

Atty. Rutledge says he has seen the reports but doesn't have a good command or understanding of how the priority of projects are being undertaken.

He also asked the process for selecting the designers for projects and how the bid process is facilitated. Mr. Guillory explained that Facilities, Planning and Control (FP&C) formulates an in-house engineer or staff and teams with the University Planning team and reviews projects. Projects are sent out for bid through *The Advocate*.

Projects that are \$400,000 or less for the construction amount the University historically had been able to select the designers; however, currently FP&C selects the design team. Chair Rutledge questioned how much influence the University has in recommending designers? Chair Rutledge asked the status of giving attention to the SU Lab School. Mr. Guillory stated

that they are waiting on FP&C to determine funding for the water intrusion issue at the lab school. Chair Rutledge stated that the gymnasium is appalling and does not reflect well on the University. Chair asked for concrete plans on how the laboratory school gym will be addressed. Mr. Guillory elaborated on some of the repairs that have been undertaken at the laboratory school including the roof system, the cafeteria, and parking area. The building has infrastructure issues and he thinks that the University should consider building a new school. From a planning standpoint, he'd like to build a new school.

Atty. Clayton asked about the recommendations for designers. He also asked about the bridge and plans for correcting the bridge and ravine area. Mr. Guillory stated that the project is being sent out for bidding.

Mrs. Ann Smith stated that severe damage was done in many classrooms in the science building. Mr. Guillory stated that Stewart Hall's roofing has been repaired to prevent water intrusion. Funds also have been used for lighting and various other improvements to classrooms especially to Fisher Hall. She also asked for an update on sidewalks at SUNO. An update will be given at the next meeting.

Chair Rutledge would like to take a tour of SU System campuses to view the physical plant challenges at all the campuses. Chair Rutledge asked Facilities Committee Chair Donald Henry to facilitate the tour of campuses.

Board member Leroy Davis asked the status of the plan for the chill water system for the Baton Rouge campus and asked for an update. Mr. McClinton stated that the Bernhard project is being reviewed to make sure that the contract will benefit the University and the project is ongoing. Board member Davis reiterated that the University needs to build up its infrastructure because it is detrimental to recruiting efforts.

Mr. Raymond Fondel asked about the status of the gates. Mr. Guillory stated that the facilities team met in November and the issue is a maintenance issue that will be addressed by the Baton Rouge campus and Mr. Ben Pugh. Mr. Fondel also asked the status of the construction of the police station.

Dr. Belton said that deferred maintenance has been a challenge, but the state has realized the need to invest in the campuses.

Dr. Tarver questioned whether the Board receives a quarterly report or assessment of the problems and the status of projects and asked for a coordinated approach to address issues.

AGENDA ITEM 6: OTHER BUSINESS

None

AGENDA ITEM 7: ADJOURNMENT

Upon the motion by Dr. Leroy Davis and seconded by Dr. Rani Whitfield the meeting adjourned.

FINANCE COMMITTEE
(Following the Facilities and Property Committee)
Friday, January 11, 2019
Southern University Board of Supervisors' Meeting
2nd Floor, J.S. Clark Administration Building
Baton Rouge, LA

Minutes

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

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

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Dr. Leroy Davis and seconded by Mrs. Ann Smith the agenda was adopted.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: ACTION ITEM (S)

A. Request Approval to Charge Travel Expense Cost for Educational Travel (SUNO)

Item was tabled until the February meeting upon the recommendation from President-Chancellor Belton.

AGENDA ITEM 6: INFORMATIONAL ITEM (S)

A. Interim Financial Report as of November 30, 2018

Chief financial officers for each campus has submitted their reports and spending is in accordance with the budget.

The SUSLA campus has a \$559,000 is a result of revenue from tuition and fees which is less than what they projected in their budget. So, a decline in enrollment caused an adjustment for the Spring semester by \$300,000.

Chancellor Ellis said the campus is continuing registration at this time and it will continue for another week. Dr. Tarver asked that the Chancellor provide a sense of the enrollment projections. Dr. Ellis stated that enrollment is currently trending flat. Spending has not exceeded the projection. Expenses are much lower than expected and he expects to have a balanced budget at the end of the year.

Vice President McClinton stated that cash is lean, and he observes it every day. He stated that the key to cash flow is collecting the funds that are owed to the University.

Davis asked about the status of the austerity plans. Vice President McClinton stated the plan approved by the Board specified that reports would be given to the Board in June and December. Dr. Gaines asked about the government shut down and its impact on the students' ability to pay fees. No foreseeable problems from any of the campuses except the SU Ag Center.

Tarver asked for a report at the next Board meeting on the impact of revenue on enrollment numbers.

Board Member Ann Smith wanted to know if plans are in place for students who cannot pay their tuition? Dr. Belton says the impact is being monitored.

Board Member Fondel says there are SUSLA connect students who desire to transfer to the SUBR campus, but because they have traffic tickets they could not and wanted to know what kind of relief could be provided to the students. Dr. Belton stated that he would review the matter.

AGENDA ITEM 7: OTHER BUSINESS

Upon the motion by Ms. Arlanda Williams and seconded by Dr. Gaines that agenda action item 5A be reconsidered for the best interest of the students.

Motion passed.

Chair Tarver asked Board Counsel if there was anything that would prevent the Board from reconsidering the item. Atty. Decuir stated that a motion would have to be made from someone on the prevailing side.

Fee that is being discussed is for a trip to Egypt and there are 10 graduate students that will attend. It is a one of a kind trip that will not affect the students' studies.

Raymond Fondel asked what the Chancellor wanted to do. Chancellor Mims stated that she is for the approval.

Roll Call Vote:

Yea: Tarver, Gaines, Davis, Gilliam, Williams, Rutledge

Nays: None

Motion passed

AGENDA ITEM 8: ADJOURNMENT

Upon the motion by Dr. Davis and seconded by Ms. Williams the meeting was adjourned.

Motion passed.

PERSONNEL AFFAIRS COMMITTEE

(Following the Governance Committee)

Friday, January 11, 2019
2nd Floor, J.S. Clark Administration Building
Board of Supervisors Meeting Room
Baton Rouge, Louisiana

AGENDA

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

Present: Atty. Patrick Magee, Mr. John Barthelemy, Dr. Curman Gaines, Mr. Sam Gilliam, Dr. Leon R. Tarver II, Ms. Arlanda Williams and Atty. Domoine Rutledge

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Mr. Barthelemy and seconded by Dr. Gaines the agenda was recommended for adoption.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: ACTION ITEMS

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

Upon the motion by Mr. Gilliam and seconded by Ms. Williams the personnel items 5 A 1 through 10 were recommended for approval in globo.

Motion passed.

Committee Chair Patrick Magee asked Dr. Belton to provide context for the personnel recommendations. The action items presented will advance the goals of the respective campuses. The actions highlight the University's efforts to offer online delivery of instruction and those that will allow the University to be accountable to our finances and that will allow the University to retain faculty and Deans that are critical to the campuses. Committee Chair highlighted the fact that the funding sources for each salary was added to each item.

1. Donald Andrews, Dean College of Business (salary adjustment) SUBR at a salary of \$150,200.00
2. Tracy Barley, eLearning Director (new position) SUBR, at a salary of \$90,000.00
3. Elizabeth Louanne Bergman, Instructional Designer/Online Learning Services (new position), SUBR at a salary of \$70,000.00
4. Tiffany Freeman, Director of Student Life Student Leadership and Community Engagement, (replacement) SUBR, at a salary of \$62,000.00
5. Demetria George, Associate V/C for Finance and Business Affairs, (new position), SULC at a salary of \$95,000.00
6. Catherine L Miles, AVP for Finance and Treasury Services (replacement), SUS at a salary of \$120,000.00
7. Mark Thurman, Professor, 9-month to 12-month contract (prorated salary adjustment), SULC \$144,000.00
8. Heather Y. Tanner, Recruiting Manager DXC Technology (new position), SUBR at a salary of \$ 65,000.00
9. Marjorie A. Washington, Data Systems Senior Analyst (replacement), SUBR at a salary of \$70,000.00
10. Ashagre A. Yigletu, Associate Dean, Graduate Programs Director, and Professor, College of Business (salary adjustment), SUBR at a salary of \$130,356.00

B. Request Approval of Leaves of Absence Greater than three months

1. Professor Latisha Nixon Jones, unpaid leave request, Spring 2019 semester

Upon the motion by Dr. Tarver and seconded by Mr. Barthelemy the unpaid leave request for Latisha Nixon Jones for the Spring 2019 semester was recommended for approval.

Motion passed.

C. OTHER BUSINESS

NONE

D. ADJOURNMENT

Upon the motion by Mr. John Barthelemy and seconded by Mr. Gilliam the meeting was adjourned.

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS

(Following the Personnel Committee)

Friday, January 11, 2019

Southern University Board of Supervisors' Meeting

2nd Floor, J.S. Clark Administration Building

Baton Rouge, LA

Minutes

AGENDA

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

Present: Atty. Domoine Rutledge, Dr. Samuel Tolbert, Mr. John L. Barthelemy, Atty. Tony Clayton, Dr. Leroy Davis, Mr. Raymond Fondel, Dr. Curman Gaines, Rev. Donald R. Henry, Ms. Xavieria Jeffers, Atty. Patrick Magee, Mrs. Ann Smith, Dr. Leon R. Tarver II, Dr. Rani Whitfield and Ms. Arlanda Williams.

Absent: Mr. Richard Hilliard,

UNIVERSITY PERSONNEL ATTENDING

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

BOARD COUNSEL

Attys. Winston DeCuir, Jr., and Deidre Robert

AGENDA ITEM 3: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: SPECIAL PRESENTATIONS/RECOGNITION

1. Above and Beyond Award

The Above and Beyond award was presented to Mrs. Patricia Coleman, Accountant II in the SUBR Comptroller's Office. She was introduced by Dr. Robyn Merrick because the Office of External Affairs made the nomination. Mrs. Coleman was accompanied by her supervisor Mrs. Rosie Taylor and Comptroller Monica Mealie. She was presented a plaque and certificate from Board Chair Rutledge and President-Chancellor Belton. She thanked Board members for the honor and stated that she was grateful that she is appreciated.

Atty. Rutledge gave a special recognition to outgoing Board Chair Ann Smith and Vice Chair Donald Ray Henry.

Dr. Whitfield announced that SUNO's Center for African and African American Studies has partnered with Southern University Law Center's Louis A. Berry Institute for Civil Rights & Justice (SULC's Institute) to honor and recognize Louisiana native Malik Rahim (formerly known as Donald Guyton) at an inaugural Living Legend Award Celebration on Friday, January 18, at the Millie M. Charles School of Social Work at SUNO. Mr. Rahim is a former member of the Black Panther Party for Self Defense and a Green Party candidate for President of the United States.

B. Blue Cross Blue Shield Grant Award Presentation (SUSLA Culinary Kitchen Incubator)

Chancellor Ellis discussed the initiative of the Kitchen Incubator that was begun through the Workforce Development Center at SUSLA Darren Dixon along with Vice Chancellor for Workforce Development Janice Sneed and Development Director Mrs. Stephanie Robinson who worked along with the Blue Cross Blue Shield and was awarded a \$300,000 donation. Michael Tipton President of the BCBS Foundation made remarks and expressed excitement for the partnership. Board Members Davis, Tarver, and Gilliam expressed their support and congratulated the staff. Mr. Dan Borne' Chairman of the BCBS Foundation Board made remarks also and expressed his excitement about the partnership.

C. Recognition of SUSLA Band-The SUSLA Soundwave

Vice Chancellor for Student Affairs Melva Williams introduced Dr. Albert Jackson Band Director at SUSLA. The band was recognized for participating in the Bayou Classic parade and performed well. Dr. Jackson stated that he is committed to the band and stated that it is an honor to develop the band and will continue to grow it. He thanked the SUBR Band Director Kedric Taylor for the support of providing instruments to the band. Board Members Barthelemy, Fondel, and Whitfield all gave kudos to the band for their performance during the Bayou Classic parade.

AGENDA ITEM 6: ACTION ITEMS

Upon the motion by Dr. Tarver and seconded by Rev. Henry action items **6A, 6 B, 6C, 6D, and 6E** were recommended for approval in globo.

Motion passed.

A. Approval of Minutes of November 23, 2018 Regular Meeting of the SU Board of Supervisors

RESOLVED by the Board of Supervisors for Southern University that the minutes of the November 23, 2018 meeting of the Board of Supervisors be and they are hereby approved.

B. Approval of Committee Reports and Recommendations

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

1. Academic Affairs

a. Request Approval of Faculty Handbook

RESOLVED by the Board of Supervisors for Southern University that the SUNO Faculty Handbook Revised Fall 2018 be and it is hereby approved.

b. Ratification of the Awarding of the Honorary Doctor of Humane Letters to Senator Diana Bajoie

RESOLVED by the Board of Supervisors for Southern University that the Honorary Doctor of Humane Letters for Senator Diana Bajoie be, and it is hereby approved.

2. Personnel Affairs

a. Approval of Personnel Actions Greater Than \$60,000

1. **RESOLVED** by the Board of Supervisors for Southern University, that the salary adjustment for Donald Andrews as Dean, College of Business, SUBR, at a salary of \$150,020 be and it is hereby approved.
2. **RESOLVED** by the Board of Supervisors for Southern University, that appointment of Tracy Barley to the new position eLearning Director, SUBR, at a salary of \$90,000 be and it is hereby approved.
3. **RESOLVED** by the Board of Supervisors for Southern University, that the appointment of Elizabeth Bergman to the new position Instructional Designer/Online Services, SUBR, at a salary of \$70,000 be and it is hereby approved.
4. **RESOLVED** by the Board of Supervisors for Southern University, that the appointment of Tiffany Freeman as the replacement for the position Director of Student Life, Student Leadership and Community Engagement, SUBR, at a salary of \$62,000 be and it hereby is approved.
5. **RESOLVED** by the Board of Supervisors for Southern University, that the appointment of Demetria George to the new position Associate Vice Chancellor of Finance and Business Affairs, SULC, at a salary of \$95,000 be and it hereby is approved.

6. **RESOLVED** by the Board of Supervisors for Southern University, that the appointment of Catherine Miles as the replacement for the position Associate Vice President for Finance and Treasury Services, SUS, at a salary of \$120,000 be and it hereby is approved.
7. **RESOLVED** by the Board of Supervisors for Southern University, that the prorated salary adjustment (9- month to 12-month) for Professor Mark Thurman, SULC, at a salary of \$144,000 be and it is hereby approved.
8. **RESOLVED** by the Board of Supervisors for Southern University, that the appointment of Heather Y. Tanner to the new position Recruiting Manager DXC Technology, SUBR, at a salary of \$65,000 be and it hereby is approved.
9. **RESOLVED** by the Board of Supervisors for Southern University, that the appointment of Marjorie A. Washington as the replacement for the position Data Systems Senior Analyst, SUBR, at a salary of \$70,000 be and it hereby is approved.
10. **RESOLVED** by the Board of Supervisors for Southern University, that the salary adjustment for Ashagre Yigletu, Associate Dean, Graduate Programs Director and Professor, College of Business, SUBR, at a salary of \$130,356 be and it is hereby approved.
11. **RESOLVED** by the Board of Supervisors for Southern University, that the unpaid leave request for Latisha Nixon Jones, professor, SULC be and it is hereby approved.

C. Request Approval of Interagency Agreement between Louisiana Department of Economic Development and Southern University System (SUS) (Fast Start /DXC Project)

RESOLVED by the Board of Supervisors for Southern University that the Interagency Agreement between Louisiana Department of Economic Development and Southern University System (SUS) Fast Start/DXC project be and it is hereby approved.

D. Request Approval of MOU Between Southern University at New Orleans and Aswan University, Aswan, Egypt

RESOLVED by the Board of Supervisors for Southern University that the Memorandum of Understanding between Southern University at New Orleans and Aswan University, Aswan, Egypt be, and it is hereby approved.

E. Request Approval of MOU Between Southern University at New Orleans and The Arab Academy for Science, Technology and Maritime Transport, Cairo, Egypt

RESOLVED by the Board of Supervisors for Southern University that the Memorandum of Understanding between Southern University at New Orleans and The Arab Academy for Science, Technology, and Maritime Transport, Cairo, Egypt be, and it is hereby approved.

F. Resolutions

Commendation(s)

Best wishes were extended to Ms. Tonya Jones, a native of Houston, TX and 2011 graduate of the SU Law Center. She made history on Tuesday, January 1, 2019 because she was one of 17 African American women that were sworn in as judges for Harris County, in Houston, Texas.

Condolences were extended to:

The Gracie Mae Branch Family
The Chatéri Payne Family
The Beverly Dixon Wade Family
The McReynold Wells Sr. Family

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

Motion passed.

AGENDA ITEM 7: INFORMATIONAL ITEMS

A. System President's Report

Dr. Belton presented a PowerPoint presentation on the strategic plan and distributed copies to each Board member in binders. He reiterated that the strategic plan will affirm the direction of the University and a pathway to excellence. He stated that the mantra that the University has been communicating to stakeholders is that *We are Southern*. He said to fulfill our goals resources must be leveraged. Vice President Dr. Appeaning presented the 7 goals

1. Commitment to Student Success and Affordability
2. Commitment to Academic Excellence and Student Success
3. Commitment to Fundraising and Philanthropic Support
4. Commitment to Improve Campus Life Through Infrastructural Development
5. Commitment to Promote the SU Brand Through Outreach and Global Engagement
6. Commitment to Solving Critical Societal Problems, Expanding Economic Development Opportunities, and Enhancing Quality of Life in Louisiana, Nation and the World
7. Commitment to Institutional Effectiveness and Accountability

Each month, one of the goals will be expounded upon. Interactive website will be established for feedback. Board members also received a timeline for SACS reaffirmation and reminded

Board members that 3 of the 4 campuses would be preparing for reaffirmation in 2020. In September 2019, the compliance document must be submitted to provide evidence that the University is following the requirements and standards in the *Principles of Accreditation*. December 2020 University anticipates the University will be provided with evidence of reaffirmation. SUSLA will go through a similar cycle in 2021.

Fondel asked about the roll out schedule for implementing the strategic plan. He stated that a marketing campaign would accompany the roll out. He looks to have stakeholders to provide feedback.

B. Campus Reports

SUNO

Feb 11 SUNO will be hosting Donna Brazil; the new natural science building and the arts and humanities building, and a dedication of the buildings is forthcoming. Additional funds have become available to complete the natural science building. The NAIA award presented to Mr. Artis Davenport who was inducted in to the Hall of Fame along with track coach Youne Reid for being coach of the year. A calendar of events will be forthcoming for the 60th anniversary of the founding of the SUNO campus.

SUSLA

The University sent a request to SACS regarding offering associate degrees accepting the request that the University made regarding partnership with SUNO

SU Ag Center

Dr. Bobby Phills stated that information about the livestock show information is in the current Chancellor's magazine, and the update on the medical marijuana initiative would be done by Dr. Janana Snowden said significant strides being made in the program. The \$2.15 million dollars have been secured. They are working with state regulatory agencies and meeting with LA State Police regarding the suitability background check; new location work has begun on the property and the temporary grow is scheduled to begin in March. Three local members have been hired to facilitate the patient advocacy and the educational component of the initiative.

SULC – Chancellor Pierre announced a partnership with the Coshatta Tribe and he invited Chairman David Sickey of the Southwestern LA Coshatta tribe gave information about the first economic development conference related to Native American tribes that will be held in March. Mr. Sickey also stated that he plans to have partnerships with the University's Office of Career Services and the Agricultural Research and Extension Center. Chancellor Pierre stated that this partnership is an example of the law center working the SU System plan to expand the global footprint of the University. Chancellor Pierre also announced that the SULC hooding ceremony would be held this evening and Board Chair Rutledge is keynote speaker and Rev. Tolbert is giving the invocation and benediction.

Mr. Fondel commended Chancellor Pierre and expressed his excitement about the conference and the relationship with the tribal nations.

In response to questions about the conference flier that was distributed to members of the Board, Chancellor Pierre invited Adam Crapelle SULC visiting professor to the podium. To explain the upcoming conference theme.

SUBR

Ammons thanked Board member for their support of the new personnel recommendations for online programs that were approved. He announced that Fall 2019 applications show an increase and Spring 2019 enrollment is also up in the online program. Convocation Dr. Belton spoke about strategic plan. Challenges in retention. Goal is to get students to completion. SACS reaffirmation is on the horizon. Gallup report re: aligning academic inventory. Present recommendations to the president on how they will further align the programs. Major grants brought to the University in the College of Agriculture and the College of Business. Improvements have been made to checkpoints on the SUBR campus, technology for license plate readers are being used and continued progress will be made regarding safety.

Fondel wanted to make sure that the public and students are informed about the fact that they are being monitored when they visit the SUBR campus.

Board member Fondel asked that next month's agenda should have an item on safety and security at the next meeting.

AGENDA ITEM 9: OTHER BUSINESS

NONE

AGENDA ITEM 9: ADJOURNMENT

Upon the motion by Atty. Patrick Magee and seconded by Atty. Tony Clayton the meeting adjourned.

Motion passed.

LAVETCORPS STATEWIDE CAMPUS VETERAN CENTER INITIATIVE

MEMORANDUM OF UNDERSTANDING
between
LOUISIANA DEPARTMENT OF VETERANS AFFAIRS,
within LOUISIANA OFFICE OF THE GOVERNOR
and
SOUTHERN UNIVERSITY SYSTEM

This **MEMORANDUM OF UNDERSTANDING** ("Agreement"), is made and entered into this 13th day of February, 2019, between the Louisiana Department of Veterans Affairs represented by Secretary of Veterans Affairs Col. Joey Strickland, within the Office of Louisiana Governor John Bel Edwards, and the Southern University System, represented by its President, Dr. Ray Belton, for the public purposes herein declared.

This Agreement outlines the purpose and roles of the Louisiana Department of Veterans Affairs and the Southern University System in the execution and performance of this Agreement.

WHEREAS, Louisiana has a proud history of dedicated military service, and whose citizens have welcomed home thousands of military personnel who deployed in support of the defense of the United States of America – men and women who through their service have earned our deepest respect, gratitude and many state and federal benefits; and

WHEREAS, many returning Louisiana veterans transitioning home after active military service and wishing to take advantage of attractive education benefits earned through service face many new hurdles in returning to civilian life and employment, such as an unfamiliar campus culture, challenges in navigating daunting benefits processes and dealing with both the visible and invisible wounds these brave men and women received in service to our country; and

WHEREAS, validated studies indicate that the LaVetCorps program model undertaken by this Agreement provides veteran-focused assistance on higher education campuses that will improve both retention and completion rates for veterans, will help improve their family's futures, and will provide great benefit to local communities across Louisiana as these veterans continue to give back to their communities in ways large and small; and

WHEREAS, the Louisiana Department of Veterans Affairs ("LDVA") within the Office of Louisiana Governor John Bel Edwards and the Southern University System ("SUS") desire that these LaVetCorps veteran centers will provide focused support, expertise and guidance for veterans and their families as they move forward with their transition into their pursuit of higher education and transition back into civilian life; and

WHEREAS, by this Agreement, the parties wish to establish their respective responsibilities as they relate to this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants contained in this Agreement, the parties hereto agree as follows:

RESPONSIBILITIES OF LOUISIANA DEPARTMENT OF VETERANS AFFAIRS

1. LDVA will utilize the knowledge, skills and abilities of Louisiana veterans and their families in LaVetCorps by engaging them in AmeriCorps national service positions which will enable them to make a positive different in their community, and improve the quality of life as a civilian for their fellow veterans and themselves.
2. LDVA will provide each authorized SUS campus veteran center with a LaVetCorps staff member for a ten-month term of service annually in this peer-based program, to augment established veterans programs already operating on SUS college campuses.

3. LDVA LaVetCorps members will serve up to thirty (30) hours a week, spending time on service projects, outreach, and direct service to the student veteran population. LDVA will train these service members in the various statewide locations and veterans benefits, to which LDVA's more than 800 employees around the state work daily to provide Louisiana's veterans access.
4. LDVA's LaVetCorps Program Director and other LDVA subject matter experts and administrators will provide consistent points of contact and support for both that site's LaVetCorps staff member and the campus site supervisor so designated in each campus' executed LaVetCorps Site Application.

RESPONSIBILITIES OF SOUTHERN UNIVERSITY SYSTEM

1. SUS will ensure that each participating campus will provide a designated space appropriate for a campus veteran center that is easily accessible for veterans and which facilitates the purpose and goals of that campus' veteran center, to include an on-campus site supervisor, computer and phone service, and private meeting space in which the LaVetCorps staff member may meet with student veterans.
2. SUS will fund an annual site fee for each participating campus to be paid to LDVA in order to contribute minimally to the travel, training and administration of the LaVetCorps members contributing to the successful operation of the veteran center.
3. SUS will encourage its campus administration and staff to consider insight from LDVA and the LaVetCorps members in long-term strategic planning related to student veterans, include veteran cultural competencies as a part of campus staff orientation and training, and continue engaging with LDVA and community veteran service organizations so that together SUS and LDVA will assist Louisiana communities in becoming more aware of the specific challenges veterans face coming back home and the great benefits and unique leadership skills that veterans bring to the heart of a community.

This Agreement commences on this 13th day of February, 2019, from which day forward the undersigned agree to make every effort to ensure that Louisiana veterans and their families have the support needed to be successful on Louisiana higher education campuses.

The terms and provisions of this Agreement shall be binding upon the parties hereto for as long as this Agreement remains in effect. Notwithstanding the above, this Agreement may be terminated at any time by mutual written agreement and consent of the parties hereto, or with the withdrawal of consent by either party. The parties shall comply with all federal, state, and local laws and regulations, including, specifically, but without limitation, the Louisiana Code of Governmental Ethics (R.S. 42:1101, *et seq.*), in carrying out the provisions of the Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day, month and year first written above.

LOUISIANA OFFICE OF
THE GOVERNOR

LOUISIANA COMMISSIONER
OF HIGHER EDUCATION

Governor John Bel Edwards

Dr. Kim Hunter Reed

SOUTHERN UNIVERSITY SYSTEM

LOUISIANA DEPARTMENT OF
VETERANS AFFAIRS

Dr. Ray Belton, President

Col. Joey Strickland, Secretary

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