



SOUTHERN UNIVERSITY SYSTEM BOARD OF SUPERVISORS

MEETINGS

9 a.m.

Friday, June 24, 2016

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

ACADEMIC AFFAIRS COMMITTEE

Friday, June 24, 2016

9:00A.M.

Southern University Board of Supervisors Meeting Room
2nd Floor, JS Clark Administration Building
Baton Rouge, Louisiana 70813

AGENDA

1. Call to Order and Invocation
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Items
 - A. Approval of Recommendation for Professor Emeritus, SUBR
 - B. Approval to Assess an Academic Excellence Fee, SULC
 - C. Request Approval to Offer Programs in Emergency Medical Care-Paramedic, Emergency Medical Responder and Firefighter Services, SUSLA
 - D. Request Approval to Offer 14 New Certificate of Technical Study Programs, SUSLA
 - E. Request Approval to Increase Fees for International Student Population, SUSLA
 - F. Request Approval to Increase Online Fees (\$10.00) per credit hour, SUSLA
 - G. Request Approval to Add Aviation Program Fee (\$350.00), SUSLA
 - H. Request Approval to Establish a University Support Fee, SUNO, SUBR
 - I. Request Approval of Promotion Recommendations for Professors Jacqueline Nash Grant and Dorothy, SULC
 - J. Request Approval of Contract Renewal Recommendations for Clinical Professors Marcia Burden, Christian Fasullo, and Alvin Washington, SULC

K. Approval of Recommendations for Faculty Tenure and/or Promotions, SUBR

Faculty Member	Current Rank	Recommendation
1. Allison Anadi	Criminal Justice	Promotion to Full Professor
2. Peter Breaux	History	Promotion to Associate Professor with Tenure
3. Alo Dutta	Nursing	Promotion to Full Professor
4. Nigel Gwee	Computer Science	Promotion to Full Professor
5. Anthony Igiède	Sociology	Promotion to Full Professor
6. Cheria Lane-Mackey	Family and Consumer Sciences	Promotion to Associate Professor with Tenure
7. Caroline Telles	Biology	Promotion to Associate Professor with Tenure

L. Approval of Promotion and Tenure reassessed, SUSLA

Faculty Member	Current Rank	Recommended Rank
1. Kenechukwu Anyanechi	Assistant Professor	Associate Professor
2. Jennifer Green	Assistant Professor	Associate Professor
3. Aylwin Holmon	Assistant Professor	Associate Professor
4. Breunka Moon	Instructor	Assistant Professor
5. Joslin Pickens	Assistant Professor	Associate Professor
6. Shelia Swift	Assistant Professor	Associate Professor
7. Daphne Thibeaux	Assistant Professor	Associate Professor
8. Harolyn Wilson	Instructor	Assistant Professor
9. Olden Wright	Instructor	Assistant Professor

M. Approval of Recommendations for Faculty Tenure, SUNO

Faculty Member	Department	Rank
1. Robert Azzarello	Arts and Humanities	Assistant Professor
2. Bashir Atteia	Natural Sciences	Assistant Professor
3. Rachid Belmasrou	Natural Sciences	Assistant Professor
4. Mr. Travis Johnson	Social Sciences	Assistant Professor
5. Muhammed Miah	Computer Information Systems	Assistant Professor
6. Claude Montegut	Social Work	Assistant Professor
7. Jill Murray	Social Work	Assistant Professor
8. Rebecca Chaisson	Social Work	Associate Professor

N. Approval of Recommendations for Faculty Promotions, SUNO

Faculty Member	Current Rank	Recommended Rank
1. Robert Azzarello	Assistant Professor	Associate Professor
2. Bashir Atteia	Assistant Professor	Associate Professor
3. Rachid Belmasrou	Assistant Professor	Associate Professor
4. Muhammed Miah	Assistant Professor	Associate Professor
5. Jill Murray	Assistant Professor	Associate Professor
6. Joseph Coleman	Assistant Professor	Associate Professor
7. Christopher Linn	Assistant Professor	Associate Professor
8. Adrine Harrell-Carter	Assistant Professor	Associate Professor
9. Sherry Bachus	Assistant Professor	Associate Professor
10. Tchavdar Marinov	Associate Professor	Full Professor
11. Cynthia Singleton	Associate Professor	Full Professor
12. Illya Tietzel	Associate Professor	Full Professor
13. Evelyn Harrell	Associate Professor	Full Professor

- O. Approval of 2015-2016 Retention, Tenure and Promotion Recommendations, SUNO
(Summary Chart is attached)

7. Other Business

8. Adjournment

MEMBERS

Mrs. Ann Smith, Chair, Dr. Curman L. Gaines, Vice Chair,
Atty. Tony Clayton, Rev. Joe R. Gant, Mr. Mike A. Small, Dr. Rani Whitfield
Dr. Leon R. Tarver II – Ex-Officio



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

June 6, 2016

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

Re: Appointment of Dr. Alma Thornton as Professor Emeritus

Dear Dr. Belton:

The Office of the Executive Vice President for Academic Affairs and Provost recommends Dr. Alma Thornton for the status of Professor Emeritus effective July 1, 2016. Dr. Thornton is a distinguished scholar, researcher, administrator, and fundraiser. The work that she has done for Southern University and A&M College makes her the ideal candidate to receive this high honor.

Dr. Thornton recently announced her plans to retire from Southern University. She has been a critical part of the Department of Sociology since she joined the Jaguar Nation in 1979 as an Assistant Professor. She successfully moved up the faculty ranks and also served as Department Chair and Director of the Southern University Center for Social Research.

Due to her numerous contributions to Southern University and higher education at-large, Dr. Thornton has been well recognized and awarded for her work. She has earned membership into the Southern University Millionaires Club for Grants Awarded. A few other notable achievements include the Louisiana Legislative Researcher of the Year, Department of Sociology Outstanding Teacher and Researcher Awards, and Fulbright Scholar. Dr. Thornton is a remarkable grant writer and as a result, nearly \$30 million dollars has been allocated to Southern University.

Dr. Thornton is very deserving of the title of Professor Emeritus. Her teaching, research, and service portfolio is truly exemplary. For your review, I have attached a copy of Dr. Thornton's curriculum vita along with letters of support and recommendation from the Department of Sociology faculty and the Dean in the College of Social and Behavioral Sciences. I am in full agreement that Southern University and A&M College bestow the title of Professor Emeritus to Dr. Alma Thornton.



Department of Sociology
P.O. Box 9503
Baton Rouge, LA 70813-9503

Voice: (225) 771-4715
Fax: (225) 771-4716

May 15, 2016

Dr. M. Christopher Brown II
Executive Vice-President for Academic Affairs & Provost
Southern University and A&M College
Baton Rouge, LA 70813

Dear Dr. Brown:

I am pleased to recommend that the rank of Professor Emeritus be conferred upon Dr. Alma L. Thornton. With more than 40 years of teaching excellence, Dr. Thornton has made many significant contributions to Southern University and A & M College as professor, researcher and program administrator. During the course of her distinguished career, Dr. Thornton has (1) developed applications and implemented externally supported projects totaling over \$25 million; (2) served on university committees; (3) represented the university in various capacities; (4) performed as a faculty member and program administrator; (5) published over 30 refereed articles and other scholarly works, and (6) conducted community service activities. She has served in various capacities at Southern University including professor of sociology, chair of sociology department, director of the Southern University Center for Social Research, and director of numerous externally funded programs. Dr. Thornton was the 2012 Louisiana Legislative Researcher of the Year.

During her distinguished career, she has taught undergraduate general sociology, statistics, research methods, sociological theory, minority relations, marriage and family, demography and population studies, juvenile delinquency, criminology, and deviant behavior. In addition to teaching at Southern University, she has taught at West Virginia State College. She has worked closely with faculty and students from many disciplines and collaborated with many academic and community based programs. With the Ronald E. McNair Program, she worked with faculty in the department of chemistry, physics, mathematics and engineering, mentoring young math, science and engineering faculty. On the Delta NIRA Project, she collaborated with faculty from foods and nutrition as a social science researcher. On a climate change project, she conducted research with faculty from urban forestry. On a U.S. Army Corp of Engineers project, she led the social science team in the preliminary planning and investigation for several water management districts.

As director of the Center for Social Research, she worked with colleagues in programmatic planning, budget preparation, resource identification and application for extramural funding. As department of sociology chair and current faculty member, she had lead departmental revitalization efforts focusing on student advisement, improving student retention and graduation rates, and student professional development. On many programs, she has taken the lead in developing linkages with external partners, mentoring other faculty in development of leading edge basic and applied research, and was an impartial, fair, and even handed administrator. I am attaching her resume as further support of her contributions to the Southern University and A&M College.

In summary, Dr. Thornton has amassed an enduring and signal record of teaching, scholarship and leadership. She is, in my view, worthy of being designated Professor Emeritus. I enthusiastically offer her name for your endorsement without any hesitation or equivocation.

Sincerely,

Anthony Igiede, Ph.D., Professor of Sociology

Ollie G. Christian, Ph.D. Professor of Sociology

Dr. Ray L. Belton, Ph.D.

Appointment of Dr. Alma Thornton as Professor Emeritus

Page 2

At the regular Council of Academic Deans meeting held on Monday, June 6, 2016 at 10:00 a.m., Dr. VerJanis Peoples, Dean of the College of Education, Arts and Humanities, moved the approval of of Dr. Alma Thornton as Professor Emeritus. It was then seconded by Dr. Janet Rami, Dean of the School of Nursing. The vote was unanimous to extend this honor to Dr. Alma Thornton in recognition of her years of meritorious service to the Southern University family.

I respectfully seek your favorable consideration of this request. If you have any questions, please feel free to contact me.

Sincerely,



M. Christopher Brown II, Ph.D.
Executive Vice President and Provost

COLLEGE OF SOCIAL & BEHAVIORAL SCIENCES

May 23, 2016

RECEIVED

MAY 23 2016

Office of the Executive Vice President
for Academic Affairs and Provost

Dr. M. Christopher Brown II
Executive Vice-President for Academic Affairs & Provost
Southern University and A&M College
Baton Rouge, LA 70813

Dear Dr. Brown:

I am writing to recommend the rank of Professor Emeritus be conferred upon Dr. Alma L. Thornton. Professor Thornton has informed her colleagues of her intention to retire; her fellow faculty members responded in part by recommending her for Professor Emeritus. She joined the faculty of the Department of Sociology in 1979 and has compiled a distinguished record of teaching, research, and service to Southern University. Dr. Thornton has been a very hard working and productive member of the University family and merits the status of Professor Emeritus. She has authored over 30 peer reviewed publications and other scholarly works during her tenure at the University. Additionally, Professor Thornton has served the University in a variety of capacities: these include faculty member, Chair of the Department of Sociology, member on numerous university committees, and Director of the Center for Social Research. She has also represented the University on advisory committees with the Louisiana Department of Education and Health and Human Services and has directed and conducted numerous community service projects.

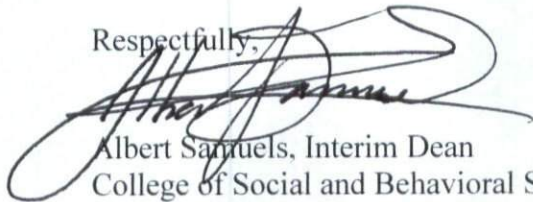
During her tenure, Dr. Thornton established a successful track record in fundraising, bringing nearly \$30 million dollars to the University. A few of the programs she has directed include (1) the U.S. Department of Education funded Ronald E. McNair program, (2) the U.S. Dept. of Housing and Urban Development (HUD) funded SU Project Succeed, SU PCO Project, and Project SU-CESS; (3) U.S. Department of Justice funded SU Violence Against Women Project; (4) the ABT and Department of Health and Human Resources funded HIV/AIDS prevention projects; and (5) Norflet Fund, Kellogg Foundation, and State of Louisiana funded Path to Financial Independence IDA Programs. Each of these initiatives have brought from two to five million dollars to the University. The McNair Program provided mentored research experiences for over 100 first generation low income minority students. Many of these students have earned graduate degrees as a result of such opportunities. She successfully developed and implemented the State of Louisiana state-wide asset building program funded at nearly \$4 million.

In summary, Dr. Alma Thornton has embodied the ideals of the academy throughout her distinguished career at Southern University, excellent teaching, scholarship, mentorship, community engagement, and service. Therefore, I concur with the recommendation of the faculty members of the Department of Sociology that Dr. Alma Thornton be named Professor Emeritus.

OFFICE OF THE DEAN

Her distinguished record of scholarship, leadership, and service make her a deserving candidate for this distinction. I am requesting that the Professor Emeritus recommendation for Dr. Alma Thornton be placed on the agenda of the June Deans and Directors meeting. I am attaching the recommendation of the Department of Sociology faculty to this letter. If you require any additional information, please advise.

Respectfully,



Albert Samuels, Interim Dean
College of Social and Behavioral Sciences
Southern University and A&M College

/ALS:als

Attachments

OFFICE OF THE DEAN

P.O. Box 9656 • Baton Rouge, Louisiana 70813 • Phone: (225) 771-3092/3094 • Fax: (225) 771-3105

Curriculum Vitae

Current Position: **Chair, Department of Sociology, Director, Southern University Center for Social Research, and Professor of Sociology**

EXPERIENCE**Chair, Sociology, Southern University, 1989-1992 and 2013-Present**

Duties and Responsibilities: (1) provide leadership for the development, continuing review and evaluation of departmental curriculum and programs, which includes reviewing and updating course outlines and catalogs as needed, developing new course proposals, acting as liaison between department, division dean, and articulation officers of the institution; and working with program advisory committees, as appropriate; and (2) provide leadership for the improvement of instructional effectiveness by encouraging or otherwise assisting faculty and staff to work on innovative projects and teaching techniques, including evaluating teaching methodology, supporting improved academic development, supporting participation in professional development activities, developing well-organized course activity schedules and encouraging student input relative to curriculum and instructional improvements.

Director, Center for Social Research, 1988-Present

Duties and Responsibilities: (1) exercise leadership in budget preparation, establish funding priorities; monitor budget execution within the department; (2) provide leadership for public and private funded initiatives; (3) develop strong working partnerships and collaborations with external providers including state, (4) federal and local public and private organizations and foundations; coordinate fund raising; (5) make recommendations on all personnel actions within the department; (6) facilitate center policy development; (7) facilitate program development, operation and evaluation; supervise, counsel and evaluate staff; (8) conduct department meetings as needed; (9) initiate and respond to general departmental correspondence; and (10) submit yearly departmental report.

Teaching Positions

Professor Sociology, Southern University, 1988-Present

Associate Professor Sociology, Southern University, 1983-1987

Assistant Professor Sociology, Southern University, 1979-1983

Instructor Sociology, West Virginia State College, 1972-1976

Research Assistant, Louisiana State University 1976-1979

Research Assistant, Southern University, summers, 1971 and 1977

Graduate Teaching Assistant, Southern University, 1971-1972

Duties and Responsibilities: (1) provide formal classroom and individualized teaching, including periodic updating of existing courses and developing new courses, developing and grading of examinations, papers and projects to evaluate student achievement in formal courses, evaluating student progress in graduate programs, advising and mentoring of students through the process of completing their education and securing a place in the professional world, and mentoring of graduate and undergraduates in supervised research; (2) conduct basic and applied research including acquiring external resources, publishing and presenting research findings in professional forums and journals; and (3) conduct community and university service.

Administrative and Research Positions

2014-Present	HBCU HIV/AIDS Environmental Scan
2013-Present	SU-HIV/AIDS and Substance Abuse Prevention Program
2011-Present	SU-Violence Against Women Program
2010-2015	Project Director, Project SU-CESS
2010-2013	PI, SU-HIV/AIDS Prevention
2008-2013	PI, Partners Creating Opportunities
2009-2013	PI, Path to Financial Independence
2006-2012	Director, Southern University HIV/AIDS Project for University Women
2001-2013	Director, Southern University Ronald E. McNair Program
2006-2011	Director, Southern University Building Stronger Communities
2006-2012	PI, Individual Development Account
2001-2010	Co-PI, Minority Worker Training Project
2006-2008	Director, Fathers and Families
2006-2008	Director, Southern University Universities Rebuilding America Project
2006-2008	Director, Full-Time Fathers
2005- 2006	Co-PI- Henderson Lake Water Management Project
2004-2005	Researcher, Flat Lake Water Management Project
2004-2006	PI, Disaster Resistant University Program
2002- 2009	Director, Southern University Community and Economic and Enterprise Development Project
2003-2004	Director, Teen Leadership Pregnancy Prevention Program
2002-2003	Director, Fathers Standing Tall Fatherhood Program
2003-2005	Director, Southern University Technical Training Project
1996-2009	Researcher, Delta Nutrition Intervention Research Project
2001-2003	Researcher, Gulf Coast Coastal Change Project
1997-2000	Project Director, Horizons Project
1994-1998	Project Director, Southern University Family Violence Prevention Project
1994-2000	Project Director, Single Parent Displaced Homemaker Program
1994-2000	Project Director, Sex Equity Project
1994-1996	PI, Multi- Media Electronic Classroom Project
1993-1998	Director, Southern University Community Development Project
1993-1997	Project Director, School Personnel Training Project
1987-1991	Project Director, Gang Drug Abuse and Alcohol Prevention Project
1987-1988	Project Director, Teacher Retooling Project
1987-1990	Project Director, Youth at Risk: A Study of Youth in the Lower Mississippi Delta
1986-1987	Coordinator, Southern University Drug Abuse Prevention Project
1983-1986	Data Analyst, Tanzanian Rural Development Project

Duties and Responsibilities: (1) conceive, develop, submit, present and solicit external sponsored support for major basic and applied research efforts; (2) plan, schedule, budget, coordinate, and direct detailed phases of numerous large projects; (3) conceive, organize and guide basic and applied research investigations; (4) supervise technically and administratively subordinate supervisors involving critical university programs; (5) represent University at various symposia, meetings, or conferences at local, regional, national and international levels; (6) plan and establish work schedules and standards for acceptable work, tracking progress and

quality of performance; and (7) assist faculty, staff and students in the securing and managing of extramural funding.

International Experience

1. International Conference Participant, Family Empowerment, Marion University, Karala, India. 2005.
2. Fulbright Faculty Development Seminar Participant, Tunisia and Morocco, 2002.
3. International Conference Participant, Health Care Delivery, Johannesburg, South Africa, 1997.
4. International Conference Participant, Women and the Law Conference, University of Lagos, Lagos, Nigeria. 1992.
5. Group Educational Tour- England, France, Germany, Brussels and Belgium. 2006; Spain, 2008; Italy, 2010.

EDUCATION

Ph.D. *Sociology*, Louisiana State University, Baton Rouge, Louisiana. May 1979.
Dissertation: Attitudes of Plant and Non-Plant Employees Toward Rural Industrialization.

M.A. *Social Science*, Southern University, Baton Rouge, Louisiana, May 1973.
Thesis: Alienation and Social Cohesion Among Rural Community Residents.

B.A. *Sociology*, University of Louisiana at Monroe, December, 1970.

33 hours *Counseling and Guidance*, West Virginia College of Graduate Studies, 1975-1976.

Specialized Training

Public Management Seminars Completed

- Conducting Productive Employee Performance Review, 11/2006
- Individual Differences and Diversity, 11/2006
- Common Myths That Affect Good Supervision, 4/2006
- Civil Service Essential for Supervisor, 4/2006
- Conducting an Effective Job Interview, 4/2006
- Improving Employee Performance Through Coaching, 3/2006
- Documenting for Performance and Discipline, 3/2006
- Controlling Absenteeism and Tardiness in State Government, 3/2006
- Performance Planning and Review, 7/2003
- Effective Communication Skills, Part 1, 11/2003
- Effective Communication Skills, Part 2, 11/2003
- Developing a Motivated Work Group, 6/2001
- Effective Problem Solving, 1/2001

- Managing and Improving Work Processes, 1/2001
- Building Better Performance Through Employee Skill Development, 12/2000
- Developing Effective Planning Process, 1/2001
- Managing Work Time Effectiveness, 12/2000
- Writing for Managers, 12/2000

HONORS AND AWARDS

Southern University Millionaires Club Award for Grants Awarded, 2004-2005, 2008, 2009, 2010, 2011, 2013

2012 Louisiana Legislative Researcher of the Year

Southern University Most Proposals Awarded, 2003-2004, 2013

Southern University Community Service Award, 2002-2003

Southern University Office of Grants and Sponsored Programs Club Award, 1999-1999

Southern University Grantsmanship Award, 1993-1994

Department of Sociology Outstanding Teacher Award of the Year, 1986-1987, Southern University

Department of Sociology Outstanding Researcher Award of the Year 1985-1986, Southern University.

Health Care Financing Administration Administrators Achievement Award, 1999

Member, Pi Gamma Mu International Honor Society in Social Science

Service Award, Audubon Chapter, Girls Scouts of America, 1999

Fulbright Scholar, Tunisia and Morocco, 2002

Outstanding Young Woman of America, 1982

COURSES TAUGHT (Past and Present)

Undergraduate Courses

Introduction to Sociology
 Contemporary Social Problems
 Introduction to Population and Human Ecology
 Marriage and Family
 Cultural Anthropology
 Social Statistics
 Deviant Behavior
 Community Organization
 Criminology
 Urban Community

Minority Group Relations
 Social Research
 Advance Social Statistics
 Juvenile Delinquency
 Sociology of Education
 Social Institutions
 Cultural Anthropology
 The Sociology of Black Americans
 Environmental Sociology
 Field Experience in the Sociology of Education

Graduate Courses

Seminar in Social Science Methodology
 Society, Culture, and Personality
 Techniques of Data Collection and Analysis

Sociology Capstone
 Qualitative Methodology
 Social Organizations
 Urban Studies
 Sociology Thesis

Dissertation/Thesis/Capstone Major Advisor

Joan J. Mitchell. The effects of family resilience on heart failure self-care behaviors and 30-day hospitalization recidivism among veterans 60 and older. Southern University in Baton Rouge A&M College. 2016.

Heather Franklin. Domestic violence and how it impact children. Fall 2014

Shrondricka T. Lee. Disproportionality of African Americans and Hispanics: Factors influencing over-representation in special education. Spring 2015.

Sarah Jones. Multitasking while driving among young drivers. Spring 2015.

Latara Aucoin. African American student perceptions of police misconduct. Fall 2015.

Katherine Grimes. Media and body image. Fall 2015

Tiffany Atkins. Academic Preparation Of African American Stem Students. Fall 2015.

Niaja Talton. Thesis: A content analysis of local print media coverage. 2005

Kristie Perry. Thesis: Deracialization: A case study analysis of African American public officials, 2004.

Tracy Evans. Thesis: Investigating the incidence of HIV/AIDS among the African American community in southern Louisiana parishes. 2002.

Twaski Simmons. Thesis: Factors influencing academically below average middle schools in East Baton Rouge Parish. 2002.

Linda Simmons. Dissertation: The impact of effective communication in a multi-cultural environment. 2002.

John Penny. Dissertation: Juvenile delinquency: A qualitative assessment. 2000.

Renee Dupard. Thesis: Assessment of daycare quality: A case study. 2000.

Joyce Millican. Thesis: Teenage pregnancy socio-economic indicators. 1999.

Anthony Lawrence. Thesis: Piercing the veil : a socio-historical analysis of the African American social self [concept] of W. E. B. Du Bois. 1997.

Eunice A. Ahuruonye. A comparative study of parental control as a determinant of teenagers' delinquency. 1994.

Patricia Fisher. Thesis: Suspension and expulsion among students in East Baton Rouge Parish schools. 1986.

PUBLICATIONS

McGee, B.B., Johnson, G.S., Yadrick, M. K., Simpson, P.M., Gossett, J.M., **Thornton, A.**, Richardson, V., Johnson, C. , Bogle, M.L. Food shopping perceptions, behaviors, and ability to purchase healthy food items in the Lower Mississippi Delta. *JNEB*. 7/2011 43(5)339-48.

Thornton, A., McGee, B., and Johnson, G.S. Introduction. Socio cultural and economic influences on nutrition and health status. *RGC*. Vol. 16, No 3-4, 2009. ISSN 1082 - 8354. Pp4-6.

Richardson , V., **Thornton, A.**, McGee, B., Johnson, G.S. and Johnson, C. Healthy eating perceptions of lower Mississippi delta residents. *RGC*. Vol. 16, No 3-4, 2009. ISSN 1082 -8354. Pp 49-58.

McGee, Bernestine, Gossett, J., Simpson, P.M. Johnson, G.S., Bardell, K., Richardson, V., **Thornton, A.**, Johnson, C., Eugene, J., Kim, K. and Bogle, M. Attitudes and beliefs affect frequency of eating out in the lower Mississippi Delta. *RGC*. Vol. 16, No 3-4, 2009. ISSN 1082 -8354.19-30.

Yeary, K. H. K., Jo, C., Simpson, P., Gossett, J., Johnson, G.S., McCabe-Sellers, B.J., **Thornton, A.**, Prewitt, E. and McGee, B. Religion and Body Weight in an underserved population. *RGC*. Vol 16, No 3-4, 2009. ISSN 1082 -8354.pp. 19-30.

Johnson, G.S., McGee, B., Gossett, J. **Thornton, A.**, Simpson, P., Johnson, C., Richardson, V., Bogle, M., James-Holly, D., McCabe-Sellers, B. Documenting the need for nutrition and health intervention for middle-aged and older adults in the Lower Mississippi Delta region. *Journal of nutrition for the elderly*. 10/2008; 27(1-2) 83-99.

McGee, B., Richardson, V., Johnson, G., **Thornton, A.**, Johnson, C., Yadrick, K., Ndirangu, M., Goolsby, S., Groves, D., Simpson, P., Hyman, E., Stigger, F., Bogle, M., Kramer, T., Strickland, E., and McCabe-Sellers, B. Perceptions of Factors Influencing Healthy Food Consumption Behavior in the Lower Mississippi Delta: Focus Group Findings. *Journal of Nutrition Education and Behavior*. 2008. 40(2):102-9.

Thornton, A., McGee, B.B., Bardell, K., Simpson, P.M., Gossett, J.M., Johnson, G.S., Richardson, V. Johnson, C. 2005. Socio-economic and structural correlates of health perception, knowledge and practices among low income families with children in the Lower Mississippi Delta. Presented at the International Family Empowerment Conference at Marian College, September 13, 2005, Kuttikkana, Kerala State, India.

Thornton, A., McGee, B., Paeratakul, S., Mellad, K., Eubanks, G., Fomby, B. The influence of socio-demographic factors on psycho-social beliefs in the lower Mississippi Delta. *Journal of Race and Gender*. 2006.

Stuff, J., Bogle, M., Connel, C., Gossett, J., Horton, J., Ryan, D., Simpson, P., Strickland, E., Szeto, K., **Thornton, A.** Regional estimates of food insecurity in delta counties of Arkansas, Louisiana, and Mississippi exceed national rates. *Journal of Rural Health*. 2005

McGee, BB, Gossett, J, Simpson, PM, Bogle, MI, Johnson, GS Bardell, K., Richardson, V, **Thornton, A**, Johnson, C. Attitudes and Beliefs Effect Frequency of Eating Out I the Lower Mississippi Delta. *The FASEB Journal*, 20, no 4, 2006.

McGee, BB, Johnson, G, **Thornton, A**, Harsha, D, Bogle, ML, Strickland, E, McCabe-Sellers, B, Alternate approach to Training and Quality Control for Community-based Participatory Research in Rural Communities [Abstract]. *Fourth Annual Conference of the International Society for Behavioral Nutrition and Physical Activity*, June 2005 p 89.

McGee, BB, Gossett, JM, Simpson, PM, Johnson, GS, Bardell, K, Richardson, V, **Thornton, A**, Johnson, C, Bogle, ML, Diet quality , opinions and practices of adults in the Lower Mississippi Delta. *The FASEB Journal*, 19, no 4 Experimental Biology 2005 meeting, San Diego, CA, April 2005.

Stuff, J., Horton, J., Bogle, M., Connell, C., Ryan, D., Zaghoul, S., **Thornton, A.**, Simpson, P., Gossett, J., Szeto, K. High prevalence of food insecurity and hunger in household in the rural Lower Mississippi Delta. *J Rural Health*. 2004. 20(2)173-80.

McGee, B, Richardson V, Johnson, G, **Thornton, A**, Johnson, C, Yadrick, K, Ndirangu, M, Goolsby, S, Grove, D., Simpson, P., Hyman, E., Strickland, E., Stigger, F., Kramer, T., Bogle, M., McCabe-Seller, B. 2004. Perceptions of factors influencing healthful food consumption behavior in the lower Mississippi delta: focus group findings. *J Nutrition Educ Behav*. 40(2)102-9.

Focus group findings [abstract]. *Third Annual Conference of the International Society of Behavioral Nutrition and Physical Activity*, p. 52.

McGee, BB, Richardson, B., Johnson, G., **Thornton, A.**, Johnson, C., Yadrick, K., Ndirangu, M., Goolsby, S., Groves, d, Simpson, P., Hyman, F., Strickland, E., Stigger, F., Kramer, T., Bogle, M. 2003. Formative Evaluation for Planning Behavior Change Interventions in the Lower Mississippi Delta [Abstract]. *Second Annual Conference of the International Society for Behavioral Nutrition and Physical Activity*. P 67.

Thornton, Alma. Socioeconomic environment of the Region. in *Integrated Assessment of the Climate Change Impacts on the Gulf Coast Region*. 2003

Thornton, Alma. Regional socioeconomic trends projections. in *Integrated Assessment of the Climate Change Impacts on the Gulf Coast Region*. 2003

Thornton, A., Kinchen, E. and Perry, K. Building successful programs: a manual for planned program development. Washington, D.C.: National Minority AIDS Council. 2003

Thornton, A., McGee, B., Paeratakul, S. Mellad, K., Eubanks, G., Fomby, B. The influence of socio-demographic factors on psycho-social beliefs in the lower Mississippi Delta residents. American Academy of Health Behavior. 2003. v. Abstract.

Dawkins, N., McGee, B., **Thornton, A.,** Fomby, B., Eubanks, G.E., Simpson, P. Perceptions of key informants of diabetes as a health problem in the lower Mississippi Delta: ethnicity effect. Journal of the American Dietetic Association. 2001. v. 100S: Abstract p. 90.

Thornton, A., McGee, B.B, Mellad, K., Fomby, B., Eubanks, G.E., Paeratakul, S. The influence of socio-demographic factors on psychosocial beliefs and food security in rural lower Mississippi Delta residents. Journal of the American Dietetic Association. 2001(Supplement). v. 101. Abstract p. A40.

Thornton, A. "Demographic, social and economic characteristics" in The Delta in Nutrition and Health Status in the Lower Mississippi Delta of Arkansas, Louisiana, and Mississippi: A Review of Existing Data. Gail Harrison (ed). Rockville, MD: Westat, 1997.

Harsha, D. and **Thornton, A.** Health status of adults. in the Delta in Nutrition and Health Status in The Lower Mississippi Delta of Arkansas, Louisiana, and Mississippi: A Review of Existing Data. Gail Harrison (ed). Rockville, MD: Westat, 1997.

Thornton, A. "Retention of the African American student: issues and prescriptions." in Research Issues for Teacher Educators. Tom Buttery and John Secula (eds.) New York: McMillan & Co. 1995.

Thornton, A. Multi-cultural education as a tool to create new paradigms for the 21st century." Educational Resources Information Center (ERIC) and Education Journal. 1994.

Thornton, A. "Rural women: contemporary perspectives." Readings in Black Sociology. C. McDaniel. Ed. New York: Harcourt Press. 1994

Thornton, Alma and Durant, T. Race, poverty and urban-non-urban differences in driving behavior. (Monograph). National Highway Safety Administration, D.C. 1993.

Thornton, A. "Traditional and contemporary perspectives on rural women." Women and the Law. Lagos: University of Lagos Press. 1992

Thornton, A. and Durant, T. "Youth at Risk: an analysis of youth in the lower Mississippi Delta, Monograph. Lower Mississippi Delta Development Commission, Memphis, TN, February, 1990.

Thornton, A. "Rural poverty" Rural Society: Research Issues for the 1980s. Don A. Dillman and Daryl J. Hobbs. 1982

Thornton, A. "determinants of job satisfaction among indigenous employees if a new rural industry," Proceedings Southern Association of Agricultural Scientists. Abstract. 1979.

FUNDED RESEARCH

Research Title	Granting Agency	Date/Duration	Award Amount
HBCU HIV/AIDS Environmental Scan	LA Public Health Institute	10/2014-9/2017	\$20,000
Violence Against Women	U.S. Dept. Justice	10/2014-9/2017	\$300,000
HIV/AIDS and Substance Abuse Prevention Program	U.S. Dept .Health and Human Services	10/2013-9/2016	\$900,000
Violence Against Women	U.S. Dept. Justice	10/2011-9/2014	\$268,000
Path to Financial Independence	Norflet Fund	6/2011-7/2013	\$750,000
Entrepreneurial IDA	LA Dept Economic Development	10/2009-9/2011	\$120,000
SU-HIV/AIDS	Abt Associates, Inc.	10/2010-9/2013	\$240,000
Project SU-CESS	HUD	10/2010-9/2014	\$800,000
Path to Financial Independence	Kellogg Foundation	5/2009-5/30/2011	\$700,000
Partners Creating Opportunities	HUD	10/01/08- 9/2012	\$700,000
Southern University Ronald E. McNair Post-Baccalaureate Achievement Program (Thornton, PI)	US Department of Education	10/2007-9/2013	\$1,211,000
Community Response Initiative	LA Dept. Social Services	7/2007-6/2009	\$204,913
Louisiana Individual Development Account Program	LA Dept. Social Services	10/2006-6/2012	\$3,500,000
Building Stronger Communities	HUD	10/2006- 09/2010	\$600,000
Southern University HIV/AIDS Program for Women	US -DHH – Public Health Service	10/2006-9/2009	\$300,000
Fathers-N-Families	LA Dept Social Services	6/2006-6/2009	\$760,000

Full Time Fathers	US Dept. Health Human Services	10/2006-9/2010	\$1,200,000
Preliminary Planning and Investigation for the Henderson Lake Management (Stubblefield, PI, Thornton, Co-PI)	US Army Corps of Engineers- New Orleans	8/2005-7/2006	\$230,000
Southern University Ronald E. McNair Post-Baccalaureate Achievement Program (Thornton, PI)	US Department of Education	10/2004-9/2007	\$880,000
Delta Nutrition Intervention Initiative (McGee, PI, Thornton-Researcher)	US Department of Agriculture	9/1996-8/2009	\$2,000,000
Fathers Standing Tall	LA Department of Social Services	8/2003-6/2004	\$200,000
Teen Louisiana (Thornton, PI)	LA Department of Education	7/2004-6/2005	\$300,000
Preliminary Planning and Investigation for the Flat Lake Management (Stubblefield, PI, Thornton, Co-PI)	US Army Corps of Engineers- New Orleans	8/2004-7/2005	\$250,000
Southern University Disaster Resistant University Program (Thornton, PI)	Department of Homeland Security.	10/2004- 9/2006	\$100,000
Southern University Community and Economic Enterprise Development Project (Thornton, PI)	US Department of Housing and Urban Development	10/2002-9/2005	\$550,000
Minority Worker Training Program (Wright, PI, Thornton, Co-PI)	National Institute of Environmental Health Sciences – Sub-contract from Xavier University	10/2000-9/2005	\$800,000
Minority Worker Training Program (Wright, PI, Thornton, Co-PI)	National Institute of Environmental Health Sciences – Sub-contract from Dillard University	10/2005-7/2006	\$170,000
Southern University Technical Training Project (Thornton, PI)	City of Baton Rouge/East Baton Rouge Parish	7/2004-06/2005	\$306,000
Southern University Technical Training Project (Thornton, PI)	City of Baton Rouge/East Baton Rouge Parish	7/2003-06/2004	\$106,000

Gulf Coastal Climate Change Assessment Project (Ning, PI, Thornton, Researcher)	Environmental Protection Agency	10/2000-10/2003	\$400,000
Horizon's Project, Influenza immunization and Health Promotion Project (Fomby, PI, Thornton, Co-PI)	Health Care Financing Administration	10/1995-9/1996	\$300,000
Horizon's Project, Influenza Immunization and Health Promotion (Thornton, PI)	Health Care Financing Administration	10/1996-9/1997	\$200,000
Horizon's Project, Mammography and Health Promotion (Thornton, PI)	Health Care Financing Administration	10/1996-9/1997	\$200,000
Electronic Multi-Media Classroom Project – Instrumentation Project (Thornton, PI)	National Science Foundation	10/1995-9/1998	\$80,000
Southern University Family Violence Prevention Project (Thornton, PI)	US Department of Health and Human Services	10/1994-9/1996	\$250,000
Re-Entry Education Access Project (REAP) Single Parent Displaced Homemakers Program (Thornton, PI, 1994-1999)	Louisiana Department of Education	10/1994-9/1999	\$400,000
Southern University School Personnel Training Project	US Department of Education	10/1993-9/1995	\$80,000
Sex Equity Training Project	LA Department of Education	7/1994-6/1999	\$500,000
Southern University Community Development Project (Thornton, PI)	US Department of Housing and Urban Development	10/1993-9/1997	\$500,000
Project Drug Free (Thornton, PI)	LA Department of Education	10/1992-9/1993	\$50,000
Housing Transportation Trends Study (Thornton, PI)	US Department of Transportation	10/1992-9/1993	\$10,000
Youth at Risk: Lower Mississippi Delta Development Commission. A Study of Social Conditions of Youth in the Lower Mississippi Delta (Thornton, PI)	Lower Mississippi Delta Commission	10/1989-9/1990	\$25,000
Gang Drug Abuse and Alcohol Prevention Program (Thornton, PI)	US Department of Health and Human Services Office of Children Services	10/1989-4/1992	\$147,000
Project REAP	LA Department of Education	7/1989-6/1991	\$150,000

Teacher Retooling Project (Osagie, PI, Thornton, Co-PI)	LA Board of Regents	10/1989-9/1990	\$50,000
Southern University Drug Prevention Program (SUDPP) (Harrison, PI, Thornton, Researcher)	Alcohol, Drug Abuse and Mental Health Administration.	10/1987-9/1989	\$400,000
Teenage Pregnancy Prevention Program (Thornton, PI)	Southern University	9/1984-5/1995	\$10,000

Other Funded Programs/Grants Authored

Research Title	Granting Agency	Date/Duration	Award Amount
Crestworth Learning Academy (Charter School)	LA Dept of Education	9/09-6/12	\$12,000,000
TREES Project	US Department of Education	8/04 – 6/05	\$200,000
FAST Project (LA Leadership)	LA Dept Soc Services	7/03-6/04	\$150,000
Teenage Pregnancy Prevention (LA Leadership)	LA Dept Soc Services	7/04-6/05	\$250,000
AIDS Education and Outreach Project (Thornton, Proposal Author)	LA AIDS Project	10/91-9/92	\$100,000
Eden Park Community Health Center	US Department Health and Human Services	1990-1996	\$6,000,000

PRESENTATIONS

Alma Thornton. "The Dissertation Research Proposal." Jackson State University Qualitative Research Class. Baton Rouge, LA. February 2016

Alma Thornton. "Interviewing." Jackson State University Qualitative Research Class. Baton Rouge, LA. February 2016

Alma Thornton, Kristie Perry. "Environmental Justice: The Cancer Alley Case" Mississippi National Civil Rights Conference. June 2015. Meridian/Philadelphia, Mississippi. June 19 – 22, 2015

Alma Thornton, Linda Fontenot. "Civil Rights Violations in Rural and Urban Communities: The Black Farmers" Mississippi National Civil Rights Conference. June 2015. Meridian/Philadelphia, Mississippi. June 21-23, 2014

Alma Thornton panelists. Organizers and moderators-Ollie G. Cristian and Thomas Durant. The Sociology of Alpha Morris. Mid-South Sociological Association Confer3ence. November 5-8, 2014. Mobile, AL

Francis Staten and Alma Thornton. "Undergraduate Non-Competitive Research: Community Engagement Session I and II Organizers and Presiders. Mid-South Sociological Association Conference. November 5-8, 2014. Mobile, AL

Karen Kim, Alma Thornton, Bernestine McGee, Beverly McCabe-Sellers, Edith Hyman, Glenda Johnson, Gossett, Jeffrey M, Prewitt, Theresa Elaine, Simpson, Pippa M. "Religion and body weight in the Lower Mississippi Delta" Poster Presentation. Society of Behavioral Medicine's 28th Annual Meeting and Scientific Sessions, March 21-24, 2007, Washington, DC.

Hazard mitigation-strategies and best practices. Ministries and communities reducing the risk for disaster. Community and Faith Leadership Development Conference. "Transforming Communities Through Visionary Leadership." Baton Rouge, LA. September 28-29, 2006.

Student interdisciplinary research session organizer. Association of Social and Behavioral Scientists Annual Meeting. Jackson, MS 2006.

Socio-economic and structural correlates of health perception, knowledge and practices among low income families with children in the lower Mississippi Delta. Family Empowerment Conference, Marion University, Karala, India. 2005.

Factors influencing race and gender inequities in higher education. Mid South Sociological Association Annual Meeting. Atlanta, GA. 2004

The relationship between social factors and academic achievement among African American college students. Mid South Sociological Association Annual Meeting. Atlanta, GA. 2004

Pediatric diabetes among black youth in east Baton Rouge parish. Mid South Sociological Association Annual Meeting. Atlanta, GA. 2004

Student interdisciplinary research session organizer. Mid South Sociological Association Annual Meeting. Birmingham, AL, 2004

Environmental health risks among rural farm workers, Western Social Science Association, 44th Annual National Conference, Albuquerque, New Mexico. 2002.

Gulf coastal plains project: a community assessment, Western Social Science Association, 43rd Annual National Conference, Reno Nevada, Conference Proceedings. 2001.

Black students and value orientations, Western Social Science Association, 43rd Annual National Conference, Reno Nevada, Conference Proceedings. 2001.

Suicide risk behaviors among African-American college students, Western Social Science Association, 43rd Annual National Conference, Reno Nevada, Conference Proceedings. 2001.

Multi-cultural health promotion and disease prevention, (March 15-17, 2001), Association for Gerontology and Human Development in HBCU's, Atlanta, Georgia

Evaluating approaches to reduce disparity in health care in ethnic communities, (October 26-27, 2000) Center for Health Research, Grant Writing Workshop for HBCU's, Conference and concept paper presentation, Tennessee State University

Health disparities among African Americans. Association for Gerontology and Human development Annual Meeting. Los Angeles, California. 1999.

The black middle class revisited. Mid South Sociological Association Annual Meeting. New Orleans. 1999.

Environmental concerns of college students. Mid South Sociological Association Annual Meeting. Alabama. 1998.

Perceived health concerns of South Africans. Association of Black Political Scientists. South Africa. 1997.

Teenage pregnancy. Southwest Sociological Association Annual Meeting. Dallas, Texas. 1995.

Race and class factors in hazardous waste locations. Mid South Sociological Association Annual Meeting. Orlando, Florida. 1993.

Traditional and contemporary perspectives on rural women. Women and the Law Conference. University of Lagos, Lagos, Nigeria. 1992.

Blacks and Crime: impacts in the African American community Associations of Student Nurse. Shreveport, LA 1992.

Youth at Risk: socio-demographic and economic conditions of youth in the lower Mississippi Delta. Association of Social and Behavioral Scientists. Tallahassee, FL 1990.

Youth at risk. Lower Mississippi Delta Development Commission. Greenville, MS, 1990.

Social and psychological factors in single parent households: a study of unwed mothers on a university campus. Mid-South Sociological Association, Baton Rouge, LA 1989.
Blacks and Graduate Education Association of Black Sociologists. Cincinnati, OH, 1991.

Black adolescent perceptions of self image: a study of students enrolled in a model drug prevention program, Association of Social and Behavioral Scientists, Atlanta, GA, 1989.

Parental perception of at risk behaviors among black adolescents, Southern Conference Afro-American Studies, Inc. Baton Rouge, LA 1989.

Elderly caretakers, Mid-South Sociological Association, Mobile, AL 1988.

Males' role in teenage pregnancy, Association of Social and Behavioral Scientists Greensboro, NC 1988.

The black family, Grambling State University, Grambling, LA, Seminar on the Black Family, 1987.

Single parenting, Jackson State University, Seminar on the Black Family, Jackson, MS, 1986

Women in poverty, Association of Social and Behavioral Scientists, Washington, DC 1986

Rural poverty, Mid-South Sociological Association, Monroe, LA 1984

Changing sex roles, Southwestern Sociological Association, Dallas, TX 1983

Black-white differences in gender role attitudes: an exploratory analysis, Southwestern Sociological Association, San Antonio, Texas. 1982

Sociological of Leisure, Mid-South Sociological Association, Shreveport, LA 1982

The impact of industrialization on characteristics of the occupational structure in rural ecological area, Southwestern Sociological Association, Fort Worth, TX 1979

Determinants of job satisfaction among indigenous employees of a new rural industry, Southern Association of Agricultural Scientists, New Orleans, LA 1979.

Attitudes of plant and non-plant employees toward industrialization in a rural Louisiana community, Mid-South Sociological Association, Monroe, LA 1978

A comparative case study approach to the study of the impact of industrial development on two rural Louisiana Parishes, Mid-South Sociological Association, Monroe, LA 1977.

UNIVERSITY SERVICE

NCAA Gender Equity Committee

NCAA Diversity Committee

Curriculum Committee

Louisiana Department of Children and Family Services Community Board

Louisiana Department of Children and Family Services Child Poverty Council

Governor, State of Louisiana, Children's Research Cabinet

University Tenure and Promotion Committee, Southern University

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College of Sciences, Julia Martin Annual Symposium, Chair
Faculty Senate
Faculty Senator, Treasurer
University Curriculum Committee, Southern University
Assistant Coach Southern University Honda Quiz Bowl Team
Search Committee, Dean School of Architecture, Southern University
University, US Department of Defense Representative
University, US Department of Health and Human Services Representative
Tenure and Promotion Committee, School of Public Policy
Self-Study Committee, Department of Sociology, 1985-1990, Chair
Self-Study Committee, Office of Sponsored Program, 1985-1990, Chair
Social Research Club, Faculty Advisor
Member, Vice Chancellor Advisory Club
Member, various search committees

COMMUNITY SERVICE

State of Louisiana, Citizen Review Council
State of Louisiana, Children Research Cabinet
Member, Baton Rouge Sponsoring Committee
Board of Directors, Urban Restoration Enhancement Corporation, 1988-1994
Board of Directors, Baton Rouge Black Alcoholism Association, 1989-1992
Girls Scots, 1993-1997
Community Health Conference Committee, Star Hill Baptist Church
Volunteer Instructor
Early Risers Kiwanis

PARTICIPATION IN PROFESSIONAL ACTIVITIES

Social Science Division Director, Louisiana Academy of Sciences
Executive Committee, Association of Social and Behavioral Scientists
Recording Secretary, Association of Social and Behavioral Scientists
Committee on Small Colleges, Mid South Sociological Association
Women Caucus, Mid South Sociological Association
Minority Caucus, Mid South Sociological Association
Board of Editors, Journal of Social and Behavioral Scientists
Member, Governor's State of Louisiana, Children's Research Cabinet
Attended Southwest Sociological Association Annual Meeting,
Attended Mid South Sociological Association Annual Meeting (2003, 2002, 1999
Attended Association of Social and Behavioral Scientist Annual Meeting (2003, 2006)
Chaired Conference on Student Papers, Mid South Sociological Association Annual
Meeting
Attended The International Conference on Family Empowerment, Marion University,
Karala, India. 2005
Attended Women and the Law Conference, University of Lagos, Lagos, Nigeria. 1992.
Golden Life Sponsor Club/Project BEAP

CONSULTANT EXPERIENCE

Louisiana Leadership, provided leadership in developing and implementing and identifying resources for youth programs

Tensas Reunion, Inc., provided technical assistance in developing proposal applications and guiding program implementation.

National Minority AIDS Council- developed AIDS Prevention Manual, 2003.

University Community Development Corporation – Program Evaluator, 2003.

Xavier University Deep South Environmental Justice Center – Program Evaluator, 1999.

Louisiana Department of Social Services – Proposal writer, 2004.

National Science Foundation, Reviewer of proposal applications in the areas of curriculum development and instrumentation. 1995-1996.

Tulane University, Lower Mississippi River Interagency Cancer Study, 1995-1996.

East Baton Rouge School Board, Cultural Diversity Facilitator

Lemoyne Owen College, Site Visit Team

Cross Ventures, developed training modules for child care service providers and trained providers, 2000

Alpha Health Center, provided technical assistance in planning and developing rural health center. 1994-1996.

Metro City Development Corporation, provided technical assistance in establishing non-profit organization, and identifying and applying for external programs

Eden Park Community Health Center, program development specialist, provided technical assistance in planning and implementing community development programs, 1991-1992.

CICCI , Program Development Specialist provided technical assistance in planning and implementing community development programs, 1991-1992.

PROFESSIONAL MEMBERSHIPS

Louisiana Academy of Sciences

Mid-South Sociological Association

Association of Social and Behavioral Scientists



SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL

POST OFFICE BOX 9294

BATON ROUGE, LOUISIANA 70813-9294

OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

June 14, 2016

Dr. Ray Belton
President-Chancellor
Southern University and A & M College System
J. S. Clark Administration Building
4th Floor
Baton Rouge, Louisiana 70813

Re: SULC Finance Action Item Supplement

Dear Dr. Belton:

On June 6, I sent to you a letter seeking Board approval of the request from the Southern University Law Center to assess an academic excellence fee in accordance with La. R.S. 17:1855.1. A copy of La. R.S. 17:1855.1 was attached as well as minutes from the July 10, 2003 board meeting. I am providing to you by letter, a copy of the fee schedule for the LSU Law Center where LSU charges \$120 per semester for students who are enrolled in classes for 12 hours or more. The fee for SULC students enrolled for less than 12 hours would be \$10 per semester hour pursuant to La. R.R. 17:1855.1. The fee for SULC students who are enrolled in 12 hours or more of classes would be \$120 per semester. Even with the assessment of the academic excellence fee, tuition and fees at SULC for in-state students would be approximately \$15,000 per year as compared to \$20,000 at LSU Law Center. SULC would use the fees to enhance academic success courses such as Lawyering Process, a new first year Law Center course, and Early Bird Bar Review sessions, and the SULC Supplemental Bar Review Program.

I ask that you join the Law Center in recommending this action to the Board and that it be submitted for consideration at the June 24, 2016 board meeting.

Thank you for your consideration.

Sincerely

John K. Pierre
Chancellor and Professor of Law
SULC



academics

related links

- Academic Bulletin Board
- Clinics & Externships
- Financing Your Legal Education
- International Programs
- Moodle
- Semester Abroad

COST OF ATTENDANCE, TUITION, & FEES FOR CURRENT STUDENTS [2015-2016]

LSU Law has been recognized as offering one of the best value legal educations in the country. The *National Jurist* magazine recently ranked the LSU Law Center as the 8th Best Value Law School in the nation, taking into account tuition levels, average indebtedness upon graduation, cost of living, bar passage rates, and placement success. No other law school in Louisiana was listed in the rankings.

The average yearly cost of attendance at LSU Law for the 2015-2016 school year is as follows:

Average Yearly Cost of Attendance (2015-2016, Fall and Spring)	
Tuition and Fees (Resident)	\$21,947.15
Room and Board	\$16,008.00
Books	\$2,200.00
Personal Expenses	\$2,004.00
Transportation on campus	\$1,916.00
Total	\$44,075.15

Tuition and fees are subject to change without advanced notice. University policies and rules regarding payment of tuition and fees are listed in the LSU Law Catalog.

The following tuition schedules include continued implementation of the tuition plans as provided by the Louisiana Legislature and the LSU Board of Supervisors.

Tuition and Fee Schedules 2015-2016	
2015 Fall Semester	Full-time 12 or more hours
<u>Resident Students:</u>	
Tuition	\$9,875.00
Building Use Fee	\$48.00
Operational Fee	\$219.00
Academic Excellence Fee	\$120.00
Mandatory Fees	\$639.70
Registration Fee	\$10.00
Student Technology Fee	\$60.00
Total Resident Students:	\$10,971.70
<u>Nonresident Students:</u>	
Tuition	\$9,875.00
Building Use Fee	\$48.00
Operational Fee	\$219.00
Academic Excellence Fee	\$120.00
Mandatory Fees	\$639.70
Registration Fee	\$10.00
Nonresident Fee	\$9,675.00
Student Technology Fee	\$60.00
Total Nonresident Students:	\$20,646.70
2016 Spring Semester	

	Full-time 12 or more hours
Resident Students:	
Tuition	\$9,875.00
Building Use Fee	\$48.00
Operational Fee	\$219.00
Academic Excellence Fee	\$120.00
Mandatory Fees	\$643.20
Registration Fee	\$10.00
Student Technology Fee	\$60.00
Student Excellence Fee	\$110.00
Total Resident Students:	\$11,085.20
Nonresident Students:	
Tuition	\$9,875.00
Building Use Fee	\$48.00
Operational Fee	\$219.00
Academic Excellence Fee	\$120.00
Mandatory Fees	\$643.20
Registration Fee	\$10.00
Student Technology Fee	\$60.00
Student Excellence Fee	\$110.00
Nonresident Fee	\$9,675.00
Total Nonresident Students:	\$20,760.20

Law Center Tuition Increase Waivers

Current students with great financial need should apply for tuition increase waiver grants. To apply for such a waiver, please fill out the [Hardship Tuition Waiver](#) form.

Note

- Mandatory fees include all fees restricted for support of student activities, including Student Health Service. As noted on the Mandatory Fee Schedule, most fees are assessed by the hour, proportionately above 12 hours.
- International students will be assessed \$10.00 per semester for support of the International Cultural Center.
- Tuition and fees may be adjusted by the Board of Supervisors, in accordance with Legislative authority, without advance notice.

Downloads

- [2017 Spring Refund Schedule](#)
- [2016 Fall Refund Schedule](#)
- [2016 Summer Term Tuition and Fees](#)
- [2016 Summer Refund Schedule](#)
- [2016 Summer Program in France Tuition and Fees](#)
- [2016 Summer in Lyon Refund Schedule](#)
- [2016 Spring Refund Schedule](#)
- [2015-16 Tuition & Fees](#)
- [2015 Summer Term Tuition and Fees](#)

- [2015 Summer Program in France Tuition and Fees](#)
- [2015 Fall Refund Schedule](#)
- [2015 Summer Refund Schedule](#)
- [2015 Summer in Lyon Refund Schedule](#)
- [Spring 2015 Refund Schedule](#)
- [2014-15 Tuition & Fees](#)
- [Hardship Tuition Waiver](#)
- [2014 Fall Refund Schedule](#)
- [2014 Summer Term Tuition and Fees](#)
- [2014 Summer Program in France Tuition and Fees](#)
- [2014 Summer Refund Schedule](#)
- [2014 Summer in Lyon Refund Schedule](#)
- [2013-14 Tuition & Fees](#)
- [2013 Fall Refund Schedule](#)
- [2014 Spring Refund Schedule](#)
- [2013 Summer Term Tuition and Fees](#)
- [2013 Summer Program in France Tuition and Fees](#)
- [2013 Summer Refund Schedule](#)
- [2013 Summer in France Refund Schedule](#)
- [2012-13 Tuition & Fees](#)
- [2013 Spring Refund Schedule](#)
- [2012 Fall Refund Schedule](#)
- [2012 Summer Tuition & Fees](#)
- [2012 Summer Refund Schedule](#)
- [2012 Summer in France Refund Schedule](#)
- [2012 Summer in France Tuition & Fees](#)
- [2012 Spring Refund Schedule](#)
- [2011-12 1L Tuition Fees](#)
- [2011-12 2L Tuition Fees](#)
- [2011-12 3L and 4L Tuition Fees](#)
- [2011-12 Mandatory Fees](#)
- [2011 Fall Refund Schedule](#)
- [2011 Summer Fees](#)
- [2011 Summer in France Tuition & Fees](#)
- [2011 Summer Refund Schedule](#)
- [2011 Summer in France Refund Schedule](#)



Dr. Rodney A. Ellis
Chancellor

June 8, 2016

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

RE: Approval to offer programs in Emergency Medical Care-Paramedic, Emergency Medical Responder and Firefighter Services

Dear Dr. Belton:

Please find attached documentation and a recommendation from Dr. Rosetta Jones, Vice Chancellor for Academic and Student Affairs, relative to requesting approval to offer a technical diploma in Emergency Medical Care- Paramedic, a certificate in Emergency Medical Care-Advanced EMT, a technical competency area (TCA) in Emergency Medical Responder and a TCA in Firefighter I & II.

These programs, designed in collaboration with SUSLA faculty and leadership from the Shreveport Fire Department, will also support high demand career pathways in northwest Louisiana. Further, it will support the local community by providing additional health care emergency workers within our area.

Thank you in advance for your consideration. Further, if you find favor, it is requested that these items be forwarded to the Southern University Board of Supervisors for their kind review and approval.

Respectfully submitted,

A handwritten signature in blue ink that reads "Rodney A. Ellis".

Rodney A. Ellis, Ed.D.
Chancellor

RAE/lw

SUSLA

SOUTHERN UNIVERSITY SHREVEPORT LOUISIANA

June 7, 2016

Rodney Ellis, Ed. D., Chancellor
Southern University at Shreveport
3050 Martin Luther King, Jr. Drive
Shreveport, LA 71107

Dear Dr. Ellis:

At the request of the Shreveport Fire Department and in an effort to support the role, scope and mission of Southern University at Shreveport "to offer careers in technical and occupational fields", the Coordinator of the Emergency Medical Technician (EMT) program, Ms. Katina Seamster, designed the following programs:

Program	Type	Credit Hours
Emergency Medical Care- Paramedic Program	Technical Diploma	45 credit hours
Emergency Medical Care – Advanced EMT	Certificate Program	20 credit hours
Emergency Medical Responder	TCA	6 credit hours
Firefighter Technician	Certificate Program	24 credit hours

These programs will support high demand public safety career pathways and labor needs in northwest Louisiana. It will also afford SUSLA the opportunity to partner with Desoto and Caddo Parish Schools through our dual enrollment program.

It is the intent of the faculty to implement the above programs in the 2016-2017 academic year.


Your consideration of approval is greatly appreciated.

Sincerely,



Rosetta Jones, Ph.D., Vice Chancellor
Academic and Student Affairs

Approved
 Unapproved


Rodney Ellis, Ed. D., Chancellor



Dr. Rodney A. Ellis
Chancellor



June 8, 2016

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

RE: Approval of Proposal to Offer 14 new Certificate of Technical Study Programs

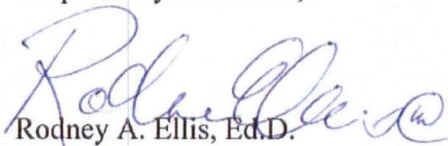
Dear Dr. Belton:

Please find attached documentation and a recommendation from Dr. Rosetta Jones, Vice Chancellor for Academic and Student Affairs, relative to requesting approval to offer Certificate of Technical Study Programs in 14 program areas at Southern University at Shreveport Louisiana (SUSLA).

These 14 CTS programs, designed by a team of SUSLA faculty, will also support the high demand career pathways in northwest Louisiana.

Thank you in advance for your consideration. Further, if you find favor, it is requested that these items be forwarded to the Southern University Board of Supervisors for their kind review and approval.

Respectfully submitted,


Rodney A. Ellis, Ed.D.
Chancellor

RAE/lw

SUSLA

SOUTHERN UNIVERSITY SHREVEPORT LOUISIANA

June 7, 2016

Rodney Ellis, Ed. D., Chancellor
Southern University at Shreveport
3050 Martin Luther King, Jr. Drive
Shreveport, LA 71107

Dear Dr. Ellis:

To support Southern University at Shreveport's mission "*to offer careers in technical and occupational fields*", a team of faculty designed 15 Certificate of Technical Study programs. I have attached a list of the proposed programs. These programs will support high demand career pathways and the labor needs in northwest Louisiana.

It is the intent of the faculty to implement the programs academic year 2016-2017. The full program proposals are on file in the office of the Provost and Vice President for Academic Affairs.


Your consideration of approval is greatly appreciated.

Sincerely,



Rosetta Jones, Ph.D., Vice Chancellor
Academic and Student Affairs

Approved
 Unapproved



Rodney Ellis, Ed. D.
Chancellor

Date

6/8/16

PROPOSED NEW CERTIFICATE PROGRAMS

	Program Name	Program Designation	Semester Credit Hours	Division Chair
1	Payroll Accounting Clerk	CTS	21	Regina Webb
2	Medical Office Clerk	CTS	18	Regina Webb
3	Human Resource Specialist	CTS	18	Regina Webb
4	Police Operations	CTS	12	Rosalyn Holt
5	Web Page Design	CTS	16	Barry Hester
6	Graphic Arts	CTS	20	Wanda Waller
7	Multimedia Production	CTS	20	Wanda Waller
8	Aviation Service Assistant	CTS	16	Barry Hester
9	Automotive Technology	CTS	23	Barry Hester
10	Digital Forensics	CTS	22	Barry Hester
11	Engineering	CTS	20	Barry Hester
12	Residential Carpentry	CTS	26	Barry Hester
13	Aviation Services Assistant	CTS	33	Barry Hester
14	Welding Technology	CTS	33	Barry Hester
15	Basic Sterilization Assistant	CTS	19	Lynn Eatmon



Dr. Rodney A. Ellis
Chancellor



June 8, 2016

Dr. Ray L. Belton, President
S U System Office
4th Floor, J. S. Clark Administration Building
Baton Rouge, La 70813

RE: Request to Increase Fees for International Student Population

Dear Dr. Belton:

This correspondence comes requesting authorization to increase fees relative to the **International Student Population** at Southern University at Shreveport Louisiana (SUSLA). Per the attached documentation shared by Mrs. Brandy Jacobsen, Interim Vice Chancellor for Finance and Administration, funds from this increase will provide the much needed demanding support system now required to help facilitate the current enrollment of international students on our campus.

Your endorsement of this fee increase and that of the Southern University Board of Supervisors at their next scheduled meeting.

Thank you in advance for your kind consideration.

Respectfully submitted,

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

Rodney A. Ellis, Ed.D.
Chancellor

RAE/lw

Attachments

SUSLA
SOUTHERN UNIVERSITY SHREVEPORT LOUISIANA
EXCELLENCE · INTEGRITY · ACCOUNTABILITY · SERVICE
OFFICE OF FINANCE & ADMINISTRATION

June 8, 2016

Rodney A. Ellis, Ed.D.
Chancellor
Southern University at Shreveport
3050 Martin Luther King Jr. Dr.
Shreveport, La 71107

Ref: Fee Increase for international Student Population

Dear Dr. Ellis:

Southern University at Shreveport has experienced growth in our international student population over the last few years. Our international student population has grown from 33 students in the Fall 2013 to 246 students in the Spring 2016. This represents a 645.5% increase over the three (3) year period.

As a result of this increase, there is a need to provide intensive student support services to this population. To fund this activity, we are proposing to establish an international student fee of \$1,975 effective Fall 2016. This fee will be imposed on international students in lieu of the current out of state fee of \$1,650.

The table below depicts the student enrollment from Fall 2013 to Spring 2016.

Fall 2013	Spring 2014	Fall 2014	Spring 2015	Fall 2015	Spring 2016
33	50	112	143	181	246

Sincerely,



Mrs. Brandy Jacobsen
Interim Vice Chancellor, Finance and Administration

BJ/lw

Southern University at Shreveport
Peer comparison of Non-resident Tuition and Fees to the Proposed International Fee
As of June 9, 2016

University	Nonresident tuition and fees (full-time) Spring 2016
SUSLA	3,648.50
BRCC	4,149.60
Delgado	4,183.92
BPCC	4,408.02
LSUS	6,577.08
GSU	8,091.00
NSU (Shreveport campus)	8,844.05
LaTech	9,750.00
ULM	9,879.00
SUSLA proposed international tuition and fees	3,973.50



Dr. Rodney A. Ellis
Chancellor

June 8, 2016

Dr. Ray L. Belton, President/Chancellor
S U System Office
4th Floor, J. S. Clark Administration Building
Baton Rouge, La 70813

RE: Request to Increase Online Fees- \$10.00 per credit hour

Dear Dr. Belton:

This correspondence comes requesting authorization to apply fees relative to online courses at Southern University at Shreveport Louisiana (SUSLA). Per the attached documentation submitted by Dr. Rosetta Jones and Dr. Veronica McEachin, E-Learning Director, research has proven that to add \$10.00 per credit for each online/hybrid courses for SUSLA, will greatly assist in covering technology expenses in an effort to enhance the student learning experience.

I appreciate your endorsement of this fee increase and that of the Southern University Board of Supervisors at their next scheduled meeting.

Thank you in advance for your kind consideration.

Respectfully submitted,

Rodney A. Ellis, Ed.D.
Chancellor

RAE/lw

Attachments

SUSLA

SOUTHERN UNIVERSITY SHREVEPORT LOUISIANA

June 7, 2016

Rodney Ellis, Ed. D., Chancellor
Southern University at Shreveport
3050 Martin Luther King, Jr. Drive
Shreveport, LA 71107

Dear Dr. Ellis:

As you are aware, SUSLA has been engaged in the delivery of online course delivery for over 10 years. To ensure that the University is meeting the technological demands of educational delivery via distance, Dr. Veronica McEachin, E-Learning Director, researched various institutions of higher education in our regional market to determine the need to assign an online and hybrid course fee for courses offered online or hybrid.

A result of the research resulted in the recommendation to add \$10.00 per credit for each online/hybrid courses offered by Southern University at Shreveport. This fee will be utilized to cover technology expenses that will ensure that the student is maximized for an optimum experience.

Your consideration of approval is greatly appreciated.

Sincerely,



Rosetta Jones, Ph.D., Vice Chancellor
Academic and Student Affairs

Approved

Unapproved



Rodney Ellis, Ed. D.
Chancellor

Date

6/8/16



Dr. Rodney A. Ellis
Chancellor



June 8, 2016

Dr. Ray L. Belton, President/Chancellor
S U System Office
4th Floor, J. S. Clark Administration Building
Baton Rouge, La 70813

RE: Add Aviation Program Fee-\$350.00

Dear Dr. Belton:

This correspondence comes requesting authorization to add a \$350.00 course fee relative to at Southern University at Shreveport Louisiana (SUSLA). Various methods of non-destructive testing and control of corrosion are studied and performed.

Per the attached recommendation submitted by Dr. Rosetta Jones, Vice Chancellor for Academic and Student Affairs, the added fee will allow the students to have the convenience of being provided tools upfront, instead of having to purchase the tools themselves.

I appreciate your endorsement of this fee increase and that of the Southern University Board of Supervisors at their next scheduled meeting.

Thank you in advance for your kind consideration.

Respectfully submitted,

Rodney A. Ellis, Ed.D.
Chancellor

RAE/lw

Attachments

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

*AN EQUAL OPPORTUNITY EMPLOYER BY CHOICE, REGARDLESS OF RACE, CREED, SEX, DISABILITY OR VETERAN STATUS**

SUSLA

SOUTHERN UNIVERSITY SHREVEPORT LOUISIANA

June 7, 2016

Rodney Ellis, Ed. D., Chancellor
Southern University at Shreveport
3050 Martin Luther King, Jr. Drive
Shreveport, LA 71107

Dear Dr. Ellis:

After a review of the inventory of courses pertinent to the STEM Division by Dr. Barry Hester, Division Chair for Science, Technology, Engineering and Math and with Mr. David Fogleman, Director of Aerospace Technology, it was determined that there is a need to assign a course assessment fee in an effort to better serve the students matriculating within that certificate program.

The recommendation is to add a program fee in the amount of \$350.00 to cover the cost of the student's tool kit. By adding this fee, it will allow for students to have the convenience of being provided the tools required upfront for the program without having to purchase these items individually. The University will purchase all of the equipment required and provided each student with their personal kit.

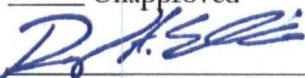
Your consideration of approval is greatly appreciated.

Sincerely,



Rosetta Jones, Ph.D., Vice Chancellor
Academic and Student Affairs

Approved
 Unapproved



Rodney Ellis, Ed. D.
Chancellor

Date

6/8/16



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

June 10, 2016

Ray L. Belton, Ph.D.
President-Chancellor
Southern University System
J.S. Clark Administration Building
Baton Rouge, LA 70813

Dear Dr. Belton:

Southern University at New Orleans (SUNO) has experienced declines in state funding during the past several years. In an effort to offset declines in state funding, SUNO requests permission to increase tuition by 10% as allowed upon passage of the LA GRAD Act. If approved, this request will increase full-time tuition by approximately \$324 per semester for undergraduate students and \$383 per semester for graduate students. We project that this increase will result in \$1,427,423 in additional revenues.

Additionally, SUNO requests permission to establish a University Support Fee of \$4 per credit hour not to exceed \$48 per semester. This new fee is established under the authorization given in HB152. The fee will support the general operations of the campus and will generate approximately \$206,772 in revenues. As required by legislation, five percent (5%) of the revenues from the University Support Fee will be earmarked for need-based scholarships to students who are PELL eligible.

The projected revenues from the 10% increase and the University Support Fee will total \$1,634,195. Please see attachment. Your support and approval of these proposed increases, and the subsequent approval of the Southern University Board of Supervisors, would be appreciated.

Sincerely,

Lisa Mims-Devezin, Ph.D.
Acting Chancellor

Approved: _____
Ray L. Belton, Ph.D., President-Chancellor

**Southern University New Orleans
2016-17 Proposed Tuition and Fees Schedule
Increases Effective Fall 2016**

Category	2015-2016	Act 741 Grad Act	Other	Total	%	HB152	Total Increase	2016-2017	Total %
Undergraduate	5,750	575		6,325	10.00%	96	671	6,421	11.67%
Graduate	7,168	717		7,885	10.00%	72	789	7,957	11.01%

Act 741 - Grad Act 10% Tuition and Fee Increase

HB152 - University Support Fee (accreditation) based on \$4 per credit hour (max \$96)



VICE CHANCELLOR FOR FINANCE AND ADMINISTRATION
P.O. BOX 9212
BATON ROUGE, LA 70813
PHONE (225) 771-5021
FAX (225) 771-2018

June 14, 2016

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

RE: REQUEST FOR UNIVERSITY SUPPORT FEE INCREASE AT SUBR

Dear Dr. Belton:

The purpose of this correspondence is to request authorization to increase University Support fees up to 10 percent at Southern University at Baton Rouge (SUBR) in accordance with guidelines set forth by the Louisiana Legislature in the form of House Bill 152. As you are aware, this bill allows for the Southern University Board of Supervisors to establish at each institution under their respective management and supervision mandatory fees to be charged to students enrolled at such institutions and to adjust the amounts of such fees as they deem necessary. Such authority shall apply for the 2015-2016 and 2016-2017 academic years only, and the authority to increase University Support fees pursuant thereto shall terminate on June 30, 2017.

We look to benefit from this opportunity to increase our University support fees to ensure that SUBR remains competitive with our peer institutions. Further, this adjustment will allow for SUBR to utilize the University support fee increase to provide additional student services that will hopefully lead to increased retention and graduation rates and provide more academic resources for our programs.

The attached schedule provides an estimate of the per student increase and the total projected revenue for the fiscal year.

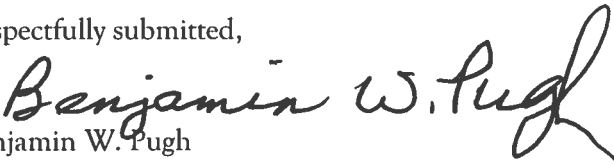
Therein, this communication requests your favorable endorsement of this decision and that of the Southern University Board of Supervisors.

Baton Rouge, Louisiana 70813 - 0400 [225]771-2011
"A People's Institution Serving The State, The Nation, and the World."

Dr. Ray L. Belton
June 14, 2016
Page 2

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

Respectfully submitted,


Benjamin W. Pugh
Vice Chancellor for Finance and Administration

/lt

Attachment

**Southern University and A&M College
 Projected Breakdown of Student Tuition and Fees
 2016 Fall Semester**

Projected Tuition and Fees	Undergraduate	Graduate
2016 Spring Semester Tuition and Fees	\$ 3,673	\$ 4,242
Projected Increase in Fees (10%)	367	424
Total Projected 2016 Fall Semester Fees	4,040	4,666
Projected Increase in Tuition & Fees Effective 2016 Fall Semester	\$ 367	\$ 424

Southern University and A&M College
Projected Breakdown of Undergraduate and Graduate Student Tuition and Fees
Fall Semester 2016

Undergraduate Fees	0 Hrs	1 Hr	2 Hrs	3 Hrs	4 Hrs	5 Hrs	6 Hrs	7 Hrs	8 Hrs	9 Hrs	10 Hrs	11 Hrs	12 Hrs & Above
Projected Tuition and Fees													
2016 Spring Undergraduate Tuition and Fees	\$ 414	\$ 1,734	\$ 1,761	\$ 1,788	\$ 2,131	\$ 2,158	\$ 2,185	\$ 2,682	\$ 2,709	\$ 2,736	\$ 3,122	\$ 3,149	\$ 3,673
Projected Increase in Fees Rounded (10%)	41	173	176	179	213	216	219	268	271	274	312	315	367
Total Projected 2016 Fall Tuition and Fees	\$ 455	\$ 1,907	\$ 1,937	\$ 1,967	\$ 2,344	\$ 2,374	\$ 2,404	\$ 2,950	\$ 2,980	\$ 3,010	\$ 3,434	\$ 3,464	\$ 4,040
Graduate Fees	0 Hrs	1 Hr	2 Hrs	3 Hrs	4 Hrs	5 Hrs	6 Hrs	7 Hrs	8 Hrs	9 Hrs	10 Hrs	11 Hrs	12 Hrs & Above
Projected Tuition and Fees													
2016 Spring Graduate Tuition and Fees	\$ 466	\$ 802	\$ 859	\$ 916	\$ 1,382	\$ 1,439	\$ 1,496	\$ 2,341	\$ 2,398	\$ 4,071	\$ 4,128	\$ 4,185	\$ 4,242
Projected Increase in Fees Rounded (10%)	47	80	86	92	138	144	150	234	240	407	413	419	424
Total Projected 2016 Fall Tuition and Fees	\$ 513	\$ 882	\$ 945	\$ 1,008	\$ 1,520	\$ 1,583	\$ 1,646	\$ 2,575	\$ 2,638	\$ 4,478	\$ 4,541	\$ 4,604	\$ 4,666



SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL

POST OFFICE BOX 9294

BATON ROUGE, LOUISIANA 70813-9294

OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

May 17, 2016

Dr. Ray Belton
President-Chancellor
Southern University and A & M College System
J. S. Clark Administration Building
4th Floor
Baton Rouge, Louisiana 70813

Re: Promotion Recommendations for Professors Jacqueline Nash Grant and Dorothy Jackson

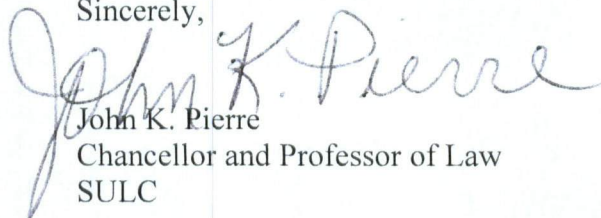
Dear Dr. Belton:

I am pleased to advise that Associate Clinical Professors Jacqueline Nash Grant and Dorothy Jackson have been recommended for promotion in rank by the Law Center's Clinical Faculty Evaluations Committee. Their applications for promotion were timely filed and duly considered by the Clinical Faculty Evaluations Committee. Each professor's application was evaluated in accordance with established promotion procedures and said recommendations were forwarded to me on May 16, 2016 by Professor Virginia Listach, Director of Clinical Legal Education. After a thorough review of each applicant's personnel file, application for promotion, scholarship, teaching and service record, I wholeheartedly concur with the committee's recommendations.

I have attached a copy of the application materials of each professor for your information and review.

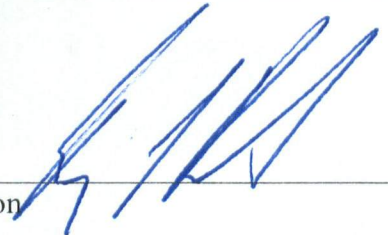
I, therefore, ask that you join me and the Law Center's Clinical Faculty Evaluations Committee, in recommending to the Board of Supervisors that Associate Clinical Professors Jacqueline Nash Grant and Dorothy Jackson each be promoted to the rank of Clinical Professor of Law at the Southern University Law Center.

Sincerely,


John K. Pierre
Chancellor and Professor of Law
SULC

Approved: _____

Dr. Ray Belton
President
SUS





VICE CHANCELLOR FOR FINANCE AND ADMINISTRATION
P.O. BOX 9212
BATON ROUGE, LA 70813
PHONE (225) 771-5021
FAX (225) 771-2018

June 14, 2016

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

RE: REQUEST FOR UNIVERSITY SUPPORT FEE INCREASE AT SUBR

Dear Dr. Belton:

The purpose of this correspondence is to request authorization to increase University Support fees up to 10 percent at Southern University at Baton Rouge (SUBR) in accordance with guidelines set forth by the Louisiana Legislature in the form of House Bill 152. As you are aware, this bill allows for the Southern University Board of Supervisors to establish at each institution under their respective management and supervision mandatory fees to be charged to students enrolled at such institutions and to adjust the amounts of such fees as they deem necessary. Such authority shall apply for the 2015-2016 and 2016-2017 academic years only, and the authority to increase University Support fees pursuant thereto shall terminate on June 30, 2017.

We look to benefit from this opportunity to increase our University support fees to ensure that SUBR remains competitive with our peer institutions. Further, this adjustment will allow for SUBR to utilize the University support fee increase to provide additional student services that will hopefully lead to increased retention and graduation rates and provide more academic resources for our programs.

The attached schedule provides an estimate of the per student increase and the total projected revenue for the fiscal year.

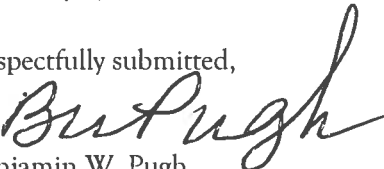
Therein, this communication requests your favorable endorsement of this decision and that of the Southern University Board of Supervisors.

Baton Rouge, Louisiana 70813 - 0400 [225]771-2011
"A People's Institution Serving The State, The Nation, and the World."

Dr. Ray Belton
June 14, 2016
Page 2

If you have any questions or require additional information, please feel free to contact me at 318.670.9313.

Respectfully submitted,


Benjamin W. Pugh
Vice Chancellor for Finance and Administration

/lt

Attachment

Jacqueline Nash Grant
Associate Professor of Clinical Law

Post Office Box 80383
Baton Rouge, Louisiana 70898
Telephone: 225-324-1315
Facsimile 225-771-6296

March 18, 2016

Virginia B. Listach, Director
Clinical Education Program
Southern University Law Center
Baton Rouge, Louisiana

Attention: Transition Team

Via email to vlistach@sulc.edu

Re: Application for a Promotion to Professor of Clinical Law

Dear Director Listach:

This is to respectfully request to consideration for the promotion to Professor of Clinical Education. Presently, I am an Associate Professor of Clinical Law at Southern University Law Center (SULC), having served on the Clinical Faculty since October, 1997. I believe my record clearly demonstrates an extensive background in understanding of and commitment to the principles of experiential learning, access to justice for the poor citizenry, as well as dedication to the legal academy of Southern University Law Center. I have attached my resume for your perusal. Additionally, I have outlined below a précis of my accomplishments and work:

A. Participation and Service in Professional Organizations and Committees

- **Democracy in Africa Project**, participated in a project sponsored by the United States Information Services Agency ; presented papers entitled "**The Face of Poverty in Louisiana and the Role of Legal Services**" and "**Human Rights Issues Affecting Women and Children in Louisiana**" to members of the Judiciary, Bar, students and professors at the Universities of Lagos, Ibadan, and Efe, Nigeria; Universities in Senegal, Gambia, Uganda, Kenya, and Tanzania.
- **National Legal Aid and Defenders Association (NLADA)**, individual membership in NLADA, as well as a group membership through the SULC Law Clinic.

Page 2

Letter to Director Virginia Listach

Re: Application for Promotion to Professor of Clinical Law

March 18, 2016

- **Access to Justice Committee of the Louisiana State Bar Association**, appointed to the Access to Justice Committee by the Bar president and have served for eight (8) consecutive years. Served as chair of the Grants Sub-Committee.
- **African American Project Directors Association (AAPDA)**, served as Chairman of the Membership Committee; and the publisher and Editor-in-Chief of AAPDA's newsletter, "*The Drumbeat*".
- **Capital Area Legal Services Board of Directors**, appointed by the Baton Rouge Bar Association to the Board of Directors, 1999-2007.
- **Louisiana Children's Justice Committee**, appointed by SULC Chancellor for a one (1) year term, September, 2003.
- **Statewide Children In Need of Care Committee**, served for two (2) years on committee that seeks to train members of the Bar on foster care and child intervention laws; and rewrite laws affecting children in State Custody, 2001-2003.
- **Jaguar Athletic Group (JAG)**, charter member of the JAG organization; JAG supports the athletic programs at Southern University. Also a contributing member of the special *Field Keepers* contributors.
- **Annual Southern University Foundation Nationwide Radiothon Scholarship Fundraiser**, served on Committee and acted as show host, 1999-2003.
- **Louis Martinet Legal Society affiliate of National Bar Association** served on the Executive Committee of Martinet and Editor-in-Chief of Martinet's newsletter, "*The Gavel*".

B. Law-related Public Service

- Judge Ad Hoc, The Juvenile Court of East Baton Rouge Parish, Appointed by the Louisiana Supreme Court, served in Division A and B for ten (10) years

Page 3

Letter to Director Virginia Listach

Re: Application for Promotion to Professor of Clinical Law

March 18, 2016

- Member, Board of Directors, Louisiana State Public Defenders Board, Gubernatorial appointment, 2012-present.
- Member, Board of Directors, LouisianaChildren.org, appointed, January, 2016,
- Provided pro bono representation to Veterans in appeals before the Court of Veterans Appeals and the *Agent Orange Registry*.
- Provided counseling to prospective parents and birthparents interested in the adoption process.
- Provided counseling and advice developed the job placement contract to the Summer Youth Enrichment Program Committee at Shiloh Missionary Baptist Church.
- Presented keynote addresses at the Baton Rouge Bar Association February, 2001 and 2008.
- Conducted eighteen (18) seminars statewide on the legal aspects of starting a small business. The seminars are sponsored by a grant from the United States Department of Agriculture; which encourages entrepreneurship in the rural, economically depressed areas in Louisiana, 2001-2010.
- Conference facilitator at the National Legal Aid and Defender Association annual conference, November, 1999 and July, 2001.
- Keynote Speaker for Annual Law Day, Baton Rouge Bar Association, May, 2000. The Baton Rouge Bar Association won the American Bar Association Law Day Best Program Award for the program.
- Keynote Speaker for the Baton Rouge Association of Women Attorneys, November, 2003.
- Presented on panel at the Southern University Law Center Symposium on Juvenile Sex Offenders.

Page 4

Letter to Director Virginia Listach

Re: Application for Promotion to Professor of Clinical Law

March 18, 2016

C. Law School Teaching Load, Responsibilities, and Diligence of Performance

- Supervises the caseload of third (3rd) year law students representing children in delinquency cases, Child in Need of Care cases, Families In Need of Services cases, contested custodies, and adoptions, 1997-present; represented 1,000+ children and families;
- Teaches Administration of Juvenile Justice Law and Administration of Criminal Law course to third (3rd) year and second (2nd) year law students exploring the global complexities and uniqueness of laws and regulations affecting children and families.
- Expanded the SULC Juvenile Clinic to include representing adults in Child in Need of Care proceedings and Families in Need of Services cases.
- Increased the number of cases Juvenile Clinic handles from an average of eight (8) a year to one hundred-fifty (150); academic years 2014-2015, the Juvenile Law Clinic has represented 1,117 cases during my tenure; as of Fall 2015, taught 500+ students, many who have careers in the administration of Juvenile Justice.
- Serves on the Student Honor Code Committee; conducted one (1) case involving a Title IX sexual attack case in 2016.
- Served on the Ethics Code Committee; sat on three (3) violation hearings.
- Researched, drafted and filed an appellee's brief on behalf of five (5) children in a Children in Need of Care case in the Court of Appeal, First Circuit.
- Researched, drafted and filed an appellant's brief on behalf of a child in a criminal matter.
- Staffs cases with students after class time to increase effectiveness in case management.

Page 5

Letter to Director Virginia Listach

Re: Application for Promotion to Professor of Clinical Law

March 18, 2016

- Meets often with students and their clients in the evenings to facilitate working schedules and school.

D. Voluntary Work and Availability to Students

- Faculty advisor, Southern University Law Center Public Interest Law Society.
- Sponsored and coached the American Trial Lawyers Association (ATLA) Mock Trial teams in regional competitions in New Orleans, LA, Kansas City, MO, Austin, TX, San Diego, CA, Albuquerque, NM, Los Angeles, CA., Las Vegas, NV, Phoenix, AZ, 1998-2012. Worked with
- ATLA teams after hours and weekends to prepare for competitions. 1997-2012.
- Assisted faculty advisor with the Moot Court Board teams and Intra-School competitions.
- Designed and published 115 brochures for the Pre-Law Summer program.
- Participated in the SAC review and ABA self study projects for the Clinical Law program.
- Assisted with coordination the Simulated Trials Competition for the Clinical Education program, 1997-2015.
- Assisted in editing Supreme Court brief submitted by students.
- Volunteered counseled and advised students preparing for the Bar times a week for six (6) weeks prior to the July examination.
- Assisted with the preparation and review of Higher Education grants that funds the SULC Clinical Education program.

Page 6

Letter to Director Virginia Listach

Re: Application for Promotion to Professor of Clinical Law

March 18, 2016

E. List of Credit Courses taken for Professional Development

- Attended the American Association of Law School sponsored Clinical Education annual meeting and training for Juvenile Law Clinical Education professors, 1998-2015.
- Attended the American Bar Association annual Pro Bono conference, training for law school clinical staffs.
- Attended National Juvenile Justice Conferences, Minneapolis, Minnesota, training for juvenile defense counsels.
- Attended the National Legal Aid and Defenders Association Annual Conference, training for poverty law organizations and law school clinic programs, Tampa, Florida.
- Attended Foster Care Project Continuing Legal Education, Baton Rouge, Louisiana.

F. Scholarship

- Developed and submitted to the Southern University Law Review Journal's Spring 2004 **Brown v. Board of Education** issue.
- Researched and developed scholarly study entitled ***"The Implications Presented Honoring the Attorney-Client Privilege When the Client is a Minor"***.
- Presently working on a scholarly comparative study of how the State of Louisiana and other southern states incarcerate of girls. *Expected completion date: August, 2016.*
- Authored and presented two (2) papers: ***"Legal Aspects of Hiring and Firing Employees-A Lesson in Avoiding the Pitfalls"*** and ***"Basics of Human Resources"*** at numerous national conferences.
- Authored and presented papers: ***"Social Security Judicial Reviews, "Dealing with Racism and Sexism in the Practice of Law"; "Ethics for Poverty Law Practitioners"; and "Confronting Unprofessional Conduct: The Problem of Racism and Sexism in the Practice of Law"*** at Louisiana Legal Services seminars.
- Authored and presented paper: ***"Every Thing You Wanted to Know About Practicing Law but Were Afraid to Ask"*** at the Louisiana State Bar Association, Minority Section, training event.

Page 7

Letter to Director Virginia Listach

Re: Application for Promotion to Professor of Clinical Law

March 18, 2016

- Authored and presented papers: "***Ethical Considerations for the Poverty Law Practitioner***" and "***Professionalism Defined***" at Louisiana Legal Services Continuing Legal Education Seminar, December, 1999-2010.
- Recognized as expert in the field of adoption law and certified as an expert witness in the courts of Louisiana in contested adoption matters.

G. Honors

- **Fellow**, Louisiana Bar Association Foundation, Class of 2012
- Featured in the ***Morning Advocate***, "***Stand Up Law Professor***", *People* section.
- Bestowed the ***Reginald Huber Smith Award*** by the National Legal Aid and Defender Association for outstanding achievement as an attorney, law professor and for commendable service to the cause of equal justice.
- Jack and Jill of America, Incorporated, elected and served on the National Executive Board, National Corresponding Secretary, 2010-2012.

I feel blessed to present my commitment to the students who have taught during my nearly twenty (20) year tenure. I am devoted to the Clinical Education Department at Southern University Law Center, and look forward to the promotion to Professor of Clinical Law.

Thank you for your every consideration.

Sincerely yours,



Jacqueline Nash Grant

March 21, 2016

Professor Virginia Listach
Clinical Director
Southern University Law Center
P.O. Box 9294
Baton Rouge, LA 70813-9294

Application for Promotion and Concomitant Salary Increase

Dear Director Listach:

I write to apply for promotion to full Clinical Professor on the faculty of Southern University Law Center, and to present documents and narrative in support thereof. The Southern University Law Center Clinical Faculty Guide states:

The Law Center will give a person promoted to Clinical Associate Professor a continuing appointment for five years subject to a fifth-year review, and a raise in pay comparable to that granted to tenure-track faculty promoted to a similar rank. The contract automatically will renew every five years (unless terminated earlier for cause, by resignation or retirement) without the need for action on the part of the professor or the Law Center. In the fifth year of a continuing appointment, and not earlier, a Clinical Associate Professor may apply for appointment to full Clinical Professor.

My tenure and promotion to Associate Clinical Professor was effective beginning the 2010 – 2011 academic year. I have therefore spent five years in rank as required by the Clinical Faculty Guide; this term (2015 – 2016) constitutes my sixth year. As I have become eligible to apply for promotion, I now request the evaluation required for promotion with the concomitant raise in salary as specified by the Clinical Faculty Guide. Please consider this letter and the attached material, which I include to evidence that I have satisfied the requirements defined in the Clinical Faculty Guide.

The Clinical Faculty Guide states:

For promotion to Clinical Professor, the Clinical faculty member must have demonstrated excellence in all three areas. He or she must be an excellent Clinical teacher; must have a substantial reputation for academic, professional, and social service; and must have made contributions to writing and publication commensurate with clinical teaching.

Accordingly, the evidence below will be organized in the order outlined by the promotion criteria noted above.

Clinical Teaching Excellence:

Professional Training and Experience:

Education:

JD, Cum Laude, Southern University Law Center, Baton Rouge, Louisiana, May 1990
BA, Louisiana Tech University, Ruston, Louisiana, March 1986

Professional Experience:

Assistant Attorney General, April 1994 – September 1998

Louisiana Department of Justice, Attorney General's Office, Baton Rouge

Handled road hazard litigation brought against the state with a success rate of over 75 percent at trial and over 95 percent at pre-trial settlement. Prepared all legal documents; attended all legal proceedings; sought and received settlement approval as warranted; and tried cases, both bench and jury in over 100 case files.

Associate Attorney, June 1992 – April 1994

Davis & Singleton, Shreveport, Louisiana

Performed defense work for the two-partner firm in representation of several entities including: the State of Louisiana, Louisiana Insurance Guaranty Association, Lloyds of London Insurance Company, RTC, and Bellsouth. Handled all legal aspects of cases involving personal injury, general and premises liability, workers' compensation, civil rights and probate cases where clients were exposed to substantial financial risks. Ninety percent of cases resolved favorably for clients. Participated in mediation of family/domestic and personal injury matters.

Court-Appointed Administratrix, 2006 – Present

19th Judicial District Court, Baton Rouge, Louisiana

Served as court-appointed administratrix on six (6) difficult and/or contentious successions.

Court-Appointed Trustee, 2007 – Present

19th Judicial District Court, Baton Rouge, Louisiana

Appointed trustee of a special-needs trust and four minor child, spendthrift trusts

Court-Appointed Curator/Under Curator, 2009 – Present

19th Judicial District Court, Baton Rouge, Louisiana

Appointed under curator for an interdicted individual whose mother was the victim of medical malpractice. Appointed attorney/curator for a number of proposed interdicts, the majority whom were elderly, including a former Louisiana State Representative and war veteran.

Court-Appointed Under Tutrix, 2007 – Present

19th Judicial District Court, Baton Rouge, Louisiana

Appointed under tutrix on numerous cases involving minor children receiving settlement awards. The court made the appointments in situations where the child's best interest was in question.

Court-Appointed Temporary Receiver, Date (2008)

19th Judicial District Court, Baton Rouge, Louisiana

Appointed temporary receiver of Patran, LLC, for the purpose of taking inventory and mediating the dissolution of the business.

Clinical & Classroom Teaching:

I incorporate a variety of teaching methodologies, intended to reach students of all learning styles, including traditional lectures, seminars, individual assignments and peer group work. In my clinical courses, I bring the groups of students together and we go over necessary elements of each case as a group, learning the mechanics of court filings and other notarial acts. In my non-clinical courses, I engage students with both real-life and sample problems from the Louisiana Bar to prepare them for not only Bar passage, but practice after the Bar. My strength is in preparing students for the fractional math necessary to assist them in determining complicated succession problems. Many law students are not prepared to work intensively with fractions and my exercises and drills develop a level of comfort that allows them to easily dissect the most complicated succession problems. The overwhelming majority of my students who have done well in my Bar courses have reported passing that section of the Louisiana Bar.

Between 2010 and 2015, I have taught the following courses:

Elder Law Clinic I (Fall 2009 – Fall 2015)

Elder Law Clinic II (Spring 2009 – Spring 2016)

Matrimonial Regimes (Spring 2009 – Spring 2016)

Successions and Donations (Fall 2010 – Fall 2015; Spring 2012 – Spring 2014; Summer 2015)

My Clinical Elder Law course is unique from the other clinics in that special considerations must be given to elderly clients, including ethical considerations regarding competency (client capacity to make decisions), persons who may accompany elderly clients to legal meetings, and physical accommodations within the clinical setting (how easily an elderly person can move comfortably within the clinical space). Students are lectured and given examples on how to handle a case procedurally from the initial interview to final resolution of the case. Over the last several years, the clinic has seen an increase in the number of applications from seniors needing succession proceedings opened. Through my guidance, students have risen to this challenge by collecting the necessary information and drafting the appropriate documents, including State Inheritance Tax Forms where applicable.

To help my students understand the issues facing elderly citizens, I started taking the students out into the community for Elder Law seminars at churches and other community venues. What began as my effort to recruit students to volunteer for this effort has now resulted in my students asking when they can attend community events so they may interact and learn more about Elder Law issues. In that regard, in January 2016, I became the Principal Investigator (PI) for the \$115,500.00 grant to SULC from the AARP Foundation to increase our Elder Law Outreach activities. The granting organization was impressed by our community efforts in using law students to affect positive legal outcomes for elderly citizens. Using these additional resources, I am currently building an outreach curriculum and implementing an Elder Law Hotline to be staffed by students. My connections with the Attorney General's office in Elder Abuse and Fraud Prevention as well as my connections with the larger community concerned with Elder Affairs allows me to give students the experience in dealing with a wide variety of elder law issues. It is through the Elder Law Clinic that many students have been inspired to begin their legal practice in the service of elderly citizens.

Student Counseling and Advisement:

I meet with my clinical law students on a continuing basis to discuss the handling of their cases, including but not limited to, proper drafting of pleadings and correspondence, communications with their clients, contacting the court for filing fee estimates and records research, and file management. My office hours for purposes of meeting with all students, clinical and otherwise, is any time between the time I arrive for work and the time I leave for home. There have been numerous times when students required my time outside of the regular work day, and I have always obliged them.

Over the past few years I have assisted and tutored at least 20 students to Louisiana Bar passage. There are many students with whom I continue to engage after their graduation. I receive emails and phone calls requesting letters of reference as well as consultation on various successions, curatorships and interdictions. Many of my students (both from the Elder Law Clinic and my Successions and Matrimonial Regimes courses) have gone on to private practice, while some work for small firms or local government agencies.

Lacy Durham is currently a tax manager with a prominent accounting firm, Deloitte Tax LLP in Dallas Texas. She cites my courses with giving her the basis and passion for the work she does today.

Nicholas Giles is an EEO Specialist at the USDA Office of Assistant Secretary of Civil Rights. In the enclosed information you will see where Nicholas reached out to me for complicated property rights issues on behalf of the USDA. The result was my intervention on behalf of Louisiana citizens in a way that made SULC visible to USDA leadership.

Christopher Hebert was recently promoted to the position of Director of Gaming at the Louisiana Attorney General's Office upon my career mentorship and guidance stemming from my former employment with the Louisiana Department of Justice.

Christopher Washington and **Harry Daniels** formed an LLC together, Daniels and Washington in Baton Rouge, where they practice a variety of law. They have sought my advice on firm structure, fees, and day-to-day office operations.

Demi Vorise has been elected Mayor of the Town of Maringouin. She reaches out to me from time to time for guidance on succession matters.

Susan Nelson, a December 2014 graduate, has passed both the Massachusetts and Louisiana Bar exams and has developed a small practice focusing on Elder Law with emphasis on those with dementia and Alzheimer's. She relies on me as a resource to assist in living wills, springing powers of attorney and other legal issues unique to elderly with capacity issues.

Academic, Professional, and Social Service

Academic Service to SULC:

I have participated in the following committees during the past six years: Clinical Education Committee, Recruitment Committee, Performance After Graduation Committee, Website Ad Hoc Committee, Loan Reduction Assistance Program, and Bar Review/Preparation Committees. I have also recently engaged Professor North with his Pro Bono Activities in service to the Elder Law community. My willingness to teach outside of the clinical area also demonstrates my commitment to the overall excellence in education of the entire SULC.

Professional Service:

Since 2010, I have attended the following conferences to expand my professional knowledge and engage in dialogue with other practitioners in my field:

Annual AALS Clinical Education Conference, Baltimore, Maryland, May 2010

National Conference of Family and Juvenile Court Judges, Las Vegas, Nevada, February 2012

Annual AALS Clinical Education Conference, San Juan, Puerto Rico, May 2013

Annual AALS Clinical Education Conference, Chicago, Illinois, April 2014

Annual AALS Clinical Education Conference, Palm Springs, California, May 2015

I have also been an active member of the Baton Rouge Bar Association (BRBA), the American Bar Association, and the Louisiana State Bar Association. I have participated in local BRBA events to support the growth of young lawyers and support the professional growth of those who practice in the areas of successions, matrimonial regimes and other family-oriented practices.

Social Service:

I began my service on the Board of Directors for the East Baton Rouge Council on Aging (EBRCOA) with two voluntary three-year terms as a representative of the Zachary area from May 2006 to May 2012. I was most recently elected to serve as representative from Baton Rouge area in May 2015. During my tenure on the Board, I have served on several committees including personnel and fundraising. I assisted in raising funds for EBRCOA through selling hotdogs for seniors, selling tickets to and participating in various senior events, including the 2015 Keith Frank Zydeco concert and the 2015 Annual Taste of Baton Rouge event. I have also volunteered legal consultation on issues involving the council.

Contributions to Writing and Publication

Published Works:

One article forthcoming in the Spring 2016 issue of the Southern University Law Review entitled: *Contemporary Issues in Louisiana Law: Succession—To Be Shared Equally or Share and Share Alike?* (see attached supporting material)

Other Research:

Compiling issues and challenges from observations in the Elder Law Clinic to be discussed at the forthcoming Elder Law Summit in October 2016. Performing interviews with Judges, Attorneys and Louisiana Department of Justice staff to inform the topics of discussion and key speakers to be involved.

Presentations and Publicity Items:

In the course of my work with the Elder Law Clinic, I developed a brochure to be used at community events to bring potential clients into the clinic. This brochure talks about some of the basics of elder law issues and helps potential clients understand their need for legal services. This brochure is currently being developed into a large booklet for distribution to the elderly community to educate them on elder law issues.

I have worked with the Louisiana Department of Justice to advise their creation of the Elder Fraud Prevention guide and serve as a distribution channel for the guide during my numerous community outreach sessions.


The following is a list of presentations I've made to the community on legal issues dealing with successions and elder law:

May 2009	Health Fair at Green Chapel AME Church, Baton Rouge	<i>Speaker/presenter; Legal Issues Involving Health & Welfare of the Elderly</i>
August 2009	Elder Law Workshop at Greater New Guide Baptist Church, Baton Rouge	<i>Speaker/presenter; Legal Issues affecting the Elderly/Planning for Incapacity</i>

November 2010	Smart Living: An Estate Planning Seminar at Alpha Kappa Alpha Sorority, Inc., Baton Rouge	<i>Speaker/presenter</i>
April 2011	Elder Law Workshop at New St. John Baptist Church, Baton Rouge	<i>Speaker/presenter; Estate Planning for the Elderly</i>
January 2012	Elder Law Workshop at Port Allen City Hall, Port Allen, La.	<i>Speaker/presenter; Judicial Opening of Successions and Estate Planning for the Elderly</i>
January 2012	Elder Law Workshop at Glen Oaks Homeowners' Association, Baton Rouge	<i>Speaker/presenter; Estate Planning for the Elderly</i>
October 2013	Elder Law Workshop at New St. John Baptist Church, Baton Rouge	<i>Speaker/presenter; Judicial Opening of Successions</i>
October 2013	Elder Law Workshop at New St. John Baptist Church, Baton Rouge	<i>Speaker/presenter; Estate Planning for the Elderly. Brought Clinical Student Attorneys who were able to meet with individuals onsite and conduct new-client intake.</i>
February 2014	Grandparents' Workshop at East Baton Rouge Head Start, Baton Rouge	<i>Speaker/presenter; Estate Planning; Successions; Visitation and Custody of Grandchildren</i>
March 2014	Financial Literacy Seminar at Greater Mt. Pilgrim Baptist Church, Donaldsonville, La.	<i>Speaker/presenter; Estate Planning for the Elderly and Protecting Your Family's Property</i>
April 2014	Ask-A-Lawyer Day at Immaculate Conception Catholic Church, Denham Springs, La.	<i>Speaker/presenter; Estate Planning for the Elderly</i>
March 2015	Elder Law Workshop at Shiloh Missionary Baptist Church, Baton Rouge	<i>Speaker/presenter; Estate Planning for the Elderly</i>
Numerous Dates	Successions at the Baton Rouge Bar Association	<i>Speaker/presenter</i>

I thank you for your attention to this letter and for allowing me to present my attached materials. I look forward to the decision of the Committee.

Sincerely,



Dorothy F. Jackson
Associate Clinical Professor

Enclosure



SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL

POST OFFICE BOX 9294

BATON ROUGE, LOUISIANA 70813-9294

OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

May 17, 2016

Dr. Ray Belton
President-Chancellor
Southern University and A & M College System
J. S. Clark Administration Building
4th Floor
Baton Rouge, Louisiana 70813

**Re: Contract Renewal Recommendations for Clinical Professors Marcia Burden,
Christian Fasullo, and Alvin Washington**


Dear Dr. Belton:


I am pleased to advise that Associate Clinical Professors Marcia Burden, Christian Fasullo, and Alvin Washington have been recommended for Renewable Continuing Appointments by the Clinical Faculty Appointments Committee. Their applications for contract renewal were timely filed and reviewed. Each professor's application was evaluated in accordance with established tenure and promotion procedures and said recommendations were forwarded to me on May 16 2016 by Professor Virginia Listach, Director of Clinical Legal Education. After a thorough review of each applicant's personnel file, application for Renewable Continuing Appointments portfolio, along with their teaching and service record, I wholeheartedly concur with the committee's recommendation.

I have attached a copy of the application materials of each professor for your information and review.

I, therefore, ask that you join me in recommending to the Board of Supervisors that Associate Clinical Professors Marcia Burden, Christian Fasullo, and Alvin Washington be granted Renewable Continuing Appointments.

Sincerely,


John K. Pierre
Chancellor and Professor of Law
SULC

Approved: 
Dr. Ray Belton
President
SUS



SOUTHERN UNIVERSITY LAW CENTER

POST OFFICE BOX 9294

BATON ROUGE, LOUISIANA 70813-9294

CLINICAL EDUCATION

TEL (225) 771-3333

FAX (225) 771-6296

(225) 771-3383

March 18, 2016

Professor Virginia Listach
Director of Clinical Education
Southern University Law Center
P.O. Box 9294
Baton Rouge, LA 70813-9294

Re: Request for a fifth- year review for contract renewal

Dear Professor Listach:

Please consider this letter as a formal application for renewal of my contract for employment with the Southern University Law Center as an Associate Professor of Clinical Education. I have been employed with the clinical education department since 2003 as the managing professor in the Divorce/Domestic Violence law clinic. Pursuant to the Hiring and Promotion Contract for Clinical Faculty and the American Bar Association's Accreditation Standard 405(c)(1), in January of 2007, I entered into a three-year contract as a Clinical Assistant Professor with the Southern University Law Center. On April 29, 2011, the board of supervisors approved a long-term contract renewal for five years. At this time, in compliance with the Clinical Faculty Hiring, Promotion and Contract Renewal Policy, I am requesting a continuing appointment and the renewal of the five-year contract.

I have successfully managed the Divorce/Domestic Violence law clinic since its inception in 2003. This clinic provides exceptional contributions to the students of Southern University Law Center and the community. I have been successful in fostering a spirit of collegiality between the student attorneys, clients and the family courts in East Baton Rouge Parish.

I am passionate about the opportunity to train more students as a result of the American Bar Association's requirements for experiential training. Throughout the years, I have demonstrated the interest and ability to work with both the academic setting and outside community. I am formally requesting a review of the supporting materials that demonstrate my teaching effectiveness. The renewal of my contract would provide me with the opportunity to continue to provide my services to the law center, students and community. Your cooperation and consideration is greatly appreciated.

Sincerely,

A handwritten signature in black ink that reads "Marcia Harris-Burden". The signature is written in a cursive, flowing style.

Marcia Harris-Burden
Associate Professor of Clinical Education

Attachments

Christian P. Fasullo, LL.M.

Attorney At Law
P.O. Box 80743
Baton Rouge, LA 70898
(225) 252-1772

EDUCATION

SOUTHERN METHODIST UNIVERSITY SCHOOL OF LAW - Dallas, TX
LL.M. Taxation - May 2000
Academic Scholarship.

SOUTHERN UNIVERSITY SCHOOL OF LAW - Baton Rouge, LA.
Juris Doctorate - May 1999
Magna Cum Laude.
Evidence Academic Scholarship.
Advocates For Christ Academic Scholarship.
Admitted to the Louisiana State Bar October 1999.
Admitted to the United States Tax Court February 2002

LOUISIANA STATE UNIVERSITY - Baton Rouge, LA.
Bachelor of Science: Finance – May 1995
Bachelor of Science: Accounting – December 1993
Dean's List.
Stock-Track Top Money Manager Award.
Member of The Accounting Society.
Member of The Student Government Senate.
Member of The LSU Student Social & Entertainment Committee.

EXPERIENCE

- 2001- Present Southern University Law Center Low Income Taxpayers Clinic – Baton Rouge, LA
Professor of Clinical Education: Managing the Low Income Taxpayers Clinic (LITC), taught Basic Tax, Taxation of Flow-Through Entities, Tax Procedure and Litigation, Estate Planning, and Trusts.
- 1999-2001 Christian P. Fasullo, LL.M. Attorney At Law, APLC- Baton Rouge, LA.
Attorney: Corporate and individual income tax, gift, estate and trust tax planning, wills and successions, litigation, represent clients before the Internal Revenue Service, and other general business practice activities.
- 1993-1999: James M. Campbell CPA, APC.- Baton Rouge, LA.
Accountant: Prepared corporate and individual income tax returns, prepared gift and estate tax returns, created financial statements, audited business financial statements, and researched tax issues.
- 1992-1993: Tech Financial Services, Inc.- Burbank, CA.
Financial Analyst: Analyzed financial statements, made recommendations regarding restructuring companies, and worked with management to implement restructuring plan.
- 1991-1992: Vision Homes Construction Company - Baton Rouge, LA.
Project Manager: Supervised construction sites, calculated and analyzed construction costs, and coordinated and paid sub-contractors.
-

Community Service & Public Speaking

Asset Building Coalition of East Baton Rouge

I have assisted the Asset Building Coalition in East Baton Rouge in their outreach activities by participating in the planning and development of the outreach programs. These outreach activities target a specific segment of the population that are considered "at risk." This segment of the population generally do not have bank accounts and usually have not filed tax returns to the state or federal governments. As a result, any refunds or stimulus payments the state or federal governments issue to lower income citizens will not reach them. The outreach activities educate the population and help establish bank accounts and help the people become current on their filing requirements to the state and federal governments so that they can receive their refunds and stimulus payments.

BRCC Super Tax Day

All community organizations came together to discuss the Super tax Day Outreach and to plan the activities at BRCC. The Super Tax Days occurred as a community outreach and educations to educate the community of the tax credits offered by the Internal Revenue Service.

Dates of Super Tax Days at BRCC: March 2008, March 2009, March2010, March 2011, March 2012, March 2013, March 2014, & March 2015

Taxpayers' Advocate Super Tax Day

Worked with the Louisiana Tax Payer's Advocate to educate the local community of the new tax law changes and the available tax credits.

Dates of Super Tax Days at Louisiana Tax Payers Advocate:

March 2008, March 2009, March 2010, March 2011, March 2012 & March 2013, March 2014, & March 2015

Public Speaking Engagement

Presentation to Union Baptist Church

2015 – Presented information to attendees concerning tax liabilities, settlement of tax debts, identity theft, and tax return preparer fraud.

2013 – Presentation of information concerning EITC, OIC, CNC, Installment Agreement, and compliance. Question & Answer session.

Presentation to Capital Area Alliance for the Homeless

2015 - Presented information to attendees concerning tax liabilities, settlement of tax debts, identity theft, and tax return preparer fraud.

Presentation to Mount Pilgrim Baptist Church

2015 - Presented information to attendees concerning tax liabilities, settlement of tax debts, identity theft, and tax return preparer fraud.

Presentation to attendees at Scenic Hwy Public Library

2014 - Presented information to attendees concerning tax liabilities, settlement of tax debts, identity theft, and tax return preparer fraud. Question & Answer session.

Ask-A-Lawyer at Immaculate Conception Church

2014 - Presentation of General Information and then Question & Answer session.

Presentation at St. Paul Baptist Church

2013 – Presentation of information concerning EITC, OIC, CNC, Installment Agreement, and compliance. Question & Answer session.

Presentation at New Covenant Church

2012 – Presentation of information concerning EITC, OIC, CNC, Installment Agreement, and compliance. Question & Answer session.

Presentation at Don Avenue Baptist Church

2012 – Presentation of information concerning EITC, OIC, CNC, Installment Agreement, and compliance. Question & Answer session.

Presentation at First Pentecostal Church

2012 – Presentation of information concerning EITC, OIC, CNC, Installment Agreement, and compliance. Question & Answer session.

Presentation at Abundant Life Church

2012 – Presentation of information concerning EITC, OIC, CNC, Installment Agreement, and compliance. Question & Answer session.

Presentation at Southside Baptist Church

2012 – Presentation of information concerning EITC, OIC, CNC, Installment Agreement, and compliance. Question & Answer session.

Presentation at Hebron Baptist Church

2012 – Presentation of information concerning EITC, OIC, CNC, Installment Agreement, and compliance. Question & Answer session.

Presentation at Counsel On Aging

2012 – Presentation of information concerning EITC, OIC, CNC, Installment Agreement, and compliance. Question & Answer session.

Presentation at Denham Springs Meals Site

2012 – Presentation of information concerning EITC, OIC, CNC, Installment Agreement, and compliance. Question & Answer session.

Presentation to Southern University Continuing Legal Education – Baton Rouge

2011 – Presented information to Lawyers concerning the Accounting Practices of Law Offices and the Accounting Requirements of Trust Account Accounting.

Presentation to Senator Landrieu's Office–New Orleans

2009- Presented information concerning Low Income tax Payer's Clinic; Who We Are and What We Do.

Presentation to Louisiana Cattlemen's Association – Alexandria

2006- Presented information concerning the treatment of Special Tax Considerations for Cattlemen and Ranchers concerning depreciation, deductions, purchasing assets, financing, and losses.

Presentation Regarding Casualty Thefts & Losses For Farmers – Baton Rouge

2005- Presented information concerning the treatment of Casualty Thefts and Losses due to Casualty Thefts and losses.

2004 - Presented information concerning the treatment of Casualty Thefts and Losses due to Casualty Thefts and losses.

Presentation Regarding Special Tax Considerations For Farmers – Baton Rouge

2003 – Presented information concerning the Special Tax Considerations for Farmers concerning depreciation, deductions, purchasing assets, financing, and losses.

Grants & Awards

The Southern University Law Center Low Income Tax Clinic has consistently been partially funded by a Grant Award from the National Taxpayers Advocate Service since March 2001.

Student Advising

Advising students in their academic and professional pursuits. Helping student plan their class choices to better prepare them for the practice of law in the area of tax law. Advising student in their preparation of admissions materials for LL.M. programs, choosing options for employment in the tax field and preparation for Job interviews.

Student Organization

I have been an advisor for the student led Volunteer Income Tax Assistance program (VITA). This is an annually organized program where students are trained in the basic tax law and in the preparation of individual tax returns for the current years. The students provide tax return preparation services for the general public at no charge.

Additional Information

The Law Center now offers a Tax Certificate; allowing students who planned their schedules appropriately, and who possessed the requisite number of hours, to qualify for the Tax Certificate and a notation on their Law Center Degree. I work with the Vice-Chancellor to make sure the Law Centers' tax course rotation is adequate for the students to enroll in the courses needed to complete the certificate requirements.

I am a member of the Board of Trustees of my church, active in church administration, and am active in the church's outreach activities. The outreach activities include, but are not limited to residential community outreach, public school outreach, and church to church administrative coordination and cooperation.

To: Clinical Faculty Evaluation Committee
From: Alvin Washington
Date: March 21, 2016
Re: Continuing Appointment

I am submitting the enclosed information in support of my application for a 405(c) presumptive five year renewable contract. Over the last five years, the mediation clinic has enjoyed tremendous growth both in the substance and the types of cases mediated.

Our referral partners now include the Louisiana Department of Justice, United States Department of Agriculture, Equal Employment Opportunity Commission, Baton Rouge Bar Association, Southeast Louisiana Legal Services, Baton Rouge and Opelousas City Courts, East Baton Rouge Parish Family Court and the Louisiana Office of Worker's Compensation.

Mediation clinic students use dispute resolution techniques to assist parties with evictions, foreclosures, co-parenting plans, and other consumer related issues. Like our sister clinics, the people we serve are often poverty stricken and cannot afford legal representation. Our students have helped these parties achieve favorable and sometimes even life changing outcomes.

To enhance the classroom learning experience, I have among other things developed mediation scripts to ensure that mediations are conducted in a structured and professional manner, used videos to illustrate various conflict resolution approaches, and used bar exams for mediation role play exercises.

As a faculty member, I serve on various committees including the admissions committee and the security and safety committee. I remain active in the community working with the Baton Rouge Bar Association's Pro Bono Committee and the South Louisiana Charter Foundation. I have provided training to other attorneys and mediators, published a mediation related article in the Around the Bar Magazine, and served as a subject editor for the "Handbook of Louisiana Alternative Dispute Resolution."

I think you for your consideration and look forward to discussing this opportunity for promotion with you at your convenience.



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

June 6, 2016

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

Dear Dr. Belton:

The Office of the Executive Vice President for Academic Affairs and Provost received faculty recommendations for tenure and promotion at Southern University and A&M College.

We conducted a thorough review of the supporting documentation, evaluations and recommendations of the departmental committee, the chairperson, the College RTP committee, and the deans.

The following faculty members have clearly demonstrated their commitment to teaching, research and service and merit promotion. I recommend the following actions:

Allison Anadi	Criminal Justice	Promotion to Full Professor
Peter Breaux	History	Promotion to Associate Professor with Tenure
Alo Dutta	Nursing	Promotion to Full Professor
Nigel Gwee	Computer Science	Promotion to Full Professor
Anthony Igiede	Sociology	Promotion to Full Professor
Cheria Lane-Mackey	Family and Consumer Sciences	Promotion to Associate Professor with Tenure
Caroline Telles	Biology	Promotion to Associate Professor with Tenure

Thank you for your consideration of this request. Upon your approval, please forward this list of names to the Southern University Board of Supervisors for their review.

Sincerely,

M. Christopher Brown II, Ph.D.
Executive Vice President and Provost



Dr. Rodney A. Ellis
Chancellor

June 8, 2016

Ray L. Belton, Ph.D., President/Chancellor
Southern University System Office
4th Floor, J. S. Clark Administration Building
Baton Rouge, LA. 70813

RE: Promotion and Tenure Recommendations (SUSLA)

Dear Dr. Belton:

Please find enclosed those applicants who are being recommended for promotion and tenure at Southern University at Shreveport Louisiana (SUSLA). As you may note, the listing of applicants is significant, which ultimately shines light on the fact that SUSLA has not submitted recommendations for promotion and tenure in recent years. Further the submissions reflect a decision that was made after reviewing them through an appeals process to my office.

Members of faculty who were denied promotion and tenure were granted a second appeal to the Office of the Chancellor. Those faculty members were given an opportunity to resubmit their dossiers and provide relevant updated materials. That documentation was personally reviewed and scored. After completing a detailed review, it is my recommendation that nine appellants below be recommended for promotion and tenure.

Faculty Recommended for Promotion and Tenure

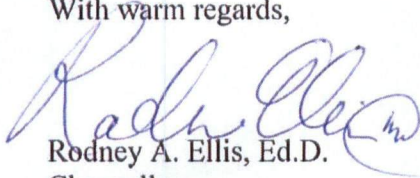
Faculty Member	Current Rank	Recommended Rank
Kenechukwu Anyanechi	Assistant Professor	Associate Professor
Jennifer Green	Assistant Professor	Associate Professor
Aylwin Holmon	Assistant Professor	Associate Professor
Breunka Moon	Instructor	Assistant Professor
Joslin Pickens	Assistant Professor	Associate Professor
Sheila Swift	Assistant Professor	Associate Professor
Daphne Thibeaux	Assistant Professor	Associate Professor
Harolyn Wilson	Instructor	Assistant Professor
Olden Wright	Instructor	Assistant Professor

Although it is my recommendation to approve their promotion and tenure, it is also my request that potential salary increases for promotions be delayed until after the new fiscal year when a thorough assessment can be made, given finalized amounts for state budget cuts. Once adequate revenue is identified and available, increases will be awarded.

Notwithstanding, SUSLA has determined that recognition of applicants who are qualified for promotion and tenure should go forth at this time. I, therefore, submit for your consideration my recommendations and evidence of my endorsement of these deserving applicants.

Indeed, if you find favor, it is further desired that this submission be forwarded to the Southern University Board of Supervisors for their review at the next scheduled meeting.

With warm regards,

A handwritten signature in blue ink, appearing to read "Rodney A. Ellis". The signature is fluid and cursive, with a small "Ed.D." written at the end.

Rodney A. Ellis, Ed.D.
Chancellor

RAE/lw

SOUTHERN UNIVERSITY RECOMMENDATIONS FOR FACULTY TENURE

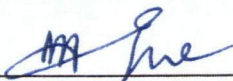
*Effective Date: Fall Semester of 2016

Campus Southern University at New Orleans


*Provided all approvals are secured prior to this date.

Name or Faculty Member (last name first)	Department	Years of Experience at SUNO as a Full-Time Faculty Member	Present Rank	Number of Year in Rank	Number and % of Tenured Faculty in Department (include Chairs, if tenured)
					No. Tenured.....%
Dr. Robert Azzarello	Arts & Humanities	6	Assistant Professor	6	9 (out of 13).....69%
Dr. Bashir Atteia	Natural Sciences	5 1/2	Assistant Professor	5 1/2	9 (out of 25).....36%
Dr. Rachid Belmasrour	Natural Sciences	6 1/2	Assistant Professor	6 1/2	9 (out of 25).....36%
Mr. Travis Johnson	Social Sciences	5 1/2	Assistant Professor	5 1/2	5 (out of 10).....50%
Dr. Muhammed Miah	Computer Information Systems	6 1/2	Assistant Professor	6 1/2	4 (out of 8).....50%
Mr. Claude Montegut	Social Work	6 1/2	Assistant Professor	6 1/2	10 (out of 17).....59%
Dr. Jill Murray	Social Work	6 1/2	Assistant Professor	6 1/2	10 (out of 17).....59%

SIGNATURES OF APPROVAL:


06-15-16
 Vice Chancellor for Academic Affairs Date

 President of the System Date


6/15/16
 Interim Chancellor Date

 Chairman of the Board of Supervisors Date
 on Behalf of the Board

**SOUTHERN UNIVERSITY
RECOMMENDATIONS FOR FACULTY TENURE - ADDENDUM**

*Effective Date: Fall Semester of 2016

Campus Southern University at New Orleans

*Provided all approvals are secured prior to this date.

Name or Faculty Member (last name first)	Department	Years of Experience at SUNO as a Full-Time Faculty Member	Present Rank	Number of Year in Rank	Number and % of Tenured Faculty in Department (include Chairs, if tenured) No. Tenured.....%
Dr. Rebecca Chaisson	Social Work	3*	Associate Professor	1	10 (out of 17).....59%
		*Granted 2-year waiver for previous services.			

SIGNATURES OF APPROVAL:

 06-22-16
Vice Chancellor for Academic Affairs Date

President of the System Date

 6/22/16
Interim Chancellor Date

Chairman of the Board of Supervisors Date
on Behalf of the Board

**SOUTHERN UNIVERSITY
RECOMMENDATIONS FOR FACULTY PROMOTION IN RANK**

Campus Southern University at New Orleans

*Effective Date: Fall Semester of 2016

*Provided all approvals are secured prior to this date.

Name or Faculty Member (last name first). Attach Listing of Publications or Other Scholarly Works for Each	Department	Promotion from Present Rank to →	Next Rank	Years of Experience at SU as a Full-Time Faculty Member	Number of Years in Present Rank	Is Automatic Tenure Granted if this Promotion is Approved (Indicate Yes or No)?	Temporary track (non-Probationary)
							Probationary (Tenure track)
Dr. Robert Azzarello	Arts & Humanities	Assistant Professor	Associate Professor	6	6	Yes	
Dr. Bashir Atteia	Natural Sciences	Assistant Professor	Associate Professor	5.5	5.5	Yes	
Dr. Rachid Belmasrou	Natural Sciences	Assistant Professor	Associate Professor	5.5	5.5	Yes	
Dr. Muhammed Miah	Computer Information Systems	Assistant Professor	Associate Professor	7	7	Yes	
Dr. Jill Murray	Social Work	Assistant Professor	Associate Professor	6	6	Yes	
Dr. Joseph Coleman	Social Sciences	Assistant Professor	Associate Professor	12	12	N/A	Tenured
Dr. Christopher Linn	Social Sciences	Assistant Professor	Associate Professor	10	10	N/A	Tenured
Dr. Adrine Harrell-Carter	Business Administration	Assistant Professor	Associate Professor	8	8	N/A	Tenured
Dr. Sherry Bachus	Child Development & Family Studies	Assistant Professor	Associate Professor	6	6	N/A	Tenured
Dr. Tchavdar Marinov	Natural Sciences	Associate Professor	Full Professor	8.5	8.5	N/A	Tenured
Dr. Cynthia Singleton	Natural Sciences	Associate Professor	Full Professor	20.5	20.5	N/A	Tenured
Dr. Illya Tietzel	Natural Sciences	Associate Professor	Full Professor	8.5	8.5	N/A	Tenured
Dr. Evelyn Harrell	Social Sciences	Associate Professor	Full Professor	13	13	N/A	Tenured

SIGNATURES OF APPROVAL:

[Signature] 06-15-16
Vice Chancellor for Academic Affairs Date

President of the System Date

[Signature] 6/15/16
Interim Chancellor Date

Chairman of the Board of Supervisors
on Behalf of the Board Date

Southern University at New Orleans
Office of Academic Affairs

2015-2016 Retention, Tenure and Promotion (RTP) Recommendations (SUMMARY)

I. RETENTION

College	Name	Tenure Track Employment Date	Reviewers' Recommendations										
			Departmental RTP		Chair		College RTP		Dean	Vice Chan. Acad. Affairs	Chancellor	Recommendation	
			Score	Rec.	Score	Rec.	Score	Rec.	Rec.				
College of Arts & Sciences	Dr. Sarah Jackson	Fall 2014	86.8	Yes	--	Yes	80.8	Yes	Yes	Yes	Yes	Yes	Yes
	Dr. Warren Jones	Fall 2012	64.2	Yes	--	Yes	55.7	Yes	Yes	Yes	Yes	Yes	Yes
	Dr. Douglas Marshall	Spring 2013	89.2	Yes	85.2	Yes	85.2	Yes	Yes	Yes	Yes	Yes	Yes
	Ms. Connie Salaam	Fall 2014	68.9	Yes	62.7	Yes	62.7	Yes	Yes	Yes	Yes	Yes	Yes
	Mrs. Andrea Mignott	Spring 2010	79.2	Yes	N/A	N/A	83.4	Yes	Yes	Yes	Yes	Yes	(has resigned)
	Ms. Pharissa Robinson	Fall 2013	85.3	Yes	--	--	80.7	Yes	Yes	Yes	Yes	Yes	Yes
	Mr. Haitham Eid	Fall 2014	89.0	Yes	N/A	N/A	87.4	Yes	Yes	Yes	Yes	Yes	Yes
	Dr. Christian Clement	Fall 2014	95.1	Yes	101.5	Yes	89.4	Yes	Yes	Yes	Yes	Yes	Yes
	Dr. Michael Ibiwoye	Spring 2014	82.2	Yes	70.0	Yes	76.7	Yes	Yes	Yes	Yes	Yes	Yes
	Dr. Pamela Marshall	Fall 2014	90.3	Yes	102.0	Yes	79.6	Yes	Yes	Yes	Yes	Yes	Yes
	Dr. Nebiat Sisay	Fall 2014	73.8	Yes	61.5	Yes	65.6	Yes	Yes	Yes	Yes	Yes	Yes
	Dr. Yi Zhen	Fall 2014	78.2	Yes	61.5	Yes	67.9	Yes	Yes	Yes	Yes	Yes	Yes
	Mr. Kenneth Foy	Fall 2014	71.0	Yes	--	Yes	69.5	Yes	Yes	Yes	Yes	Yes	Yes
	Mr. Darren Gil	Spring 2013	83.0	Yes	--	Yes	86.7	Yes	Yes	Yes	Yes	Yes	Yes
Dr. Patrick Webb	Fall 2014	108.0	Yes	--	Yes	90.2	Yes	Yes	Yes	Yes	Yes	Yes	
College of Business & Public Administration	Dr. Charles Briggs	Fall 2011	90.5	Yes	--	Yes	80.0	Yes	Yes	Yes	Yes	Yes	Yes
	Dr. Faisal Al-Khateeb	Spring 2015	82.0	Yes	--	Yes	70.0	Yes	Yes	Yes	Yes	Yes	Yes
	Dr. Yanjun Yu	Fall 2011	88.7	Yes	--	Yes	78.0	Yes	Yes	Yes	Yes	Yes	Yes
	Dr. Robert Elliott, Sr.	Fall 2014	86.7	Yes	--	Yes	70.0	Yes	Yes	Yes	Yes	Yes	Yes
	Dr. Nabie Conteh	Spring 2015	84.7	Yes	--	Yes	67.0	Yes	Yes	Yes	Yes	Yes	Yes
	Ms. Patricia Robertson	Fall 2013	80.0	Yes	--	Yes	76.0	Yes	Yes	Yes	Yes	Yes	Yes

Southern University at New Orleans
Office of Academic Affairs

2015-2016 Retention, Tenure and Promotion (RTP) Recommendations - SUMMARY
TENURE AND PROMOTION

II. TENURE ONLY

College	Name	Tenure Track Employment Date	Reviewers' Recommendations									
			Departmental RTP		Chair		College RTP		Dean	Vice Chan. Acad. Affairs	Chancellor	Recommendation
			Score	Rec.	Score	Rec.	Score	Rec.	Rec.			
College of Arts & Sciences	NO RECOMMENDATIONS											
College of Business & Public Administration	NO RECOMMENDATIONS											
College of Education & Human Development	NO RECOMMENDATIONS											
School of Social Work	Dr. Rebecca Chaisson	Fall 2013	N/A		N/A		101.0	Yes	Yes	No	No	Denied - Service years short of requirements for Tenure
	Mr. Claude Montegut	Fall 2010	N/A		N/A		82.5	Yes	Yes	Yes	Yes	Yes

FACILITIES AND PROPERTY COMMITTEE

(Following the Academic Affairs Committee)

Friday, June 24, 2016

Southern University Board of Supervisors Meeting Room
2nd Floor, JS Clark Administration Building
Baton Rouge, Louisiana 70813

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Item
 - A. Request Approval of Parking Permit Fee Increase, SUNO
6. Informational Item
 - A. Priority Projects Update, SUS
 - B. Update on Turf Field, A.W. Mumford Stadium, SUBR
7. Other Business
8. Adjournment

MEMBERS

Rev. Donald R. Henry, Chair, Mr. Richard Hilliard, Vice Chair,
Mr. Raymond Fondel, Jr., Rev. Joe R. Gant, Jr., Mr. Myron Lawson,
Atty. Patrick D. Magee, Mrs. Ann Smith
Dr. Leon R. Tarver II – Ex-Officio



SOUTHERN UNIVERSITY AT NEW ORLEANS

6400 Press Drive – Maintenance Bldg.
New Orleans, La. 70126
Phone: (504) 284-5432 Fax: (504) 284-5477

POLICE DEPARTMENT

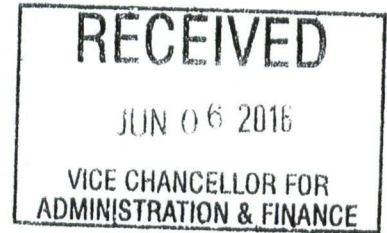
MEMORANDUM

To: Gloria B. Moultrie
Vice Chancellor Community Outreach and
University Advancement

From: Bruce Adams
Chief of Police

Date: May 12, 2016

Re: Parking Permit Fee Increase



At Chancellor Ukpolo's request, the following increase is being recommended. Parking fees must cover the expenses associated with constructing, operating and maintaining the parking facilities on campus, which have continued to increase. This recommended increase will allow us to continue to provide clean, safe parking for the campus community.

Effective for Fall 2016, fees are scheduled to increase for students, faculty and staff. Please see the schedule attached for current rates.

Gloria B. Moultrie

Gloria B. Moultrie
Vice Chancellor Community Outreach and
University Advancement

Julian Rentropse 6-7-2016

Julian Rentropse
Vice Chancellor Administration and Finance

Victor Ukpolo / Lec 6/7/16

Victor Ukpolo
Chancellor

*Approved
Lect. and
report BDS
6/7/16
A
JH*

Current

1. Faculty & Staff Reserved Parking
 - \$100.00 per Academic year
 - \$15.00 per additional vehicle
2. Faculty & Staff Preferred Parking
 - \$50.00 per Academic year
 - \$15.00 per additional vehicle
3. Faculty & Staff General Parking
 - \$25.00 per Academic year
 - \$15.00 per additional vehicle
4. Student General Parking
 - \$15.00 per semester
 - \$15.00 per additional vehicle
5. Housing
 - \$25.00 per semester
 - \$15.00 per semester

Recommended

1. Faculty & Staff Reserved Parking
 - \$125.00 per Academic year
 - \$45.00 per semester *new*
 - \$25.00 per additional vehicle
2. Faculty & Staff Preferred Parking
 - \$80.00 per Academic year
 - \$30.00 per semester *new*
 - \$25.00 per additional vehicle
3. Faculty & Staff General Parking
 - \$60.00 per Academic year
 - \$25.00 per semester *new*
 - \$25.00 per additional vehicle
4. Student General Parking
 - \$60.00 per Academic year *new*
 - \$25.00 per semester
 - \$25.00 per additional vehicle
5. Housing
 - \$35.00 per semester
 - \$25.00 per additional vehicle
6. Event visitor parking
 - \$5.00 per vehicle *new*

Southern University System

Office of Facilities Planning

June 14, 2016 7:00 pm

SU SYSTEM FACILITIES PROJECT UPDATES

SU Baton Rouge

1. SU Laboratory School new window wall, American Disability Act (ADA) new restrooms and ramp

- Selection of Architect for the \$1.2 Million Upgrade is Sit Wong w/Domain Design.
- Pre-design meeting was held on June 26, 2013.
- Available Funds for Construction (**AFC**) is \$960,000.00.
- Project involves installation of new window wall system, ADA restrooms, new entry doors and ADA ramps.
- Pre-bid meeting held March 5, 2015.
- Project bid March 17, 2015 at \$741,000.
- General Contractor (**GC**) is HVACR Systems LLC
- Preconstruction meeting held April 9, 2015.
- Construction began at the end of school year on May 25, 2015.
- Construction time has been extended due to three new change orders.
- Construction is 95% complete.
- Construction was initially scheduled to be completed on February 2016
- Change Order approval pending by Facility Planning & Control (**FP&C**) for Fire Marshal inspection requiring 4 additional exit windows for 4 classrooms.
- A new completion date is pending due to completing punch list items by the General Contractor for July 2016.

•

2. F.G. Clark Activity Center Fire Code Citations Renovations

- Available Funds for Construction (**AFC**) \$418,000 for Base Bid w/ alternates 1,2&3
- Sit Wong , Architect
- State funded project.
- Estimated construction cost to meet Fire & Safety code- \$418,000.
- Will eliminate need for a fire watch.
- Project bid opening February, 2015.
- General Contractor: MBD Maintenance, LLC low bidder at \$301,000.00.
- Construction started April 2015
- Project completion set for February, 2016.
- MBD Maintenance, LLC Construction amount \$331,621, including change orders
- Fire Marshal inspection – May 10, 2016
- Substantially inspection of completion May 17, 2016 by Designer
- Punch list completion May 17, 2016 by GC
- Notice of Acceptance May 17, 2016 by Designer
- MBD Maintenance file Notice of Acceptance with the Clerk of Court to start the 45 day lien period

- Final Inspection July 2016
 - Consent of Surety, Clear lien certificate showing that 45 days have elapsed since the notice of acceptance was filed with the Clerk of Court. Punch list, As-Builts must be completed and approved by Designer prior to final payment for the General Contractor.
 - 10% Retainage of final payment to the General Contractor is pending clear lien certificate.
3. Fire Alarm System upgrade for various buildings
- Pending Budget AFC approval from the State in the amount of \$700,000
 - Designer Mel Engineering \$57,550
 - Construction Documents completed Dec 2015
 - Funding in the amount of \$700,000 is pending State's approval
- Notes:*
J B Cade Library \$240,000 +/- was approved 13 June 2016, FP&C will send project out for bids (Mr. K. Clark of FP&C).
4. Hurricane Isaac repairs for various buildings
- Office of Risk Management (**ORM**) Available Funds for Construction (**AFC**) Budget approved
 - Advertisement for bids
 - Pre-Bid meeting 20 May 2016 10:30 a.m.
 - Deadline to submit inquiries: May 26, 2016
 - Bid Date: July 2017
5. Hurricane Gustav repairs for various buildings
- Office of Risk Management (**ORM**) AFC Budget approved by ORM and FP&C
 - FP&C and SUBR sending projects out for Bid Advertisement – in progress.
 -
6. Disaster event: Mississippi River Flooding / sloughing off of the Ravine and Bluff, various locations
- Dec 8-11, 2015
 - Pending assessment review report by ORM & FEMA to fund the project.
7. Disaster event: Severe Weather / sloughing off of the Ravine and Bluff various locations
- March 2015
 - Pending assessment review report by ORM & FEMA to fund the project
8. Frank Hayden Theater lighting upgrade/renovation
- Title 3 funding \$220,000
 - Designer Daniel Calongne Engineers
 - Low bidder: Rex A. Hymel Company \$189,854
 - A pre-construction meeting May 26, 2016.
 - General Contractor on site 1st week of June 2016
 - Making great progress

SU New Orleans

1. **Natural Science Building**

Architect Selections were made on Wednesday, May 15, 2013 for 4 new buildings.

- Architects: Sizzler Thompson Brown – Awarded Natural Science Building. Science building will change from 3 to 4 stories to house Science, Sch. of Nursing, Math, Physics, Health Information Management Systems, Biology, Chemistry and Forensic Science. It will consist of a total of 107,435 sq. ft. and will be located on the Park Campus. Construction Document Phase complete. Budget increased to \$27,750,000.
- Construction bids – pending FP&C
-

2. **New Education and Human Development Building**

- Verges Rome Architects – Awarded Education and Human Development Building, This building will be two stories in height and have a total of 49,114 square feet. Project will be located on the Lake Campus. Construction Documents 95% complete. Cost of the project is budgeted at \$11, 608,000.
- Construction bids – pending FP&C

3. **Arts & Humanities and Social Science Building**

- Chasm + Fusion Architects – Awarded Arts & Humanities and Social Science Bldg. Project will be located on the Park Campus. Building will consist of a three story office and lab wing with the auditorium and proscenium tower extending to nearly five stories. The building will have 70,640 square feet. Estimated cost of the project is \$21,200,000.
- Construction bids – pending FP&C

4. **School of Social Work**

- Waggoner & Ball Architects – Awarded School of Millie M. Charles School of Social Work. This building will be located on the Lake Campus. Architect completed construction document phase. The project budget is \$10, 257,000.
- Pre-bid meeting scheduled for October 15, 2015 at SUNO.
- Low bidder was Lamar Contractors LLC at \$9,910,000.
- Construction has started.
- May 26, 2016 Great progress with site and foundation work
- Completion scheduled for Fall, 2017

5. **University Center- 55,000 sq. ft.**

- \$5,500,000 budget for repair and mitigation. Building providing partial service.
- Additional funds of \$400,000 have been requested to make repairs needed for pool. HVAC repairs on second and third floors have received \$176,000. Project in schematic design.
- First floor and flood wall were completed in April, 2015.
- Substantial Completed July 2015
- Pending Punch-list to be complete by General Contractor.
- Completed
-

6. Health and P. E. Building Renovations

- Bid November, 2014.
- SMB Architects.
- Louis Livers low bidder. AFC cost is \$1.3M.
- Project is 100% complete. Completion was in April, 2015.
- Additional \$400,000.00 has been requested to repair Swimming Pool.

7. Demolitions

- Central Plant Building – To be demolished in Fall Semester 2016. Resolution complete. FEMA considered building more than 51% damaged by storm and build a new central plant building
- Existing “New” Science Building - To be demolished after construction of the new Natural Science.
- Brown Building (“Old” Science Building) - Demolished after construction of the new Natural Science Building.
- Multi-Purpose Building- To be demolished in fall 2015. FEMA determined building more than 51% damaged by storm. Demolition is 100% complete.

8. SUNO New Central Plant Building

- FP&C project manager: Mr. David Van Alstine 504 568 2414
- Sq. Ft: 8100
- AFC: \$8,648,799.47
- Designer: AST Engineers 225-926-5600 Mr. Kirk J. Simoneaux, P.E.
- Bid date: 04/12/2016
- Low Bid amount: \$ 6,097,000
- General Contractor: Gallo Mechanical
- Executed Contract/Notice to proceed Date: 05/16/2016
- Duration time to complete the project: 365 days
- May 26, 0216 progress meeting – need to work out asbestos removal details w/ FP&C, test piles installed, site work in progress.
- Construction project completion date: 05/16/2017

SU Shreveport

1. SUSLA Classroom (Science and General) Building- Main Campus

- FP&C Funding of \$6,300,000 available to begin the New Classroom Building.
- Architect: KSA Alliance
- Project bid October 8, 2014,
- ELA Group, Inc. low bidder \$6,287,000
- Contractor began construction February 11, 2015.
- Construction is approximately 75% complete June 2016 (completion September 2016)
-

2. Renovation of Allen Building School of Nursing - 600 Texas Street, Shreveport, LA (Downtown)

- FP&C Funding of \$3,500,000
- Architects: KSA Alliance

- Project bid April 19, 2016
- ELA Group, Inc. Low bidder \$3,484,500
- FP&C funding pending approval of House Bill 2

Notes: Funding required for Furnishing and Equipment (F&E)

SU Law Center

1. SULC Reroofing project
 - Budget cost \$486,000 AFC (University \$384,000 & Major Repairs \$112,000 funds)
 - Asbestos and Moisture testing of existing roof has been completed \$23,000
 - Williams and Williams Architecture LLC is preparing final bid construction documents 29April2016 \$59,200
 - Sending to the office of purchasing for ad
 - FP&C - Architect has reviewed construction documents and completed Code review
 - Pre-bid June 7, 2016 (120days to complete project)
 - \$112,000 + - was approved 13June2016 by the State (FP&C) to add into the project budget
 - Bid opening July 2016
 - Pending construction completion date September 2016
 -
2. Parking lot resurfacing/renovations
 - Construction documents completed: VALtect
 - Under construction by Honore' Companies LLC and cost \$146,500
 - Pending completion July 2016

SU Ag Center

1. Horticulture Storage Building
 - Funding AFC \$275,000
 - Williams and Williams Architecture designer fee \$27,000
 - Construction Documents (CD's) completed
 - Low bidder: Thornville Services \$263,000 Feb 2016
 - Pre-construction meeting is scheduled for 5/5/2016 (*180 days to complete project*)
2. Equipment Storage Building
 - Budget amount \$90,000
 - Architect – Byron J. Stewart & Associates designer fees \$12,600
 - Construction Documents complete
 - Bid date is pending in July 2016
3. Pesticide Storage Building
 - \$225,000 AFC
 - Architect – Williams and Williams Architecture designer fee \$23,000
 - Construction bid documents are 90% completed
 - August 31, 2016 is pending completion
4. A.O. Williams Hall Renovation
 - Budget amount is \$2,764,630

- Project was awarded to Engineer – Quebedeaux Engineers / Architect – Crump Wilson and Associates
- Estimated cost is approximately \$2,300,000.00
- Design phase started 4/27/2016
- Design Development Plan documents in progress

5. Multipurpose Building

- Waiting on FP&C to have the building redesigned within the AFC budget of \$1,200,000.

Prepared By: Eli G. Guillory III
Interim Director
Southern University System
 Office of Facilities Planning
 225-771-2786 office 225-573-0811 cell

Henry L. Thurman III	SUBR
Kestee Weir III	SUBR
Shaun Lewis	SUNO
Joseph LaCour Jr.	SUSLA
Lynda M. Batiste, VC	SUAG
Terry Hall VC	SULC
Jullin Renthropoe, VC	SUNO
Brandy Jacobsen, VC	SUSLA
Janice Sneed, VC	SUSLA

FINANCE COMMITTEE

(Following the Facilities and Property Committee)

Friday, June 24, 2016


Southern University Board of Supervisors Meeting Room
2nd Floor, JS Clark Administration Building
Baton Rouge, Louisiana 70813

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Items
 - A. Approval to Assess an Academic Excellence Fee, SULC
 - B. Request Approval to Increase Fees for International Student Population Fee, SUSLA
 - C. Request Approval to Increase Online Fees (\$10.00) per credit hour, SUSLA
 - D. Request Approval to Add Aviation Program Fee (\$350.00), SUSLA
 - E. Request Approval to Establish a University Support Fee, SUNO, SUBR
 - F. Request Approval of Parking Permit Fee Increase, SUNO
 - G. Request Approval for Tuition Discount Policy for Employees & Dependents, SUS
 - H. Request Approval of BA-7 #10, to Transfer Budget Spending Authority in the amount of \$679,547 from SUBR to SUNO, \$174,198 and SUSLA, \$505,349
 - I. Approval of System-wide Copier Services Contract
5. Informational Item
 - A. Interim Financial Report as of May 2016, SUS
 - B. Employee Tuition Discount/Fee Waivers for Spring 2016 Semester
6. Other Business
7. Adjournment

MEMBERS

Mr. Myron K. Lawson, Chair, Mr. Calvin W. Braxton, Sr., Vice Chair,
Atty. Tony Clayton, Dr. Curman L. Gaines, Rev. Donald R. Henry, Mr. Darren Mire
Dr. Leon R. Tarver II – Ex-Officio

<p>Name of Policy: Tuition Waivers for Full-Time Employees Immediate Family Members</p> <p>Issuing Authority: SUS Board of Supervisors</p> <p>Effective Date: 2016 Fall Semester</p> <p>Revision Date: 06/24/2016</p>	
<p><input type="checkbox"/> New Policy Proposal</p> <p><input checked="" type="checkbox"/> Major revision of existing policy</p>	<p style="text-align: center;">SOUTHERN UNIVERSITY SYSTEM POLICIES AND PROCEDURES</p> <p><input type="checkbox"/> Minor revision to existing policy</p> <p><input type="checkbox"/> Reaffirmation of existing policy</p>

***Southern University System
Policy***

Tuition Waivers for Full-Time Employees Immediate Family Members

The Southern University System (System) values its employees and wants to encourage their continued commitment to the Southern University System. In an effort to show our employees the value of their services, the System will offer a tuition waiver benefit for employees' immediate family members. The children, by blood or adoption, and spouses of regular full-time employees who would like to pursue a college education at Southern University will be allowed a tuition waiver based upon the following policy:


1. All full-time or part-time students who are System employee's spouses and/or children blood or adoption (referred to herein as dependent child) pursuing a degree or certifiable academic goal, e.g., teacher certification, are eligible to apply for a tuition waiver during the fall, spring and summer semesters.
2. Any dependent child and/or spouse that wants this benefit will be required to document their eligibility. The spouse will be required to present a marriage certificate and the dependent child will have to meet the definition of "qualified dependent" as defined by Section 152 of the Internal Revenue Code. Each System campus will develop procedures for this requirement.

3. The dependent child and/or spouse will have to maintain at least a 2.0 cumulative grade point average for an undergraduate degree and a 3.0 cumulative grade point average for a graduate degree.
4. This policy does not apply to coursework or degree programs offered at the Southern University Law Center.

Each Southern University System Chancellor will establish guidelines for the implementation of this policy. This policy repeals all current policies about tuition waivers for Southern University System employee's immediate family members.

APPROVED: _____
Ray L. Belton, Ph.D.
President-Chancellor

APPROVED: _____
Leon R. Tarver II, Ph.D., Chairman
Southern University Board of Supervisors

<p>Name of Policy: Employee Tuition Waiver for Full-Time SUS Employees</p> <p>Issuing Authority: SUS Board of Supervisors</p> <p>Effective Date: 2016 Fall Semester</p> <p>Revision Date: 06/24/2016</p>	
<p><input type="checkbox"/> New Policy Proposal</p> <p><input checked="" type="checkbox"/> Major revision of existing policy</p>	<p style="text-align: center;">SOUTHERN UNIVERSITY SYSTEM POLICIES AND PROCEDURES</p> <p><input type="checkbox"/> Minor revision to existing policy</p> <p><input type="checkbox"/> Reaffirmation of existing policy</p>

SOUTHERN UNIVERSITY SYSTEM
Policy
Employee Tuition Waiver for Full-Time
Southern University System Employees

The Southern University System (System) wants an educated workforce and wants to provide professional development opportunities for all of its employees. In order to afford employee educational opportunities to enhance both the quality and quantity of work provided to the System, the System will offer a tuition waiver benefit to its full-time permanent employees. Therefore, the following shall be the policy of the Southern University System:

1. Benefit

- The System will provide each employee a maximum tuition waiver of six (6) credit hours for the Fall and Spring semesters.
- The System will provide each employee a maximum tuition waiver of three (3) credit hours for the Summer semester.

2. Eligibility

- Any full-time System employee.
- The System employee must be employed in a full-time permanent position for at least two (2) years to be eligible for this benefit.

3. Requirements

- The employee must be admitted to a System Campus to pursue undergraduate or graduate coursework.
- The employee's manager or supervisor must approve the employee's request to attend undergraduate or graduate school at a System campus.
- The employee will be required to pay all fees each semester. The employee will be responsible for paying all tuition beyond the maximum six (6) credit hours in the Fall and Spring and the maximum three (3) credit hours in the Summer semester.
- An employee may take a maximum of three (3) hours during the work day.

The employee will be required to take educational leave for classes during the work day.

- Each campus will develop an application process for implementation and tracking of this System benefit.

4. Continued Eligibility

- The employee must maintain a cumulative grade point average of 2.5 in undergraduate coursework to remain eligible for the benefit.
- The employee must maintain a cumulative grade point average of 3.0 in graduate school to remain eligible for the benefit.
- Each semester, the employee must complete a tuition waiver form listing all of the employees' enrolled classes.

A Professional Staff/Administrator who receives this benefit must sign a conflict of interest agreement. The agreement must be signed by the Campus Chief Academic Officer. The agreement will detail how Professional Staff/Administrators will avoid any potential conflicts with faculty. The Vice President of Academic Affairs will assist campus Chief Academic Officers to develop procedures for this requirement. Final approval of an employee's application under this provision lies with the Campus Chancellor or System President, as applicable.

Employees taking advantage of the Tuition Benefit may be required to sign an employment agreement to continue to work in his/her department for a specified time after the courses are completed.

Part-time employees are not eligible for this benefit.

This policy replaces all current policies pertaining to Southern University System tuition discounts for Southern University System employees.

Approved:

Ray L. Belton, Ph.D., System President

Approved:

Leon R. Tarver II, Ph.D., Chairman
Southern University Board of Supervisors



VICE CHANCELLOR FOR FINANCE AND ADMINISTRATION
P.O. BOX 9212
BATON ROUGE, LA 70813
PHONE (225) 771-5021
FAX (225) 771-2018

June 14, 2016

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

RE: REQUEST FOR UNIVERSITY SUPPORT FEE INCREASE AT SUBR

Dear Dr. Belton:

The purpose of this correspondence is to request authorization to increase University Support fees up to 10 percent at Southern University at Baton Rouge (SUBR) in accordance with guidelines set forth by the Louisiana Legislature in the form of House Bill 152. As you are aware, this bill allows for the Southern University Board of Supervisors to establish at each institution under their respective management and supervision mandatory fees to be charged to students enrolled at such institutions and to adjust the amounts of such fees as they deem necessary. Such authority shall apply for the 2015-2016 and 2016-2017 academic years only, and the authority to increase University Support fees pursuant thereto shall terminate on June 30, 2017.

We look to benefit from this opportunity to increase our University support fees to ensure that SUBR remains competitive with our peer institutions. Further, this adjustment will allow for SUBR to utilize the University support fee increase to provide additional student services that will hopefully lead to increased retention and graduation rates and provide more academic resources for our programs.

The attached schedule provides an estimate of the per student increase and the total projected revenue for the fiscal year.

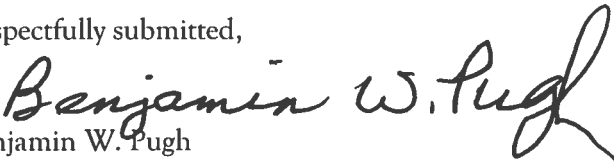
Therein, this communication requests your favorable endorsement of this decision and that of the Southern University Board of Supervisors.

Baton Rouge, Louisiana 70813 - 0400 [225]771-2011
"A People's Institution Serving The State, The Nation, and the World."

Dr. Ray L. Belton
June 14, 2016
Page 2

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

Respectfully submitted,


Benjamin W. Pugh
Vice Chancellor for Finance and Administration

/lt

Attachment

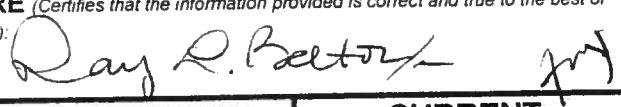
Southern University and A&M College
Projected Breakdown of Student Tuition and Fees
2016 Fall Semester

Projected Tuition and Fees	Undergraduate	Graduate
2016 Spring Semester Tuition and Fees	\$ 3,673	\$ 4,242
Projected Increase in Fees (10%)	367	424
Total Projected 2016 Fall Semester Fees	4,040	4,666
Projected Increase in Tuition & Fees Effective 2016 Fall Semester	\$ 367	\$ 424

Southern University and A&M College
Projected Breakdown of Undergraduate and Graduate Student Tuition and Fees
Fall Semester 2016

Undergraduate Fees	0 Hrs	1 Hr	2 Hrs	3 Hrs	4 Hrs	5 Hrs	6 Hrs	7 Hrs	8 Hrs	9 Hrs	10 Hrs	11 Hrs	12 Hrs & Above
Projected Tuition and Fees													
2016 Spring Undergraduate Tuition and Fees	\$ 414	\$ 1,734	\$ 1,761	\$ 1,788	\$ 2,131	\$ 2,158	\$ 2,185	\$ 2,682	\$ 2,709	\$ 2,736	\$ 3,122	\$ 3,149	\$ 3,673
Projected Increase in Fees Rounded (10%)	41	173	176	179	213	216	219	268	271	274	312	315	367
Total Projected 2016 Fall Tuition and Fees	\$ 455	\$ 1,907	\$ 1,937	\$ 1,967	\$ 2,344	\$ 2,374	\$ 2,404	\$ 2,950	\$ 2,980	\$ 3,010	\$ 3,434	\$ 3,464	\$ 4,040
Graduate Fees	0 Hrs	1 Hr	2 Hrs	3 Hrs	4 Hrs	5 Hrs	6 Hrs	7 Hrs	8 Hrs	9 Hrs	10 Hrs	11 Hrs	12 Hrs & Above
Projected Tuition and Fees													
2016 Spring Graduate Tuition and Fees	\$ 466	\$ 802	\$ 859	\$ 916	\$ 1,382	\$ 1,439	\$ 1,496	\$ 2,341	\$ 2,398	\$ 4,071	\$ 4,128	\$ 4,185	\$ 4,242
Projected Increase in Fees Rounded (10%)	47	80	86	92	138	144	150	234	240	407	413	419	424
Total Projected 2016 Fall Tuition and Fees	\$ 513	\$ 882	\$ 945	\$ 1,008	\$ 1,520	\$ 1,583	\$ 1,646	\$ 2,575	\$ 2,638	\$ 4,478	\$ 4,541	\$ 4,604	\$ 4,666

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

DEPARTMENT: Higher Education		FOR OPB USE ONLY				
AGENCY: Southern University Board of Supervisors		OPB LOG NUMBER		AGENDA NUMBER		
SCHEDULE NUMBER: 19-615		Approval and Authority:				
SUBMISSION DATE: 6/22/2016						
AGENCY BA-7 NUMBER: 10						
HEAD OF BUDGET UNIT: Dr. Ray L. Belton						
TITLE: System President-Chancellor						
SIGNATURE <small>(Certifies that the information provided is correct and true to the best of your knowledge):</small>						
						
MEANS OF FINANCING	CURRENT FY 2015-2016	ADJUSTMENT (+) or (-)		REVISED FY 2015-2016		
GENERAL FUND BY:						
DIRECT	\$24,206,570	\$0		\$24,206,570		
INTERAGENCY TRANSFERS	\$4,896,768	\$0		\$4,896,768		
FEES & SELF-GENERATED	\$72,358,751	\$0		\$72,358,751		
STATUTORY DEDICATIONS	\$24,880,260	\$0		\$24,880,260		
Tobacco Tax Health Care Fund (E32)	\$1,000,000	\$0		\$1,000,000		
Pari-mutuel Live Racing Facility Gaming Control Fund (G09)	\$50,000	\$0		\$50,000		
Subtotal of Dedications from Page 2	\$23,830,260	\$0		\$23,830,260		
INTERIM EMERGENCY BOARD		\$0		\$0		
FEDERAL	\$3,654,209	\$0		\$3,654,209		
TOTAL	\$129,996,558	\$0		\$129,996,558		
PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
PROGRAM NAME:						
SU Board of Supervisors	\$2,917,237		\$0	0	\$2,917,237	0
SU Agricultural & Mechanical Coll	\$76,005,981		(\$679,547)	0	\$75,326,434	0
SU Law Center	\$12,639,286		\$0	0	\$12,639,286	0
SU New Orleans	\$17,723,891		\$174,198	0	\$17,898,089	0
SU Shreveport	\$12,968,716		\$505,349	0	\$13,474,065	0
SU - Agri Research/Extension Center	\$7,741,447		\$0	0	\$7,741,447	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
Subtotal of programs from Page 2:	\$0	0	\$0	0	\$0	0
TOTAL	\$129,996,558	0	\$0	0	\$129,996,558	0

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

DEPARTMENT: Higher Education	FOR OPB USE ONLY	
AGENCY: Southern University Board of Supervisors	OPB LOG NUMBER	AGENDA NUMBER
SCHEDULE NUMBER: 19-615		
SUBMISSION DATE: 6/22/2016	ADDENDUM TO PAGE 1	
AGENCY BA-7 NUMBER: 10		

Use this section for additional Statutory Dedications, if needed.
The subtotal will automatically be transferred to Page 1.

MEANS OF FINANCING	CURRENT FY 2015-2016	ADJUSTMENT (+) or (-)	REVISED FY 2015-2016
GENERAL FUND BY:			
STATUTORY DEDICATIONS			
Support Education in Louisiana First Fund (G10)	\$2,879,837	\$0	\$2,879,837
Southern University AgCenter Program Fund (G12)	\$750,000	\$0	\$750,000
Higher Education Initiatives Fund (E18)	\$20,200,423	\$0	\$20,200,423
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
SUBTOTAL (to Page 1)	\$23,830,260	\$0	\$23,830,260

Use this section for additional Program Names, if needed.
The subtotal will automatically be transferred to Page 1.

PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
PROGRAM NAME:						
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
SUBTOTAL (to Page 1)	\$0	0	\$0	0	\$0	0

Policy and Procedure Memorandum No. 52, Revised, requires that all Requests for Changes in Appropriation be fully documented. At a minimum, the following questions and statements must be answered. Use Continuation Sheets as needed. FAILURE TO ANSWER ALL QUESTIONS COMPLETELY WILL BE CAUSE TO RETURN THIS DOCUMENT WITHOUT ACTION.

1. What is the source of funding (if other than General Fund (Direct))? Specifically identify any grant or public law and the purposes of the funds, if applicable.

2. Enter the financial impact of the requested adjustment for the next four fiscal years.

MEANS OF FINANCING OR EXPENDITURE	FY 2015-2016	FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020
GENERAL FUND BY:					
DIRECT	\$0	\$0	\$0	\$0	\$0
INTERAGENCY TRANSFERS	\$0	\$0	\$0	\$0	\$0
FEES & SELF-GENERATED	\$0	\$0	\$0	\$0	\$0
STATUTORY DEDICATIONS	\$0	\$0	\$0	\$0	\$0
INTERIM EMERGENCY BOARD	\$0	\$0	\$0	\$0	\$0
FEDERAL	\$0	\$0	\$0	\$0	\$0
TOTAL	-	\$0	\$0	\$0	\$0

3. If this action requires additional personnel, provide a detailed explanation below:

4. Explain why this request can't be postponed for consideration in the agency's budget request for next fiscal year.
 This request is made to transfer spending authority from SUBR to SUNO and SUSLA needed in the current fiscal year.

5. Is this an after the fact BA-7, e.g.; have expenditures been made toward the program this BA-7 is for? If yes, explain per PPM No.52.
 No

1. Identify and explain the programmatic impacts (positive or negative) that will result from the approval of this BA-7.

Approval of the BA-7 will result in additional spending authority for SUNO and SUSLA.

2. Complete the following information for each objective and related performance indicators that will be affected by this request. *(Note: Requested adjustments may involve revisions to existing objectives and performance indicators or creation of new objectives and performance indicators. Repeat this portion of the request form as often as necessary.)*

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE STANDARD		
			ADJUSTMENT (+) OR (-)	REVISED FY 2015-2016
JUSTIFICATION FOR ADJUSTMENT(S): Explain the necessity of the adjustment(s).				

3. Briefly explain any performance impacts other than or in addition to effects on objectives and performance indicators. *(For example: Are there any anticipated direct or indirect effects on program management or service recipients? Will this BA-7 have a positive or negative impact on some other program or agency?)*

4. If there are no performance impacts associated with this BA-7 request, then fully explain this lack of performance impact.

5. Describe the performance impacts of failure to approve this BA-7. *(Be specific. Relate performance impacts to objectives and performance indicators.)*

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 1 NAME: SU Board of Supervisors

MEANS OF FINANCING:	CURRENT FY 2015-2016	REQUESTED ADJUSTMENT	REVISED FY 2015-2016	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020
GENERAL FUND BY:							
Direct	\$500,938	\$0	\$500,938	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Statutory Dedications *	\$2,416,299	\$0	\$2,416,299	\$0	\$0	\$0	\$0
Interim Emergency Board	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL MOF	\$2,917,237	\$0	\$2,917,237	\$0	\$0	\$0	\$0

EXPENDITURES:	CURRENT FY 2015-2016	REQUESTED ADJUSTMENT	REVISED FY 2015-2016	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020
Salaries	\$1,205,405	\$0	\$1,205,405	\$0	\$0	\$0	\$0
Other Compensation	\$52,000	\$0	\$52,000	\$0	\$0	\$0	\$0
Related Benefits	\$499,122	\$0	\$499,122	\$0	\$0	\$0	\$0
Travel	\$76,000	\$0	\$76,000	\$0	\$0	\$0	\$0
Operating Services	\$107,983	\$0	\$107,983	\$0	\$0	\$0	\$0
Supplies	\$29,430	\$0	\$29,430	\$0	\$0	\$0	\$0
Professional Services	\$48,000	\$0	\$48,000	\$0	\$0	\$0	\$0
Other Charges	\$490,372	\$0	\$490,372	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$408,925	\$0	\$408,925	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$2,917,237	\$0	\$2,917,237	\$0	\$0	\$0	\$0

POSITIONS	CURRENT FY 2015-2016	REQUESTED ADJUSTMENT	REVISED FY 2015-2016	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020
Classified	11	0	11	0	0	0	0
Unclassified	1	0	1	0	0	0	0
TOTAL T.O. POSITIONS	12	0	12	0	0	0	0
OTHER CHARGES POSITIONS	0	0	0	0	0	0	0

* Statutory Dedications:	CURRENT FY 2015-2016	REQUESTED ADJUSTMENT	REVISED FY 2015-2016	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020
Higher Education Initiatives Fund (E18)	\$2,416,299	\$0	\$2,416,299	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 1 NAME: SU Board of Supervisors

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Interim Emergency Board	Federal Funds	TOTAL
AMOUNT	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXPENDITURES:							
Salaries	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED		\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0	\$0

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 2 NAME: SU Agricultural & Mechanical College

MEANS OF FINANCING:	CURRENT FY 2015-2016	REQUESTED ADJUSTMENT	REVISED FY 2015-2016	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020
GENERAL FUND BY:							
Direct	\$14,279,461	\$0	\$14,279,461	\$0	\$0	\$0	\$0
Interagency Transfers	\$4,896,768	\$0	\$4,896,768	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$45,073,778	(\$679,547)	\$44,394,231	\$0	\$0	\$0	\$0
Statutory Dedications *	\$11,755,974	\$0	\$11,755,974	\$0	\$0	\$0	\$0
Interim Emergency Board	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL MOF	\$76,005,981	(\$679,547)	\$75,326,434	\$0	\$0	\$0	\$0
EXPENDITURES:							
Salaries	\$36,043,211	(\$490,648)	\$35,552,563	\$0	\$0	\$0	\$0
Other Compensation	\$213,477	\$0	\$213,477	\$0	\$0	\$0	\$0
Related Benefits	\$16,590,989	(\$188,899)	\$16,402,090	\$0	\$0	\$0	\$0
Travel	\$232,500	\$0	\$232,500	\$0	\$0	\$0	\$0
Operating Services	\$7,533,341	\$0	\$7,533,341	\$0	\$0	\$0	\$0
Supplies	\$933,561	\$0	\$933,561	\$0	\$0	\$0	\$0
Professional Services	\$1,230,997	\$0	\$1,230,997	\$0	\$0	\$0	\$0
Other Charges	\$9,383,342	\$0	\$9,383,342	\$0	\$0	\$0	\$0
Debt Services		\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$3,602,565	\$0	\$3,602,565	\$0	\$0	\$0	\$0
Acquisitions	\$234,998	\$0	\$234,998	\$0	\$0	\$0	\$0
Major Repairs	\$7,000	\$0	\$7,000	\$0	\$0	\$0	\$0
UNALLOTTED		\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$76,005,981	(\$679,547)	\$75,326,434	\$0	\$0	\$0	\$0
POSITIONS							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	0	0	0	0
OTHER CHARGES POSITIONS	0	0	0	0	0	0	0
* Statutory Dedications:							
Higher Education Initiatives Fund (E18)	\$9,871,629		\$9,871,629	\$0	\$0	\$0	\$0
Support Education in Louisiana First Fund (G10)	\$1,884,345	\$0	\$1,884,345	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 2 NAME: SU Agricultural & Mechanical College

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Interim Emergency Board	Federal Funds	TOTAL
AMOUNT	\$0	\$0	(\$679,547)	\$0	\$0	\$0	(\$679,547)
EXPENDITURES:							
Salaries	\$0	\$0	(\$490,648)	\$0	\$0	\$0	(\$490,648)
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	(\$188,899)	\$0	\$0	\$0	(\$188,899)
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	(\$679,547)	\$0	\$0	\$0	(\$679,547)
OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0	\$0

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 3 NAME: SU Law Center

MEANS OF FINANCING:	CURRENT FY 2015-2016	REQUESTED ADJUSTMENT	REVISED FY 2015-2016	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020
GENERAL FUND BY:							
Direct	\$2,130,871	\$0	\$2,130,871	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$8,528,450	\$0	\$8,528,450	\$0	\$0	\$0	\$0
Statutory Dedications *	\$1,979,965	\$0	\$1,979,965	\$0	\$0	\$0	\$0
Interim Emergency Board	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL MOF	\$12,639,286	\$0	\$12,639,286	\$0	\$0	\$0	\$0
EXPENDITURES:							
Salaries	\$6,616,000	\$0	\$6,616,000	\$0	\$0	\$0	\$0
Other Compensation		\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$2,567,308	\$0	\$2,567,308	\$0	\$0	\$0	\$0
Travel	\$175,000	\$0	\$175,000	\$0	\$0	\$0	\$0
Operating Services	\$1,506,588	\$0	\$1,506,588	\$0	\$0	\$0	\$0
Supplies	\$100,000	\$0	\$100,000	\$0	\$0	\$0	\$0
Professional Services	\$480,511	\$0	\$480,511	\$0	\$0	\$0	\$0
Other Charges	\$530,448	\$0	\$530,448	\$0	\$0	\$0	\$0
Debt Services		\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$263,431	\$0	\$263,431	\$0	\$0	\$0	\$0
Acquisitions	\$400,000	\$0	\$400,000	\$0	\$0	\$0	\$0
Major Repairs		\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$12,639,286	\$0	\$12,639,286	\$0	\$0	\$0	\$0
POSITIONS							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	0	0	0	0
OTHER CHARGES POSITIONS	0	0	0	0	0	0	0
* Statutory Dedications:							
Higher Education Initiatives Fund (E18)	\$1,774,249	\$0	\$1,774,249	\$0	\$0	\$0	\$0
Support Education in Louisiana First Fund (G10)	\$205,716	\$0	\$205,716	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 3 NAME: SU Law Center

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Interim Emergency Board	Federal Funds	TOTAL
AMOUNT	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXPENDITURES:							
Salaries	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0	\$0

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 4 NAME: Southern University at New Orleans

MEANS OF FINANCING:	CURRENT FY 2015-2016	REQUESTED ADJUSTMENT	REVISED FY 2015-2016	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020
GENERAL FUND BY:							
Direct	\$3,126,712	\$0	\$3,126,712	\$0	\$0	\$0	\$0
Interagency Transfers		\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$11,405,135	\$174,198	\$11,579,333	\$0	\$0	\$0	\$0
Statutory Dedications *	\$3,192,044	\$0	\$3,192,044	\$0	\$0	\$0	\$0
Interim Emergency Board		\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS		\$0	\$0	\$0	\$0	\$0	\$0
TOTAL MOF	\$17,723,891	\$174,198	\$17,898,089	\$0	\$0	\$0	\$0

EXPENDITURES:	CURRENT FY 2015-2016	REQUESTED ADJUSTMENT	REVISED FY 2015-2016	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020
Salaries	\$10,819,452	\$0	\$10,819,452	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$4,082,228	\$174,198	\$4,256,426	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$803,550	\$0	\$803,550	\$0	\$0	\$0	\$0
Supplies	\$330,552	\$0	\$330,552	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$1,247,356	\$0	\$1,247,356	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$440,753	\$0	\$440,753	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$17,723,891	\$174,198	\$17,898,089	\$0	\$0	\$0	\$0

POSITIONS	CURRENT FY 2015-2016	REQUESTED ADJUSTMENT	REVISED FY 2015-2016	FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	0	0	0	0
OTHER CHARGES POSITIONS	0	0	0	0	0	0	0

* Statutory Dedications:	CURRENT FY 2015-2016	REQUESTED ADJUSTMENT	REVISED FY 2015-2016	FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020
Higher Education Initiatives Fund (E18)	\$2,603,427	\$0	\$2,603,427	\$0	\$0	\$0	\$0
Pari-mutuel Live Racing Facility Gaming Control Fund (G09)	\$50,000	\$0	\$50,000	\$0	\$0	\$0	\$0
Support Education in Louisiana First Fund (G10)	\$538,617	\$0	\$538,617	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 4 NAME: Southern University at New Orleans

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Interim Emergency Board	Federal Funds	TOTAL
AMOUNT	\$0	\$0	\$174,198	\$0	\$0	\$0	\$174,198
EXPENDITURES:							
Salaries	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$174,198	\$0	\$0	\$0	\$174,198
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$174,198	\$0	\$0	\$0	\$174,198
OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0	\$0

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 5 NAME: Southern University at Shreveport

MEANS OF FINANCING:	CURRENT FY 2015-2016	REQUESTED ADJUSTMENT	REVISED FY 2015-2016	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020
GENERAL FUND BY:							
Direct	\$2,955,913	\$0	\$2,955,913	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$7,351,388	\$505,349	\$7,856,737	\$0	\$0	\$0	\$0
Statutory Dedications *	\$2,661,415	\$0	\$2,661,415	\$0	\$0	\$0	\$0
Interim Emergency Board		\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS		\$0	\$0	\$0	\$0	\$0	\$0
TOTAL MOF	\$12,968,716	\$505,349	\$13,474,065	\$0	\$0	\$0	\$0
EXPENDITURES:							
Salaries	\$7,231,154	\$0	\$7,231,154	\$0	\$0	\$0	\$0
Other Compensation		\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$2,890,730	\$0	\$2,890,730	\$0	\$0	\$0	\$0
Travel	\$36,700	\$0	\$36,700	\$0	\$0	\$0	\$0
Operating Services	\$1,307,101	\$400,000	\$1,707,101	\$0	\$0	\$0	\$0
Supplies	\$169,762	\$0	\$169,762	\$0	\$0	\$0	\$0
Professional Services	\$66,000	\$0	\$66,000	\$0	\$0	\$0	\$0
Other Charges	\$530,761	\$105,349	\$636,110	\$0	\$0	\$0	\$0
Debt Services		\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$723,508	\$0	\$723,508	\$0	\$0	\$0	\$0
Acquisitions	\$13,000	\$0	\$13,000	\$0	\$0	\$0	\$0
Major Repairs		\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED		\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$12,968,716	\$505,349	\$13,474,065	\$0	\$0	\$0	\$0
POSITIONS							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	0	0	0	0
OTHER CHARGES POSITIONS	0	0	0	0	0	0	0
* Statutory Dedications:							
Higher Education Initiatives Fund (E18)	\$2,468,642	\$0	\$2,468,642	\$0	\$0	\$0	\$0
Support Education in Louisiana First Fund (G10)	\$192,773	\$0	\$192,773	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 5 NAME: Southern University at Shreveport

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Interim Emergency Board	Federal Funds	TOTAL
AMOUNT	\$0	\$0	\$505,349	\$0	\$0	\$0	\$505,349
EXPENDITURES:							
Salaries	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$400,000	\$0	\$0	\$0	\$400,000
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$0	\$0	\$105,349	\$0	\$0	\$0	\$105,349
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$505,349	\$0	\$0	\$0	\$505,349
OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0	\$0

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 6 NAME: Southern University Agricultural Research/Extension Center

MEANS OF FINANCING:	CURRENT FY 2015-2016	REQUESTED ADJUSTMENT	REVISED FY 2015-2016	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020
GENERAL FUND BY:							
Direct	\$1,212,675	\$0	\$1,212,675	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Statutory Dedications *	\$2,874,563	\$0	\$2,874,563	\$0	\$0	\$0	\$0
Interim Emergency Board	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$3,654,209	\$0	\$3,654,209	\$0	\$0	\$0	\$0
TOTAL MOF	\$7,741,447	\$0	\$7,741,447	\$0	\$0	\$0	\$0

EXPENDITURES:	CURRENT FY 2015-2016	REQUESTED ADJUSTMENT	REVISED FY 2015-2016	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020
Salaries	\$4,384,519	\$0	\$4,384,519	\$0	\$0	\$0	\$0
Other Compensation	\$53,500	\$0	\$53,500	\$0	\$0	\$0	\$0
Related Benefits	\$1,488,767	\$0	\$1,488,767	\$0	\$0	\$0	\$0
Travel	\$160,030	\$0	\$160,030	\$0	\$0	\$0	\$0
Operating Services	\$515,289	\$0	\$515,289	\$0	\$0	\$0	\$0
Supplies	\$121,457	\$0	\$121,457	\$0	\$0	\$0	\$0
Professional Services	\$41,281	\$0	\$41,281	\$0	\$0	\$0	\$0
Other Charges	\$355,042	\$0	\$355,042	\$0	\$0	\$0	\$0
Debt Services		\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$550,000	\$0	\$550,000	\$0	\$0	\$0	\$0
Acquisitions	\$71,562	\$0	\$71,562	\$0	\$0	\$0	\$0
Major Repairs		\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED		\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$7,741,447	\$0	\$7,741,447	\$0	\$0	\$0	\$0

POSITIONS	CURRENT FY 2015-2016	REQUESTED ADJUSTMENT	REVISED FY 2015-2016	FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	0	0	0	0
OTHER CHARGES POSITIONS	0	0	0	0	0	0	0

* Statutory Dedications:	CURRENT FY 2015-2016	REQUESTED ADJUSTMENT	REVISED FY 2015-2016	FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020
Tobacco Tax Health Care Fund (E32)	\$1,000,000	\$0	\$1,000,000	\$0	\$0	\$0	\$0
Southern University AgCenter Program Fund (G12)	\$750,000	\$0	\$750,000	\$0	\$0	\$0	\$0
Support Education in Louisiana First Fund (G10)	\$58,386	\$0	\$58,386	\$0	\$0	\$0	\$0
Higher Education Initiatives Fund (E18)	\$1,066,177	\$0	\$1,066,177	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 6 NAME: Southern University Agricultural Research/Extension Center

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Interim Emergency Board	Federal Funds	TOTAL
AMOUNT	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXPENDITURES:							
Salaries	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0	\$0

MASTER LEASE & SERVICES AGREEMENT # _____
Between
Southern University System and Ricoh USA, Inc.
For Lease of Space for Copy, Mail, and Print Production Services

1. AGREEMENT

- A. This Master Lease & Services Agreement (the “Agreement”) effective on the 24th day of June in the year Two Thousand-Sixteen, by and between Southern University System, herein appearing through Dr. Ray Belton, Southern University System President-Chancellor, party of the first part (herein termed the “System”) and Ricoh USA, Inc. (herein termed the “Contractor”), do hereby enter into a contractual agreement under the following terms and conditions.
- B. Contractor will provide a performance bond in the amount of \$150,000.00 with respect to this Agreement and will also provide a Certificate of Insurance.
- C. System may acquire equipment (“Equipment”) and services (“Services”) from Contractor by executing and delivering to Contractor an order, which order may take the form of a Product Schedule, Service Order, Statement of Work, or other ordering document (each, an “Order”). System and Contractor agree that System shall rent Equipment from Contractor, pursuant to the terms outlined in the Equipment Use Agreement, attached hereto as Exhibit 1 and such Equipment Use Agreement shall take precedence over the terms and conditions of this Agreement in the event of any conflict or inconsistency. As it pertains to (i) the rental of Equipment, the Order shall be in the form of a Product Schedule and (ii) Services, the Order shall be in the form of a Service Order or Statement of Work. The initial Service Order is attached hereto as Exhibit 2. The initial Statement of Work for Project Management Services related to the fleet implementation is attached hereto as Exhibit 3. The initial Product Schedules are attached hereto as Exhibit 4.
- D. The Contractor shall provide all copy, mail, print, and production center equipment and operating services, as listed in Orders, for the System campuses as follows:
 - 1. **Southern University Baton Rouge landmass (Includes SU Law Center and SU Ag. Research)** – Fleet Service; Production Center Operations; Managed Print Services, and Mail Services.
 - a.) Contractor shall install, maintain, repair, and service all equipment relating to departmental fleet, to copy and print production center, and to mail services.
 - b.) Contractor shall manage the operation of internal and external mail services.
 - c.) Contractor shall manage the operation of internal and external services of the SUBR Production Center.
 - 2. **Southern University Shreveport Center** – Fleet Service. (System reserves the right to add additional or expand services as needed upon mutual agreement by the referenced schedule.)
 - a.) Contractor shall install, maintain, repair, and service all equipment relating to departmental fleet.
 - 3. **Southern University New Orleans** – Not Applicable. (The System reserves the right to add additional or expand services as needed upon mutual agreement by referenced schedule.)
- D. The Contractor’s prices shall include all expenses associated with the Equipment’s freight and shipment to the System’s delivery docks, and the equipment’s normal delivery to and removal from its inside installation site. The System will be responsible only for any non-standard inside delivery or removal expenses, such as the cost associated with the additional time or resources required to disassemble the equipment due to the lack of adequate facility access, the movement of the equipment

up/down stairways using stair creepers, or through windows requiring cranes. The individual equipment order(s) or schedules will include a separate price quote if any unique inside delivery or removal rigging charge will be required, and will be provided prior to the actual service being performed.

- E. No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by both parties and approved as required by law. No oral understanding or agreement not incorporated in the Agreement is binding on any of the parties. Changes to the Agreement include any change in a) compensation; b) beginning/ending date of the contract; c) scope of work; and/or d) contractor change through the assignment of contract process. Any such changes, once approved, will result in the issuance of an amendment to the contract.

2. LENGTH OF LEASE OF SPACE FOR COPY, MAIL, AND PRINT PRODUCTION SERVICES

- A. This Agreement shall be effective from September 1, 2016 to June 30, 2022 (the "Initial Term").
- B. At the System's option and acceptance by the Contractor, the Agreement may be renewed for five (5) additional years at the same terms and conditions. If the Agreement is renewed for an additional five (5) years, Contractor and System will assess all Equipment to determine which of the "Leased" and "Non Leased" items to be refreshed and the associated pricing in connection with any renewal. In the event, renewal at the same terms and conditions are not acceptable to the Contractor or the System, the party in disagreement is required to notify the other party thirty (30) days prior to the expiration of the Agreement.
- C. The Contractor shall for a period of ninety (90) days prior to the expiration date of the Agreement allow access to the mail production facilities sites (each a "Center" and collectively, the "Centers") at all reasonable times by persons preparing to bid on a successor copy, mail, and print production center contract.
- D. In accordance with LA R.S. 38:1615 (c) and (e), any contract entered into by a State Agency shall include the following Fiscal Funding Clause: "The continuation of this contract is contingent upon the appropriation of funds to fulfill the requirements of the contract by the legislature. If the legislature fails to appropriate sufficient monies to provide for the continuation of the contract, or such appropriation is reduced by the veto of the Governor or by any means provided in the appropriations act or Title 30 of the Louisiana Revised Statutes of 1950 to prevent the total appropriation for the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of the contract, the contract shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated. All bidders should be aware that our legislative process is such that it is often impossible to give prior notice of the non-appropriation of funds."
- E. This Agreement, the individual Orders, and the financial obligations are based on a firm sixty-nine (69) month Equipment installation commitment. Cancellation of the Equipment prior to the conclusion of its obligated term will result in a liquidated damages charge, as set forth in the Equipment Use Agreement. The System will be responsible for the remaining balance associated with any Center improvement and third party equipment/software funds, as set forth in the Service Order.
- F. Contractor shall invoice System in arrears for the minimum fees and any other base recurring charges. Additional charges incurred by System during the billing period in excess of the minimum fees/base charges (e.g., additional image charges and overtime charges as set forth herein) will be billed in

arrears. Payments are due within thirty (30) days from the date of the applicable invoice. Unless otherwise set forth in a Service Order, annually, on the anniversary date of this Agreement, Contractor will increase the minimum fee and any rate in any Service Order for Personnel labor and overtime compensation by three percent (3%).

3. AGREEMENT TERMINATION

A. System's Right To Terminate:

1. Contractor agrees that the System can terminate the Agreement without penalty if (a) Contractor obtained the Agreement by fraud, collusion, conspiracy, or other unlawful means, (b) the Agreement is found to be prohibited by law, or (c) due to fiscal year funds non-appropriation, or (d) filing of bankruptcy by Contractor. All other notices of cancellations will require that the System notify Contractor in writing of the specific performance failure and allow Contractor 30-calendar days to cure the performance failure. If the performance failure is not corrected to the contracted specification within the thirty (30-day) period, the System can terminate the Agreement without penalty.
2. Contractor agrees that it will be responsible for any additional reasonable costs incurred by the System if Contractor fails to deliver the requested product(s) or service(s) in a timely manner. Should the System incur such an expense, the System will be required to provide Contractor written notice describing the event and the additional costs. Contractor will either issue a separate check or issue a credit invoice that can be used to offset any non-monthly minimum charges due. Pending resolution of the dispute, the System is expected to pay all undisputed amounts, including the charges for renting the Equipment, which is not subject to dispute at any time.
3. If for reasons beyond the control of the System (i.e. fire, act of God, war attack, etc.), business operations at the System campus or in any facility are interrupted or stopped, the System shall have the right to suspend the Agreement by registered or certified written notice without any penalty thereof. The parties agree that the Agreement date will be extended under the circumstances for a similar period to ensure that the full term or duration of the initial contract or any extended contract is not reduced.
4. If Contractor defaults under this Agreement, Contractor shall pay all of the reasonable costs System incurs to enforce its rights against Contractor, including reasonable attorneys' fees and actual costs.

B. Contractor's Right to Terminate: Contractor shall provide the System within thirty (30) days written notice if the System breaches any terms and conditions of the Agreement and provide the System with thirty (30) days to cure the breach. The Contractor shall set forth the alleged breach and demand compliance with the Agreement. Unless, within thirty (30) calendar days after reviewing such notice, the System has not acknowledged or contested such alleged breach, the Contractor may terminate this Agreement by giving ninety (90) calendar days written notice. Any Agreement cancellation shall be served by registered or certified mail. The thirty (30) day cure period is waived if the System has received three (3) prior written notices of default.

C. Mutual Service Termination. With respect to the Services, but not the Equipment, upon ninety- (90-) days' prior written notice, either party may terminate any of the Contractor personnel ("Personnel") and Services specified in a Service Order. Upon termination of the Services, System shall: (a) permit Contractor to remove from System's location any Non-Leased Equipment specified in a Service

Order and unused Contractor-provided supplies; (b) pay to Contractor all fees and charges incurred by System through the date of termination of the Services under this Agreement; and (c) if applicable, resume payment of any amounts paid for by Contractor during the term of this Agreement on behalf of System. Additionally, should System opt to terminate Services that include Personnel under any Service Order, System shall: (i) pay to Contractor, as liquidated damages and not as a penalty, a one-time service termination fee equal to two (2) times the then current Minimum Service Fee (as defined in the Service Order), and if applicable, any other fees and charges specified on any Service Order (collectively, "Termination Fee"); and (ii) be obligated for all maintenance costs of the Equipment and all Equipment supply costs (including toner, developer, and staples) as of the effective date of termination. In the event the Agreement is mutually agreed upon to be renewed for an additional five (5) years as outlined in Section 2(B), the above-referenced Termination Fee would be applicable for the term of the renewal. In no event will liquidated damages be due for short term extensions of ninety (90) days or less. If System terminates this Agreement pursuant to Sections 2(D) or 3(A), System shall not be obligated to pay the Termination Fee.

4. SYSTEM'S OBLIGATIONS

A. Equipment Provided by System. Under this Agreement, the System shall provide at its own expense, and the Contractor will be permitted use of, the Center located in the SUBR-Smith Brown Memorial Student Union. Ownership of the installed equipment relating to card reader(s) shall remain vested with the System unless otherwise agreed upon in writing between SUS and Contractor.

B. System's Responsibilities:

1. All third party hardware/software and facility obligations assumed by Contractor will be identified in the Exhibits to this Agreement as a System obligation. The System will be responsible for any remaining balance for these obligations if an individual service or the Agreement is terminated prior to the completion of the Agreement's initial 69 month term.
2. The System will maintain and repair the building structure, including the maintenance of water, sewer, and electrical lines, existing ventilation facilities, electrical light fixtures, heating and air conditioning; provided that the Contractor shall bear the expense of repair necessary because of his own or his employee's fault.
3. The System may from time to time, request the services of Contractor to assist with the development of layouts and specifications for new or remodeled Centers. These services shall be provided at no charge to the System.
4. The System will provide trash receptacles adequate for the volume of trash produced and will provide regular trash pickup and removal.
5. The System will not be liable to the Contractor for any loss, damage, cost, or expense which might result from the interruption of service so long as the System undertakes actions to restore such services as promptly as possible following an interruption.
6. System will provide adequate ingress and egress, including a reasonable use of passageways and driveways.
7. Contractor agrees to exercise care to keep utilities at minimum.

8. The System will provide a designated representative authorized to advise Contractor of System's approvals, consents and instructions under this Agreement.
9. System reserves the right, after consultation with Contractor, to establish or change the service hours, plans or other methods of operation(s) for the Centers.
10. System may prohibit sale of items it finds offensive or inappropriate.
11. The System will provide access to System bulletin boards, advisory monitors, and campus mail and e-mail for appropriate notices relating to the Copy & Mail operations in accordance with System policy.
12. The System will appoint an advisory committee composed of faculty, staff and students whose charge shall be, as often as necessary, to review Center operations and policies, and report their findings to the designated authority or representative of the System. It is anticipated that the committee and the Contractor shall share information and views regularly throughout the year.

5. CONTRACTOR'S OBLIGATIONS

A. Equipment provided by Contractor:

1. The Contractor shall provide at the Contractor's own expense, any and all required administrative equipment not provided by the System, which administrative equipment shall be listed in the Service Order as "Non-Leased Equipment." All capital equipment purchased by Contractor and not attached as a fixture to real estate will remain the property of Contractor. However, the System agrees to take such measures as may be reasonably required for protection against loss by pilferage or destruction.
2. Contractor shall provide and rent Equipment to System as listed and approved in the Equipment Use Agreement and any Product Schedule thereto.
3. All Equipment shall be new and unused, factory sealed, and delivered in original manufacturer's packaging at the time of initial installation, and shall be reviewed and approved by a representative of the System prior to installation. The Equipment shall be of most recent design, of proved efficiency, and be able to integrate and interface with System's systems, as such systems have been described in the RFP.
4. There will be a maximum response time of four hours for any copier unable to perform according to manufacturer's specifications. If said copier cannot be repaired within 24 hours from said notice to Contractor, the Contractor will provide and deliver a replacement copier at comparable speed and features at no charge to the Southern System Campus providing the notice within two (2) business days from the initial notification until such time as the disabled copier is repaired. If any supplied copier is disabled three times or more during any sixty (60) day period, the Contractor, at the request of the particular Southern System Campus, will remove and replace that copier with an identical model or a comparable one at the same cost and with identical terms and conditions.
5. Contractor agrees to maintain an inventory of critical Equipment parts and components on the participating Campuses at a mutually agreed upon location.

6. Overall equipment performance standards will be set and maintained at 95% operational effectiveness. In the event that standard is not met and maintained during the term of the Agreement, the Contractor will be required to present a plan to Southern System detailing how the substandard performance will be corrected. Continued substandard performance may result in the assessment of financial penalties, including payment suspensions or Agreement termination.
7. Contractor shall deliver and install Equipment based on a mutually agreed upon schedule.
8. The System will have the final decision as to the location of all Equipment on all campuses. The System reserves its right to have Equipment moved or relocated between campuses with notification to Contractor. Any moves that require Equipment to be relocated between campuses will result in a fee for the System.

B. Contractor's Responsibilities:

1. Contractor will comply with all applicable federal, state and local laws, ordinances, rules, regulations, and orders.
2. Contractor shall maintain and operate the requested Services included herein and within the Exhibits in a courteous, efficient, and orderly manner, and in conformance with all applicable laws and regulations.
3. Contractor shall obtain all required licenses and permits, pay all required fees, taxes (except property taxes) and other charges, and shall conduct the copy and mail production operations without undue interference with the general and normal operations of a System.
4. Contractor agrees to use reasonable care in the use of the space assigned under the Agreement, and upon termination of the Agreement, shall have such space in as good condition as when received except for ordinary wear and tear, and damage or destruction beyond Contractor's control and not due to Contractor's fault or negligence. Contractor shall be responsible for any loss or damage to property owned by System that is in Contractor's possession or control, or is cause by Contractor or its employees or agents in the course and scope of their employment.
5. A management representative of Contractor shall conduct equipment and facilities maintenance and sanitation inspections periodically. The System reserves the right to send a representative into the Centers at any time for inspection or valid purpose. After such inspections, the Contractor will be advised in writing of unsatisfactory conditions, if any, for which the Contractor is responsible. Deficiencies shall be corrected promptly by the Contractor.
6. Uniforms shall be provided by Contractor which will easily and appropriately identify Contractor and employee name. Exceptions shall be determined by mutual agreement between the System and Contractor.
7. Contractor will be responsible for all long-distance calls made by Personnel.
8. The Contractor shall make all purchases in its own name and not in any way attempt to bind the System in its contractual agreements. Any documents issued by the Contractor must be very clear that it is the contractor that is being bound by the document, not the System.
9. Contractor shall ensure that all Personnel and agents observe all regulations in effect at the System to include, but not limited to personal conduct, appearance, and traffic and parking.

10. Contractor shall provide adequate vehicles, such as a van, in order to transport equipment and related business items necessary in the normal operation of the Agreement.
11. Contractor agrees to keep energy consumption at a minimum and shall comply with energy conservation practices and policies and shall endeavor to conserve the use of energy thereof. The System shall not be liable for any loss that may result from the interruption of failure of any such utility.
12. Contractor shall submit, in writing to the designated System representative, the names and phone numbers of supervisory personnel that may be contacted in the event of an emergency or problem; and the names, addresses, and phone numbers of all employees to be utilized in entering any facility on campus. The Contractor is responsible for keeping these information current and up-to-date at all times.
13. Contractor shall cooperate with System in providing area security, theft prevention, and emergency procedures in case of fire or casualty. Contractor shall be responsible for immediately reporting all the facts relating to losses incurred equipment damage or break-ins to its equipment and areas of the System. Reporting should be to Campus Police and the Office of Auxiliary Services.
14. Contractor will be responsible for reimbursing customers as necessary for improper or non-service if applicable. As the System's exclusive remedy for Contractor's non-performance, Contractor, will either modify the non-conforming Services so they are compliant with any Statement of Work or redo the work at no charge to the System. Contractor may perform work offsite if Contractor deems it necessary to meet turnaround times.

6. FINANCIAL ARRANGEMENTS AND SPECIFICATIONS

The following financial terms and conditions shall be in effect during the Initial Term of the Agreement:

- A. Contractor shall pay to the System an annual lease payment of twenty five thousand dollars (\$25,000.00), which is a fixed amount regardless of gross sales, for the use of the Centers, as set forth more fully in the Service Order. This fee will be paid monthly.
- B. The Contractor shall pay to the System one hundred percent (100%) of gross revenue for retail sales in the Production Center. The term gross revenue as used herein is defined as the total receipts from any source, including receipts from the sales by cash or debit card but excluding returns, sales and use tax or other taxes, voids, and refunds.
- C. The Contractor shall pay an annual fixed flat fee of six thousand dollars (\$6,000.00) to support all One Card Program use. This flat annual fee is not volume sensitive and is a fixed amount regardless of the actual One Card usage as a percentage of gross sales. The fee will be paid monthly.
- D. Contractor shall pay fifteen thousand dollars (\$15,000.00) to the System for scholarships to be distributed according to System procedures. The scholarships will be awarded to Southern System students at the discretion of the System. The scholarships will be paid annually, within one month of the beginning of the fall semester.
- E. The System will receive all revenues collected from sales on the copies / prints generated in the Centers, sales associated with the fleet chargeback, and sales from retail sales. Any excess revenue above the committed expense is retained by the System.

- F. System shall pay Contractor a fixed monthly minimum charge as described in an Order. The System is responsible for establishing the department/student end-user fleet and Center equipment cost-per copy print rates. The difference between the System's departmental sales, cash and One Card purchases for the use of the Services and the monthly cost of these Services is retained by the System as additional income, and is in addition to all other payments herein.
- G. Contractor will submit the One Card and Center usage payments to the System on a monthly basis. Revenue collections will be provided on a monthly basis. Contractor will provide a monthly Statement of Sales Report to the System's designated representative (detailed report indicating total sales by machine, department, location, and of commission amount based on gross dollar sales).
- H. Contractor will keep an ongoing account of all copy, print, scan, fax and finishing work that is completed in the Centers. All cash sales will be received, recorded and reconciled daily with a weekly deposit to the Bursar's Office or a designated location, as directed by the System. Contractor will provide monthly reporting on usage, service, and maintenance to the designated representative for the departmental / fleet equipment with billable volume multiplied by the pre-established charge back rate determined by the System. The report will include departmental codes to facilitate the System's internal process to bill back budget centers. Reports for copy center sales and departmental / fleet sales will be run monthly by the Contractor.
- I. A year-end annual report will be prepared and submitted by Contractor detailing all matters, issues and concerns relating to the operations and performance of Contractor's Equipment and Services for each of the participating System Campuses.
- J. Sales reports, receipts, and deposit information shall be kept at a local level, and are available to be provided to System upon written request to System officials. The System reserves the right to have its representatives (including the State of Louisiana Office of the Legislative Auditor) audit the Contractor's books, records, and operations, and obtain other desired information to determine contractor's compliance with the current Agreement. The System shall, within its ability, provide notification of an audit.
- K. The Contractor shall make every effort to comply with requests for information. When requested by the System, the Contractor shall also furnish information as to costs of operation, which may affect the maintaining of sale prices at a satisfactory level.
- L. The records arising from the operation of this Agreement shall be retained by the Contractor for a period of five (5) years following its termination or expiration date, unless permission to the contrary is given by the System in writing.
- M. Contractor shall provide a Contractor's annual report for Services provided at the Centers to the System delivered within sixty (60) days of the close of Contractor's fiscal year.
- N. The Contractor shall provide first class quality service, goods and commodities all of which shall be subject to the approval of the designated System representative.
- O. The System shall pay the Contractor a Minimum Services Fee, as outlined in the Service Order, and an Equipment Use Payment(s), as outlined in the Product Schedule(s).

7. CAPITAL INVESTMENTS

- A. The Contractor can remodel and re-merchandise the Center areas during the period of the Agreement to provide necessary "upgrades" at the Centers. All upgrades shall meet or exceed the requirements of the Americans with Disabilities Act (ADA) and other applicable codes, laws and regulations. All renovation plans must meet the State and System regulations for such and must be approved by the System. If such approval is given, the Contractor must then submit detailed plans and cost estimates for proposed changes with the names of any construction companies and principal suppliers to be involved. If further written approval is given by the appropriate campus and state officials the project may proceed. Additional terms relating to the improvements to the Centers are set forth in the Service Order.

- B. Contractor will make an \$87,773.00 (Eighty-Two Thousand Seven Hundred Seventy-Three Dollar) Capital Investment / "Renovation Funds" which may be applied in part for renovation of the System's Copy & Mail Production Center. System will provide copies of actual receipts within 10 working days after completion of capital improvement projects. The capital investment for the renovation of the Southern System Copy and Mail Production Center shall be amortized on a straight-line basis over a five year period of the Agreement. Should the Agreement terminate for any reason before the end of the amortization period, the System or a subsequent contractor shall reimburse Contractor for the unamortized portion of the investment with the exception of a breach of Agreement or Agreement default by the Contractor.

8. OTHER

A. Security:

- 1. The Contractor shall collaborate with appropriate System officials concerning questions of discipline, enforcing regulations, and internal security and theft control. The Contractor shall not, except in physically dangerous or other emergency situations, summon public emergency services except through the System's public safety dispatcher. If a student of the System is suspected of theft and is to be arrested by public authorities or prosecuted, the Contractor will advise the Campus Police, Vice Chancellor of Student Affairs, and inform the Director of Auxiliary Services.

- 2. The System will provide effective and prompt support to the Contractor in its efforts to assure the security of its Non-Leased Equipment and stock. If the Contractor feels the measures taken by the System for the resolution of any security problem are insufficient, the Contractor shall have the right to present its views and recommendations to the Vice President of Finance and Administration who shall not unreasonably deny its requests.

- 3. Contractor shall cooperate with System in providing area security, theft prevention, and emergency procedures in case of fire or casualty. Contractor shall be responsible for immediately reporting all the facts relating to losses incurred, equipment damage or break-ins to its equipment and areas of the System. Reporting should be to Campus Police and the Office of Auxiliary Services.

B. Store Management & Personnel:

- 1. The System desires the Centers to be staffed with efficient and necessary Personnel at all times. All staff will be cross-trained to perform tasks necessary, reasonable and required to operate the Services for any and all campuses. The Contractor shall staff all operations with experienced and qualified managerial and clerical Personnel. The Contractor shall employ a full-time manager;

such manager will be subject to reasonable approval by the System. The System reserves the right to review the credentials and qualifications of all Personnel hired by the Contractor for management positions. Personnel shall at all times be the employees of Contractor, and Contractor shall be solely responsible for the supervision, daily direction and control of such Personnel. Contractor shall have the right to remove, reassign, or take any other employment-related action with respect to any of its Personnel furnished pursuant to this Agreement. In the event of such removal or reassignment, Contractor will furnish a replacement. Should System determine that any Personnel are not performing in accordance with the requirements of this Agreement, System shall provide Contractor with written notice of such failure. Within five (5) business days of Contractor's receipt of such notice, and in accordance with Contractor policy and procedure, Contractor shall remedy the deficiency with the Personnel in question. Notwithstanding, if System believes that an action of Personnel warrants immediate action by Contractor, System shall contact Contractor and provide Contractor in writing with the reason for requesting such immediate action. System may not request that Contractor take action because of race, religion, gender, age, disability, or any other legally-prohibited basis under federal, state or local law.

2. Contractor shall meet quarterly with System staff, or some other mutually agreed upon schedule, to discuss Equipment performance and any other issues or concerns relating to the operation of the installed Equipment. Contractor will work with the designated System representative and other designated System management and committees as needed. The Contractor's management and staff will work cooperatively with campus officials in the development and improvement of new programs, services, and policies. These meetings shall be used to air grievances and determine corrective courses of action. Contractor shall make available, other company representatives of executive status to be available for consultations with System officials to discuss problems and/or improvements needed in the Contractor's management of the copy, mail and print operations.
3. Contractor shall be considered in all respects an independent operator and none of the Contractor's employees shall be regarded as employees of System. Contractor shall be responsible for the wages and benefits of all of its employees.
4. During "peak" periods, Contractor shall utilize sufficient additional employees to avoid unnecessary delays and to expedite the production of materials requested.
5. The employees of the Contractor shall strictly adhere to System regulation while on the System premises, including but not limited to, regulation governing access to buildings, personal conduct, possession of prescribed substances or articles, parking and traffic. Further, the System reserves the right to require the removal of Contractor's employees from assignment on its campus for good cause.
6. Services requested and performed outside of System's standard working hours will be at Contractor's then-current overtime rate. Overtime must be approved by the System prior to beginning work on a project. The System's standard working hours are 8:00 a.m. to 6:00 p.m. for overtime purposes.
7. Either during any Personnel's assignment to System or within one (1) year after the completion of such an assignment, should System directly or indirectly solicit, hire or otherwise employ any Personnel in any manner whatsoever to perform services similar to those Services provided to System hereunder, then System shall pay Contractor, as a one-time placement fee as compensation for the screening, hiring and training costs incurred by Contractor with respect to

the replacement of each such Personnel, a sum equal to one (1) years' salary for each such Personnel System hires, engages or otherwise employs (but in no event more than \$20,000 for each such Personnel).

C. Hours of Operation:

1. Contractor shall maintain days and hours of operations that are established by each System site. Approved times shall be listed via Order.
2. Standard working hours (scheduled time) for Center operation on Baton Rouge campus is 8:00 a.m. - 6:00 p.m. Monday through Friday and 9:00 a.m. to 1:00 p.m. on Saturdays. For specific periods or events (Registration, Homecoming, Mid-terms, etc.) the Center may have longer hours. Any changes in established times of operation shall be by mutual agreement of the Contractor and the System via an amendment.
3. Default time is 8:00 a.m. to 5:00 p. m. Monday through Friday. For specific periods or events (Registration, Homecoming, Mid-terms, etc.) the center may have longer hours.
4. The Center shall operate for a period of 12 months per year. Contractor shall provide additional service for campus functions in order to maximize service and revenue potential when requested by the System. Tournaments, large conferences, athletic events, and department-approved activities are examples of such functions.
5. Contractor will have scheduled holidays according to System policy.

9. SOFTWARE

System agrees to comply with any applicable license agreement or license terms relating to intangible property or associated services included in any products, such as software licenses and/or prepaid data base subscription rights (“Software License”), whether pursuant to written, click-through, shrink-wrap or other agreements for such purpose, with the licensor of the software (“Software Supplier”). Contractor has no right, title or interest in any third-party software. System is solely responsible for entering into Software Licenses with the applicable Software Supplier and acknowledges that its rights and obligations with respect to such software as well as those of the Software Supplier are solely as set forth in such Software Licenses.

10. WARRANTY

EXCEPT AS EXPRESSLY SET FORTH IN THIS AGREEMENT, CONTRACTOR DISCLAIMS ALL WARRANTIES AND REPRESENTATIONS, EXPRESS OR IMPLIED, OF ANY NATURE WHATSOEVER, INCLUDING BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR USE, OR FITNESS FOR A PARTICULAR PURPOSE.

11. INDEMNIFICATION AND LIMITATION OF LIABILITY

Each party (“**Indemnifying Party**”) shall indemnify, defend and hold harmless the other (“**Indemnified Party**”) from all third-party claims incurred by the Indemnified Party arising out of the death or bodily injury of any agent, employee, or business invitee of the Indemnified Party, or the damage, loss, or destruction of any tangible property of the Indemnified Party, up to a maximum of \$1,000,000, to the extent caused by the negligent acts or omissions or willful misconduct of the Indemnifying Party, its employees, or agents. Customer shall indemnify, defend and hold harmless

Ricoh and its representatives and affiliates from and against any claim, suit, demand, liability, cause of action, damage or cost (including reasonable attorneys' fees and expenses) for actual or alleged infringement of any intellectual property right, including but not limited to copyright, trademark, or right of publicity, and breach of confidentiality arising from the copying of materials provided by Customer hereunder. Notwithstanding any other provision of this Agreement, nothing in this Agreement shall be construed to give Ricoh any control over decisions relating to choosing the content of information copied or otherwise handled hereunder. Customer warrants and represents that it violates no intellectual property rights or confidentiality agreements of third-parties by having Ricoh perform Services under this Agreement. Customer shall further indemnify, defend and hold harmless Ricoh and its representatives and affiliates from and against any fine, penalty, claim, suit, demand, liability, cause of action, damage or cost (including reasonable attorneys' fees) for any actual or alleged violation of any law or regulation relating to export and re-export control (collectively, "**Export Laws**") arising from the performance of Services under this Agreement. Notwithstanding any other provision of this Agreement, Customer shall at all times remain solely responsible for complying with all applicable Export Laws and for obtaining any applicable authorization or license under the Export Laws. Customer acknowledges and agrees that Ricoh may from time to time, in its sole discretion, engage non-U.S. subcontractors to perform any portion of the Services on Ricoh's behalf. Customer represents and warrants to Ricoh that it, its employees and agents shall not provide Ricoh with any document, technology, software or item for which any authorization or license is required under any Export Law. Without intending to create any limitation relating to the survival of any other provisions of this Agreement, Ricoh and Customer agree that the terms of this paragraph shall survive the expiration or earlier termination of this Agreement. Each party shall promptly notify the other in the event of the threat or initiation of any claim, demand, action or proceeding to which the indemnification obligations set forth in this section may apply.

THE AMOUNT OF ANY DIRECT LIABILITY OF A PARTY TO THE OTHER OR ANY THIRD-PARTY, FOR ONE OR MORE CLAIMS ARISING FROM OR RELATING TO THIS AGREEMENT, SHALL NOT EXCEED, IN THE AGGREGATE, THE AMOUNT PAID TO CONTRACTOR FOR THE PERFORMANCE OF SERVICES UNDER THIS AGREEMENT DURING THE SIX-MONTH PERIOD PRECEDING THE DATE ON WHICH THE CLAIM AROSE, WITH THE EXCEPTION OF THOSE CAUSED BY THE NEGLIGENT ACTS OR OMISSIONS OF WILLFUL MISCONDUCT BY A PARTY. IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER PARTY FOR CONSEQUENTIAL, INCIDENTAL, PUNITIVE OR INDIRECT DAMAGES, EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

12. WRITTEN NOTICE

All notices required or permitted by this Agreement shall be in writing and deemed sufficiently given when received if sent by recognized overnight courier, first class mail, or postage prepaid, to the addresses set forth below:

Southern University System

Tracie J. Woods, Esq.
General Counsel to the Southern University System
and Board of Supervisors
J.S. Clark Administration Building-4th floor
Baton Rouge, LA 70813
Phone: (225) 771-4680
Fax: (225) 771-5522

Ricoh USA

Phone: _____
Fax: _____

Tracie_woods@sus.edu

LaTonya Green-Jones
Director of Auxiliary Services
P.O. Box 9270
Baton Rouge, LA 70813
Phone: (225) 771-4856
Fax: (225) 771-5611
Latonya_greenjones@sus.edu

Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355
Attn: Legal Department
Phone: (610) 296-8000
Fax: (610) 408-7264

13. SEVERABILITY.

The presence in the text of this Agreement of any clause, sentence, provision, paragraph or article held to be invalid, illegal or ineffective by a court of competent jurisdiction shall not impair, invalidate or nullify the remainder of this agreement. The effect of any such holding shall be confined to the portion so held invalid.

14. COMPLETE AGREEMENT

This Agreement is the complete agreement between the parties with respect to the subject matter and all prior discussions and negotiations are merged into this Agreement. This Agreement is entered into with neither party relying on any statement or representation made by the other party not embodied in this Agreement and there are no other agreements or understanding changing or modifying the terms. This Agreement shall become effective upon final statutory approval.

15. GOVERNING LAW

This Agreement shall be governed by the laws of the State of Louisiana both as to interpretation and performance, without regard to its choice of law requirements.

16. CONFIDENTIALITY

“**Confidential Information**” shall mean information which may be disclosed in the performance of this Agreement or an Order Form and which is identified as confidential, including information relating to the Services, data used or generated in the provision of the Services, or any of a party’s products, operations, processes, plans or intentions, know-how, trade secrets, market opportunities or business affairs. Neither party is permitted to divulge, and each party must ensure that its employees, agents and subcontractors do not divulge, to any third-party, any Confidential Information of the other party without the other party’s prior written consent, except to authorized representatives of Customer or to employees or subcontractors of Ricoh who have a need to access such Confidential Information to perform the Services contemplated hereunder. Confidential Information shall not include information which: (a) at the time of disclosure is in the public domain; (b) after disclosure becomes part of the public domain by publication or otherwise through no fault of the receiving party; (c) is required to be disclosed pursuant to applicable federal, state or local law, regulation or a valid order issued by a court or governmental agency of competent jurisdiction; or (d) can be established to have been independently developed and so documented by the receiving party or obtained by the receiving party from any person not in breach of any confidential obligations to the disclosing party. The terms of this Agreement and any Order Form shall not be considered to be Confidential Information. Customer acknowledges and agrees that any information provided by Customer to Ricoh pursuant to this Agreement that constitutes Protected Health Information (“**PHI**”) subject to the Health Insurance Portability and Accountability Act of 1996 45 CFR Parts 160 and 164 (“**HIPAA**”) and the Health Information Technology for Economical and Clinical Health Act, Public

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Law 111-005 (the “**HITECH Act**”) or “nonpublic personal information” as defined under the Title V of the U.S. Gramm-Leach-Bliley Act, 15 U.S.C. § 6801 et seq., and the rules and regulations issued thereunder (“**Gramm-Leach-Bliley**”) shall be specifically identified as such to Ricoh in writing.

IN WITNESS THEREOF, said parties have hereunto set their hands and seals in agreement to the day and year listed below.

Southern University System

By: _____
Dr. Ray Belton, President-Chancellor
Southern University System
Date: _____

Ricoh USA, Inc.

By: _____
Name, Title
Ricoh USA, Inc.
Date: _____

EXHIBIT 1

EQUIPMENT USE AGREEMENT

This Equipment Use Agreement ("Use Agreement") dated as of this ___ day of _____, 2016 is between Ricoh USA, Inc. ("Ricoh") and Southern University System ("Customer"). Ricoh and Customer are also parties to that certain Master Lease & Services Agreement dated of even date herewith (the "Master Agreement") with respect to the provision of services described thereunder.

1. **Use Agreement; Delivery And Acceptance, Commencement.** In consideration for Customer's payment of the applicable minimum periodic payment (the "Equipment Use Payment") set forth on either: (a) an order form or product schedule (in a form to be provided and executed by Ricoh); or (b) a purchase order issued to, and accepted by, Ricoh, each incorporating by reference the terms and conditions this Use Agreement (each, an "Order"), Customer agrees to use, for the applicable term, the equipment described on the applicable Order ("Equipment"). When Customer receives the Equipment ordered pursuant to this Use Agreement, Customer agrees to inspect it to determine if it is in good working order and verify by telephone or in writing such information as Ricoh may require. The Equipment will be deemed accepted by Customer (the "Commencement Date") upon the earlier of: (i) the delivery of a signed delivery and acceptance certificate; or (ii) three (3) business days after delivery and installation of the Equipment to Customer if Customer has not previously provided Ricoh notice of non-acceptance.

2. **Usage Charges.** The first scheduled Equipment Use Payment, as specified in the applicable Order, will be due on the Commencement Date or such later date as Ricoh may designate. The remaining Equipment Use Payments will be due on the same day of each subsequent month, unless otherwise specified on the applicable Order. With respect to an Order that is priced on a cost per copy basis, Ricoh and Customer shall use its best efforts to obtain meter readings within seven (7) days of the end of each month during the term of each Order. If, despite such efforts, meter readings are not obtained on a timely basis, Ricoh may use estimated meter readings and adjust such estimated usage upon receipt of actual meter readings. The obligation of Customer to pay the Equipment Use Payment each month throughout the term of any Order is absolute and unconditional and is not subject to cancellation or setoff, except as expressly set forth in this Use Agreement.

3. **Other Charges.** Customer agrees to: (a) insure the Equipment while under Customer's possession; (b) pay all other costs and expenses for which Customer is obligated under this Use Agreement and the Master Agreement; and (c) pay all sales, use, personal property and other taxes attributable to the Equipment, Customer's use and possession of the Equipment and receipt of services.

4. **Insurance.** During the term of each Order, Customer will keep the Equipment insured against all risks of loss or damage in an amount not less than the replacement cost of the Equipment. Customer will pay all premiums for such insurance and shall deliver proof of satisfactory insurance coverage on demand.

5. **Service; Ownership and Use.** So long as the Master Agreement is in effect and Customer is not in default, Ricoh shall provide the maintenance and other services set forth therein. Ricoh, or its assignee, is the owner of the Equipment, and Customer has the right to use the Equipment under the terms of this Use Agreement. Ricoh hereby assigns to Customer all Ricoh's rights under any manufacturer or supplier warranties. Customer must keep the Equipment free of liens. Customer may not remove the Equipment from the address indicated on the front of the applicable Order without first notifying Ricoh. Customer agrees to: (a) keep the Equipment in Customer's exclusive control and possession; (b) use the Equipment in conformity with all insurance requirements, manufacturer's instructions and manuals; (c) subject to Ricoh's maintenance obligations set forth in the Master Agreement, keep the Equipment repaired and maintained in good working order and as required by the manufacturer's warranty and specifications; and (d) give Ricoh reasonable access during normal business hours to inspect and maintain the Equipment so that it performs to manufacturer's specifications. Ricoh may assign this Use Agreement or any Order and the Equipment and its rights, remedies and entitlements thereunder (but not Ricoh's obligations under the Master Agreement or otherwise), at any time in whole or in part with Customer prior approval. Customer shall not assert against any assignee any claim or defense Customer might have against Ricoh, but rather shall assert the same only against Ricoh. No assignment of this Use Agreement or any Order shall release Ricoh from any obligations Ricoh may have to Customer under the Master Agreement. It is the intention of the parties that this Use Agreement shall be a financing agreement that is independent of the Master Agreement. Accordingly, the parties agree that in the event of any conflict between: (i) the terms and conditions of this Use Agreement and/or any Order, on the one hand; and (ii) the terms and conditions of the Master Agreement, on the other hand, the terms and conditions of this Use Agreement and/or any Order shall supersede and control over such conflicting terms and conditions of the Master Agreement.

6. **Loss or Damage.** If any item of Equipment is lost or stolen or damaged by a party other than Ricoh after delivery to Customer, Customer will, at Customer's cost, either: (a) repair the item or replace the Equipment at Customer's expense; or (b) pay Ricoh the sum of: (i) all past due and current Equipment Use Payments and other charges, and (ii) the present value of all remaining Equipment Use Payments and other charges for the item, discounted at the rate of three percent (3%) per annum (or the lowest rate permitted by law, whichever is higher), and (iii) the fair market value of the Equipment as determined by Ricoh

(the "Fair Market Value"). Ricoh will then transfer to Customer all Ricoh's right, title and interest in the Equipment AS-IS AND WHERE-IS, WITHOUT ANY WARRANTY AS TO CONDITION OR VALUE. Insurance proceeds shall be applied toward repair, replacement or payment hereunder, as applicable.

7. **Early Termination Option.** So long as no event of default has occurred and is continuing under this Use Agreement and/or any Order, upon sixty (60) days prior written notice to Ricoh, Customer may terminate any Order with respect to any or all of the Equipment described in such Order by: (a) paying Ricoh the sum of: (i) all past due and current Equipment Use Payments and other charges then due and payable, including any property taxes, and (ii) the present value of all remaining Equipment Use Payments for such Equipment discounted at the rate of three percent (3%) per annum (or the lowest rate permitted by law, whichever is higher); and (b) either, (x) promptly returning the Equipment to Ricoh in accordance with the applicable provisions hereof, or (y) paying to Ricoh the Fair Market Value of the Equipment, in which case Ricoh shall transfer right, title and interest to the Equipment to Customer AS-IS AND WHERE-IS WITHOUT ANY WARRANTY AS TO CONDITION OR VALUE.

8. **Event of Default.** Customer will be in default under this Use Agreement if: (a) Customer fails to remit to Ricoh any payment due under this Use Agreement and/or any Order within fifteen (15) days of the due date or breaches any other obligation under this Use Agreement and Customer fails to cure such breach or payment default within ten (10) days of written notice being provided to Customer by Ricoh; or (b) a petition is filed by or against Customer under any bankruptcy or insolvency law.

9. **Remedies.** If Customer defaults, Ricoh may, in addition to all remedies available under the Uniform Commercial Code, recover from Customer the sum of: (a) all past due and current Equipment Use Payments and other charges then due and payable; and (b) the present value of all remaining Equipment Use Payments discounted at three percent (3%) per annum (or the lowest rate permitted by law, whichever is higher); and (c) the Fair Market Value of the Equipment. Ricoh will then transfer to Customer all Ricoh's rights, title and interest in the Equipment to Customer AS-IS AND WHERE-IS WITHOUT ANY WARRANTY AS TO CONDITION OR VALUE. Any failure or delay by Ricoh to exercise any right shall not operate as a waiver of any other right or future right.

10. **End of Term Options; Return of Equipment.** Upon at least thirty (30) days before the end of the term of any Order, Customer shall advise Ricoh of Customer's intention to do one of the following: (a) return the Equipment at the end of the term to a location designated by Ricoh (or its assignee) at Ricoh's expense; (b) continue to use the Equipment upon expiration of the term on a month-to-month basis; (c) agree to renew the applicable Order for a term of at least twelve (12) months; or (d) pay to Ricoh the Fair Market Value of the Equipment, and, upon receipt of such payment, Ricoh shall transfer to Customer all Ricoh's right, title and interest in the Equipment AS-IS AND WHERE-IS WITHOUT ANY WARRANTY AS TO CONDITION OR VALUE. If Customer does not notify Ricoh of Customer's intent to return the Equipment on a timely basis, or having provided notice, fails to return the Equipment, then this Use Agreement shall continue on a month-to-month basis on the terms and conditions set forth in this Use Agreement and the applicable Order.

11. **Net Use Agreement.** This Use Agreement and any Order is a net agreement. Customer's agreement to pay all obligations hereunder or thereunder, including but not limited to rental installments, shall be absolute and unconditional. Except as may be otherwise expressly provided herein, this Use Agreement and the applicable Order(s) shall not: (a) terminate, nor shall the respective obligations of Customer or Ricoh be affected, by reason of any defect in or damage to, or any loss or destruction of, the Equipment or any cause whatsoever, or the interference with the use thereof by any private person, corporation or governmental authority, or as a result of any war, riot, insurrection or Act of God; or (b) be affected by or subject to any abatement, reduction, set-off, defense, counterclaim, interruption, deferment or recoupment of any kind whatsoever. It is the express intention of Customer and Ricoh under this Section 11 that all Equipment Use Payments payable by Customer hereunder shall be, and continue to be, payable in all events throughout the term of the applicable Order.

IN WITNESS WHEREOF, the parties hereto, each acting with proper authority, have executed this Use Agreement as of the date set forth above.

CUSTOMER	RICOH USA, INC.
By: _____	By: _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

EXHIBIT 2

SERVICE ORDER

CUSTOMER INFORMATION

Order Number	One (1)				
Full Legal Name	Southern University System				
Address	500 Jessie Stone Drive, J.S. Clark Administration Building, 4 th Floor				
City	Baton Rouge	State	LA	Zip Code	70813

This Service Order is made pursuant to the Master Lease and Services Agreement (the “**Agreement**”) dated June 24, 2016, between Ricoh USA, Inc. (“**Ricoh**” or “**Contractor**”) and Southern University System (“**Customer**” or “**System**”). This Service Order shall be effective as of September 1, 2016, and shall have a (69) month term (“**Initial Term**”) for performance unless earlier terminated as expressly provided herein. Thereafter, this Service Order shall automatically renew for consecutive three (3) month periods, (each, a “**Renewal Term**”) at the rates specified herein, unless terminated by either party upon thirty (30) days prior written notice before the end of the Initial Term or Renewal Term, as applicable.

All terms and conditions of the Agreement are incorporated into this Service Order and made a part hereof. It is the intent of the parties that this Service Order be separately enforceable as a complete and independent agreement, independent of all other Service Orders made as part of the Agreement. This Service Order consists of this page, together with the following Exhibits and Service Riders, which shall apply only to the engagement contemplated by this Service Order.

EXHIBITS

- Exhibit A – Services, Personnel and Fees**
- Exhibit B – Ricoh-Provided Equipment**
- Exhibit C – Customer-Provided Equipment**
- Exhibit D – Center Improvements**
- Exhibit E – Retail Center Pricing**

SERVICE RIDERS

- Managed Services Rider for Retail Services**
- Managed Services Rider for Mail Services**
- Managed Services Rider for Equipment Repair and Maintenance Services**

The parties have executed this Service Order as of the date first written above.

CUSTOMER	RICOH USA, INC.
By: _____	By: _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

**EXHIBIT A TO SERVICE ORDER
SERVICES, PERSONNEL AND FEES**

Ricoh agrees to provide the following Services for the base minimum service fee: \$50,856.50 per month (the "Minimum Service Fee")

Managed Services

- | | | |
|-------------------------------------|---|--|
| <input type="checkbox"/> | Copy/Print Services | Hours of Operation: _____ |
| <input checked="" type="checkbox"/> | High Density Mail Services* | Hours of Operation: <u>8:00 – 6:00</u> |
| <input type="checkbox"/> | Courier Services | Hours of Operation: _____ |
| <input type="checkbox"/> | Imaging Services | Hours of Operation: _____ |
| <input type="checkbox"/> | Records Management Services | Hours of Operation: _____ |
| <input type="checkbox"/> | Business Information Services | Hours of Operation: _____ |
| <input checked="" type="checkbox"/> | Other: Retail Mail, Copy and Print Services
in accordance with Managed Services Riders** | Hours of Operation: <u>8:00 – 6:00</u> |

Equipment Repair and Maintenance; Supplies; Software Support

- | | | |
|-------------------------------------|---|--|
| <input checked="" type="checkbox"/> | Equipment Repair and Maintenance Services** | Hours of Operation: <u>8:00 – 5:00</u> |
| <input checked="" type="checkbox"/> | Supplies | Hours of Operation: <u>8:00 – 5:00</u> |
| <input type="checkbox"/> | Software Support | Hours of Operation: _____ |

**As further described in the Managed Services Riders attached hereto.

FEES

As part of the Minimum Service Fee listed above, Ricoh will provide Customer with the base black and white and base color images as set forth below. Customer will be charged quarterly for black and white and color images over the base images as indicated below. All images produced on production equipment in the Center will be counted as a single image, regardless of paper size.

Copy Center and Convenience	Base Images	Overage Rate
Black & White	2,124,000	\$0.0067
Color	75,000	\$0.0432

The Minimum Service Fee is comprised of the below two components:

- On Site Labor - \$45,053.00
- Inclusive Service (Copy Center and Convenience) - \$5,803.50

Separate from and in addition to the Minimum Service Fee listed above, Customer will be charged:

As a convenience to the customer, Ricoh will combine the above-referenced Minimum Services Fee and the below Equipment Use Payment set forth on any Product Schedule on a single invoice.

Equipment Use Payment: With respect to the initial Equipment installed at the inception on the Initial Term, the monthly Equipment Use Payment is \$24,701.84. The Monthly Equipment Use Payment combined with the Minimum Services Fee results in a total monthly minimum fee of \$75,558.34..

Overtime: When Customer workload requires the Services to be provided by any Personnel in excess of an eight (8) hour workday, during or beyond Normal Business Hours, Ricoh will provide overtime Services and will invoice Customer for such overtime. Overtime will be charged at Ricoh's then-current overtime rates, with a four (4) hour per Personnel minimum overtime shift when the overtime is not directly adjacent to Normal Business Hours. Overtime requires Customer's prior approval.

Equipment Moves: Customer shall pay Ricoh to move equipment covered by this Service Order (the “Covered Equipment”) at Ricoh’s then-current rates with Customer’s prior approval.

Freight, Delivery, and Mailing Costs: Customer shall pay all postage/ mailing expenses (meter rentals), any reasonable fuel surcharges assessed from time to time, courier and/or carrier fees directly as deemed necessary to provide the Services. Ricoh shall not bear or be responsible for any costs related to Customer’s freight, delivery and/or mail costs and, to the extent Ricoh pays such costs, Customer shall immediately reimburse Ricoh.

All other Services shall be agreed upon from time-to-time by Customer and Ricoh in writing.

CENTER

Ricoh will perform the Services at the following Customer location(s):

Southern University – Baton Rouge

PERSONNEL

Ricoh will provide the following Personnel to perform the Services specified above:

(7)	Full-time
(1)	Part-time

RICOH ADDITIONAL STAFFING

Additional staffing may be requested when scheduled forty-eight (48) hours in advance. Such additional staffing is provided on an as-available basis for weekday shifts. There is a four (4) hour minimum required for this service. Rates for such additional staffing will be mutually agreed upon by the parties in advance of the services being provided.

Longer-term full-time and part-time staffing may be added via an amendment to this Service Order. Additional rates for longer-term additional staffing will be agreed upon in advance of commencement of such service by way of an amendment to this Service Order and will be based upon current labor market conditions at the time. Full-time headcount is considered forty (40) hours per week for an assignment in excess of a month; part-time headcount is considered twenty (20) hours per week for assignments in excess of a month.

HOURS OF OPERATION AND HOLIDAYS

Ricoh will provide Technical Services during normal business hours which, unless otherwise specified herein, will be 8:00 a.m. to 5:00 p.m. local time, Monday through Friday except the following holidays: (i) New Year’s Day; (ii) Memorial Day; (iii) 4th of July; (iv) Labor Day; (v) Thanksgiving; (vi) Day after Thanksgiving; and (vii) Christmas Day (“Normal Business Hours”). If Customer recognizes fewer holidays, Customer will be charged at the below-referenced overtime rates for operation of any Center on the nationally recognized holidays not recognized by Customer.

LICENSE AND USAGE FEE

Customer hereby grants to Ricoh for the term of this Service Order a license to use the Center set forth above for the duration for the term of this Service Order. The parties hereby acknowledge and expressly agree that Ricoh’s occupation and use of the Center constitutes an irrevocable (during the term of this Service Order) license to use and occupy the Center for the purposes of performing the Services specified in this Service Order, and shall not be construed as a real property lease, nor shall Ricoh under any circumstances be deemed a tenant or subtenant of Customer or any third party. Customer shall indemnify, defend and hold Ricoh harmless from and against any claim or liability based on the grounds that Ricoh is a tenant or subtenant at law, or has any leasehold or other real estate interest in the Center. In consideration for the aforementioned license and Customer’s provision of maintenance, custodial services and other accommodations at the Center as required under the Agreement, Ricoh shall pay to Customer a monthly license fee of \$2,083.33 per month (the “Usage Fee”) until the earlier of the termination or expirations of this license or the Service Order.

CENTER BUILD-OUT

Customer shall perform and install certain improvements and fixtures (“**Center Improvements**”) at the Center in accordance with the plans and specifications agreed to by the parties (the “**Plans**”). Ricoh will engage an architect to design the Plans in accordance with Exhibit D of this Service Order. Upon completion of the Plans, Ricoh will submit the Plans to the Customer for approval. Upon Customer approval, Customer will engage a general contractor to construct the Center Improvements. Ricoh makes no representations or warranties with respect to the Plans.

BUILD-OUT TERMINATION FEE

In the event (i) Customer terminates this Service Order or any of the Services specified hereunder for any reason or cause other than Ricoh’s uncured default as specified in the Agreement, or (ii) Ricoh terminates this Service Order due to an uncured default on the part of Customer as specified in the Agreement, then, in addition to the Termination Fee specified in the Agreement and any other fees and charges then due, Customer shall also pay to Ricoh as liquidated damages, and not as a penalty, an amount equal to the unamortized cost incurred by Ricoh to perform the Center Improvements (“**Facility Build-Out Fee**”) as of the effective date of termination. The Facility Build-Out Fee shall be amortized on a straight-line basis over the Initial Term of the Service Order. The parties acknowledge and agree that such payment will be due and payable to Ricoh in respect of unamortized costs incurred by Ricoh associated with the implementation of the Services, as more fully described herein.

RICOH SCHOLARSHIP

So long as Customer is has not defaulted under the Agreement, Ricoh shall provide \$15,000.00 each year during the Initial Term of this Service Order by check (the “**Annual Scholarship**”). Customer represents and warrants to Ricoh that: (i) neither Ricoh’s giving nor the Customer’s acceptance of the Annual Scholarship, individually or collectively, constitutes a breach of or creates a conflict with the Customer’s code of ethics, procurement guidelines or any other Customer policy or procedure; and (ii) the Annual Scholarship and the Customer’s acceptance thereof are in no way deemed to be improper or illegal under any federal or state law or regulation and do not, directly or indirectly, constitute a conflict of interest, kickback, improper remuneration or an inducement for any pending or future business. The Annual Scholarship will be paid within (30) days of the beginning of the fall semester each year.

**EXHIBIT B TO SERVICE ORDER
RICOH-PROVIDED EQUIPMENT**

Leased Equipment – Baton Rouge Fleet (Equipment leased pursuant to separate Equipment Use Agreement which receives Services):

MAKE	MODEL	START METE R	SERIAL NUMBER	SERVIC E LEVEL	TONER CARTS INCLUDED FOR TERM	MAINT KITS INCLUDED FOR TERM	QUANTITY
RICOH	MP3054	0	TBD	GOLD	Y	Y	113
RICOH	MP4054	0	TBD	GOLD	Y	Y	26
RICOH	MPC3504	0	TBD	GOLD	Y	Y	4
RICOH	MPC6004	0	TBD	GOLD	Y	Y	3
RICOH	MP7502	0	TBD	GOLD	Y	Y	3

Leased Equipment – Baton Rouge Copy Center (Equipment leased pursuant to separate Equipment Use Agreement which receives Services):

MAKE	MODEL	STAR T METE R	SERIAL NUMBER	SERVIC E LEVEL	TONER CARTS INCLUDED FOR TERM	MAINT KITS INCLUDED FOR TERM	QUANTITY
RICOH	PRO C7110	0	TBD	GOLD	Y	Y	1
RICOH	PRO 8110	0	TBD	GOLD	Y	Y	1
RICOH	PRO L4130	0	TBD		Y	Y	1
DUPLO	19 GUILLOTINE CUTTER	N/A	TBD		N/A	Y	1
DUPLO	DC616 PRO SLITTER CUTTER CREASER	N/A	TBD		N/A	Y	1
CLAMCO	DEMPAC H20 ONE STEP SHRINK SYSTEM	N/A	TBD		N/A	Y	1
COPY NET	COPY NET	N/A	TBD		N/A	Y	1
PTI	FUSION PRO	N/A	TBD		N/A	Y	1
GBC	MP2500 MODULAR PUNCH	N/A	TBD		N/A	Y	1
GBC	CC2700 MODULAR COIL BINDER	N/A	TBD		N/A	Y	1
GBC	PB 2600 COMB BINDER	N/A	TBD		N/A	Y	1

Leased Equipment – Shreveport, LA (Equipment leased pursuant to separate Equipment Use Agreement which receives Services):

MAKE	MODEL	START METE R	SERIAL NUMBER	SERVIC E LEVEL	TONER CARTS INCLUDED FOR TERM	MAINT KITS INCLUDED FOR TERM	QUANTITY
RICOH	MP3054	0	TBD	GOLD	Y	Y	26
RICOH	MPC6004	0	TBD	GOLD	Y	Y	3
RICOH	PRO C5510	0	TBD	GOLD	Y	Y	1
RICOH	PRO 8110	0	TBD	GOLD	Y	Y	1

Non-Leased Equipment (Equipment provided by Ricoh, and owned by Ricoh, as part of the Services) Baton Rouge Campus:

- (1) Cargo Van
- (1) Golf Cart with Attached Bed
- (2) Ricoh University Kiosks with Branding
- (1) Ship Rite Point of Sales System
- (7) Personal computer (as needed for Ricoh administrative requirements)
- (1) Ricoh TRAC Mail Module with Student Notification
- (1) Ricoh TRAC Copy Center Module
- (2) Viewsonic 22" Touchscreen Monitors with Wall Mounts
- (1) Ricoh TRAC Student Badge Integration
- (2) RS507 Ring Scanner
- (2) Topaz Signature Pad GEM LCD 1x5
- (2) Corded Barcode Scanner
- (1) Cordless Barcode Scanner
- (1) M4206 Label Printer
- (2) MagTek Card Reader (Kiosk)
- (1) ULine Tables and Package Racks
- (1) Neopost IS480 Postage Meter
- (2) Microsoft Surface Pro Elite Kit

**EXHIBIT C TO SERVICE ORDER
CUSTOMER-PROVIDED EQUIPMENT**

Customer-Provided Equipment (Equipment owned or leased from a third-party which receives Services):

(1) Blackboard 4100 Reader

**EXHIBIT D TO SERVICE ORDER
CENTER IMPROVEMENTS**

The following improvements have been designed and recommended for the Southern University Shared Services Center, which will reside in the Smith Brown Memorial Student Union.

1. See Contract AIAB105 between Ricoh USA, Inc. and Domain Architects and the resulting document entitled "Renovations to Post Office Space" for details on build out/design changes.

Based on the scope set forth above, Ricoh anticipates the cost of Center Improvements to be \$87,773.00. The actual final cost of the Center Improvements may vary based on unanticipated delays, variations in materials prices, labor issues, etc. Ricoh will reimburse the Customer for the Center Improvements up to \$87,773.00, and any additional cost that is mutually agreed to by the parties. Customer may submit invoices to Ricoh for reimbursement once per month during the construction phase. The parties shall retain invoices and receipts for all Center Improvements which, collectively, shall establish the Facility Build-Out Fee for purposes of the paragraph entitled Build-Out Termination Fee in Exhibit A.

**EXHIBIT E TO SERVICE ORDER
RETAIL CENTER PRICING**

Sample Retail Center Pricing	
Description	Pricing
Full Service Copies	
8.5x11, 20#, no hole, 1 sided	\$0.11
8.5x11, 20#, no hole, 2 sided (2 impressions)	\$0.19
8.5x14, 20#, no hole, 1 sided	\$0.14
8.5x14, 20#, no hole, 2 sided (2 impressions)	\$0.22
11x17, 60#, no hole, 1 sided	\$0.21
11x17, 60#, no hole, 2 sided (2 impressions)	\$0.31
8.5x11, 24# color copy, 1 sided, 1-10	\$0.99
8.5x11, 24# color copy, 1 sided, 11-50	\$0.89
8.5x11, 24# color copy, 1 sided, 51-100	\$0.79
8.5x14, 24# color copy, 1 sided, 1-10	\$1.40
8.5x14, 24# color copy, 1 sided, 11-50	\$1.25
8.5x14, 24# color copy, 1 sided, 51-100	\$1.10
11x17, 28# color copy, 1 sided, 1-10	\$2.00
11x17, 28# color copy, 1 sided, 11-50	\$1.75
11x17, 28# color copy, 1 sided, 51-100	\$1.60
Binding/Finishing	
Plastic Spiral (comb binding)	\$3.50
Velo Binding	\$3.75
Folding (per fold), + \$1.00 set up	\$0.01
Cutting (per cut)	\$1.00
Drilling (per 500 sheets)	\$1.00
Padding (per pad plus \$2 - \$5 setup fee)	\$0.25
Laminating 3ml 8.5x11	\$1.75
Laminating 3ml 8.5x14	\$2.25
Laminating 3ml 11x17	\$3.00
Wide Format	
18x24 bond	\$3.00
24x36 bond	\$4.00
30x42 bond	\$6.00
per sq ft	\$0.75
18x24 vellum	\$3.50
24x36 vellum	\$5.50

30x42 vellum	\$7.50
per sq ft	\$1.00

**MANAGED SERVICE RIDER TO SERVICE ORDER
MANAGED SERVICES RIDER FOR RETAIL SERVICES**

CUSTOMER INFORMATION	
Full Legal Name	Southern University System
Service Order Number	One (1)
Service Order Date	September 1, 2016

This Managed Services Rider is included as part of the above-referenced Service Order, and the following terms and conditions shall apply to the Service Order:

Retail Services. If Ricoh is engaged to provide Retail Services under the Service Order, Ricoh will manage Customer’s retail operations at the designated Center, as applicable, and at the prices set forth in the Service Order or herein. This includes processing all retail orders received at the Center, and maintaining a bill back system for charging departments, as mutually agreed upon by the parties.

Scope of Work

The following Scope of Work (“SOW”) defines logical boundaries of activities to be managed by Ricoh and Customer. Under this SOW, Ricoh shall configure at the Center an appropriate mix and utilization of people, process, equipment, software utilization and networking in the delivery of the Services. Ricoh will perform for Customer its Services through the provision of onsite labor personnel as outlined in this Managed Services Rider (“Retail Services”).

Task Description:

- Provide copy, mail, and print and other Retail Services as detailed in the Scope of Work

Retail Services

Location:

Smith Brown Memorial Union (Baton Rouge Campus)

Hours:

8:00am to 6:00pm Monday – Friday

Retail Services

- Ricoh will make the following Retail Services directly available to Customers (each as described in additional detail below):
 - Walk-up UPS, USPS and FedEx Shipping Services
 - Printing Services
 - Poster/Banner Printing
 - Bulk mailing
 - See Price List Exhibit E
- Provide outgoing mail and package services (USPS, UPS, Federal Express). Ricoh will price Fedex, UPS, and DHL rates to be competitive with USPS rates. . Southern University will be responsible for all accountable mail surcharges. Ricoh will invoice Southern for any surcharges that are incurred.
- Bulk Mailing
 - Receive outgoing USPS requests from departments during daily campus runs.
 - Enter department chargeback information into tracking system
 - Ricoh utilize mailing equipment provided by Southern which will allow the Center to charge back to departments when appropriate.
 - Provide monthly report detailing department chargeback for postage.
- Provide shipping options that present the most economical cost based on the delivery requirements.
- Sell stamps, boxes and associated materials and other items by mutual agreement. These items will be purchased by Ricoh and the cost therefore shall be invoiced to and reimbursed by Customer on a monthly basis.
- Process outgoing USPS requests utilizing POS system at the retail counter. Apart from POS terminals that Ricoh is obligated to provide, Customer is responsible for providing all necessary hardware,

- software, infrastructure, applications, networks and connections necessary to process Payment Card transactions (“Payment Card Systems”) including “endicia.com” account necessary for POS system. Customer is responsible for ensuring that all Payment Card Systems comply with (i) applicable legal and regulatory requirements and (ii) the most current version of the Payment Card Industry Data Security Standard (“PCI DSS”) as published and maintained by the Payment Card Industry Security Standards Council. Upon prior written request, Customer will provide Ricoh with reasonable assistance in demonstrating that Payment Card Systems comply with PCI DSS.
- Provide an on-site copy center (“Copy Center”) capable of producing copying and print jobs in black and white and/or in color at the rates set forth in the Retail Center Pricing in Exhibit E.
 - Provide materials for binding and other finishing requirements. Departments will be charged on the monthly invoice based on billing codes and individuals will be charged directly for the services.
 - Provide job ticket and record keeping tools for job scheduling and recording.
 - Provide the administrative and operation processes and procedures including but not limited to job ticket form, scheduling, and coordination process etc.
 - Notify the requester when the job is complete.
 - Ricoh will check all jobs for quality assurance, and will achieve a quality rate of 98% on all completed work.
 - Ricoh will complete all jobs by the deadline as mutually agreed upon between Ricoh and the customer at a rate of 98%
 - Ricoh will coordinate with Southern University on bill back system/reports for individual departments for print jobs.
 - Customer and its end users shall at all times remain solely responsible for obtaining any copyright clearances related to the jobs and materials submitted to the Copy Center
 - Retail Services are subject to the following expectations:
 - Ricoh and Customer will mutually agree upon retail goods and services prices for Retail Services.
 - Ricoh will accept cash, checks, credit/debit card and campus card as methods of payment for retail services. Ricoh is responsible for providing necessary point-of-sale equipment and processing services in accordance with the Service Order.
 - On a daily basis the Ricoh site staff will prepare all of the cash transactions and secure them in a deposit bag to be deposited with University’s Cashiers Office. The point of sale system daily report will summarize the day’s transactions and will act as validation of the contents of the deposit bag.
 - Ricoh is responsible for daily reconciliation of retail transactions.
 - Customer will support Retail Services by assisting Ricoh in facilitating marketing efforts to grow the volume of business relating to the retail Services.
 - Ricoh and Customer will mutually agree on supplies inventory requirements for Retail Services (e.g. stamps, shipping boxes, tape, etc.). Ricoh shall procure retail inventory (at Customer’s cost and expense) to be sold, and will invoice Customer monthly in arrears for inventory purchases.
 - Ricoh will utilize a secure safe for Retail Services valuables (e.g. cash and stamps).
 - Gross Revenue generated from Retail Services will be retained by Customer. “Gross Revenue” is defined as all revenues derived directly from the retail purchase of Retail Services and supplies at the Center in accordance with this Service Rider. Gross Revenue excludes all (i) sales/excise taxes; (ii) credits for the value of customer returns; (iii) unpaid charges (e.g. bounced checks or declined credit card transactions) and (iv) any loss of revenue that is not due to the negligence, gross negligence, or willful/intention misconduct of Ricoh, its agents or subcontractors, which, by way of example, may include theft or vandalism. The amount of revenue generated by the Customer shall have no bearing on the Minimum Service Fee set forth in Exhibit A to this Service Order, or any other fees or charges owed by Customer to Ricoh hereunder.

Retail Services Assumptions and Obligations:

- **Ricoh Obligations**
 - Ricoh will provide staffing as required to fulfill the contractual obligations of the Service Order.
 - Complete deliverables agreed upon in the Service Order.

- Update TRAC student and department information via properly formatted files provided by Southern.
- Track and report operational metrics.
- **Customer Obligations**
 - Provide student information for TRAC database. This information will include, but may not be limited to:
 - Student ID number, first name, last name, email address and mailbox
 - Department user first names, last names, locations and chargeback codes
 - Providing Credit Card Account and card reader terminals to enable credit card and campus debit card payment transactions, and associated data connection and security.
 - Provide “endicia.com” online USPS postage account (Standard account sufficient)
 - Provide funding for the cash register (POS).
 - Require end-users to sign off on all Retail Services.
 - Provide appropriate equipment, IT support and network access for all hardware necessary for all retail functions.
 - Provide suitable wireless network bandwidth for retail hardware functionality.
 - Provide a technical resource to assist in the installation and troubleshooting of customer network access.
 - Provide resources to ensure that postage meter has postage at all times during working hours.
 - Provide work area, supplies and storage facilities as needed to complete tasks.

**MANAGED SERVICE RIDER TO SERVICE ORDER
MANAGED SERVICES RIDER FOR MAIL SERVICES**

CUSTOMER INFORMATION	
Full Legal Name	Southern University System
Service Order Number	One (1)
Service Order Date	September 1, 2016

This Managed Services Rider is included as part of the above-referenced Service Order, and the following terms and conditions shall apply to the Service Order:

Mail Services. If Ricoh is engaged to provide Mail Services under the Service Order, Ricoh will manage Customer’s student and Campus inbound and outbound mail operations at the designated Mail Center, as applicable, and at the prices set forth in the Service Order or herein. This includes processing all mail pieces and parcels received at the Center, coordinating pickup and drop-off services with the United States Postal Service, and maintaining a tracking system for accountable, express, special and/or overnight mail and parcels as mutually agreed upon by the parties. Notwithstanding anything to the contrary in this Service Order or the Agreement, Ricoh shall not be obligated to take any action that would constitute a violation of the Private Express Statutes (as codified at 18 U.S.C. §§ 1693-1697; 39 U.S.C. § 601; and 39 C.F.R. §§ 310; 324) or any implementing guidance or regulations promulgated pursuant thereto. Customer represents and warrants that (i) all mail to be carried by Ricoh has already passed through the mail, or if yet to be mailed, will be appropriately stamped, addressed and sealed before being provided to Ricoh; and (ii) Ricoh will not be required to traverse any public road or other post route when delivering interoffice mail, or where the foregoing is not feasible, Customer will appropriately stamp, seal, address and otherwise comply with the requirements of 39 U.S.C. § 601 before providing interoffice mail to Ricoh.

Scope of Work

The following Scope of Work (“SOW”) defines logical boundaries of activities to be managed by Ricoh and Customer. Under this SOW, Ricoh shall configure at Customer Mail Center an appropriate mix and utilization of people, process, equipment, software utilization and networking in the delivery of the Services. Ricoh will perform for Customer its Mail Services through the provision of onsite labor personnel as outlined in the Service Order. The Services are categorized as follows:

- Mail Management Services
- Personnel

Task Description:

- Provide daily processing of student and campus mail and packages

Ricoh Obligations:

- Ricoh will provide staffing as required to fulfill the contractual obligations of the Service Order
- Track and report operational Metrics

Customer Obligations:

- Notify Ricoh onsite contact when Customer is closed
- Overtime requests for services outside of the scope of the Service Order must be in writing and all charges must be agreed to in advance and signed.

Location:
Smith Brown Memorial Union (Baton Rouge Campus)

Hours:
8:00am to 6:00pm Monday – Friday:

Quantitative Baseline: Monthly

Number of Customer student high density mail boxes	4,000	
Estimated USPS Volumes	Incoming – 60,000/month	Outgoing – 11,500/month
Estimated Accountable Volumes	Incoming – 4,400/month	Outgoing- 500/month

Student Mailboxes

- Coordinate student mailbox assignments
- Maintain mailbox assignments into TRAC software. Changes at the beginning of each academic year will be provided to Ricoh in an CSV format for upload to the database.
- Identify “closed” student mail folders due studying abroad, withdrawal etc.
- Update student mail folders based on new, graduating, withdrawing students

Incoming USPS Mail for Students

- Ricoh will pick up mail from local Post Office every morning
- Rough sort mail according to student mail folder number ranges
- Fine sort student mail into student high density mail folders and scan barcode on same day as mail is received
- Retrieve student mail from mail folders per students request via Ricoh kiosk
- Utilize student ID’s and Ricoh TRAC to scan and account for student receipt of mail
- All mystery mail will be set aside for research and returned if considered undeliverable
- If information is missing and mail is considered undeliverable, stamp mail as undeliverable and return to sender
- Any mail that is not addressed directly to the student can be placed in mail folder however will not trigger student notification

Incoming USPS Mail for Faculty

- Separate student and faculty mail from incoming USPS mail delivery
- Fine sort mail by department.
- Fine sort faculty mail according to department on same day as mail is received.
- Mail is placed in mail bags according to mail run
- If information is missing, Ricoh will check with HR for faculty address and Registrar for student address before returning mail as undeliverable.

Outgoing USPS Mail

- Receive and process outgoing USPS departmental mail same day
- All Departmental postage will be charged back to department

Incoming USPS/Federal Express/UPS Packages

- Receive packages from USPS, UPS and Federal Express
- Log packages into TRAC and affix delivery labels
- Sort and place on shelves
- Alert students of received packages via TRAC email
- Match student ID’s and pull package(s) from shelving
- Utilize student ID’s to scan and account for student receipt of package(s) and require student signature
- Ricoh will provide monthly student wait time report and any wait over 10 minutes will be addressed during our Monthly Management Report for root cause and determine resolution

Campus Delivery

- Ricoh to operate 2 delivery routes once each day for a total of 35/ea mail stops
- Ricoh to provide all necessary vehicles, and shall be responsible for (i) insuring, fueling and maintaining the vehicles.
- Only approved full time Ricoh employees will be allowed to operate the vehicle
- Customer will provide permanent on-campus parking for Mail Services vehicle, in an area as close as possible and convenient to the Mail Center.

Other Duties

- Provide additional weekend and holiday staffing for the first three weeks during the student move-in period and for the first two weeks during the return-from-winter-break period. Dates for these periods will be based on Customer’s published academic calendar. Ricoh and Customer will agree

to additional labor quantities and corresponding costs and any alterations to hours of operation during the June monthly operations meeting for the student move-in period, and the October monthly operations meeting for the return-from-winter-break period. Changes to this or any other requests for additional labor will be made by written notice at least 60 days in advance.

- Provide training and support for TRAC kiosk devices at the beginning of each semester during scheduled training sessions

Ricoh Obligations:

- Ricoh will provide staffing as required to fulfill the contractual obligations of the Service Order
- Complete deliverables agreed upon in the Service Order
- Update TRAC student information via properly formatted files provided by Customer
- Track and report operational metrics

Customer Obligations:

- Provide student information for TRAC database sixty (60) days in advance of installation and each semester. This information will include, but may not be limited to:
 - Student ID number, first name, last name, email address and mailbox
- Require end-users to sign off on all accountable packages
- Provide appropriate equipment and network access for all hardware necessary for the student kiosk solution functionality 30 days in advance of installation
- Provide suitable wireless network bandwidth for student kiosk hardware functionality fifteen (15) days in advance of installation
- Provide a technical resource to assist in the installation and troubleshooting of customer network access fifteen (15) days in advance of the installation. This resource must be available to assist during the two days of hardware and software installation.
- Provide resources to ensure that postage meter has postage at all times during working hours
- Provide work area, supplies and storage facilities as needed to complete tasks

Limitations and Assumptions

- A) Ricoh assumes that a project start date will be agreed upon in a project kickoff meeting held between Customer and Ricoh within 15 days of the signing of the Service Order.
- B) Ricoh assumes that Customer will have personnel assigned to the project that will be available to Ricoh to coordinate the implementation. Ricoh will notify Customer immediately if there are any limitations of resource availability, which may impact Customer project implementation. In such an event, Ricoh will work with Customer to reach mutually agreeable changes whenever possible.

Customer's Obligations

- A) Customer will assign an authorized representative with overall responsibility for all of Customer's aspects of the Service Order. This individual must have the authority to make decisions relative to the Service Order and to either assign resources or negotiate the assignment of resources within Customer's organization.
- B) Customer will assign a project team and management sponsors to work with the Ricoh team throughout the implementation phase. The project team will be responsible for meeting agreed timelines and commitments, and provide Ricoh with requested information in a timely manner.
- C) Customer will provide a representative who will participate in our Monthly Management Report meetings, and an executive decision maker who will participate in our Quarterly Strategy Updates and Annual Executive Strategy Meeting.

MANAGED SERVICE RIDER TO SERVICE ORDER
MANAGED SERVICES RIDER FOR EQUIPMENT REPAIR AND MAINTENANCE SERVICES

CUSTOMER INFORMATION	
Full Legal Name	Southern University System
Service Order Number	One (1)
Service Order Date	September 1, 2016

This Managed Services Rider is included as part of the above-referenced Service Order, and the following terms and conditions shall apply to the Service Order:

1. Service Levels. If Ricoh is engaged to provide Equipment Repair and Maintenance Services, Ricoh agrees to meet the following Service Levels:

Quarterly Average Response Time

Definition: Response Time – The amount of time Ricoh On-Site Personnel, Ricoh Service Technicians or Analyst takes to respond to a service call on-site or by phone, if on-site is not required.

Service Level: For Ricoh staffed locations, Ricoh On-Site Personnel will meet a quarterly average response time of (2) hour for all service calls at staffed locations. Ricoh On-Site Personnel should not troubleshoot for more than (1) hour before contacting Ricoh Offsite Personnel to assist. If it is necessary for a Ricoh Technician or Analyst to handle the repair issue, Ricoh service technicians will meet a quarterly average response time of four (4) hours for all Customer service calls. For non staffed locations, Ricoh service technicians will meet a quarterly average response time of four (4) hours for all Customer service calls.

Standard Total Repair Time

Definition: Total Repair Time – Including Response Time, this calculation includes the time it takes the technician or analyst to get the equipment fully functional.

Service Level: For Ricoh staffed locations, Ricoh On-Site Personnel will meet a quarterly average response time of (2) hours for all service calls at staffed locations. Ricoh Offsite Personnel will repair the equipment either on the same business day or by the next business day. If a Ricoh technician responding to a service call does not have the needed parts on-hand to repair the equipment in this Service Order, to the extent commercially reasonable, any and all parts ordered will be delivered Next Day delivery, without charge to the customer.

Uptime

Ricoh-Provided Equipment will operate in accordance with the applicable manufacturer's specifications and will be serviced in a manner designed to meet a minimum quarterly uptime average of ninety-five percent (95%), which shall be calculated based upon an eight-hour day and exclude normal preventive maintenance time and downtime attributable to Customer's negligence.

In the case of an element of the Service Levels under this Section not being achieved a resolution or remedy process is to be engaged. A resolution or remedy will be documented by a corrective action plan tied to an agreed upon timeline to bring the services within targeted standards within thirty (30) day timeframe. The remedy may require service delivery correction actions, the addition of incremental capacity, modification to service process due to changes in facilities logistics and environment.

2. Parts and Supplies. Ricoh will provide certain supplies in connection with its Equipment Repair and Maintenance Services in accordance with the following Service Coverage plans:

	Maintenance		Consumables		Additional Supplies	
	Parts	Labor	Toner, Ink	Preventative Maintenance Kits	Staples	Paper
Gold	YES	YES	YES	YES	YES	No
Silver	YES	YES	YES	YES	No	No
Bronze	YES	YES	No	No	No	No

The corresponding Service Coverage plan applicable to each unit of Covered Equipment will be identified, as appropriate, in Exhibit B. Any supplies provided by Ricoh in connection with its Equipment Repair and Maintenance Services will be provided in accordance with manufacturer's specifications. If Ricoh determines that Customer has used more than the manufacturer's recommended specifications for supplies provided by Ricoh, Customer will pay reasonable charges for those excess supplies and/or Ricoh may refuse additional supply shipments.

Replacement parts may be furnished on an exchange basis and will be new, reconditioned or used as determined by Ricoh in its sole discretion. Travel and labor-time for service calls outside of Normal Business Hours, if and when available and only in the event and to the extent that Ricoh agrees to provide such non-standard coverage, will be charged on a time-and-material basis.

Use of Recommended Supplies; Meter Readings. (a) If Customer uses other than manufacturer-recommended supplies, including paper, developer, toner, and fuser oil, and if such supplies are defective or not acceptable for use on the Covered Equipment or cause abnormally frequent service calls or service problems, then Ricoh may, at its option, assess a surcharge or terminate the applicable Order Form with respect to such items of Covered Equipment. If so terminated, Customer will be offered Services on a time-and-material basis. It is not a condition of this Agreement that Customer use only Ricoh-provided supplies. (b) If Ricoh determines that Customer has used more than the manufacturer's recommended specifications for supplies provided by Ricoh, Customer will pay reasonable charges for those excess supplies and/or Ricoh may refuse additional supply shipments. Customer agrees, either by itself or through a designated representative, which may include any personnel or an independent third-party, to provide Ricoh true and accurate meter readings by submitting meter reads to Ricoh through the Ricoh web-based meter read submission program, or when and in any reasonable manner requested by Ricoh, whether via telephone, email or otherwise. If accurate meter readings are not provided on a timely basis, Ricoh reserves the right to estimate the meter readings from previous meter readings. Appropriate adjustments will be made to subsequent billing cycles following receipt of actual and accurate meter readings. As part of its Services, Customer acknowledges and agrees that Ricoh may place automatic meter reading units on Covered Equipment, embedded or otherwise, at Customer's location in order to facilitate the timely and efficient collection of accurate meter read data on a monthly, quarterly or annual basis, service calls and low toner alerts. Ricoh agrees that such units will be used by Ricoh solely for such limited purpose. Once transmitted, all meter read data shall become the sole property of Ricoh and may be utilized for billing purposes.

Scope of Repair and Maintenance Services. The Services provided by Ricoh under this Service Order will not include the following: (a) repairs resulting from misuse (including without limitation failure to maintain a proper environment for the Covered Equipment, improper voltage or the use of supplies that do not conform to the manufacturer's specifications); (b) repairs made necessary by service or relocation of the Covered Equipment performed by persons other than Ricoh representatives; (c) service calls or work which Customer requests to be performed outside of normal business hours (unless covered under an extended hour service contract); (d) removable cassette, copy cabinet, exit trays, or any item not related to the mechanical or electrical operation of the Covered Equipment; (e) supply of consumable supplies such as paper or staples, unless expressly provided for in the Service Order; (f) repairs and/or service calls resulting from attachments not purchased from Ricoh; (g) any system support or the connection of any hardware or software to any Customer network or system unless specified in the Service Order; (h) parts no longer available from the applicable manufacturer; (i) electrical work external to the Covered Equipment, including problems resulting from overloaded or improper circuits; and (j) charges for installation of the Covered Equipment or de-installation and/or movement of the Covered Equipment from one location to another.

Damage to Covered Equipment or parts are not covered by this Service Order. In no event shall Ricoh be liable for any damages resulting from or related to any failure of software, including, but not limited to, loss of data, or delay of delivery of Services hereunder. Ricoh assumes no obligation to provide or install any anti-virus or similar software and the scope of services contemplated hereby does not include any such Services. Ricoh may terminate its Service obligations under this Service Order with respect to any item of Covered Equipment or software that has been modified, damaged, altered or serviced by personnel other than those employed by Ricoh. Additionally, Services necessitated as a result of inadequate key operator involvement, any operator caused damage, or the Covered Equipment being beyond economical repair may result in Services being rendered on a time-and-material basis.

Ricoh Obligations:

- Ricoh will provide staffing as required to fulfill the contractual obligations of the Service Order
- Track and report operational Metrics

Customer Obligations:

- Notify Ricoh onsite contact when Customer is closed
- Overtime requests for services outside of the scope of the Service Order must be in writing and all charges must be agreed to in advance and signed.

Location:
Smith Brown Memorial Union (Baton Rouge Campus)

Hours:
8:00am to 5:00pm Monday – Friday:

Quantitative Baseline: Monthly

Number of Ricoh Output Devices (Center and Convenience)	183
Targeted Quarterly Uptime	95% Uptime
Average Response Time for Onsite Response (Baton Rouge Only)	2 Hours
Average Response Time for Off Site Response	4 Hours
Locations Supported By Quantity of Device	Baton Rouge (153), Shreveport (320)
Estimated Monthly Volume for Center and Convenience	B/W – 708,000 Color – 25,000

Task Description:

- Provide management as outlined above.

Fleet Management

Device Management

- Ricoh will proactively manage devices via web based tool for management and reporting
- Ricoh will provide additional training as needed.
- On Site Personnel will serve as liason between between offsite technicians, systems analysts, and other remote diagnostic support means.

Supply Management

- Ricoh will maintain adequate supply levels (toner and staples) for devices (Baton Rouge Campus only)
- Ricoh will deliver stock paper to departments as requested (Baton Rouge Campus only)

Ricoh Obligations:

- Ricoh will provide staffing as required to fulfill the contractual obligations of the Service Order
- Complete deliverables agreed upon in the Service Order
- Track and report operational metrics

Customer Obligations:

- Provide work area, supplies and storage facilities as needed to complete tasks

Limitations and Assumptions

- A) Ricoh assumes that a project start date will be agreed upon in a project kickoff meeting held between Customer and Ricoh within 15 days of the signing of the Service Order.
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Customer's Obligations

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- B) Customer will assign a project team and management sponsors to work with the Ricoh team throughout the implementation phase. The project team will be responsible for meeting agreed timelines and commitments, and provide Ricoh with requested information in a timely manner.
- C) Customer will provide a representative who will participate in our Monthly Management Report meetings, and an executive decision maker who will participate in our Quarterly Strategy Updates and Annual Executive Strategy Meeting.

EXHIBIT 3

[Attach Statement of Work]

EXHIBIT 4

[Attach Product Schedules]



Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

Product Schedule

This Product Schedule (this "Schedule") is between Ricoh USA, Inc. ("we" or "us") and Southern University System, as customer or lessee ("Customer" or "you"). This Schedule is made pursuant to the Equipment Use Agreement made pursuant to the Master Lease & Services Agreement dated on or about _____, 2016 (together with any amendments, attachments and addenda thereto, the "Equipment Use Agreement"), between you and us. All terms and conditions of the Equipment Use Agreement are incorporated into this Schedule and made a part hereof.

CUSTOMER INFORMATION

SOUTHERN UNIVERSITY SYSTEM				Latonya Green-Jones			
Customer (Bill To)				Billing Contact Name			
3050 MARTIN LUTHER KING JR DR				801 HARDING BLVD 4 TH FL JS CLARK ADMIN BLDG			
Equipment Location Address				Billing Address (if different from location address)			
SHREVEPORT	BOSSIER	LA	71107	BATON ROUGE	EBRP	LA	70807-5329
City	County	State	Zip	City	County	State	Zip
Billing Contact Telephone Number 225-771-8456			Billing Contact Facsimile Number 225-771-4500		Billing Contact E-Mail Address Latonya_GreenJones@SUS.edu		

EQUIPMENT DESCRIPTION

Qty	Equipment Description: Make & Model
26	RICOH MP3054
1	RICOH C5110S
1	RICOH PRO 8110SE
3	RICOH MPC6004

Qty	Equipment Description: Make & Model

PAYMENT SCHEDULE

Minimum Term (months)
69

Minimum Payment (Without Tax)
\$ 4499.54

Minimum Payment Billing Frequency
<input checked="" type="checkbox"/> Monthly
<input type="checkbox"/> Quarterly
<input type="checkbox"/> Other: _____

Advance Payment
<input type="checkbox"/> 1 st Payment
<input type="checkbox"/> 1 st & Last Payment
<input type="checkbox"/> Other: _____

Sales Tax Exempt: YES (Attach Exemption Certificate) Customer Billing Reference Number (P.O. #, etc.) _____
Addendum(s) attached: YES (check if yes and indicate total number of pages: _____)

TERMS AND CONDITIONS

- The first Equipment Use Payment will be due on the Commencement Date.
- You, the undersigned Customer, have applied to us to rent the above-described Equipment for lawful commercial (non-consumer) purposes. **THIS WILL ACKNOWLEDGE THAT YOU HAVE READ AND UNDERSTAND THIS SCHEDULE AND THE EQUIPMENT USE AGREEMENT AND HAVE RECEIVED A COPY OF THIS SCHEDULE AND THE EQUIPMENT USE AGREEMENT.**
- Additional Provisions (if any) are: _____

THE PERSON SIGNING THIS SCHEDULE ON BEHALF OF THE CUSTOMER REPRESENTS THAT HE/SHE HAS THE AUTHORITY TO DO SO.

CUSTOMER By: X _____ <i>Authorized Signer Signature</i> Printed Name: _____ Title: _____ Date: _____	Accepted by: RICOH USA, INC. By: _____ <i>Authorized Signer Signature</i> Printed Name: _____ Title: _____ Date: _____
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Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

Product Schedule

This Product Schedule (this "Schedule") is between Ricoh USA, Inc. ("we" or "us") and Southern University System, as customer or lessee ("Customer" or "you"). This Schedule is made pursuant to the Equipment Use Agreement made pursuant to the Master Lease & Services Agreement dated on or about _____, 2016 (together with any amendments, attachments and addenda thereto, the "Equipment Use Agreement"), between you and us. All terms and conditions of the Equipment Use Agreement are incorporated into this Schedule and made a part hereof.

CUSTOMER INFORMATION

SOUTHERN UNIVERSITY SYSTEM				Latonya Green-Jones			
Customer (Bill To)				Billing Contact Name			
801 HARDING BLVD 4 TH FL JS CLARK ADMIN BLDG				801 HARDING BLVD 4 TH FL JS CLARK ADMIN BLDG			
Equipment Location Address				Billing Address (if different from location address)			
BATON ROUGE	EBRP	LA	70807-5329	BATON ROUGE	EBRP	LA	70807-5329
City	County	State	Zip	City	County	State	Zip
Billing Contact Telephone Number			Billing Contact Facsimile Number		Billing Contact E-Mail Address		
225-771-4856			225-771-4500		Latonya_GreenJones@SUS.edu		

EQUIPMENT DESCRIPTION

Qty	Equipment Description: Make & Model
113	RICOH MP3054SP
3	RICOH MPC6004
26	RICOH MP4054SP
3	MP7502SP
1	PRO L4130 WIDE FORMAT
1	[OOD] GBC MODULAR COIL BINDER CC2700
1	PRO C7110SX BRANDING SET
1	[OOD] CLAMCO DEM PAK H20 ONE STEP SHRINK SYSTEM

Qty	Equipment Description: Make & Model
1	PRO 8110SE BRANDING SET
1	[OOD]DUPLO FEEDER DF980
1	XG-PCS20820D RIC AMP SURGE PROTECTOR
1	[OOD]DUPLO 19 GUILLOTINE CUTTER W/ PROGRAMING
1	[OOD] DUPLO DC616PRO SLITTER CUTTER CREASER
1	[OOD] GBC MODULAR PUNCH 2500
1	[OOD] GBC MP2600 COMB BINDER
4	RICOH MP C3504

PAYMENT SCHEDULE

Minimum Term (months)	Minimum Payment (Without Tax)	Minimum Payment Billing Frequency	Advance Payment
69	\$ 20,202.84	<input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Other: _____	<input type="checkbox"/> 1 st Payment <input type="checkbox"/> 1 st & Last Payment <input type="checkbox"/> Other: _____

Sales Tax Exempt: YES (Attach Exemption Certificate) Customer Billing Reference Number (P.O. #, etc.) _____
 Addendum(s) attached: YES (check if yes and indicate total number of pages: _____)

TERMS AND CONDITIONS

- The first Equipment Use Payment will be due on the Commencement Date.
- You, the undersigned Customer, have applied to us to rent the above-described Equipment for lawful commercial (non-consumer) purposes. **THIS WILL ACKNOWLEDGE THAT YOU HAVE READ AND UNDERSTAND THIS SCHEDULE AND THE EQUIPMENT USE AGREEMENT AND HAVE RECEIVED A COPY OF THIS SCHEDULE AND THE EQUIPMENT USE AGREEMENT.**
- Additional Provisions (if any) are: _____

THE PERSON SIGNING THIS SCHEDULE ON BEHALF OF THE CUSTOMER REPRESENTS THAT HE/SHE HAS THE AUTHORITY TO DO SO.

CUSTOMER By: X _____ <i>Authorized Signer Signature</i> Printed Name: _____ Title: _____ Date: _____	Accepted by: RICOH USA, INC. By: _____ <i>Authorized Signer Signature</i> Printed Name: _____ Title: _____ Date: _____
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Statement of Work

Project Management Services

Created for Southern University
System

Fleet Implementation

Jeff Mildner
March 02, 2016

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Proprietary & Confidential Information

The enclosed materials are proprietary to RICOH USA, INC. ("Ricoh"), and Ricoh reserves all right, title, and interest in and to such materials. The terms, conditions, and information set forth herein are confidential to Ricoh and may not be disclosed in any manner to any person other than the addressee, together with its officers, employees, and agents who are directly responsible for evaluating the contents of these materials for the limited purpose intended. These materials may not be used in any manner other than for such limited purpose. Any unauthorized disclosure, use, reproduction, or transmission is expressly prohibited without the prior written consent of Ricoh.

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SOW Design Record #: 17678179

Introduction

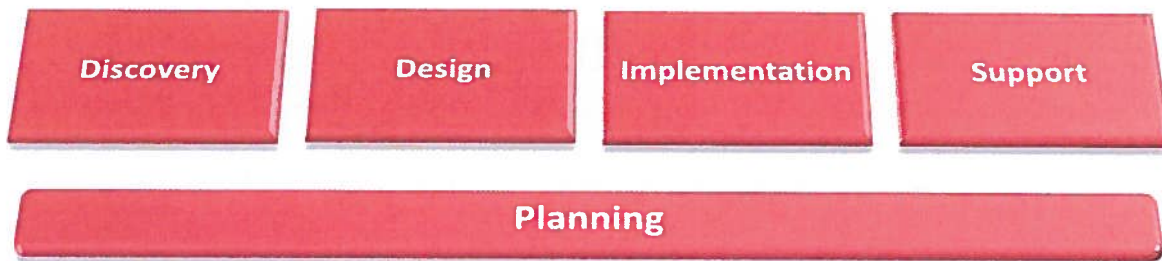
RICOH USA, INC. ("Ricoh") has prepared the following Statement of Work ("SOW") to detail Project Management services for Southern University System to be provided in support of the Fleet Implementation project.

Ricoh has defined the PMO services scope and associated costs for this engagement. The services outlined in this document are based on Ricoh's experience and preliminary information received from Southern University System. Any requested changes to the scope of these PMO services may result in a cost adjustment which will be handled through the Change Control procedure outlined in this SOW and documented in a Change Order agreed upon and signed by both parties.

This document is intended for Southern University System and Ricoh only and cannot be distributed to persons or third parties not directly involved with the Fleet Implementation without express written consent of both Southern University System and Ricoh.

PMO Services Objective

The objective of this SOW is to define the project management services, milestones and deliverables specific to this project using the Ricoh Methodology Framework (RMF), our best practices definition of the project lifecycle. The RMF covers the following project phases:



The Ricoh Project Management Office will work with Southern University System to:

- Define, Monitor and Communicate project activities
- Coordinate Staffing and Southern University System resources
- Conduct project process reviews
- Collaboratively coordinate fleet rationalization activity with Southern University System departments
- Ensure all project processes are well defined and communicated
- Coordinate print driver and/or solution certification testing
- Coordinate installation and connection of agreed upon end-state devices
- Coordinate solution training or orientation, as required
- Ensure Scope Management principles are employed
- Effectively manage the transition to the new environment across the enterprise

Project Scope

Upon receipt of authorization to proceed, Ricoh will assign (1) Project Management resource to design and execute the Fleet Implementation for Southern University System.

Approximately One Hundred Ninety (184) Ricoh multifunction devices (MFD's) at two (2) campus locations within Southern University System have been identified to be implemented as part of this project. *See Appendix A for a complete listing of all devices to be implemented.*

The Ricoh Project Manager will use the following phased approach to the Fleet Implementation project.

Phase 1: Discovery & Design phase; Needs assessment (fleet rationalization), Sales will lead the assessment strategy and activities and place order for new devices. PM will assist with reporting assessment information to the customer and conducting weekly design and status meetings.

The results of the assessments will be consolidated by the Ricoh Sales Team into a future state/recommendation document to be approved by Southern University System. These recommendations will include the device locations, spacing, electrical and network requirements, device speed and functional capabilities, and potential cost savings.

Once the recommendations are agreed to by Southern University System, the Ricoh Project Manager will coordinate the necessary resources to successfully execute the order, delivery, installation and training of the MFP devices at each location's deployment.

Phase 2: Implementation; PM will manage the implementation of all devices identified and approved to be installed during phase 1, assessments. Any departments that are not approved will be implemented in phase 3. The requirements and assumptions are the majority of the devices will be deployed in phase 2.

MFP training will occur at the time of the MFP deployment. Ricoh's training resources will work directly with each Customer's administrator to schedule and perform the training. Training resources, information and approach will be dependent on the type of equipment and agreed to by both teams during the Design phase of the project.

Phase 3: PM will manage the deployment of any remaining devices not complete in phase 2, along with project closure activities.

As the installation of the device is complete and the signed Delivery and Acceptance form has been received by Ricoh, the location will be considered "Closed" within the project. Upon closure, the location will transition into Steady State Operations, and will be supported and reported on per the Service Level Agreements in the Customer Master Services Agreement XX-XXX-XXX.

Services Excluded from the Project Scope

This Project does not cover the following functions or deliverables.

- Customer devices, departments or customer locations NOT included in Exhibit A
- Training sessions post project closure
- Delivery and installation outside of regular business hours of 8am-5pm
- Project Management of post implementation support

Customer Location

The following Southern University System locations are included in the scope of this Project:

Baton Rouge
801 Harding Blvd
Baton Rouge, LA 70813

Shreveport
3050 Dr. Martin Luther King Dr
Shreveport, LA 71107

Services Detail

The following are the project management services, deliverables and milestones Ricoh will provide in fulfillment of the defined scope of this engagement.

1. Discovery

Ricoh's Project Manager will coordinate preliminary meetings with Southern University System's Project Manager to review the project requirements. While much of this information may have been shared during presales discussions, it is important to formalize the scope of the project, based on the business requirements gathered in these meetings, ensuring a clear understanding by the combined project team. Any information from these discussions which results in requirements outside of the Project Scope will be addressed through Ricoh's and Southern University System's change control procedures. This information will then be used to develop the project implementation strategy for the overall solution implementation, including transition to steady state management.

During the Discovery Phase, the Ricoh Project Manager will also work with the Southern University System Project Manager to develop the key project management deliverables, including the Resource Matrix, Communication Plan, and Risk Plan. It is important to note that these documents are iterative in nature and will be updated during the project lifecycle.

Deliverables:

- Project Kickoff Meeting
- Project Resource Matrix / Documentation, including roles and responsibilities
- Project Governance/Escalation Diagram
- Project Communication Plan, including reporting format and cadence

- Risk Management Plan, including identification, analysis and response planning

Checkpoint:

- Southern University System Project Manager will review and approve all Deliverables by signing the Deliverable Acceptance form from the Discovery Phase, before commencing the Design Phase

2. Design

Once the Discovery Phase is complete, Ricoh and Southern University System project team members will jointly develop the implementation activities and timeline for the solution. These will be translated into the Implementation Guide and Project Implementation Plan.

Included in the Implementation Guide will be processes required to deliver and install the solution. These will include fleet assessment recommendations, installation, connection, training, transition of the locations to steady state operations.

The Project Implementation Plan is a detailed timeline defining the tasks, durations, schedule, resources and dependencies necessary to complete the implementation. The Ricoh Project Manager will work with the Southern University System Project Manager and combined project team to ensure all processes, schedule, and resource constraints are identified and incorporated into the Project Implementation Plan.

Deliverables:

- Implementation Guide
- Fleet rationalization recommendation
- Project Implementation Plan / Project Schedule

Checkpoint:

Southern University System Project Manager will review and approve all Deliverables by signing the Deliverable Acceptance Form from the Design Phase, before commencing the Implementation Phase.

3. Implementation

The Ricoh PM will use the Implementation Guide and Implementation Project Plan approved during the Design Phase to manage the Fleet Implementation at Southern University System location(s) as defined in this document. The tools developed during Discovery, and in accordance with the Communication and Risk Plans, as well as weekly Status Reports, device tracking spreadsheet with individual site and device status, etc... will be used to monitor, control and report project activities defined in this SOW.

Deliverables:

- Weekly Status Reports and meetings as identified in the Communication Plan
- Installation Checklist
- Detailed (by Location) Deployment Implementation Tracking Spreadsheet

- Issue Log

Checkpoint:

- Southern University System will acknowledge completion of Implementation by signing the Delivery and Acceptance forms presented by the Ricoh Project Manager.

4. Support

In preparation for the transition of support, the Ricoh Project Manager will develop a Transition Plan to document and define the ongoing roles and responsibilities of the steady state resources after the project deliverables are completed. Upon completion of Implementation, the Ricoh Project Manager will facilitate the transition to steady state operations as outlined in the Implementation Guide. The Project Manager will conduct administrative closure including archival of all project documentation, complete a lessons learned exercise, and submit a formal Project Acceptance Form for Southern University System's signature. Execution of this form signifies completion of PMO services.

Deliverables:

- Project Management Transition Plan
- Lessons Learned Review and Document
- Project Closure Meeting
- Project Acceptance Form

Checkpoint:

- Southern University System will sign the Project Acceptance Form, signifying completion of PMO services.

Customer Roles and Responsibilities

Customer Roles

Any successful project is a cooperative effort. With that in mind, the following section provides information on the roles and responsibilities expected of the Southern University System project team. Please note that a single individual may execute the roles and responsibilities listed below. Each role does not necessarily mean that a separate Southern University System resource is required.

Project Manager

Southern University System will provide a designated Project Manager who will:

- Assist with the development of the overall Project Plan/Timeline and/or Implementation schedule.
- Escalate issues to Southern University System project sponsor for resolution.
- Attend project meetings; and prepare meeting minutes and status reports as necessary.
- Assist with the change control procedure for those tasks that are outside the scope of the services defined in this SOW and the Design documents, including obtaining authorized signatures for Change Orders.

- Obtain the required authorized signoffs at the completion of the Ricoh deliverables.

Project Sponsor

Southern University System will designate a Project Sponsor who will:

- Possess a solid understanding of the business processes as well as the overall project objectives.
- Be available to answer questions, provide input and make project decisions when necessary during the project.

Facility availability

Southern University System will also arrange the following:

- Order the necessary supplies required during the project.
- Be available to provide onsite facility access and support as necessary.

Customer General Responsibilities

If the project is to be successful, Ricoh makes the following assumptions as general Customer obligations:

- Southern University System will ensure accuracy of data and information supplied to Ricoh.
- Southern University System understands that Ricoh relies on immediate clarification and resolution regarding the integrity of data and information supplied to Ricoh.
- Southern University System will manage the demands of other business endeavors at the implementation site(s).
- Southern University System will provide a list of key resources for areas affected by the project to the Ricoh Project Manager prior to the project kickoff, including: Name, Title, Responsibility, Role, Phone, and E-mail wherever possible.

Southern University System may request to have Ricoh assist with the completion of any of the above-mentioned responsibilities; however, the PMO Service hours necessary to complete such tasks have not been accounted for within this document and would be added, as appropriate, via a Change Order.

Completion Criteria

When the PMO Services detailed in this document have been completed and demonstrated, Fleet Implementation will be considered complete and Ricoh will request Customer signoff. Southern University System agrees to sign the Solutions Delivery and Acceptance Form in a timely manner. Notwithstanding the foregoing, Ricoh will have fulfilled its obligations under this SOW when any one of the following first occurs:

- Ricoh completes the Services described in this SOW.
- This document is terminated in accordance with the existing Terms and Conditions of the executed Master Services Agreement number _____ between Ricoh and Southern University System dated September 1, 2016.

Change Control

Changes to the scope of the Services in this document shall be made only in a written Change Order signed by both parties. Ricoh shall have no obligation to commence work in connection with any change until the fee and/or schedule impact of the change and all other applicable terms are agreed upon by both parties in writing. The following list provides a detailed process to follow if changes to components within the scope of this document are required.

- A Change Order (CO) will be the vehicle for communicating change. The CO must describe the change, the reason for the change, and the effect the change will have on the Project.
- The designated Project Manager of the requesting party will review the proposed change and determine whether to submit the request to the other party.
- Both Project Managers will review the proposed change and approve it for further investigation. Ricoh will specify if there will be any charges for such investigation, which may be incorporated into the CO. The investigation will determine the effect that the implementation of the CO charge will have on price, schedule, and other terms and conditions of this document.
- A written Change Order must be signed by both parties to authorize changing PMO services.

Project Assumptions

To execute the Project successfully, several key assumptions have been made. Any change in these assumptions may result in a change in scope, which will be addressed through the Change Control process, and may result in additional charges and/or delay of the completion of the Project.

- All PMO Services for Southern University System's fleet implementation will be performed offsite by Ricoh's resources, as agreed by Ricoh and Southern University System.
- All discussions of PMO Service duration are dependent upon a timely reception of requisite POs and other Customer-generated paperwork/electronic documentation necessary to launch the engagement or project, or move forward to the next phase.
- Ricoh will not be able to start work until after this document has been reviewed, agreed to and signed. Resources can only be allocated and scheduled with receipt of documented authorization to proceed with the project.
- While scheduling changes do not generally result in a billable change of scope, they could affect the availability of PMO resources for both Ricoh and Southern University System and delay the completion of the engagement.
- Services provided by Ricoh or its subcontractors will be provided during normal business hours (8:00 am to 5:00 pm) Monday through Friday excluding Ricoh recognized holidays. Services provided outside of Ricoh standard business times and hours may be considered out of scope and will be handled as a change order at standard overtime rates if Southern University System requests it.

- Ricoh has included services and documentation based on the Ricoh Methodology Framework. Ricoh has based the documentation Services on the use of Ricoh templates and standard content typically delivered by Ricoh in a Project Management Services Project.

Project Management Effort

The expected Project Management effort as detailed in this SOW is 230 hours.

Project Management Fees

This is a Fixed Fee engagement. In consideration of the Services, Customer shall pay Ricoh the fees in the amounts and at the rates set forth as follows:

The total Fees for this Project not including hardware, software, sales tax, or hardware/software technical support are included in the lease agreement. Customer acknowledges and agrees that the Fees for the Services to be provided by Ricoh under this SOW have been established by Ricoh and included in the payment set forth in the **MASTER LEASE AND SERVICES AGREEMENT** (the "Agreement") between Customer and **RICOH, USA, INC.**. The purchase or lease of any hardware or software is independent from this SOW and therefore not contingent on Customer's acceptance of the Services performed.

Any changes to this SOW will require a Change Order executed and agreed upon by both parties. Ricoh cannot perform work outside of the scope of this SOW without an authorized Change Order signed by Customer.

Payment Schedule

This SOW is provided as a service included in the Agreement referenced above. **NO ADDITIONAL COST WILL BE INCURRED BY SIGNING THIS SOW.**

Budget Notes

- All costs are exclusive of applicable taxes
- This cost is valid for a period of 90 days from the cover date; after this date it may be revised
- All costs are exclusive of actual travel and living (L&L) expenses incurred except where specifically noted. Actual expenses will be invoiced at the end of each month.

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Terms & Conditions:

The performance of the services described in this Statement of Work by Ricoh Americas Corporation (“RicoH”) for Southern University System (“Customer”) is subject to and shall be governed solely by the terms and conditions in that certain Master Service Agreement by and between Ricoh and Customer dated September 1, 2016.. Notwithstanding the foregoing, to the extent the terms of this Statement of Work contradict the Master Service Agreement, this Statement of Work shall govern and be controlling with respect to the subject matter hereof.

This SOW shall be effective as of the date of execution by both Ricoh and Customer. Scheduling of resources and Project duration estimates can only be provided after this SOW has been signed by both parties. By signing below, the undersigned represent that they are duly authorized to enter into this SOW on behalf of their respective entities.

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This SOW shall be effective as of the date of execution by both Ricoh and Customer. Scheduling of resources and Project duration estimates can only be provided after this SOW has been signed by both parties. By signing below, the undersigned represent that they are duly authorized to enter into this SOW on behalf of their respective entities.

RICOH PRELIMINARY REVIEW

Preliminary Review Signature - Approval (Branch Management – SrMoD)	Name and Title	Date

CUSTOMER ACCEPTANCE

Authorized Signature	Name and Title	Date

RICOH ACCEPTANCE

Authorized Signature (MI, SrMoD, MVP or Higher)	Name and Title	Date

PLEASE PRINT THE NAME AND TITLE OF THE SIGNER IN THE APPROPRIATE SIGNATURE BLOCK.

Appendix A – Fleet Locations

Baton Rouge Campus
801 Harding Blvd
Baton Rouge, LA 70813

MPC 6004 - 3
MP7502SP - 3
MP3054SP - 113
MP4054SP - 26
MPC3504 – 4
Ricoh Pro C7110 – 1
Ricoh Pro 8110 – 1
Ricoh Pro L4130 - 1

Total Units for this campus: 152

Shreveport Campus
3050 Dr. Martin Luther King Dr.
Shreveport, LA 71107

MPC5503 - 3
MP3054SP – 26
Pro C5110 -1
Pro 8110 - 1

Total Units for this campus: 31

Southern University and A&M College
Projected Breakdown of Student Tuition and Fees
2016 Fall Semester

Projected Tuition and Fees	Undergraduate	Graduate
2016 Spring Semester Tuition and Fees	\$ 3,673	\$ 4,242
Projected Increase in Fees (10%)	367	424
Total Projected 2016 Fall Semester Fees	4,040	4,666
Projected Increase in Tuition & Fees Effective 2016 Fall Semester	\$ 367	\$ 424

Southern University and A&M College
Projected Breakdown of Undergraduate and Graduate Student Tuition and Fees
Fall Semester 2016

Undergraduate Fees	0 Hrs	1 Hr	2 Hrs	3 Hrs	4 Hrs	5 Hrs	6 Hrs	7 Hrs	8 Hrs	9 Hrs	10 Hrs	11 Hrs	12 Hrs & Above
Projected Tuition and Fees													
2016 Spring Undergraduate Tuition and Fees	\$ 414	\$ 1,734	\$ 1,761	\$ 1,788	\$ 2,131	\$ 2,158	\$ 2,185	\$ 2,682	\$ 2,709	\$ 2,736	\$ 3,122	\$ 3,149	\$ 3,673
Projected Increase in Fees Rounded (10%)	41	173	176	179	213	216	219	268	271	274	312	315	367
Total Projected 2016 Fall Tuition and Fees	\$ 455	\$ 1,907	\$ 1,937	\$ 1,967	\$ 2,344	\$ 2,374	\$ 2,404	\$ 2,950	\$ 2,980	\$ 3,010	\$ 3,434	\$ 3,464	\$ 4,040
Graduate Fees	0 Hrs	1 Hr	2 Hrs	3 Hrs	4 Hrs	5 Hrs	6 Hrs	7 Hrs	8 Hrs	9 Hrs	10 Hrs	11 Hrs	12 Hrs & Above
Projected Tuition and Fees													
2016 Spring Graduate Tuition and Fees	\$ 466	\$ 802	\$ 859	\$ 916	\$ 1,382	\$ 1,439	\$ 1,496	\$ 2,341	\$ 2,398	\$ 4,071	\$ 4,128	\$ 4,185	\$ 4,242
Projected Increase in Fees Rounded (10%)	47	80	86	92	138	144	150	234	240	407	413	419	424
Total Projected 2016 Fall Tuition and Fees	\$ 513	\$ 882	\$ 945	\$ 1,008	\$ 1,520	\$ 1,583	\$ 1,646	\$ 2,575	\$ 2,638	\$ 4,478	\$ 4,541	\$ 4,604	\$ 4,666

Southern University System
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2016
As of May 31, 2016

	Actual as of 5/31/2016	Projected	Total FY 2015-16	Budget as of 6/30/16	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$24,206,570	\$-00	\$24,206,570	\$24,206,570	100.0%	0
Statutory Dedicated	22,988,443	1,891,817	24,880,260	24,880,260	92.4%	0
Funds Due From BOR						
Federal	2,228,061	1,426,148	3,654,209	3,654,209	61.0%	0
Self Generated						
Tuition - Fall 2015	28,171,479	354,000	28,525,479	28,666,974	98.3%	(141,495)
Tuition - Spring 2016	26,398,003	282,750	26,680,753	25,702,984	102.7%	977,769
Tuition - Summer	4,015,247	149,035	4,164,282	3,490,530	115.0%	673,752
Out-of-State Fees	9,147,353	45,800	9,193,153	7,101,738	128.8%	2,091,415
Other	7,581,935	5,474,920	13,056,856	12,909,545	58.7%	147,311
InterAgency Transfer	3,166,669	303,395	3,470,064	4,896,768	64.7%	(1,426,704)
Total Revenues	\$127,903,762	\$9,927,865	\$137,831,627	\$135,509,578	94.4%	\$2,322,049
Expenditures by Object						
Salaries	\$62,790,211	\$6,055,754	\$68,845,964	\$68,477,180	91.7%	\$368,784
Other Compensation	227,447	91,530	318,977	318,977	71.3%	0
Related Benefits	27,625,714	3,794,386	31,420,100	30,514,921	90.5%	905,179
Total Personal Services	\$90,643,372	\$9,941,669	\$100,585,041	\$99,311,078	91.3%	\$1,273,963
Travel	\$493,762	\$232,902	\$726,664	\$660,270	74.8%	\$66,394
Operating Services	9,970,172	3,534,576	13,504,747	13,642,754	73.1%	(138,007)
Supplies	913,087	560,819	1,473,906	1,674,694	54.5%	(200,788)
Total Operating Expenses	\$10,883,258	\$4,095,395	\$14,978,653	\$15,317,448	71.1%	\$(338,795)
Professional Services	1,287,228	596,317	1,883,545	1,866,789	69.0%	16,756
Other Charges	3,834,132	2,140,499	5,974,632	6,290,478	61.0%	(315,846)
Debt Services	0	75,542	75,542	0	0%	75,542
Interagency Transfers	4,907,516	1,472,168	6,379,684	6,442,984	76%	(63,300)
Total Other Charges	\$10,028,877	\$4,284,526	\$14,313,402	\$14,600,251	68.7%	\$(286,849)
General Acquisitions	135,603	68,633	204,236	292,011	46.4%	(87,775)
Library Acquisitions	424,619	20,040	444,659	462,649	91.8%	(17,990)
Major Repairs	0	7,000	7,000	7,000	0.0%	0
Total Acquist. & Major Repairs	\$560,222	\$95,673	\$655,895	\$761,660	73.6%	\$(105,765)
Scholarships	\$6,571,971	\$-00	\$6,571,971	\$4,858,871	135.3%	\$1,713,100
Total Expenditures	\$119,181,462	\$18,650,165	\$137,831,626	\$135,509,578	88.0%	\$2,322,048

Southern University Board and System Administration
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2016
As of May 31, 2016

	Actual as of 5/31/2016	Projected	Total FY 2015-16	Budget as of 6/30/16	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$635,897	\$(134,959)	\$500,938	\$500,938	126.9%	0
Statutory Dedicated	2,485,802	(69,503)	2,416,299	2,416,299	102.9%	0
Funds Due To/ From Mgmt						
Federal						
Self Generated						
Tuition - Fall 2015						
Tuition - Spring 2016						
Tuition - Summer						
Out-of-State Fees						
Other						
InterAgency Transfer						
Total Revenues	\$3,121,699	\$(204,462)	\$2,917,237	\$2,917,237	107.0%	\$0
Expenditures by Object						
Salaries	\$987,890	\$217,515	\$1,205,405	\$1,205,405	82.0%	0
Other Compensation	47,667	4,333	52,000	52,000	91.7%	0
Related Benefits	321,508	177,614	499,122	499,122	64.4%	0
Total Personal Services	\$1,357,065	\$399,462	\$1,756,527	\$1,756,527	77.3%	\$0
Travel	\$51,216	\$24,784	\$76,000	\$76,000	67.4%	\$0
Operating Services	70,496	37,487	107,983	107,983	65.3%	0
Supplies	7,987	21,443	29,430	29,430	27.1%	0
Total Operating Expenses	\$78,483	\$58,930	\$137,413	\$137,413	57.1%	\$0
Professional Services	49,500	-1,500	48,000	48,000	103.1%	0
Other Charges	14,269	476,103	490,372	490,372	2.9%	0
Debt Services						
Interagency Transfers		408,925	408,925	408,925	0.0%	0
Total Other Charges	\$63,769	\$883,528	\$947,297	\$947,297	6.7%	\$0
General Acquisitions			0	0	0.0%	0
Library Acquisitions						0
Major Repairs						0
Total Acquist. & Major Repairs	0	0	0	0	0.0%	\$0
Scholarships						\$0
Total Expenditures	\$1,550,533	\$1,366,704	\$2,917,237	\$2,917,237	53.2%	\$0

Southern University - Baton Rouge
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2016
As of May 31, 2016

	Actual as of 5/31/2016	Projected	Total FY 2015-16	Budget as of 6/30/16	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$14,279,461	\$0	\$14,279,461	\$14,279,461	100.0%	0
Statutory Dedicated	10,876,422	879,552	11,755,974	11,755,974	92.5%	0
Funds Due From Mgmt or BOR						
Federal						
Self Generated						
Tuition - Fall 2015	15,454,457	354,000	15,808,457	15,654,873	98.7%	\$153,584
Tuition - Spring 2016	14,397,935	282,750	14,680,685	13,903,178	103.6%	777,507
Tuition - Summer	2,689,213	0	2,689,213	2,220,530	121.1%	468,683
Out-of-State Fees	6,240,065	0	6,240,065	4,367,840	142.9%	1,872,225
Other	5,885,798	5,293,167	11,178,965	11,372,673	51.8%	(193,708)
InterAgency Transfer	3,166,669	303,395	3,470,064	4,896,768	64.7%	(1,426,704)
Total Revenues	\$72,990,020	\$7,112,864	\$80,102,885	\$78,451,297	93.0%	\$1,651,588
Expenditures by Object						
Salaries	\$34,345,543	\$3,063,721	\$37,409,264	\$37,409,264	91.8%	0
Other Compensation	150,905	62,572	213,477	213,477	70.7%	0
Related Benefits	16,098,335	2,031,417	18,129,752	18,129,752	88.8%	0
Total Personal Services	\$50,594,784	\$5,157,709	\$55,752,493	\$55,752,493	90.7%	\$0
Travel	\$93,088	\$139,412	232,500	\$232,500	40.0%	\$0
Operating Services	5,642,386	2,615,955	8,258,341	8,258,341	68.3%	0
Supplies	612,369	321,192	933,561	933,561	65.6%	0
Total Operating Expenses	\$6,254,755	\$2,937,147	\$9,191,902	\$9,191,902	133.9%	\$0
Professional Services	939,453	291,544	1,230,997	1,230,997	76.3%	0
Other Charges	3,105,037	602,134	3,707,171	3,707,171	83.8%	0
Debt Services	0	0				
Interagency Transfers	2,636,613	965,952	3,602,565	3,602,565	73.2%	0
Total Other Charges	\$6,681,103	\$1,859,630	\$8,540,733	\$8,540,733	78.2%	\$0
General Acquisitions	97,349	0.00	97,349	97,349	100.0%	(0)
Library Acquisitions	127,609	10,040	137,649	137,649	92.7%	0
Major Repairs		7,000	7,000	7,000	0.0%	0
Total Acquist. & Major Repairs	\$224,958	\$17,040	\$241,998	\$241,998	93.0%	\$0
Scholarships	\$6,143,259	\$-00	\$6,143,259	\$4,491,671	136.8%	\$1,651,588
Total Expenditures	\$69,991,946	\$10,110,938	\$80,102,885	\$78,451,297	89.2%	\$1,651,588

Southern University Law Center
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2016
As of May 31, 2016

	Actual as of 5/31/2016	Projected	Total FY 2015-16	Budget as of 6/30/16	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$2,130,871		\$2,130,871	\$2,130,871	100.0%	0
Statutory Dedicated	\$1,882,457	97,508	1,979,965	1,979,965	95.1%	0
Funds Due From Mgmt or BOR						
Federal						
Self Generated						
Tuition - Fall 2015	\$3,385,607		3,385,607	3,385,607	100.0%	(0)
Tuition - Spring 2016	\$3,134,522		3,134,522	3,134,362	100.0%	160
Tuition - Summer	\$637,033		637,033	700,000	91.0%	(62,967)
Out-of-State Fees	\$1,291,981		1,291,981	1,281,494	100.8%	10,487
Other	\$615,618		615,618	572,384	107.6%	43,234
InterAgency Transfer						
Total Revenues	\$13,078,089	\$97,508	\$13,175,597	\$13,184,683	99.2%	(\$9,086)
Expenditures by Object						
Salaries	6,506,678	447,469	6,954,147	6,954,147	93.6%	0
Other Compensation						
Related Benefits	2,079,502	672,788	2,752,290	2,774,558	74.9%	(22,268)
Total Personal Services	\$8,586,180	\$1,120,257	\$9,706,437	\$9,728,705	88.3%	(\$22,268)
Travel	\$176,394	\$65,000	\$241,394	\$175,000	100.8%	\$66,394
Operating Services	1,617,553	89,036	1,706,588	1,706,588	94.8%	0
Supplies	\$90,797	9,203	100,000	100,000	90.8%	0
Total Operating Expenses	\$1,708,350	\$98,239	\$1,806,588	\$1,806,588	94.6%	\$0
Professional Services	\$198,815	281,697	480,511	480,511	41.4%	0
Other Charges	\$21,316	90,740	112,056	112,056	19.0%	(0)
Debt Services						
Interagency Transfers	\$143,856	71,967	215,823	215,823	66.7%	(0)
Total Other Charges	\$363,986	\$444,404	\$808,389	\$808,390	45.0%	(\$1)
General Acquisitions		0	-00	75,000	0.0%	(75,000)
Library Acquisitions	\$297,010	10,000	307,010	325,000	91.4%	(17,990)
Major Repairs				-		0
Total Acquist. & Major Repairs	\$297,010	\$10,000	\$307,010	\$400,000	74.3%	(\$92,990)
Scholarships	\$305,779	\$-00	\$305,779	\$266,000	115.0%	\$39,779
Total Expenditures	\$11,437,697	\$1,737,899	\$13,175,597	\$13,184,683	86.7%	(\$9,086)

Southern University at New Orleans
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2016
As of May 31, 2016

	Actual as of 5/31/2016	Projected	Total FY 2015-16	Budget as of 6/30/16	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$3,126,712		\$3,126,712	\$3,126,712	100.0%	0
Statutory Dedicated	2,947,136	244,908	3,192,044	3,192,044	92.3%	0
Funds Due From Mgmt or BOR						
Federal						
Self Generated						
Tuition - Fall 2015	5,322,571		5,322,571	5,326,494	99.9%	(3,923)
Tuition - Spring 2016	5,060,976		5,060,976	5,181,928	97.7%	(120,952)
Tuition - Summer	389,351		389,351	300,000	129.8%	89,351
Out-of-State Fees	542,131		542,131	422,082	128.4%	120,049
Other	879,161		879,161	789,488	111.4%	89,673
InterAgency Transfer						
Total Revenues	\$18,268,038	\$244,908	\$18,512,946	\$18,338,748	99.6%	174,198
Expenditures by Object						
Salaries	\$10,250,355	\$937,881	\$11,188,236	\$10,819,452	94.7%	368,784
Other Compensation						
Related Benefits	4,721,534	288,141	5,009,675	4,082,228	115.7%	927,447
Total Personal Services	14,971,889	1,226,022	16,197,911	14,901,680	100.5%	\$1,296,231
Travel	\$0	\$0	\$0	\$0	0.0%	\$0
Operating Services	786,459	372,050	1,158,509	1,418,407	55.4%	(259,898)
Supplies	73,764	56,000	129,764	330,552	22.3%	(200,788)
Total Operating Expenses	\$860,223	\$428,050	\$1,288,273	\$1,748,959	49.2%	(\$460,686)
Professional Services			0	0		0
Other Charges	354,709	294,600	649,309	1,247,356	28.4%	(598,047)
Debt Services						0
Interagency Transfers	207,099	170,354	377,453	440,753	47.0%	(63,300)
Total Other Charges	\$561,808	\$464,954	\$1,026,762	\$1,688,109	33.3%	(\$661,347)
General Acquisitions				0		0
Library Acquisitions				0		0
Major Repairs				0		0
Total Acquist. & Major Repairs	\$0	\$0	\$0	\$0	0.0%	\$0
Scholarships	\$0	\$0	\$0	\$0	0.0%	\$0
Total Expenditures	\$16,393,920	\$2,119,026	\$18,512,946	\$18,338,748	89.4%	\$174,198

Southern University at Shreveport
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2016
As of May 31, 2016

	Actual as of 5/31/2016	Projected	Total FY 2015-16	Budget as of 6/30/16	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$2,820,954	\$134,959	\$2,955,913	\$2,955,913	95.4%	0
Statutory Dedicated	2,507,347	154,068	2,661,415	2,661,415	94.2%	0
Funds Due From Mgmt or BOR						
Federal						
Self Generated						
Tuition - Fall 2015	4,008,844	0	4,008,844	4,300,000	93.2%	(291,156)
Tuition - Spring 2016	3,804,570	0	3,804,570	3,483,516	109.2%	321,054
Tuition - Summer	299,651	149,035	448,686	270,000	111.0%	178,686
Out-of-State Fees	1,073,176	45,800	1,118,976	1,030,322	104.2%	88,654
Other	201,358	181,753	383,111	175,000	115.1%	208,111
InterAgency Transfer						
Total Revenues	\$14,715,900	\$665,615	\$15,381,515	\$14,876,166	98.9%	\$505,349
Expenditures by Object						
Salaries	\$6,985,718	\$1,062,300	\$8,048,018	\$8,048,018	86.8%	\$0
Other Compensation						
Related Benefits	2,996,389	568,655	3,565,044	3,565,044	84.0%	0
Total Personal Services	\$9,982,107	\$1,630,955	\$11,613,062	\$11,613,062	86.0%	\$0
Travel	\$35,168	\$1,532	\$36,700	\$36,700	95.8%	\$0
Operating Services	1,517,502	250,000	1,767,502	1,645,611	92.2%	121,891
Supplies	58,910	110,852	169,762	169,762	34.7%	0
Total Operating Expenses	\$1,576,412	\$360,852	\$1,937,264	\$1,815,373	86.8%	\$121,891
Professional Services	70,756	12,000	82,756	66,000	107.2%	16,756
Other Charges	243,358	547,366	790,724	508,523	47.9%	282,201
Debt Services		75,542	75,542	0		75,542
Interagency Transfers	658,616	64,892	723,508	723,508	91%	0
Total Other Charges	\$972,730	\$699,800	\$1,672,530	\$1,298,031	74.9%	\$374,499
General Acquisitions	225		225	13,000	1.7%	(12,775)
Library Acquisitions						
Major Repairs						
Total Acquist. & Major Repairs	\$225	\$-00	\$225	\$13,000	1.7%	(\$12,775)
Scholarships	\$121,734	\$-00	\$121,734	\$100,000	121.7%	\$21,734
Total Expenditures	\$12,688,376	\$2,693,139	\$15,381,515	\$14,876,166	85.3%	\$505,349

Southern University Agricultural Research and Extension Center
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2016
As of May 31, 2016

	Actual as of 5/31/2016	Projected	Total FY 2015-16	Budget as of 6/30/16	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$1,212,675		\$1,212,675	\$1,212,675	100.0%	0
Statutory Dedicated	2,289,279	585,284	\$2,874,563	2,874,563	79.6%	(0)
Funds Due From Mgmt or BOR						0
Federal	2,228,061	1,426,148	\$3,654,209	3,654,209	61.0%	0
Self Generated						
Tuition - Fall 2015						
Tuition - Spring 2016						
Tuition - Summer						
Out-of-State Fees						
Other						
InterAgency Transfer						
Total Revenues	\$5,730,015	\$2,011,432	\$7,741,447	\$7,741,447	74.0%	\$0
Expenditures by Object						
Salaries	\$3,714,026	\$326,868	4,040,894	\$4,040,894	91.9%	0
Other Compensation	28,875	24,625	53,500	53,500	54.0%	0
Related Benefits	1,408,446	55,771	1,464,217	1,464,217	96.2%	0
Total Personal Services	\$5,151,347	\$407,264	\$5,558,611	5,558,611	92.7%	\$0
Travel	\$137,896	\$2,174	\$140,070	\$140,070	98.4%	0
Operating Services	335,776	170,048	505,824	505,824	66.4%	0
Supplies	69,260	42,129	111,389	111,389	62.2%	0
Total Operating Expenses	\$405,036	\$212,177	\$617,213	\$617,213	65.6%	\$0
Professional Services	28,705	12,576	41,281	41,281	69.5%	0
Other Charges	95,444	129,556	225,000	225,000	42.4%	0
Debt Services						0
Interagency Transfers	1,261,332	(209,922)	1,051,410	1,051,410	120.0%	0
Total Other Charges	\$1,385,481	\$(67,790)	\$1,317,691	\$1,317,691	105.1%	\$0
General Acquisitions	38,029	68,633	106,662	106,662	35.7%	0
Library Acquisitions						
Major Repairs						
Total Acquist. & Major Repairs	\$38,029	\$68,633	\$106,662	\$106,662	35.7%	\$0
Scholarships	\$1,200		1,200	\$1,200	100.0%	\$0
Total Expenditures	\$7,118,989	\$622,458	\$7,741,447	\$7,741,447	92.0%	\$0



Office of Human Resources
 P.O. Box 10400
 Baton Rouge, Louisiana 70813

Voice: (225) 771-2680
 FAX: (225) 771-5617

May 25, 2016

Dr. Ray Belton
 System President
 Office of the President
 Fourth Floor
 J. S. Clark Administration Building
 Campus

Subject: Tuition Discount/Fee Waiver

Dear Dr. Ray Belton:

Pursuant to Board Policy on the above captioned, we are submitting the below figures for the Spring Semester 2016.

<u>CATEGORY</u>	<u>PARTICIPANTS</u>	<u>TUITION DISCOUNT/ FEE WAIVER</u>
Dependents SUBR:	17	\$ 3,684.65
Staff SUBR:	11	\$ 12,135.12

If you should have any questions, please advise.

Sincerely,

Lester A. Pourciau
 Assoc. VP for Human Resources

LAP/oj
 Attachment

DEPENDENTS PARTICIPATING IN TUITION DISCOUNT

<u>DEPENDENT</u>	<u>DISCOUNT AMOUNT</u>	<u>DEPT/BANNER EMPLOYEE</u>
Brandon, Maiya*	248.65	Brandon, Dorothy
Crawford, Mia	106.40	Crawford, Linda
Gordon, Mykayla	248.65	York Friendship, DeShoin
Hayes, Sommer*	248.65	Hayes, Robin
Johnson, Brandon	248.65	Johnson, Mary
Listach, Jared	248.65	Listach, Virginia
Mason, Sageda*	248.65	Porter, Tamika M.
McKinsey, Mandy	248.65	Dennis, Jacqueline
Nash, III Murphy	248.65	Nash, Jacqueline
Negatu, Tewabeteh	106.40	Negatu, Asebe
Parker, Williesia	248.65	Straughter-Paker, Dorothy
Robins, Sanford	106.40	Robins, Rosa
Smith, Raymond	133.00	Smith, Ethel
Upshaw, Colin	248.65	Upshaw, Cedric
Walker, Marcus*	248.65	Walker, Calvin
Williams, Kirklin	248.65	Williams, Warren
Young, Alaina *	248.65	Young, Lauria

STAFF PARTICIPATING IN JOB ENHANCEMENT FEE WAIVER

<u>SUBR STAFF</u>	<u>AMOUNT</u>
Beals, Mary	1064.00
Crum, Gloria	1330.00
Cyriaque, Terrence	1064.00
Elwood, Stephanie	1064.00
Jackson, Toni	1064.00
Johnson, Mary	697.12
Meyers, Albert	1064.00
Rogers, Christopher	1064.00
Smith, Ethel	1330.00
Vincent, Endas	1064.00
Wilkinson, Kim	1330.00

*Reimbursement

PERSONNEL AFFAIRS COMMITTEE

(Following the Finance Committee)

Friday, June 24, 2016

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

AGENDA

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

1. Dr. Evelyn B. Harrell	Interim Dean/Director ABCP Program New Appointment, SUNO	\$88,620
2. Dr. Russell Jones	Faculty (Professor) Returning, SULC	\$120,000
3. Mrs. Linda Antoine	Director of Purchasing New Appointment, SUBR	\$62,500

- B. Approval of Medical Leave of Absence for Professor Maurice Franks during the 2016-2017 academic year, SULC
 - C. Approval of Unpaid Sabbatical Leave for Professor Nadia Nedzel for Fall 2016 Semester, SULC
 - D. Approval of Medical Leave of Absence for Alice Douzier (May-August, 2016), SUBR
 - E. Approval of Medical Leave of Absence for Yvonne Roberson (May-August, 2016), SUBR
 - F. Approval of Medical Leave of Absence for Kathlyn Bowersox (June-November, 2016), SUBR
6. Other Business
7. Adjournment

MEMBERS

Atty. Patrick D. Magee, Chair, Mrs. Ann A. Smith, Vice Chair,
Mr. Calvin W. Braxton, Sr., Atty. Tony M. Clayton, Mr. Myron K. Lawson, Rev. Samuel C. Tolbert, Jr.
Dr. Leon R. Tarver II – Ex-Officio

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

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

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

X Academic _____ Non-Academic _____
X Temporary _____ Part-Time (% of Full Time) _____
X Tenured _____ Undergraduate Student _____
 Tenured Track _____ Graduate Assistant _____
 Other (Specify) _____ Retiree Return To Work _____

Previous Employee Dr. Lisa Mims-Devezin Reason Left Appointed Interim Chancellor

Date Left June 30, 2016 Salary Paid \$88,620.00

RECEIVED

MAY 23 2016
Office of the Chancellor

Profile of Person Recommended

Length of Employment 07-01-2016 To 06-30-2017

Effective Date 07-01-2016

Name Dr. Evelyn B. Harrell SS# xxx-xx-0220 Sex Female Race* Black

Position Title: Interim Dean/Director ABCP Program Department: Social Sciences

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

*Visa Type (See Reverse Side): US Expiration Date: _____

Years Experience 13 Southern University Experience 13

Degree(s)	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	BSW	Southern University at New Orleans	1977
	MSW	Tulane University	1978
	Ph.D.	Tulane University	2008

Current Employer Southern University at New Orleans

RECEIVED

MAY 24 2016
VICE CHANCELLOR FOR
ADMINISTRATION & FINANCE

Personnel Action

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

Recommended Salary \$88,620.00 Salary Budgeted \$88,620.00

Source of Funds State

Identify Budget: General Funds Location 411001-42410-6100
 Form Code: BoR-10 Page 11 Item # 385

Change of:

	From	To
Position	Director ABCP Program	Interim Dean, A&S/Director, ABCP
Status	Associate Professor, Tenured, 9 mo.	Associate Professor, Tenured, 12 mo
Salary Adjustment	\$49,609	\$88,620

Financial Aid signature (if, applicable):

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

Source of Funds	Amount
411001-42480	\$49,609.00

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

Supervisor <u>[Signature]</u> <u>05-23-16</u> Date	Dean/Unit Head <u>[Signature]</u> <u>05-23-16</u> Date
Vice Chancellor <u>[Signature]</u> <u>05-23-16</u> Date	Chancellor <u>[Signature]</u> <u>5/24/16</u> Date
Director/Personnel <u>[Signature]</u> <u>5-24-16</u> Date	Vice President/Finance Business Affairs/Comptroller _____ Date
President <u>[Signature]</u> <u>6/8/16</u> Date	Chairman/S.U. Board Of Supervisor <u>[Signature]</u> <u>5/24/16</u> Date

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

ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS: Appointed Interim Dean of Arts & Sciences/Director of the Addictive Behavior Counseling and Prevention program following the appointment of the incumbent Dean as Interim Chancellor of SUNO.

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 a.m. to 5:00 p.m., M to F

EMPLOYEE DIRECT SUPERVISOR: Dr. David S. Adegboye, VCAA

NUMBER OF EMPLOYEES SUPERVISED, (if any) 6

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE	CODES	EXPIRES
United States Citizen/Certificate of Naturalization	US	FUNDS AVAILABLE MAY 24 2016 BY: <i>[Signature]</i> ADMINISTRATION & FINANCE
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

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

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



Southern University at New Orleans
6400 PRESS DRIVE, ADMIN. BLDG., 202/204
NEW ORLEANS, LOUISIANA 70126
(504) 286-5381 or 286-5325
FAX (504) 284-5400

ACADEMIC AFFAIRS

MEMORANDUM

RECEIVED
MAY 23 2016

TO: Victor Ukpolo, Ph.D.
Chancellor

FROM: David S. Adegboye, Ph.D. *[Signature]*
Vice Chancellor for Academic Affairs

DATE: May 23, 2016

RE: Interim Dean of the College of Arts & Sciences

Office of the Chancellor

The position of the Dean of the College of Arts & Sciences becomes vacant as a result of the appointment of Dr. Lisa Mims-Devezin as Interim Chancellor effective July 01, 2016. In agreement with Dr. Lisa Mims-Devezin, I hereby recommend Dr. Evelyn Harrell, Tenured Associate Professor and Director of the Addictive Behavior Counseling and Prevention (ABCP) program, as Interim Dean with effect from July 01, 2016. Dr. Harrell is willing to combine the responsibility with the Director of ABCP program at no extra cost to the University. A Personnel Action Form in support of the recommendation is attached.

I seek your kind approval.

APPROVAL

[Signature] 5/24/16
Victor Ukpolo, Ph.D.
Chancellor

RECEIVED
MAY 24 2016
VICE CHANCELLOR FOR
ADMINISTRATION & FINANCE

Attachment

*Approved upon
lasting upon
305 endorsement
[Signature]*

Curriculum Vitae

EVELYN B. HARRELL
PHD, M.S.W., L.C.S.W., L.A.C.

ADDRESS:

E-mail: eharrel@suno.edu

PROFESSIONAL SPECIALIZATION

Interdisciplinary faculty member with a productive integration of clinical, research, supervisory, administrative, program and curriculum development skills concentrated in substance abuse, social work, community development, disaster preparedness and policy content areas effectively focused in an educational environment.

EDUCATION

Tulane University, New Orleans, La., Ph. D, May 2008
Tulane University, New Orleans, La., M.S.W., December 1978
Southern University, New Orleans, La., B.S.W., May 1977
National Black Alcoholism and Addiction Institute, Atlanta, Georgia, May 1992

WORK HISTORY

Associate Professor/Director	Southern University at New Orleans (2008-Present)
Assistant Professor/Director	Southern University at New Orleans (2003-2008)
Assistant Clinical Professor	Tulane University School of Social Work (2000-2003)
Assistant Professor	Southern University at New Orleans (1990-2000)
Adjunct Professor	Tulane University School of Social Work (1996-1999)
Research Associate	Tulane School of Social Work (1996-1999)
Coordinator	WE CARE Project of CAP (1996-1997)
Coordinator	Covenant House Addictions Management Program (1989-90)
ADA Social Worker III	Jefferson Alcohol and Drug Abuse Clinic (1984-1989)
Social Work Supervisor I	Office of Human Development (1981-1984)
Social Worker III	
Caseworker III	Youth Study Center (1979-1981)

LICENSES AND CERTIFICATIONS

Licensed Clinical Social Worker,
License #1589 (since 1981)
Licensed Addictions Counselor,
License #228 (since 1989)

TEACHING AREAS

Substance Abuse Training Program (Undergraduate Courses)
Introduction to Substance Abuse (215)
Alcoholism: the Disease Concept (228)
Community Drug and Alcohol Programs (316)
Special Populations (318)
Behavioral Addictions (321) on ground and online
Internship (425)

Practicum and Field Training (426)
Techniques on Intervention and Treatment (429)
Substance Abuse Seminar-Special Topics (427)
Applied Drug and Alcohol Counseling Theory (325)
Wellness: Lifestyle for Professional (450)
Dually-Diagnosed Substance Abusing Clients (326) on ground and online
Drug and Alcohol Counseling Theory (310) on ground and online
Seminar for Majors (494)
Drug and Alcohol Counseling in Industry and Business (435)
Substance Abuse Prevention Specialist (447)

Tulane School of Social Work (Graduate Courses)

Cross Cultural Issues in Social Work Practice (705)
Foundations of Policy Practice (723)
Skill Building for Professional Practice (799)
Generalist Practice (700)
Child and Adolescent Development (HBSE, 750)
Social Work Practice with Individuals (703)
Relationship Centered Methods for Community Practice I (731)
Relationship Centered Methods for Community Practice II (732)

MANAGEMENT, ADMINISTRATIVE AND SUPERVISORY EXPERIENCIES

Southern University At New Orleans: Director of Addictive Behaviors Counseling and Prevention Program, College of Arts and Sciences SACS liaison, HBCU Substance Abuse Consortium Campus Representative, Faculty Senate Executive Committee and Senator a, Faculty Status Committee Chair; Retention, Promotion, and Tenure Committees, Assistant Graduation Marshall, Search Committees: General Studies, School of Social Work, Sociology; Criminal Justice, Psychology, Social Work; Arts and Humanities, & Student Development; Campus Workforce Development Committee, Students for the Prevention of Substance Abuse (SPESA) Club, Vice- President Faculty Senate- September, 1993- August, 1994, Secretary Faculty Senate, Faculty Senator (2014 –present) and Social Sciences departmental secretary (1990-1994).

Tulane University School of Social Work: Coordinator for federally funded grant responsible for faculty initiatives, budgeting, grant writing, request for proposals for pilot projects in substance abuse, parenting, domestic violence, information and referral and eco-mapping, planning of weekly and monthly strategic planning and HUD review panel meetings and community liaisons.

Covenant House: Program Coordinator responsible for program development and budgeting, curriculum development, staff training and supervision, field instruction for undergraduate and graduate programs for Southern, Tulane and Xavier Universities, case review consultant, SAAW network, speakers' bureau, policy planning and evaluation.

Office of Human Development (Office of Community Services): Supervised 5-8 Bachelor and Masters level employees responsible for formulating, implementing and monitoring multidisciplinary treatment plans for court review

RESEARCH INTERESTS AND RESPONSIBILITIES

Tulane School of Social Work: Research Associate for Networks of Volunteer Organizations in Disaster Social Service Delivery (a project funded by the Louisiana Board of Regents Support Fund) responsible for instrumentation development, data collection (quantitative [SPSS] and qualitative), analysis, report writing and presentations.

Research Assistant: Development of instrumentation for program evaluation for Odyssey House New Orleans (residential substance abuse program)

Dissertation: The Religious and Spiritual Values that Motivate Older African-American Women to Volunteer in their Communities

CLINICAL EXPERTISE

Jefferson Substance Abuse Clinic: Individual, Family, Couple Psychotherapy, Voluntary and Non-voluntary Groups, Psychosocial Evaluations, Consultation, Staffing, Court Testimony, Community Based Prevention and Education, Information and Referral, Women's Program and Outreach Services.

Covenant House: Substance abuse assessment, didactic, support, and recreational groups.

Youth Study Center: Diagnostic evaluation of delinquent youths and their families, Individual and group counseling, in-service training for paraprofessionals, court reports.

PUBLICATIONS

Lewis, J. S., & Harrell, E.B. (2012, 2nd Edition). Older adults. In R. Greene (Ed.), Resiliency: An integrated approach to practice, policy and research. (pp.335-351). Washington, D.C.: NASW Press.

Harrell, E., (2009). Substance Abuse Prevention. Southern University at New Orleans Universities Rebuilding America Partnerships, U.S. Department of Housing & Urban Development, George Amedee, Ph.D., Project Director

Zakour, M. J., & Harrell, E.B. (2003). Access to disaster services: social work interventions for vulnerable populations. Journal of Social Service Research. Vol. 30 Issue 2, p27-54

Harrell, E. (2003). "Case Management Exercises" book review. Wadsworth Publishing.

Lewis, J. S., & Harrell, E.B. (2002). Older adults. In R. Greene (Ed.), Resiliency: An integrated approach to practice, policy and research. (pp.277-292). Washington, D.C.: NASW Press.

Harrell, E. & Zakour, M. (2000). Including informal organizations in disaster planning: Development of a range of type measure. In M. J. Zakour (Ed.), Disaster and traumatic

stress research and intervention (Tulane Studies in Social Welfare, Vols. XXI-XXII, pp. 61-84). New Orleans, LA: Tulane University, School of Social Work

Kreutziger, S., Ager, R., Harrell, E. & Wright, J. (1999). The campus affiliates program: Universities respond to troubled times. American Behavioral Scientist, 42(5), 827-839.

GRANTS

2013-14 Behavioral Health Careers Matter: Education, Internships, and Networking Experiences; HBCU CFE: Behavioral Health Capacity Expansion Mini-Grant, &7500.

Youngblood, Y., Mims-Devezin, L. R., Harrell, E., Numbere, T., AAUP's Preparing Critical Faculty for the Future. (AAUP) (\$8000). 2012-2014

2010-11 Strengthening Behavioral Health Career Options through Internship Experiences; HBCU CFE: Behavioral Health Capacity Expansion Mini-Grant, \$10,000

CONFERENCE/WORKSHOP PRESENTATIONS

"God Is Able: Period of Pentecost Modules", March 28 – May 9, 2016 Weekly, Jefferson, Louisiana

"Seeking A Heart of Wisdom", First Zion Baptist Church Women of Temperance Spring Conference, April 9, 2016

"Advocating for Youth Impacted by Drug Use: A Transgenerational Approach" March 4 School of Social Work Title 4E Child Welfare Youth Advocacy Conference New Orleans, Louisiana

"Staying Alert", Older Adults Still in Service (OASIS) Suburban Baptist Annual Church Prayer Breakfast, June 6, 2015, New Orleans, Louisiana.

"Habits of a Healthy Mind Lead to Healthy Christian Living", First Zion Baptist Church Women of Temperance Spring Conference, April 11, 2015; Jefferson, Louisiana"

"Embracing a Lifestyle of Love in Action", Dillon Hill COGIC, Valentine Banquet, February 21, 2015; Tylertown, Mississippi

"By Whose Standards are You Conducting Yourself?" Women's Day Dillon Hill Church of God in Christ, May 4, 2014, Tylertown, Mississippi

"The Role of Spirituality in the Recovery and Treatment Process". New Orleans Addiction Professionals Association, January 25, 2014

"Growing in Faith", Women of Temperance Spring Workshop, First Zion Baptist Church, April 12, 2014, Jefferson, Louisiana

"Growing In Spiritual Discipline By Revering In The Word Of God". Women of Temperance Spring Conference, April 13, 2013

"Ethics: Values and Principles for Professional Practice", New Orleans Association of

Black Social Workers, June 29, 2012, New Orleans, LA.

"Ethics 101: Principles Before Personalities" New Orleans Addiction Professionals Association, August 27, 2011

"The Power of Christian Women's Prayers Reaching Heaven in 2011", First Zion Baptist Church Women's Day, October, 2011.

"Guidelines for Clinical Supervision for Addiction Counselors", Southern University at New Orleans, 2010

"Providing for Older Adults in the Aftermath of Katrina", AFTA Meeting, June, 2009 New Orleans, LA.

"Training our Children, Dillon Hill COGIC, Tylertown, Mississippi, 2007.

"Substance Abuse in the Aftermath of Hurricane Katrina" "SUNO ROUNDTABLE ON HURRICANE KATRINA" February 16, 2006

Motivational Enhancement Therapy Trainer of Trainees Workshop, November, 2002: March, 2003, New Orleans, Louisiana, Sponsored by New Orleans Practice Improvement Collaborative.

Harrell, E. & Zakour, M. "Including Informal Organizations in Disaster Planning: Development of a Range-of-Type Measure. Council on Social Work Education, Annual National Conference, (March, 1999).

Zakour, M. & Harrell, E. "Assessing and Improving Service Provision for Under-Served Populations in Disasters", Council on Social Work Education, Annual National Conference, (March, 1999).

Kreutziger, S., Ager, R. & Harrell, E. "The Campus Affiliates Program: A University's Response to Troubled Times", Council on Social Work Education, Annual National Conference, (March, 1999).

Chaisson, R., Harrell, E., & Lopez, L. "Transforming Social Work Education", LA. NASW Annual Meeting, (January, 1995).

Harrell, E. "The Role of Spirituality in the Recovery Process", Tulane School of Social Work Conference on Addictions, (February, 1995).

COMMUNITY SERVICE TO UNIVERSITY

Southern University at New Orleans

Restructuring of Substance Abuse Counseling Program (SACP) to Addictive Behaviors Counseling and Prevention (ABCP) Program University Bookstore Committee, Merit Pay Committee, University Honors Day Committee, Faculty Awards Committee, NCATE Field Experiences Committee, Health Information Systems Program Development Committee, Co-Advisor for SPESA club, Senator College of Arts and Social Sciences, Admissions and Retention Standing Committee convener and member, Retrenchment

Committee member, Ad Hoc Grievance Committee member, Drug-Free Workplace Committee member, Faculty Search Committee member, advisement for 100+ Substance Abuse majors, and Grant Writing.

Tulane University

Admissions and Retention Committee
Curriculum Renewal Project

AWARDS AND ACTIVITIES

Hosted 2015 Trailblazing Class of ABCP Program Graduation Ceremony, May 2015
Addictive Behaviors Counseling and Prevention (ABCP) Program Reaffirmation Self Study, 2014

Substance Abuse Counseling Program Reaffirmation Self-Study of BS Program, 2009
Substance Abuse Counseling Program Reaffirmation Self-Study of AA Program, 2009

New Orleans Addiction Professional Association

Council of Social Work Education (CSWE) Fellow

Odyssey House Board Member & Friends of Odyssey House member

Center for Lifelong Learning Tulane School of Social Work Advisory Board member

Substance Abuse Mental Health Service Alliance (SAMHSA) Grant Reviewer

Substance Abuse Mental Health Service Administration (SAMHSA) Grant Reviewer

President of Women of Temperance, First Zion Baptist Church, 2008-Present

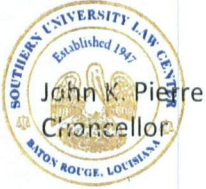
Chairperson Homecoming Committee, First Zion Baptist Church, 1988-Present

Trustee Board, First Zion Baptist Church, 1990- 2013

Charter Revision Committee, Secretary, First Zion Baptist Church, 2011-2013.

REFERENCES

Available upon request



SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL

POST OFFICE BOX 9294

BATON ROUGE, LOUISIANA 70813-9294

OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

June 14, 2016

Dr. Ray Belton
President-Chancellor
Southern University and A & M College System
J.S. Clark Administration Building, 4th Floor
Baton Rouge, Louisiana 70813

RE: SULC Personnel Action Item Supplement

Dear Dr. Belton:

On June 10, 2016, I sent to you a letter seeking Board approval related to the return to the faculty beginning on a full-time basis in fall 2016 for Vice Chancellor Russell Jones, who will relinquish his administrative duties as Vice Chancellor for Academic Affairs for the Law Center as of July 31, 2016.

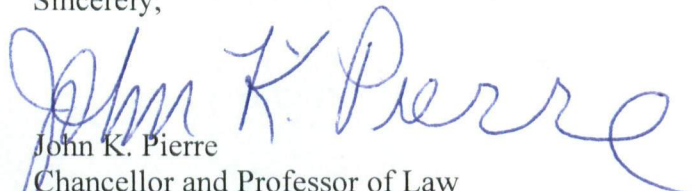
A PAF was prepared for the 2016-2017 academic year, with a 9 month salary of \$120,000 for Jones as compared to his 12 month salary of \$144,200 as Vice Chancellor for 2015-2016. The proposed 9 month salary of 120,000 is in line with past practices of SULC applicable to SULC vice chancellors who have relinquished administrative duties. All vice chancellors at SULC teach as least one core course per semester while holding the administrative title of vice chancellor. Currently, three full professors with less teaching experience have 9 month salaries that range from, 121,583.00 to \$129,298.00. Given the length of service as a faculty member and his rank as a tenured full professor, it is my belief that \$120,000 9 month salary is fair and equitable. Vice Chancellor Arthur Stallworth in 2007-2008 academic year, received a 9 month salary of \$131,932 which represented 90% of his 12 month salary from the prior year while he served as Vice Chancellor. The percentage sought for Jones is 83.33%.

If you have any questions, please feel free to contact me. I respectfully request that this request be submitted to the Board for consideration at the June 24, 2016 Board Meeting

If you have any questions, please feel free to contact me.

Thank you in advance for your consideration

Sincerely,


John K. Pierre
Chancellor and Professor of Law
Southern University Law Center

JOB CLASS 3	8	1	0	0
JOB CODE	F			
CAL ID	M			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	3	F	9	9	9	0
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CAMPUS: SUS _____ SUBR _____ SULAC X SUAREC _____ SUNO _____ SUSLA _____

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

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

Previous Employee Russell Jones Reason Left Transferred
 Date Left N/A Salary Paid \$144,500

Profile of Person Recommended

Length of Employment 08/01/2016 To 05/31/2017
 Effective Date 08/01/2016

Name Russell Jones XXX-XX-3172 Sex M Race* B
 (Last 4 digits only)

Position Title: Professor Department: Law Center - Instruction

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

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

Years Experience 34 Southern University Experience 32
 Degree(s): Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge): Year:
J.D. Southern University Law Center 1982
LLM Georgetown Law School 1992

Current Employer Southern University Law Center

Personnel Action

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

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

Source of Funds General Appropriation

Identify Budget: State Location 311001-32020-61003-31000
 Form Code: BOR10 Page 1 Item # 1

Change of: _____
 Position Vice Chancellor From Professor (Tenure) To _____
 Status _____
 Salary Adjustment \$144,200 \$120,000

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
311001-32020-61003-31000	\$144,200

*See Reverse Side

Graduate School signature (if, applicable):

John K. Pierre 6/8/16
 Supervisor _____ Date _____
[Signature] 6/9/16
 Vice Chancellor _____ Date _____

 Director/Personnel _____ Date _____
Ray L. Belmonte
 President _____ Date _____

Dean/Unit Head _____ Date _____
Garry Hall 6/9/16
 Assoc. Dir. for Fin. Affairs _____ Date _____
John K. Pierre
 Chancellor _____ Date _____

 Vice President/Finance _____ Date _____
 Business Affairs/Comptroller _____

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

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

ETHNIC ORIGIN (Please check one):

_____ Hispanic or Latino _____ 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:

Vice Chancellor Russell Jones will transfer from Vice Chancellor position to Professor (Tenure) position, effective 08/01/2016.

EMPLOYEE REGULAR WORK SCHEDULE:

Daily

EMPLOYEE DIRECT SUPERVISOR:

Chancellor, John Pierre

NUMBER OF EMPLOYEES SUPERVISED, (if any)

HR USE ONLY: STATUS (circle one):

EXEMPT

NON-EXEMPT

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE

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

SOUTHERN UNIVERSITY LAW CENTER

ENCUMBERED / FUNDS AVAILABLE

DOC. I.D. #

DATE

BY

DATE

BY

DATE

BY

US

RA

H1

J1

F1

F0

6/8/16

JMGeorge

Do Not Write Below This Area

For Human Resource and Budgetary Control Use Only!

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

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

CONTINGENT UPON AVAILABILITY OF FUNDS

JOB CLASS 3	8	0	0	0
JOB CODE	F			
CAL ID	M			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	3	F	9	9	9	3
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FM

CORRECTED COPY

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

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

<u>X</u> 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 Maurice Franks Reason Left Medical Leave
 Date Left N/A Salary Paid \$129,298

Profile of Person Recommended

Length of Employment 08/01/2016 To 05/31/2017
 Effective Date 08/01/2016

Name Maurice Franks SS# _____ Sex M W
(Last 4 digits only)

Position Title: Professor Department: Law Center - Instruction

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

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 _____ New Position Expiration Date: _____

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

Years Experience 30 Southern University Experience 25

Degree(s): Type/Discipline (BA-Education): J. D. Institution/Location (SU-Baton Rouge): Louisiana State University Year: 1983

Current Employer Southern University Law Center

Personnel Action

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

Recommended Salary \$129,298 Salary Budgeted \$129,298

Source of Funds General Appropriation

Identify Budget: State Location 311001-32020-61003-31000
 Form Code: BOR10 Page 1 Item # 1

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

Financial Aid signature (if, applicable):

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

Source of Funds	Amount
3111001-32020-61003-31000	\$129,298

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor John K. Pierre Date 6/3/16
 Vice Chancellor Deborah Sellers Diamond Date 6-3-16
 Director/Personnel _____ Date _____

Dean/Unit Head Garry Hall Date 5-31-16
 Assoc. V/C Financial Affairs _____ Date _____
 Chancellor John K. Pierre Date 6/3/16

President Ray L. Belknap Date _____

Vice President/Finance _____ Date _____
 Business Affairs/Comptroller _____
 Chairman/S.U. Board of Supervisor _____ Date _____

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

Professor Maurice Franks will be on Medical Leave for the period of 08/01/2016 thru 05/31/2017.
Professor will use FMLA (480 hours -12 weeks) from 08/01/16 thur 10/21/16.

EMPLOYEE REGULAR WORK SCHEDULE: Daily

EMPLOYEE DIRECT SUPERVISOR: V/C Alfreda Diamond

NUMBER OF EMPLOYEES SUPERVISED, (if any) 0

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE

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

SOUTHERN UNIVERSITY LAW CENTER
ENCUMBERED / FUNDS AVAILABLE
DOC I.D # _____
DATE 6/3/16
BY DmG
US _____
RA _____
H1 _____
J1 _____
F1 _____
FO _____

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

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

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

CONTINGENT UPON AVAILABILITY OF FUNDS:

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	2	RECEIVED	8	4
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OFFICE OF THE

CAMPUS: SUS _____ SUBR SULAC _____ SUAREC _____

PRESIDENT _____ VICE CHANCELLOR _____
SUNO _____ SUSLA _____

EMPLOYMENT CATEGORY: 9-MONTH _____ 12-MONTH _____ OTHER _____

2016 JUN 13 AM 11:21

Academic Non-Academic
 Temporary Part-time (_____ % of Full Time)
 Tenured Undergraduate Student
 Tenured Track Graduate Assistant
 Other (Specify) _____ Retiree Return To Work

Restricted
 Job Appointment
 Probationary
 Permanent Status

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

Profile of Person Recommended

Length of Employment July 1, 2016 To June 30, 2017
 Effective Date July 1, 2016

Name Linda A. Antoine SS# _____ Sex Female Race* Black
(Last 4 digits only)

Position Title: Director of Purchasing Department: Purchasing

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

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 New Position Expiration Date: _____

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

Years Experience _____ Southern University Experience _____
 Degree(s): Type/Discipline (BA-Education): Certificate Institution/Location (SU-Baton Rouge): Delta Business College Year: 1975

Current Employer Southern University - Baton Rouge

Personnel Action

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

Recommended Salary \$62,500 Salary Budgeted \$62,500

Source of Funds 211001

Identify Budget: 211001-260103-61002-26000 Location _____

Form Code: _____ Page _____ Item # _____

Change of: From _____ To _____

Position _____

Status _____

Salary Adjustment _____

Financial Aid signature (if applicable):

List total funds currently paid this employee by Southern University:

Source of Funds	Amount
211001-260103-61002-26000	\$62,500

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

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

Supervisor Burtugh Date 6/2/16
 Vice Chancellor Burtugh Date 6/2/16
 Director/Personnel Asst. Chancera Date 6/6/16
 President _____ Date _____
 Dean/Unit Head _____ Date _____
 Chancellor _____ Date _____
 Vice President/Finance Business Affairs/Comptroller _____ Date _____
 Chairman/S.U. Board of Supervisors _____ Date _____

Job Description

DIRECTOR OF PURCHASING

Directs the administration of the centralized procurement program for the Southern Board & System, Baton Rouge Campus, and the College of Agricultural Research & Extension Center that encompasses the purchase of commodities which are exempt from the state purchasing office in accordance with Revised Statutes.

Serves as liaison for the Office of State Purchasing.

Establishes goals and objectives and monitor performance to improve efficiency for the procurement processes.

Ensures that all state, administrative codes, revised statutes, university policies and procedures, laws and rules and regulations pertaining to program(s) are adequately explained, interpreted and followed by all employees. Reviews and updates existing policies and procedures to insure compliance with federal, state and university regulations.

Prepare bid documents and negotiate bids and contracts.

Provides oral and written interpretation of policies and procedures, rules, regulations, revised statutes and internal guidelines to university personnel and vendors.

Meets with departmental personnel and students regarding matters relating to the procurement process and confers and corresponds with suppliers, contractors and manufacturers to resolve problems and discuss procurement related problems.

Informs all University employees, students and vendors of policies and procedures by means of manuals and the Purchasing Department website.

Directs the development, evaluation and implementation of procedures to determine need for revisions and formulations and establishes policies and procedures to improve efficiency and economy at the department.

Directs the preparation and revisions of the university purchasing manual.

Directs and coordinates evaluations and revisions, where required, of practices, procedures, rules and regulations for Southern University System procurement as it relates to legislation.

Prepare documents for Protest Hearings. Testifies when necessary, on protest of solicitations, awards, suspensions, and disbarments at formal hearings, judicial hearings and district court.

Examines, for accuracy and comprehensiveness, such documents involved in the procurement process such as purchase requisitions, purchase orders, contract release orders, bid tabulations, etc. and analyze findings to discern such problems as inefficiency and non-compliance relative to policies and procedures, human resources, commodities, law and regulations.

Establishes office goals and monitors performance against these goals.

Develops short and long range strategic plans for the Purchasing Department to insure that the goals and objectives are met and support the University's mission.

Maintains an adequate internal control process that will provide reasonable assurance regarding the achievement of objectives and insure effectiveness and efficiency of operations, compliance with state laws and University regulations.

Maintains professional and technical knowledge by attending workshops, conferences and meetings, reviewing professional publications and establishing professional networks in the area of procurement.

Performs other duties and responsibilities as assigned by the Vice Chancellor for Finance and Administration and the Vice President of Finance and Business.

LINDA A. ANTOINE

12119 Towering Oaks Drive · Baton Rouge, LA 70810
(225) 955-9916 ▪ la55@cox.net

PROFESSIONAL QUALIFICATIONS

- 38 years of educational procurement experiences with University, Local, State, Federal, and Private Entities
- Knowledge of State of Louisiana Revised Statutes and Laws
- Outstanding management and supervisory skills - able to coordinate multiple activities, analyze problems, delegate activities and develop methods to increase productivity
- Knowledge to negotiate contracts
- Strong organizational skills
- Proven capacity to approach problems creatively and effectively
- Eager to learn and apply new information and skills

ACCOMPLISHMENTS

- Developed operational procedure and guideline manuals for the Southern University land mass (five campuses to include: Southern University Baton Rouge, Southern University Law Center, Southern University Ag Center, Southern University New Orleans and Southern University Shreveport)
- Developed the Purchasing Department website that included guidelines, procedures, online procurement forms and procurement guide for vendors.
- Re-designed bid documents for the Baton Rouge land mass for accuracy, efficiency and uniformity
- Assisted with system-wide multi-year contract negotiations for Auxiliary Services to include: Food Service, Copier and Mail Services, Bookstore, and Vending that resulted in savings and revenue for the university
- Prepared bid documents and negotiated contract for lease of Southern University land/property for a Cell Tower that resulted in revenue for the university
- Prepared bid documents for multi-year contracts and negotiated contracts for utility services and all equipment maintenance services that resulted in savings for the university
- Registered vendors with the Louisiana's Small Entrepreneurship (Hudson Initiative) Program. The primary intent of this Program is to provide additional opportunities for Louisiana-based Small Entrepreneurships (SE's) that are certified by the Louisiana Department of Economic Development to participate in contracting and procurement with colleges and universities. Several SE's were selected as sub-contractors for Southern University projects which increased minority and small business participation.

EMPLOYMENT

2005-July 2014

DIRECTOR OF PURCHASING

Southern University Purchasing Department-Baton Rouge

Served as part of an inter-campus administrative team. Reported to the Vice President For Business and Finance and the Vice Chancellor for Finance and Administration. Ensured adherence to the State of Louisiana and Southern University System policies and procedures in managing the procurement of goods and services throughout the Baton Rouge land mass. Focused on collaboration both at the campus, within the System, with other state agencies and suppliers which delivered the best cost, quality and service to requesting departments. Conducted high profile, complex, and/or first time commodity/service contract and bid negotiations and used exceptional negotiating skills to bring success to the University students and staff. Audited procurement documents for accuracy and ensured adherence to University procedures and guidelines and the Louisiana Revised Statutes. Initiated, reviewed and approved requests for proposals, legal and personal services contracts, interagency agreements and Memorandums of Understanding. Maintained reports as mandated by the State of Louisiana Purchasing Department, Office of the Commission and Clerk of Court.

1998-2005

ASSOCIATE DIRECTOR

Southern University Purchasing Department-Baton Rouge

Assisted the Director of Purchasing, instructed training sessions for the financial system, composed training manual for financial system, prepared bid documents, conducted pre-bid conferences, summarized bids and price quotations to determine the successful bidder, analyzed and audited procurement documents, audited and created purchase requisitions and purchase orders in the financial system. Assisted the faculty, staff and students to resolve procurement problems and/or concerns.

1981-1998

OPERATIONAL OFFICER

Southern University Purchasing Department-Baton Rouge

Assisted the Director of Purchasing, summarized bids and price quotations to determine the successful bidder analyzed and audited purchase requisitions and departmental invoices, created purchase requisitions and purchase orders in the financial system. Assisted the Southern University faculty, staff and students, resolved problems and/or concerns.

1975-1981

ACCOUNT/BATCH CLERK

Southern University Purchasing Department-Baton Rouge

Batched purchase orders for Baton Rouge, New Orleans and Shreveport Campuses, maintained current vendors on file for all campuses, distributed purchase orders to Southern University Computer Center for input, distributed purchase orders to vendor, requestor, Southern University Accounts Payable, and Southern University Central Receiving. Responsible for filing and recording purchase orders, input and tracked

purchase orders in Purchasing Department tracking system. Occasionally worked the receptionist desk; communicated with all campuses representatives, students and vendors.

EDUCATION, TRAININGS AND ORGANIZATIONS

- Purchasing Coursework, Summer 1985, LSU Purchasing, BR Campus
- Delta Business College, 1973-1975, Baton Rouge
- National Institute of Government Purchasing Training, New Orleans, La
- State Purchasing Procurement Training/Seminars, Baton Rouge, La
- Louisiana's Small Entrepreneurship (Hudson Initiative) Program Workshops
- Louisiana Procurement Card Program Workshops; "How to Get Started", Overview and Program Administration
- Louisiana Governor's Office of Homeland Security & Emergency Preparedness (GOHSEP); Training for Emergency Management Professionals
- Federal Emergency Management Agency (FEMA) or Louisiana FEMA Recovery Workshops; How to Handle Emergency Procurement and Hazard Mitigation
- Ethics Training for the State of Louisiana
- Louisiana Grad Act 2.0 Pilot Procurement Workshop with Higher Education Procurement Leaders; Pilot Procurement Discussion and High Level Procurement Autonomy
- Louisiana National Institute of Government Purchasing (NIGP) Request for Proposal (RFP) Seminars; Building Flexibility and Risk Reduction for your RFP; Insurance Requirements in Contracts & Indemnification Agreements
- SAT Conference-Financial Record System Training, Las Vegas, NV
- SCT/SunGard Conference-Financial Record System Training, Honolulu, HI
- National Association of Educational Procurement Training, Dallas, TX
- Safety Training, Southern University Baton Rouge Campus
- Rockhurst University Extension Courses, Business Management; Supervisors' Training,
- National Seminars Group Extension Courses, Business Management, Leadership, Project Management
- Past Member, the National Association of Educational Procurement Officers (NIGP)
- Member, Canaan Baptist Church, Plattenville, La
- Adult and Children Sunday School Teacher, Canaan Baptist Church
- Member, Canaan Community Outreach Ministry

References and additional information available upon request

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) _____

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 05/24/2016 To 08/24/2015
Effective Date 05/24/2016

Name Yvonne Roberson SS# xxx-xx- 6567 Sex F Race* B
(Last 4 digits only)

Position Title: Senior Admission Counselor Online Department: Southern University Online

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

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

Years Experience 25 Southern University Experience 25

Degree(s): Type/Discipline(BA-Education): None Institution/Location (SU-Baton Rouge): _____ Year: _____

Current Employer _____

Personnel Action

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

Recommended Salary \$11,250.00 Salary Budgeted _____

Source of Funds Inter-Institutional Budget

Identify Budget: 111005-11172-61002-16000 Location _____
Form Code: BOR-10 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

*See Reverse Side Graduate School signature (if applicable):
Supervisor [Signature] 5/12/16 Date Dean/Unit Head [Signature] 5/12/16 Date

Vice Chancellor [Signature] 5/33/16 Date Chancellor [Signature] _____ Date
Director/Personnel [Signature] 5/23/16 Date Vice President for Finance & Business/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:

Taking medical leave.

EMPLOYEE REGULAR WORK SCHEDULE:

Monday- Friday 8-5

EMPLOYEE DIRECT SUPERVISOR:

Michelle Hill

NUMBER OF EMPLOYEES SUPERVISED, (if any)

HR USE ONLY: STATUS (circle one):

EXEMPT

NON-EXEMPT

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

Do Not Write Below This Area

For Human Resource and Budgetary Control Use Only!

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

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

REQUEST FOR LEAVE OF ABSENCE FORM
SOUTHERN UNIVERSITY SYSTEM

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

Name of Employee: Yvonne Michelle Roberson SSN: _____

Address: _____ Phone: _____

Title: Senior Admissions Counselor / Southern Online Services Highest Degree: _____

Birth Date: _____

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

EFFECTIVE DATE OF LEAVE: 05/24/2016 ANTICIPATED RETURN DATE: 08/24/2016

Purpose of leave Requested (click one):

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

*must be attending physician

TYPE OF LEAVE REQUESTED (check one):

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

LENGTH OF LEAVE REQUESTED: (No. of weeks, not to exceed 36 weeks) 12

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

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

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

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

DATE April 29, 2016

SIGNATURE OF APPLICANT Y Roberson

PRIOR LEAVE RECORD FROM THIS INSTITUTION:

Date of Last Leave: _____
Purpose of Last Leave: _____

TYPE OF LAST LEAVE:

With pay _____ Amount: _____
Without Pay _____
Length of last leave: _____

Signature of Chairperson AVP

Signature of College Dean _____

Signature of Chief Academic Officer _____

Signature of Campus Chancellor _____

Signature of System President _____

DATE 5/23/16

DATE 5/23/16

Signature of Appropriate Committee Chairperson _____

Signature of Chairman of the Board _____

Date _____

Date _____

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

RECEIVED
OFFICE OF THE
PRESIDENT/CHANCELLOR

POSITION NUMBER	2M9227
-----------------	--------

CAMPUS: SUS _____ SUBR _____ **2016 JUN 14 AM 4:07** SUAREC _____ SUNO _____ SUSLA _____

EMPLOYMENT CATEGORY: ~~SOUTHERN UNIVERSITY SYSTEM~~ MONTH _____ OTHER (Specify) 3 Months

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 Alice Douzier Reason Left Medical Leave
Date Left May 3, 2016 Salary Paid \$ 63,000.00

Profile of Person Recommended

Length of Employment May 3, 2016 To August 3, 2016
Effective Date May 3, 2016

Name Alice Douzier SS# _____ Sex Female Race* Blac

Position Title: IT Project Coordinator Department: Information Technology

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 7 Years Southern University Experience 15 Years

Degree(s):
 Type/Discipline (BA-Education): M.S. Computer Science Institution/Location (SU-Baton Rouge): Southern University - Baton Rouge Year: 1996
B.S. Electrical Engineering Louisiana State University - Baton Rouge 1993

Current Employer Div. of Information Technology - Southern University - Baton Rouge, LA

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) 3 Months (Medical Leave)

Recommended Salary \$ 16,500.00 Salary Budgeted \$ 16,500.00

Source of Funds Title III - 220310-21091-72603

Identify Budget: 220310-21091-72603 Location Information Technology
Form Code: _____ Page _____ Item # _____

Change of: _____
From _____ To _____

Position _____
Status _____
Salary Adjustment _____

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

Source of Funds	Amount
220310-21091-72603	\$16,500.00

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

*See Reverse Side

Graduate School signature (if, applicable):

Daniel Fagbenro 5/16/16 Supervisor Date
Shirley... 5/16/2016 Dean/Unit Head Date
... 5/23/16 Vice Chancellor Date
... 6/8/16 Director/Personnel Date
... 4/25/16 Chairman/S.U. Board of Supervisors Date
 Vice President/Finance Business Affairs/Comptroller Date

Expiration Date
9/30/16

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:

Mrs. Alice Douzier will be out of the office from May 3, 2016 to August 3, 2016 on Medical Leave.

EMPLOYEE REGULAR WORK SCHEDULE: 8-5 Monday thru Friday (On Call)
EMPLOYEE DIRECT SUPERVISOR: Dr. Gabriel Fagbeyiro, Assoc. VP/CIO
SUPERVISOR/DEPARTMENT CONTACT NUMBER: (225) 771-5091
NUMBER OF EMPLOYEES SUPERVISED, (if any): 35

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE	CODE	EXPIRES
United States Citizen/Certificate of Naturalization	US	
Resident Alien	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)

//Availability/Compliance Verified By: [Signature]
//Availability/Compliance Available By: 5/26/16
Doc. ID: No.:

REQUEST FOR LEAVE OF ABSENCE FORM
SOUTHERN UNIVERSITY SYSTEM

CORRECTION

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

Name of Employee: Alice M. Douzier

Address: _____ Phone: _____

Title: IT Project Coordinator Highest Degree: M.S.

Birth Date: _____

NO. OF CONSECUTIVE FISCAL YEARS ACTIVE SERVICE AT THIS INSTITUTION: 16

EFFECTIVE DATE OF LEAVE: 05/03/2016 ANTICIPATED RETURN DATE: 08/03/2016

Purpose of leave Requested (click one):

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

*must be attending physician

TYPE OF LEAVE REQUESTED (check one):

- a. with pay
- b. without pay _____

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

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

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

Teacher Retirement	Yes	No	<input checked="" type="checkbox"/>
State Retirement	Yes	No	<input checked="" type="checkbox"/>
Group Insurance	Yes	No	<input checked="" type="checkbox"/>
Elected Supplemental Benefits	Yes	No	<input checked="" type="checkbox"/>

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

05/19/2016

DATE

SIGNATURE OF APPLICANT

PRIOR LEAVE RECORD FROM THIS INSTITUTION:

Date of Last Leave: _____
Purpose of Last Leave: surgery

TYPE OF LAST LEAVE:

With pay Amount: _____
Without Pay _____
Length of last leave: _____

Signature of Chairperson

Signature of College Dean

Signature of Chief Academic Officer

Signature of Campus Chancellor

Signature of System President

DATE

DATE

Signature of Appropriate Committee Chairperson

Signature of Chairman of the Board

Date

Date

MAY 24 PM 4
 CHANCELLOR'S OFFICE
 RAJONS

Beit
5/31/16

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form
 RECEIVED
 OFFICE OF THE
 PRESIDENT'S COUNSELOR

POSITION NUMBER	2	M	9	8	0	4
-----------------	---	---	---	---	---	---

CAMPUS: SUS _____ SUBR _____ **2016 JUN 13 AM 11:22** SUAREC _____ SUNO _____ SUSLA _____

EMPLOYMENT CATEGORY: **SOUTHERN UNIVERSITY SYSTEM** MONTH OTHER _____ (Specify) _____

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

Previous Employee Kathlyn A. Bowersox Reason Left Medical Leave
 Date Left _____ Salary Paid \$47,783.00

Profile of Person Recommended

Length of Employment 5/2/2016 To 11/30/2016
 Effective Date 6/1/2016

Name Kathlyn A. Bowersox SS# _____ Sex F Race* White
 (Last 4 digits only)

Position Title: Catalog Librarian Department: Collections & Resource Development

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 19
 Degree(s): Type/Discipline (BA-Education): _____ Institution/Location (SU-Baton Rouge): _____ Year: _____

Current Employer Southern University

Personnel Action

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

Recommended Salary \$27,873.42 Salary Budgeted \$27,873.42

Source of Funds General Fund Code 211001

Identify Budget: Libraries Location _____
 Form Code: BOR-10 Page 18 Item # 24

Change of: _____
 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

*See Reverse Side

Graduate School signature (if, applicable):

<u>Charlotte Henderson</u> 6-2-16 Supervisor Date	<u>[Signature]</u> 6-2-16 Dean/Unit Head Date
<u>[Signature]</u> 4/5/16 Vice Chancellor Date	<u>[Signature]</u> 6/1/16 Chancellor Date
<u>[Signature]</u> 6/7/16 Director/Personnel Date	<u>[Signature]</u> Vice President/Finance Business Affairs/Comptroller Date
<u>[Signature]</u> 4/13/16 President Date	<u>[Signature]</u> Chairman/S.U. Board of Supervisors Date

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS: Ms. Bowersox is requesting a sick leave of absence from 5/2/16 to 11/30/16. Documentation has been submitted to HR.

EMPLOYEE REGULAR WORK SCHEDULE: M-F 8:00 a.m. – 5:00 p.m.
EMPLOYEE DIRECT SUPERVISOR: Charlotte Henderson
SUPERVISOR/DEPARTMENT CONTACT NUMBER 225 771-0071
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

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

**SOUTHERN UNIVERSITY SYSTEM
 BUDGET OFFICE**

JUN 10 2016

[Signature]
 FUNDS AVAILABLE
 211001-22561-61002-245000

REQUEST FOR LEAVE OF ABSENCE
SOUTHERN UNIVERSITY SYSTEM

2.

CAMPUS: SUS SUBR X SULAC SUAREC SUNO SUSLA

Name of Employee: Kathlyn A. Bowersox SSN: _____

Address: _____ Phone: _____

Title: Catalog, Serials librarian Highest Degree: Masters

Birth Date: _____

NO. OF CONSECUTIVE FULL YEARS ACTIVE SERVICE AT THIS INSTITUTION: 12.5

EFFECTIVE DATE OF LEAVE: 5/2/2016 ANTICIPATED RETURN DATE: 10/3/2016

Purpose of leave Requested (click one):

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

*must be attending physician

TYPE OF LEAVE REQUESTED (check one):
a. with pay
b. without pay

RECEIVED
JUN 01 2016
Office of the Executive Vice President
for Academic Affairs and Provost

LENGTH OF LEAVE REQUESTED: (No. of weeks, not to exceed 36 weeks) 22 Weeks

MANNER IN WHICH THIS LEAVE, IF GRANTED, WILL BE SPENT: Cancer treatment and rec

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

Teacher Retirement	Yes	<input checked="" type="checkbox"/>	No
State Retirement	Yes	<input type="checkbox"/>	No
Group Insurance	Yes	<input checked="" type="checkbox"/>	No
Elected Supplemental Benefits	Yes	<input checked="" type="checkbox"/>	No

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

5/24/2016 DATE Kathlyn A. Bowersox SIGNATURE OF APPLICANT

PRIOR LEAVE RECORD FROM THIS INSTITUTION:

Date of Last Leave: _____
Purpose of Last Leave: _____

TYPE OF LAST LEAVE:

With pay Amount: _____
Without Pay _____
Length of last leave: _____

<u>Cherette Henderson</u> Signature of Chairperson	<u>Cliff Perry</u> Signature of College Dean	<u>M. Anthony Wadley</u> Signature of Chief Academic Officer
---	---	---

Signature of Campus Chancellor Signature of System President

DATE DATE

Signature of Appropriate Committee Chairperson Signature of Chairman of the Board

Date Date



SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL

POST OFFICE BOX 9294

BATON ROUGE, LOUISIANA 70813-9294

OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

June 10, 2016

Dr. Ray Belton
President-Chancellor
Southern University and A & M College System
J.S. Clark Administration Building, 4th Floor
Baton Rouge, Louisiana 70813

RE: SULC Personnel Action Items

Dear Dr. Belton:

I am seeking Board approval of the request from the Southern University Law Center to approve the following personnel actions:

- (a) A medical leave of absence for Professor Maurice Franks during the 2016-17 academic year;
- (b) An unpaid sabbatical leave for Professor Nadia Nedzel for Fall 2016 semester to complete her work to publish a book; and
- (c) A return to the faculty beginning on a full-time basis in Fall 2016 for Vice Chancellor Russell Jones, who will relinquish his administrative duties as Vice Chancellor for Academic Affairs for the Law Center as of July 31, 2016.

I ask that after you have reviewed these items that you join the Law Center in recommending these actions to the Board and that they be submitted for consideration at the June 24, 2016 Board meeting. If you have any questions, please feel free to contact me.

Thank you in advance for your consideration

Sincerely,


John K. Pierre
Chancellor and Professor of Law
Southern University Law Center

RECRUITMENT AND ADMISSIONS COMMITTEE

(Following the Personnel Committee)

Friday, June 24, 2016

Southern University Board of Supervisors Meeting Room

2nd Floor, J.S. Clark Administration Building

Baton Rouge, Louisiana 70813

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Informational Items
 - A. Report on Retention & Enrollment, all campuses
 - B. Out-of-State Tuition Reduction, SUBR
6. Other Business
7. Adjournment

MEMBERS

Atty. Patrick D. Magee, Chair, Mrs. Ann A. Smith, Vice Chair,
Mr. Calvin W. Braxton, Sr., Atty. Tony M. Clayton, Mr. Myron K. Lawson, Rev. Samuel C. Tolbert, Jr.
Dr. Leon R. Tarver II – Ex-Officio

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS

(Following the Recruitment & Admissions Committee)

Friday, June 24, 2016

Southern University Board of Supervisors Meeting Room

2nd Floor, JS Clark Administration Building

Baton Rouge, Louisiana 70813

AGENDA

1. Call to Order and Invocation
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Item
 - A. Minutes of the May 22, 2016 regular meeting of the Board of Supervisors
 - B. Committee Reports and Recommendations
 - C. Approval of Intent to Pursue License Regarding Medical Marijuana, SUAREC
 - D. Resolutions
6. Informational Items
 - A. Legislative Update
 - B. System President's Report
 - C. Campus Reports
7. Other Business
8. Adjournment

Southern University and A&M College System
BOARD OF SUPERVISORS MEETING
2nd Floor; J.S. Clark Administration Building
Baton Rouge, Louisiana
9 a.m.
Friday, May 13, 2016

Minutes

The meeting of the Southern University Board of Supervisors was called to order by Chairman Leon R. Tarver II. The invocation was given by Executive Vice President and Provost Dr. M. Christopher Brown.

PRESENT

Dr. Leon R. Tarver II, Mr. Calvin W. Braxton, Sr., Atty. Tony Clayton, Mr. Dominique Diamond, Mr. Raymond Fondel, Dr. Curman Gaines, Rev. Donald R. Henry, Mr. Richard Hilliard, Mr. Myron Lawson, Atty. Patrick Magee, Mr. Darren Mire, Mr. Michael Small and Dr. Rani Whitfield.

ABSENT

Rev. Joe R. Gant, Mrs. Ann Smith, and Rev. Samuel Tolbert

UNIVERSITY PERSONNEL ATTENDING

System President Ray Belton, Chief of Staff Robyn Merrick, Executive Vice President of Academic Affairs and Provost (EVPAAP) M. Christopher Brown, Vice President for Finance and Business Affairs Flandus McClinton, Chancellor Victor Ukpolo (SUNO), Interim Chancellor Adell Brown (SUAREC), Chancellor Rodney Ellis (SUSLA), and Chancellor John Pierre, (SULC).

BOARD COUNSEL

Attys. Winston Decuir, Jr. and Tracie Woods

Chairman Tarver announced that the Personnel Affairs Committee would convene.

PERSONNEL AFFAIRS COMMITTEE

9:00 a.m.

Friday, May 13, 2016

Southern University-Baton Rouge
2nd Floor; J. S. Clark Administration Building
Baton Rouge, Louisiana

Minutes

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

Roll Call

Mr. Calvin Braxton, Sr., Atty. Tony Clayton, Mr. Myron K. Lawson, and Dr. Leon R. Tarver II

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion of Mr. Calvin Braxton and seconded by Mr. Myron Lawson the agenda was recommended for adoption.

Motion passed unanimously.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: ACTION ITEMS

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

Upon a motion by Mr. Calvin Braxton and seconded by Mr. Myron Lawson items A-1 through A-6 were recommended for approval.

Motion passed. Atty. Tony Clayton abstained.

AGENDA ITEM 6: ADJOURNMENT

Upon the motion by Atty. Tony Clayton and seconded by Mr. Myron Lawson the Personnel Affairs Committee adjourned.

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS

(Following the Personnel Affairs Committee)

Friday, May 13, 2016

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

MINUTES

The Board of Supervisors meeting was convened by Board Chair Dr. Leon R. Tarver II.

AGENDA ITEM 2: ROLL CALL

PRESENT

Dr. Leon R. Tarver II, Mr. Calvin W. Braxton, Sr., Atty. Tony Clayton, Mr. Dominique Diamond, Mr. Raymond Fondel, Dr. Curman Gaines, Rev. Donald R. Henry, Mr. Richard Hilliard, Mr. Myron Lawson, Atty. Patrick Magee, Mr. Darren Mire, Mr. Michael Small and Dr. Rani Whitfield.

ABSENT

Rev. Joe R. Gant, Mrs. Ann Smith, and Rev. Samuel Tolbert

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion of Atty. Patrick Magee and seconded by Atty. Tony Clayton the agenda was recommended for adoption.

Motion carried unanimously

AGENDA ITEM 4: SPECIAL PRESENTATIONS

Mr. Ernest Williams, director of the Southern University Laboratory School Choir attended the meeting and stated that the SU Lab School Choir participated in the Louisiana Music Educators Association (LMEA) regional music competition in March and received superior ratings which allowed them to participate in the LMEA state choral music competition in Lake Charles where they received an overall excellent rating. Members of the choir were introduced. Board Member Dr. Rani Whitfield congratulated the choir and director for their achievement and presented certificates to the group.

Mr. Henry Combs, head coach, Southern University Laboratory School Boy's Track attended the meeting and introduced members of the track team. The team repeated their victory as Class 1A team champions during the second day of the Allstate Sugar Bowl/LHSAA Outdoor Track and Field meet in May.

SU Shreveport Chancellor Dr. Rodney Ellis introduced Men's Basketball Coach David Francis and informed Board members that Coach Francis was honored as Junior College Coach of the Year by the Louisiana Association of Basketball Coaches at the organization's 41st Annual Awards Banquet while team player D'Angelo McClinton was honored as the Louisiana Junior College Player of the Year. The team made it to the Miss-Lou Conference championship and to the semifinals of the NJCAA Region 23 Tournament.

AGENDA ITEM 5: PUBLIC COMMENTS

Public comments were made by Mr. Charlie Granger, chairman of the SU Hall of Fame Commission and introduced Mr. Renan Gilkes, native of Trinidad who was enshrined at the 2015 Hall of Fame Banquet.

Professor Frank Martin, Chair of the Department of Business and Professor of Economics at SUNO, addressed members of the Board and commended them for selecting Dr. Mims-Devezin to be interim chancellor at SUNO.

Dr. Chester Mills, Professor of English at SUNO, expressed support of Dr. Lisa Mims-Devezin as interim chancellor at

SUNO.

Former SGA President at SUNO Brian Alexander expressed support of Dr. Lisa Mims-Devezin as interim chancellor at SUNO and thanked Dr. Belton for the recommendation.

AGENDA ITEM 6: ACTION ITEMS

A. Minutes of the April 22, 2016, regular meeting of the Southern University Board of Supervisors

On the motion of Mr. Myron K. Lawson and seconded by Mr. Michael Small the minutes of the April 22, 2016, meeting were presented for approval.

Motion carried unanimously.

RESOLVED by the Board of Supervisors for the Southern University System, that the minutes of the April 22, 2016, regular meeting of the Board of Supervisors, be and it is hereby approved.

B. Approval of Committee Reports and Recommendations

On the motion of Atty. Patrick Magee and seconded by Dr. Curman Gaines the Personnel Affairs Committee report was recommended for approval.

Motion carried unanimously.

1. PERSONNEL AFFAIRS COMMITTEE

RESOLVED by the Board of Supervisors for Southern University, upon the recommendation of the Personnel Affairs Committee, that the Administration's recommendation for approval of positions with salaries greater than \$60,000 be and they are hereby approved.

Name	Title	Salary
1. Alencia C. Ellis	Associate Director, Student Health Center New Appointment, SUBR	\$95,000
2. Claudia Robin	Clinical Pharmacist Salary Adjustment, SUBR	\$92,074
3. Averil Sanders	Director, SU Laboratory School New Appointment, SUBR	\$90,000
4. Kent Smith	Small Business Development Center Director New Appointment, SUBR	\$82,000
5. Brandy Jacobsen	Interim Vice Chancellor for Finance & Administration Continuation, SUSLA	\$88,065
6. Carolyn Miller	Interim Director of Information Technology Continuation, SUSLA	\$78,795

C. Appointment of Dr. Victor Ukpolo as Professor of Economics, SUNO

On the motion of Atty. Tony Clayton and seconded by Mr. Calvin Braxton the appointment of Dr. Victor Ukpolo as Professor of Economics, SUNO, was recommended for approval.

Motion carried with one abstention from Atty. Patrick Magee.

RESOLVED by the Board of Supervisors for Southern University, that the appointment of Dr. Victor Ukpolo as Professor of Economics, SUNO be and it hereby is approved.

- D. Appointment of Dr. Lisa Mims-Devezin as Interim Chancellor, SUNO**
- E. Approval of Distinguished Research Professor, SUBR**
- F. Ratification of Honorary Doctorate for Congressman Cedric Richmond, SUBR**
- G. Approval to Increase Summer School Tuition, SUSLA**
- H. Approval to Raise Out of State Tuition, SULC**
- I. Approval to Increase Student Success Fee, SULC**

On the motion of Mr. Myron Lawson and seconded by Mr. Richard Hilliard **Items D, E, F, G, H, and I were recommended for approval.**

Motion passed unanimously.

RESOLVED by the Board of Supervisors for Southern University, that the appointment of Dr. Lisa Mims-Devezin as Interim Chancellor, SUNO be and it hereby is approved.

RESOLVED by the Board of Supervisors for Southern University, that the approval of the Distinguished Research Professor, SUBR be and it hereby is approved.

RESOLVED by the Board of Supervisors for Southern University, that the ratification of the Honorary Doctorate for Congressman Cedric Richmond, SUBR be and it hereby is approved.

RESOLVED by the Board of Supervisors for Southern University, that the request to increase summer tuition, SUSLA, be and it hereby is approved.

RESOLVED by the Board of Supervisors for Southern University, that the request to raise the out of state tuition, SULC be and it hereby is approved.

RESOLVED by the Board of Supervisors for Southern University, that the request to increase the student success fee, SULC be and it hereby is approved.

- J. Acceptance of Donation of Artificial Turf Field for A.W. Mumford Stadium from Southern University System Foundation, SUBR**

With regard to the donation, Atty. Clayton asked if the donation was an unconditional donation. Atty. Domoine Rutledge stated that there were no additional conditions pertaining to the donation of the turf field. Atty. Clayton also asked if there were any financial conditions that would prohibit other entities from advertising in the stadium. Atty. Rutledge stated that there were not any other conditions that would prevent others from advertising. He also stated that the project would be complete by mid-July. President Belton thanked the SU Foundation for the donation and for supporting the University in this endeavor.

Upon the motion of Atty. Clayton and seconded by Mr. Fondel to accept the donation of the artificial turf field for the A.W. Mumford Stadium from the Southern University System Foundation.

Motion passed unanimously.

RESOLVED by the Board of Supervisors for Southern University, that the acceptance of the donation of the artificial turf field for the A.W. Mumford Stadium from the Southern University System Foundation be and it hereby is approved.

K. Natalie Ellison Settlement Agreement, SUSLA

Upon a motion by Atty. Tony Clayton and seconded by Mr. Richard Hilliard to uphold the University's recommendation in the Natalie Ellison Settlement Agreement.

Motion passed unanimously.

RESOLVED by the Board of Supervisors for Southern University, that settlement agreement with Natalie Ellison, SUSLA be and it hereby is approved.

L. BA-7 #9 Request for Mid-Year Budget Adjustment

Vice President Flandus McClinton provided information regarding to the request for the mid-year adjustment.

Upon a motion by Mr. Myron Lawson and seconded by Mr. Michael Small to approve the BA-7 #9.

Motion passed unanimously.

RESOLVED by the Board of Supervisors for Southern University, that the approval of BA-7 #9, SUS be and it hereby is approved.

M. Interim Financial Report as of April 2016, SUS

Vice President Flandus McClinton stated that all campuses are on schedule with expenditures and revenue.

Upon the motion of Atty. Tony Clayton and seconded by Mr. Raymond Fondel the interim financial report was recommended for approval.

Motion passed unanimously.

RESOLVED by the Board of Supervisors for Southern University, that the Interim Financial Report as of April, 2016, SUS be and it hereby is approved.

N. Authorization to Resume Search for Chancellor of the Southern University Agricultural Research and Extension Center and Dean of the College of Agriculture

President-Chancellor Belton stated that the search process had been suspended for the Chancellor of the Southern University Agricultural Research and Extension Center earlier this year in order to align the leadership of the SUAREC with that of the SUBR College of Agriculture. He requested Board approval to restart the search for the leader of the Agricultural Research and Extension Center and the College of Agriculture.

Upon the motion of Mr. Calvin Braxton and seconded by Dr. Rani Whitfield that the President be authorized to resume the search for Chancellor of the Southern University Agricultural Research and Extension Center and Dean of the College of Agriculture.

Motion passed unanimously.

RESOLVED by the Board of Supervisors for Southern University, that the authorization to resume the search for Chancellor of the Southern University Agricultural Research and Extension Center and Dean of the College of Agriculture be and it hereby is approved.

O. Request Authorization to Search for SUNO Chancellor

Upon the motion of Atty. Tony Clayton and seconded by Mr. Myron Lawson that the authorization for a search be approved with the stipulation that Dr. Mims-Devezin relinquish the interim position to apply for the permanent position by waived so that she could apply, if so desired.

Motion passed unanimously.

RESOLVED by the Board of Supervisors for Southern University, that the authorization to search for SUNO Chancellor be and it hereby is approved.

P. Approval of Evaluation Instrument for President-Chancellor

Upon the motion of Atty. Tony Clayton and seconded by Dr. Curman Gaines that the evaluation instrument be approved and the timeline be adjusted to December, 2016 instead of June, 2016.

Motion passed unanimously.

RESOLVED by the Board of Supervisors for Southern University, that the evaluation instrument for President-Chancellor with the revised timeline, SUS be and it hereby is approved.

Q. Resolutions

The Florence Aluko Family. Mrs. Aluko a native of Nigeria and a 2011 graduate in Rehabilitation and Disability Studies at SUBR, passed away April 10.

The Betty Lee Allen Family. Mrs. Betty Lee Allen, native of New Orleans, LA and sister of Facilities Services Manager Athel Martin, passed away April 24.

The Family of Thaddeus Jones. Mr. Jones, grandson of Ms. Anna Jones, member of the Southern University System Foundation Board of Directors, passed away on May 8.

The Family of Joshua J. Pitre. Mr. Pitre a retired attorney, and a 1970 graduate of the SU Law Center and a 1963 graduate of SUBR, passed away Wednesday, May 4, 2016, in Opelousas, Louisiana, at the age of 75.

The Family of Joycelyn Ann Rose Martin Mills. Mrs. Mills is the mother of Ms. Stacey Armelin, Administrative Assistant to the Chancellor of the SU Law Center. Mrs. Mills passed away Saturday, September 19, 2015.

Commendations:

The Southern University Shreveport Men's Basketball Team were commended for their winning season and for Coach David Francis for being named Junior College Coach of the Year and David McClinton being named Junior College Player of the Year by the Louisiana Association of Basketball Coaches.

RESOLVED by the Board of Supervisors for Southern University, that the resolutions be and they are hereby approved.

6. Informational Items

A. Legislative Update

Southern Strategy provided a written update regarding the Regular Session of the Legislature. Discussion followed on the status of the revised medical marijuana legislation.

B. GRAD Act Report

C. System President's Report

Dr. Belton provided updates to the Board regarding the search for Director of Athletics for SUBR and also introduced the new director of the Laboratory School, Mr. Averi Sanders. Mr. Sanders gave remarks.

D. Campus Reports

The campus chancellors for provided updates to their written reports that were included in the Board packet.

Dr. Victor Ukpolo gave remarks as he was attending his last Board meeting serving as chancellor of the New Orleans campus. Chairman Tarver, President Belton and several Board members shared well wishes on his departure.

7. Other Business

President Belton acknowledged Robyn Merrick's graduation with a Doctorate of Public Policy at the SUBR Commencement Exercises held earlier. Atty. Tony Clayton also recognized his son's graduation from SUBR.

8. Adjournment

Upon a motion by Mr. Myron Lawson and seconded by Mr. Calvin Braxton the meeting was adjourned.



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

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

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

FAX NUMBER
(225) 771-5522

June 17, 2016

Dr. Leon R. Tarver II
Chairman
Southern University Board of Supervisors
4th Floor, J.S. Clark Administration Building
CAMPUS

RE: Letter of Intent for Medical Marijuana

Mr. Chairman and Members of the Board of Supervisors:

Attached, for your consideration, is the letter of intent to produce medical marijuana from the Southern University Agricultural Research and Extension Center. The letter of intent is required by the Commissioner of Agriculture for the State of Louisiana in order to receive a license to produce medical marijuana. Your favorable consideration is requested.

Sincerely,

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

Ray L. Belton, Ph.D.
President-Chancellor
Southern University System

Attachments

/r

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

WWW.SUS.EDU



"Linking Citizens of Louisiana with Opportunities for Success"

Office of the Chancellor

Ashford O. Williams Hall
P. O. Box 10010
Baton Rouge, LA 70813
(225) 771-2242
(225) 771-4369 Fax
www.suagcenter.com

May 19, 2016

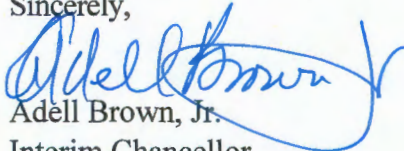
Dr. Ray Belton
Southern University System
4th Floor J. S. Clark Admin Bldg.
Baton Rouge, LA 70813

Dear Dr. Belton

We are requesting the approval from you and the SUS Board of Supervisors for the Southern University Ag Center to submit to the Commissioner of Agriculture the attached Letter of Intent to be licensed as a production facility pursuant to La. R.S. 40:1046, et seq.

Please do not hesitate to contact me should you have any questions or need any further information with regard to this matter.

Sincerely,


Adell Brown, Jr.
Interim Chancellor



Office of the Chancellor
Ashford O. Williams Hall
P. O. Box 10010
Baton Rouge, LA 70813
(225) 771-2242
(225) 771-4369 Fax
www.suagcenter.com

June 15, 2016

Dr. Mike Strain, Commissioner
Louisiana Department of Agriculture & Forestry
5825 Florida Blvd.
Baton Rouge, LA 70806

Re: Written Notice of Intent

Dear Commissioner Strain:

Please allow this letter to serve as Southern University Agricultural Center's Written Notice of Intent to be licensed as a production facility pursuant to La. R.S. 40:1046, *et seq.*

Please do not hesitate to contact me should you have any questions or need any further information with regard to this Written Notice of Intent to be licensed as a production facility.

Sincerely,

Dr. Adell Brown, Jr.
Interim Chancellor



SUBR Chancellor's Report to the Southern University Board of Supervisors

Significant Achievements / Accomplishments

SU System Shines with Nine Nominations for HBCU Awards



The Southern University System has received nominations in nine categories for the 2016 HBCU Awards. *HBCU Digest* recently announced the finalists in 28 categories for the sixth installment of the national award ceremony that acknowledges and celebrates achievements at historically black colleges and universities throughout the United States.

The winners will be announced during the annual HBCU Awards Ceremony held on July 15, 2016, at the University of the District of Columbia.

Southern's nominees include: **Best Marching Band**, Southern University Human Jukebox; **Best Student Organization**, SU Law Center (SULC) Chapter of the National Lawyers Guild (SULC-NLG); **Best Student Newspaper**, *Southern Digest*, (SUBR); **Best Research Center**, Southern University - Laser Interferometer Gravitational-Wave Observatory (LIGO) Center; **Best Social Work Program**, Southern University New Orleans (SUNO); **National Alumni Association of the Year**, Southern University Alumni Federation; **Male Athlete of the Year**, Devon Gales; **Female Faculty Member of the Year**, Wanda Spurlock, professor, Nursing, SUBR; and **Male Faculty Member of the Year**, Stephen McGuire, professor, Physics, SUBR.

"We want to recognize and congratulate our outstanding finalists who represent the essence of the SU System. The vast number of SU finalists among a great field of nominees speaks volumes to the quality and dedication exhibited by SU System students, faculty, programs, and alumni," said SU System President-Chancellor Ray L. Belton.

Based upon media exposure and impact on institutional progress made during the 2015-16 academic year, finalists were selected from more than 600 submissions from colleges and individuals around the country.

A panel of previous HBCU Award winners, presidents and chancellors, and media members that cover HBCUs, alumni, and students, will select winners. "The purpose of the awards ceremony is to give our HBCUs an opportunity for national exposure in key areas of campus performance," said Jarrett L. Carter Sr., founding editor of *HBCU Digest*.

Crowning winners in the fields of leadership, arts, athletics, research, and community engagement, the HBCU Awards is the first and only event to recognize the influence and impact of HBCUs on American culture, according to Mr. Carter. The event will highlight the HBCU Executive Media Training Institute presented by the University of the District of Columbia on July 14 - 16, 2016

The full list of nominees is available at <http://www.hbcudigest.com/sub/2016-hbcu-awards-finalists/>.

Trailblazing SUBR NROTC Graduate Headed to Navy Nuclear Power School



Ms. Nsombi J. Roberts recently graduated on May 13, 2016 and received her bachelor of science degree in chemistry. She also graduated from the SU Naval ROTC program and is headed to the Nuclear Submarine Pipeline training program.

The Palm Bay, Florida native is going to Charleston, South Carolina to begin her six month journey in Navy Nuclear Power School. Ms. Roberts is the first African-American woman from a Naval ROTC program to be selected into the training program and is on her way to being in charge of multi-million dollar submarines.

Commanding officer and professor of naval science Captain Anthony Chatham said that they could not be more proud of Ms. Roberts' accomplishments. "Nsombi is the first ever African-American female selected from the NROTC program for nuclear submarine officer training, not just from Southern University, but from any NROTC school in the program's history dating back to before World War II. She is a pioneer in our Navy, and she is a shining example of the outstanding quality of student that Southern University graduates."

Nuclear Submarine Officers are a select group of individuals in charge of \$1.5-billion vessels that manage the diving, powering, arming and operating aspect of the Navy's fleet of attack, ballistic missile, and guided missile submarines. The selection process for the training program started over a year ago for Ms. Roberts. During her junior/senior year at Southern, she realized she wanted to become an officer in the Navy and go into the submarine field. She began her application and started preparing for the three extensive interviews she would have to endure.

"I was happy to be selected because it is a difficult process and not a lot of people make it to the end," said Ms. Roberts. "This was one of the biggest moments in my life." Being ready for the interviews were easy for Ms. Roberts due to the fact that her background in chemistry has helped her to think outside the box. "Chemistry challenges my thinking and it allows me to expand my thought process for the training program," she said.

After Ms. Roberts has completed Nuclear Power School, she will then head into prototype school in New York or remain in Charleston for another six months. From there, it's another three months of schooling for submarine officer basic course. Once the training is complete, she will be assigned to a boat for the following four years at sea.

What does this opportunity say for women in the navy? Ms. Roberts says it sets a milestone. "This is a milestone for all women and shows we can break down barriers in jobs that are male based. I am just a stepping stone," said Ms. Roberts.

"Coming from Southern it speaks to the world that we still have quality students that come from the University and from HBCUs. It lets people know that we need to give to students and the University, so that quality students can continue to be produced," Ms. Roberts boasted in reference to the institution in which the first African-American Submarine Officer came from.

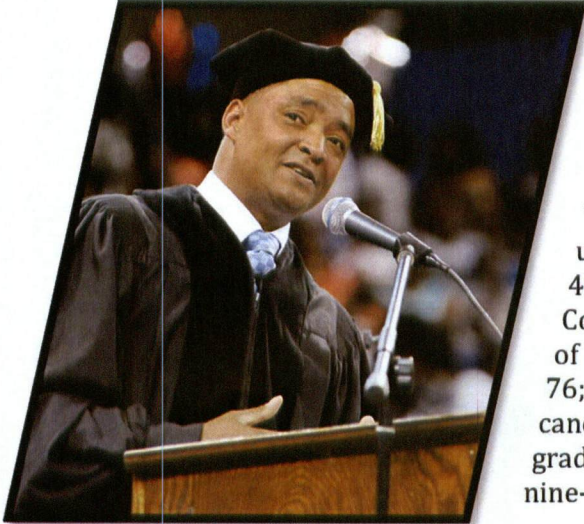
Southern University Holds Spring 2016 Commencement Ceremony

The commencement ceremony for the SUBR campus was held on Friday, May 13, 2016 in the F. G. Clark Activity Center.

United States Congressman, Cedric Richmond, served as the commencement speaker. Congressman Richmond, who represents Louisiana's 2nd Congressional District in the United States House of Representatives, focused on the HBCU mission and strongly encouraged the class of nearly 600 graduates to find their purpose and become leaders.

"The HBCU story teaches persistence, patience, and determination. The HBCU story is about SU. It's everything Southern embodies," said the Congressman. In his address, the New Orleans native encouraged graduates to find their purpose and to not compromise their morals. A major point from the Congressman in his speech was highlighting the importance of helping others as individuals and as leaders.

SUBR Chancellor's Report to the SU Board of Supervisors June 2016

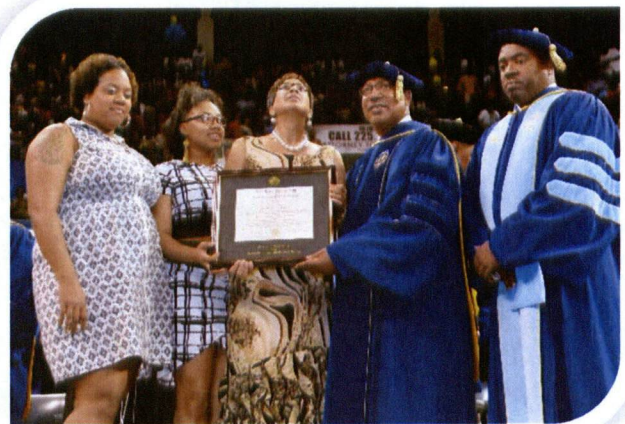


"The most important lesson from your parents is to help others," Congressman Richmond said. A good measurement of life endeavors he explained is "if it only makes dollars, it doesn't make sense if it doesn't help others."

The SUBR Spring 2016 Class included 443 undergraduate degree candidates (College of Business - 49; College of Education, Arts and Humanities - 80; College of Engineering and Computer Science - 35; College of Nursing and Allied Health - 88; College of Agriculture - 76; College of Social And Behavioral Science - 115) and 144 candidates for graduate degrees. The class had 91 honor graduates (five- summa cum laude; two- magna cum laude; nine- cum laude; 75- honorable mention).

The SUBR Fall Class represented 57 Louisiana parishes, 17 states and territories, and five countries. The chief student marshal was Arnedia K. Wallace from Dubberly, Louisiana with a cumulative grade point average of 4.0. She received a bachelor's degree in political science. The 22 year old received a University Medal and a Dolores Margaret Richard Spikes Honors College Medallion during commencement, and a special citation on her diploma.

The University awarded posthumous undergraduate degrees to Lashuntae Benton and Annette January. Ms. Benton was awarded a degree in therapeutic recreation and leisure studies and Ms. January was awarded a degree in business management. Lashuntae Benton's mother, Theresa Washington Tillman, accepted her commemorative diploma. Annette January's mother, Dawn January, and her sisters Casey and Chantel January received her memorial degree.



Former state representative Joseph A. Delpit, and Congressman Richmond, were each awarded an honorary doctor of humane letters degree during the annual spring graduation exercises.



SU System signs MOU with California State University

On April 19, 2016, the Southern University System (SUS), signed a Memorandum of Understanding (MOU) with California State University (CSU) and the Multimedia Education Resources for Learning and Online Teaching (MERLOT) organization for the design and deployment of Southern University's Affordable Learning Solutions (AL\$) Initiative, and to create the Southern University Open Online Library for Education (SUOL4Ed).



The CSU-MERLOT program has been successful in saving students millions of dollars in California during the six years of its AL\$ program, and higher education systems in New York, Georgia, Tennessee, and Oklahoma have also partnered with CSU-MERLOT to design and deploy their own customized AL\$ programs.

Southern University will leverage CSU-MERLOT's AL\$ capabilities to create their own institution-specific showcases and website that they can build up over time.

The partnership will enable SUS faculty to conveniently and successfully choose high quality no-cost and low-cost course materials for designing and delivering online courses and online programs; enable SU students to easily and equitably have access to the high quality no-cost and low-cost course materials for their courses; allow SU administrators to easily and accurately measure the savings for students being produced by the SU AL\$ program over time; and measure the benefits for students' learning by having immediate and reliable access to high quality no-cost and low-cost course materials for their courses.

"The faculty leadership at SUBR fully embraces the Affordable Learning Solutions Initiative. The availability of no cost and low cost instructional materials increases student access, providing Southern University with an opportunity to expand the reach and scope of its historic mission. In partnership with MERLOT, we are poised to set the pace among HBCUs

in authoring and implementing Open Education materials," said Dr. Thomas Miller, associate professor of foreign languages and former president of the SUBR Faculty Senate.

"Twenty-first century high education institutions will have to rely not only on adaptable physical infrastructure and qualified human resources, but also on a reliable and scalable virtual infrastructure," said professor Moustapha Diack, lead of SUS AL\$ project and director of the SUBR Doctoral Program in Science/Mathematics Education (SMED), and director, MERLOT Africa Network (MAN).

Dr. Diack is co-founder, with CSU's Gerry Hanley, assistant vice chancellor, academic technology services, of MAN, a network of more than 42 African higher education institutions. Dr. Diack stated, "This partnership with California State University and the MERLOT organization will enable our System and higher education in Louisiana to create a virtual infrastructure that will enable us to provide documented college affordability to our student population, with free textbooks and educational resources that can result to capacity enrollment and better retention strategies. I have been preaching the Open Education Resources gospel for more than 17 years now globally with my friend and collaborator Gerry Hanley. So Southern has played a significant role in this field of open education for many years now. This project will not only enhance our infrastructure, but it will help engage other HBCUs and international partners in Africa."

The SU-CSU partnership was finalized after more than a year of negotiations between the organizations. During this period, a delegation from the CSU-MERLOT made several visits to SU to meet with faculty and the SUS administration.

According to Dr. Hanley, "The collaborative leadership of Southern University System in this initiative will be essential for all of higher education to learn how to meet the educational needs of our diverse student populations and achieve inclusive excellence within our institutions."

Southern University's Affordable Learning Solutions initiative has several diverse components that reach across the University to enhance the teaching and learning environment including developing a strategic plan for an AL\$ initiative; creating the Southern University's Open Online Library for Education (SUOL4Ed); inviting and supporting faculty to adopt free and open etextbooks and create ePortfolios for capturing and sharing their adoption process; supporting a staff development program for IT staff and librarians so they are knowledgeable and skilled at supporting faculty and students adopting and using no-cost and low-cost course materials; developing ePortfolio templates that will be customized and branded for HBCU's using MERLOT's Content Builder; and supporting the adoption/adaption of the CSU's quality assurance of instruction program for HBCU's that includes the inclusivity of content and pedagogy.

"The Library is excited to participate in the SU Affordable Learning Solutions Initiative. Providing an open online library where students have access to high quality digital textbooks along with other educational learning resources is definitely a move in the right direction. Students are always coming to the library to find an alternative or older edition to their class textbook because they can't afford the latest edition. This virtual library will help even the playing field for students, and librarians are ready to support faculty and students in locating, advocating and using these resources, combined with all of the other digital content already provided by the University Library," said Dawn Ventress Kight, assistant University librarian for technology and information services, SU John B. Cade Library.

SUOL4ED will enable SUBR faculty to develop online courses and programs using free and quality Open Education Resources (OER), but also to develop educational multimedia resources and open textbooks to contribute back to the OER and Open Access (OA) global movements.

"It is a privilege for me to lead this project for our System and state," Dr. Diack exclaimed.



SUBR Mass Communication Professors Present Research at National Convention

Three Mass Communication professors presented research papers at the Broadcast Education Association (BEA) convention in Las Vegas, Nevada on April 17-20, 2016. All three are experts in the field of mass communication and its impact upon socialization.



Professor Lorraine Fuller was the organizer and moderator of a panel on television and socialization. She presented her research paper entitled, "Blazing the Trail of Inclusion in Television Advertising from Aunt Jemima to Cheerios." Professor Mahmoud Braima presented a research paper entitled, "The Impact of Political Communication on Voters' Choices: The 2008 Presidential Campaign and African-American College Students," and adjunct instructor, Cynthia Bougere,

presented a research paper entitled, "Black Female Images in the Films of Tyler Perry."

SUBR Urban Forestry Students Study Abroad in China

Eleven SUBR urban forestry students have been selected to receive a Global Scholar Award through the Global Research Experience for Students Program launched by the Urban Forestry and Natural Resources Program at SUBR.

The Global Research Experience for Students Program was created in response to President Obama's 100,000 Strong Educational Exchange Initiative. Each year the program awards selected students with the Global Scholar honor made possible by a project funded by the National Science Foundation (NSF).



Since 2011, the program has been awarding students with fully paid travel expense for experiential learning in China and stipends to support their research engagement. Through the competitive selection process this year, students shared a total of \$45,223.

The recipients included Brandy Magee and Darrell Street, Ph.D. degree students; Brittany Benjamin, Chris Smith, and Mitchell Provensal are master degree students; Kalaia Tripeaux, Chasity Austin, Joshua Simon, Chyanna McGee, Isaiah Smith, and Brianna Peralta are undergraduate students.

Ms. Magee, Mr. Smith, and Ms. Tripeaux presented research papers at the Urban Forest Sustainability International Symposium in Shenyang, China. The symposium is jointly hosted by Southern University Urban Forestry Program, International Society of Arboriculture, Chinese Academy of Sciences, and Chinese Academy of Forestry. Dr. Zhu Ning, SUBR Urban Forestry Program professor and director of the Global Research Experience for Students Program, is the symposium chair and lead organizer. Dr. Kamran Abdollahi, SUBR Urban Forestry program deader and graduate director, served as one of the key speakers.

Study Abroad Opportunity in Belize, Central America Attracts SUBR Students



Five SUBR students traveled to Central America to participate in the 2016 Belize Study Abroad program on May 15 - June 5, 2016.

The SUBR students who participated in this year's program include Raven Buntyn, sophomore, chemistry, Jackson, Tennessee; Ja'Nae McGee, sophomore, mechanical engineering, Missouri City, Texas; Alana Stevenson, sophomore, nursing, Monroe; Jeremiah West, freshman, mechanical engineering, Lake Charles; and Zachary Williams, sophomore, mass communications, Plantation, Florida. These students are members of the Dolores Margaret Richard Spikes Honors College. Eric Pugh, Honors College program associate, accompanied the students on this trip.

The Belize Study Abroad program is coordinated through the SUBR Center for International Affairs and University Outreach directed by state representative and dean Barbara Carpenter with the assistance of Kristan Gordon, assistant to the dean. Through this program, college students can earn three credit hours of Spanish and 60 hours of

volunteerism. These hours count toward meeting graduation requirements. Additionally, the selected scholars will serve as Study Abroad Ambassadors.

"Exploring cultures and civilizations outside of one's own is intellectually and spiritually enriching. Studying abroad encourages and nurtures independence by placing the student in an unfamiliar environment and possibly having to discover or work out new ways to get around and do things. In this respect, studying abroad can be confidence building, equipping the student with the resourcefulness needed to be self-sufficient in a foreign country. We want to make certain that Southern University students are competitive in the workplace and are well-rounded, global citizens," said Ms. Gordon.

This year's sponsors include the Center for International Affairs and University Outreach, the Louis Stokes Louisiana Alliance for Minority Participation (LS-LAMP), the Office of Student Organizations and Campus Involvement, and the Office of Career Services.

SUBR Graduate Wins Prestigious Vocal Scholarship

Weeks before walking across the stage in the F.G. Clark Activity Center on May 13, 2016, to receive her degree in music, 21-year-old Briannica Thompson was chosen to participate in the Kristin Lewis Foundation Vocal Scholarship Auditions in Conway, Arkansas on May 21-22. One of 15 finalists, the Monroe native won a top scholarship award of \$4,000.

After a successful screening and preliminary audition the new SU alumna was somewhat unsure of her chances at the final round of the competition favored by graduate students.

"Even though I was very nervous about competing I knew it would be a great opportunity," said Ms. Thompson.

On the last day of the competition the finalists sang in the Performing Arts Hall on the campus of the University of Central Arkansas. "I was the fourth person to go and I was really anxious about my performance. However I had been praying prior to so I knew that everything would



work out in my favor. After performing one of my best performances of Verdi's 'Caro Nome' and Gounod's 'Je Veux Vivre,' I prayed that God's will be done," Ms. Thompson stated.

Ms. Thompson won the highest monetary prize, which is to be used for educational costs. Other awards the non-profit presented to the top five performers included scholarships valued at \$3000, \$2000, and \$1000, and a full-tuition and housing scholarship to the Harrower Summer Opera Workshop for the first place recipient.

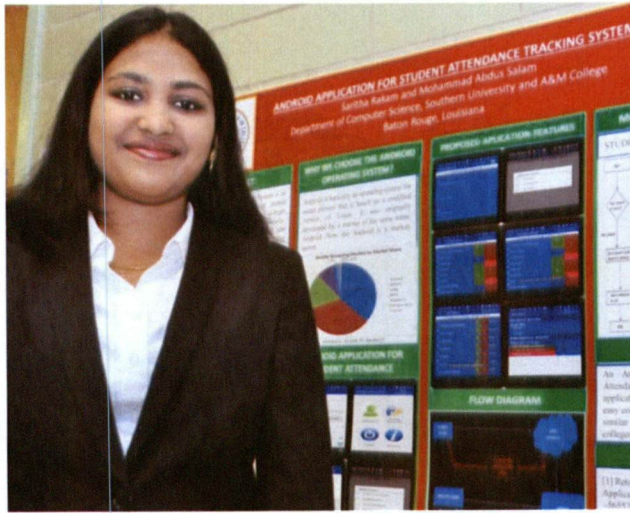
During the two-day event, Thompson met soprano and founder Kristin Lewis. Ms. Lewis established the Kristin Lewis Foundation in 2014 to aid in the development of younger musicians and to foster the discovery and appreciation of opera and musical culture through experiences in music. The foundation is designed to connect young singers with educational and professional experiences to further refine their talents. The Kristin Lewis Foundation Vocal Scholarship Auditions provide financial awards to young singers who demonstrate the potential for careers in opera performance.

Ms. Thompson has represented Southern University in other competitions and conferences and brought recognition and honor to herself and to Southern. Her peers and professors have also noted her talent and achievements. "She is, without a doubt, one of the most gifted pupils I have had the pleasure to work with," said Richard Hobson, affiliate artist/professor of voice and director of opera, SUBR, who helped nurture and guide the recent SU grad and aspiring singer. "With all her obvious talent, it took her four years to convince her parents that she should be a voice major. Apparently, when Briannica was a junior in high school, she promised her parents that she would be a lawyer. They encouraged her to major in English in preparation for law school. However, that was long before I helped her discover what is truly an unusually gifted vocal talent. She now has her eyes set on The Julliard School of Music. I believe her parents are now also convinced that singing is Briannica's true calling," according to Mr. Hobson.

A day after her success in Arkansas, Thompson was invited to Chicago, Illinois, to compete as a finalist in 2016 National Student Auditions competition during the National Association of Teachers of Singing (NATS) National Conference, July 9-10. She has won a spot to compete in the first Negro Spiritual category. Ms. Thompson will be competing against students (male and female) from all over the United States for the top prize.

Ms. Thompson plans to move to New York or Boston to attend the Julliard School of Music or the Boston Conservatory of Music.

SUBR Computer Science Graduate Student Wins Award at Louisiana Academy of Sciences



Saritha Rakam, a graduate student from the SUBR Department of Computer Science, achieved the best graduate poster presentation award in the division of computer science, math, and statistics and material sciences and engineering, during the 90th Annual Meeting of the Louisiana Academy of Sciences at Louisiana State University Alexandria on April 23, 2016.

Ms. Rakam's research title was "Android Application for Student Attendance Tracking System." Dr.

Mohammad Abdus Salam, professor and graduate coordinator, Department of Computer Science, who supervised and co-authored the research said, "this application was developed to meet the need of an electronic attendance system to be used by the Department of Computer Science at Southern University and it can also be customized for any other department. Her proposed application will make the attendance system easier to monitor and manage."

Membership in the Louisiana Academy of Sciences is open to those individuals, organizations, and institutions that are engaged actively in the advancement of science or which provide material assistance to advance the purposes of the Academy. One of the goals for the Louisiana Academy Sciences is to unite the scientists of Louisiana for the purpose of encouraging research and education in all branches of science.

SUSLA

SOUTHERN UNIVERSITY SHREVEPORT CAMPUS

Chancellor's Report

JUNE 2016

VOLUME 1 • NUMBER 3

SUSLA Receives Award from Goodwill Industries



*Goodwill's Mission is
Improving People's Lives
Through the Power
of Work*

Goodwill recognizes that to move individuals out of poverty, to gain a living wage job, those individuals we serve need market-valued credentials. Southern University

at Shreveport has been a partner since the beginning to connect adults with barriers to employment to credential programs that lead to careers, rather than just a job. SUSLA is honored to be on the forefront of developing a variety of workforce development programs to address the needs of local industry to improve lives through education, but also through community enrichment projects.

Goodwill has worked with Southern University at Shreveport to provide soft skills training and recruitment for various programs such as SUSLA's YouthBuild program, their EPA program and the Workforce Innovations of North Louisiana Project.

In 2015, the partnership between SUSLA, Goodwill and Community Foundation was recognized at the national level. Goodwill Industries was selected to host a national *Learn and Lead Lab* in partnership with Goodwill Industries International and the American Association of Community Colleges. SUSLA graciously hosted the reception and provided valuable input at the conference. The event hosted collectively thirty (30) Goodwill and community colleges from across the nation.

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SUSLA Staff Attends Governor's Office of Disability Affairs ADA Round Table Event with SU System Staff



SUSLA's University Counselor and 504 Coordinator, Jerushka Johnson, along with Joseph LaCour, Director of Facilities, attended the Governor's Office Disability Affairs ADA round table discussion event for an opportunity to strengthen SUSLA's accessibility to students, faculty, staff and campus visitors who may have disabilities. Pictured in the center is Cedric Upshaw, who serves as Southern University System ADA Coordinator.

Congratulations 2016 Graduates



The Dental Hygiene class of 2016 has received a 100% pass rate on the national board examination. Congratulations goes to all of the students and faculty of the Dental Hygiene program under the direction of Mrs. Lynne Eatman, who serves as the Clinical Coordinator.

Capers First 100% On-line Business Management Student

On May 3, 2016, Nicole Ester-Capers received an Associate of Science degree in Business Management. Capers, is a native of Shreveport, LA. Nicole graduated from Northwood High School and pursued a career in the United States Navy.

While serving in the U.S. Navy, she began her college career studying accounting and business. After returning to Shreveport, Nicole continued her education and while working for the City of Shreveport. Nicole worked for Cinemark U.S.A. as the senior manager for ten years and then returned back to the City of Shreveport as a Management Analyst II.

Nicole currently serves as the Grant Coordinator for the Shreveport Police Department. Nicole and Tim have been married for thirteen years and they have two wonderful children Chris and Haley.



SUSLA Congratulates Recent Doctoral Graduates

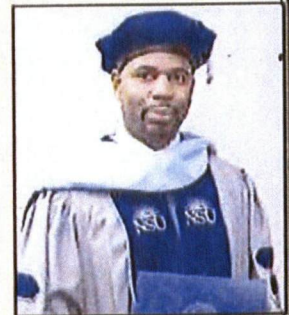
Congratulations are extended to Tuesday Mahoney and Alan Jackson for completion of the Doctorate of Education from Nova Southeastern University.



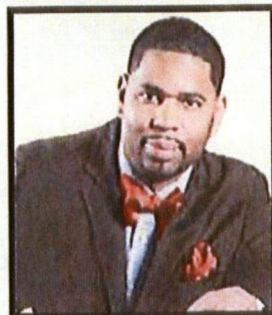
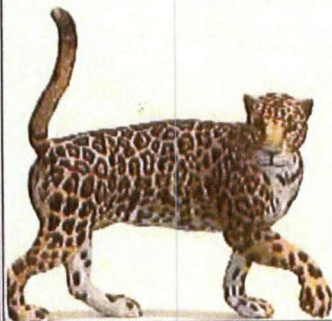
Tuesday W. Mahoney, SUSLA Director of Career Services and Service Learning will receive the Doctorate of Education (Ed.D) with a concentration in Higher Educate Leadership from the Fishler School of Education at Nova Southeastern University on Friday, June 17, 2016 at the Nova Southeastern University's Main Campus in Fort Lauderdale, Florida. Mahoney completed her dissertation research study here at the Southern University at Shreveport with the First Year Experience students entitled "Pro-social Factors and Persistence of African American Males at a Community College".

Mahoney began her first year of college at SUSLA and transferred to earn a Bachelor of Arts in Psychology from Clark Atlanta University. Subsequently, she received her Masters of Art in Administration from Central Michigan University. She is also currently completing additional post-doctoral hours in the Social Sciences.

Alan Jackson currently serves as a Financial Aid Advisor. Prior to returning to SUSLA, he served as Director of Financial Aid at Wiley College and Executive Director of Financial Aid at Arkansas Baptist College in Little Rock, Arkansas. He has also served SUSLA as Director of Academic Advisement. Jackson received a Bachelor of Science in Biology with a minor in Chemistry and a Masters in Art in Adult Education from Northwestern State University in Natchitoches, LA.



On Friday, June 17, 2016 Jackson will also receive the Doctorate of Education (Ed.D) from Nova Southeastern University.



JAGUAR OF THE MONTH

Chancellor Ellis is pleased to announce Alan Jackson as "*Jaguar of the Month*" for JUNE 2016

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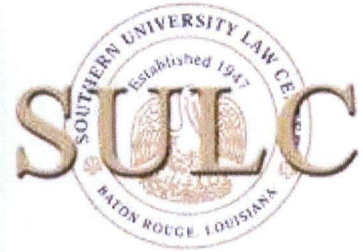
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"The Community College of Shreveport, Louisiana"



**GOVERNOR EDWARDS TELLS CLASS OF 2016:
“OUR STATE IS DEPENDING ON YOU AND YOUR
SERIOUSNESS OF PURPOSE”**

In congratulating the more than 150 graduates of the Southern University Law Center at the May 7 Commencement, Governor John Bel Edwards stated that he is sure that they are going to make the “great state of Louisiana and the world even greater.”

“The perseverance you put into earning this distinguished juris doctorate is a testament not only to yourselves, but also to the dreams of many before you,” Gov. Edwards said.

He cited the story of the late Charles J. Hatfield, III, who, 70 years ago, was denied admission to the only state institution offering a law degree program at the time, instigating the establishment of the Southern University Law Center. Although Hatfield was academically qualified, he was denied admission because he was black.

“Because of the bold step he took 70 years ago, your degrees represent more than an education about the justice system,” the Governor stated. “They’re an example of how important justice really is.”



From left: Governor John Bel Edwards, 2016 SULC commencement speaker; Golden alumnus Edward Larvadain, Class of 1966; top students, Evening Division, Elizabeth O’Quin of Prairieville, Louisiana, and Day Division, Rachal Cox of Benton, Louisiana; outgoing SBA president and member of the Louisiana Board of Regents Patrick J. Harrington of Benton, Louisiana; and Chancellor John K. Pierre.

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SPECIAL POINTS OF INTEREST

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- Alumni News

FACULTY NEWS



Prof. Chris Odinet gave a presentation to property lawyers from across the country at the spring symposium of the American Bar Association's Section of Real Property, Trust, and Estate Law, on Friday, May 13 in Boston, Massachusetts.

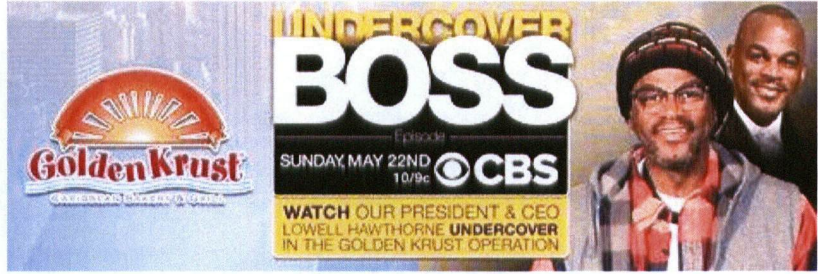


Prof. Chris Odinet presented a paper on consumer protection concerns related to the use of mortgage bank contractors at the annual conference of the Association of Law, Property, and Society at Queen's University in Belfast, Northern Ireland. The conference took place from May 20-21, 2016, and brought together property law scholars from across the world.



Prof. Chris Odinet recently gave a presentation on the tension between maintaining the civil law tradition in Louisiana and enacting uniform and more common law-based legal concepts. Odinet's presentation was part of the two-day *Juris Diversities* conference, at LSU's Paul M. Hebert Law Center on May 30-June 1.

FAMILY BUSINESS OF ALUMNUS FEATURED ON CBS SHOW "UNDERCOVER BOSS"



Lowell Hawthorne, president and CEO of Golden Krust Caribbean Bakery & Grill, and father of Daren Hawthorne, SULC Class of 2013, was featured on the Emmy Award-winning series UNDERCOVER BOSS, Sunday, May 22 on the CBS Television Network.

Daren is executive vice president for franchising and corporate counsel of his family's multi-million dollar restaurant chain and philanthropic foundation. Known for its signature golden crust patties and other Caribbean culinary delights, Golden Krust Caribbean Bakery & Grill is one of the fastest growing franchises in the United States with more than 120 franchise restaurants in nine states. Golden Krust also operates a retail division that provides Jamaican patties to the New York City public schools, the penal system, military channels, and more than 20,000 supermarkets, club stores, and dollar stores nationwide.

As with other episodes of the reality show, the senior Hawthorne is disguised in order to get a first-hand look at his franchise business model's strengths and flaws, as well as learn of the personal and professional struggles of employees and franchisees. He noted that the eye-opening experience provided meaningful insights into the brand and invaluable appreciation of what goes into the day-to-day operation of a Golden Krust Restaurant.



Daren Hawthorne

LEGISLATIVE DRAFTING INSTITUTE FOR CHILD PROTECTION



Kaleya Harris, '16, Chancellor Pierre, and student Devrek Comager-Lain

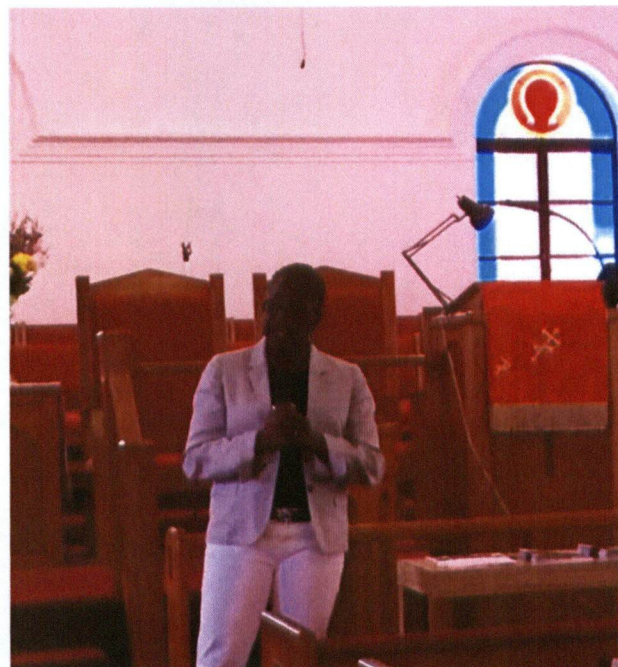
Students recently participated in a two-day orientation to prepare for a research and analysis project this summer as part of the Legislative Drafting Institute for Child Protection (LDICP). The LDICP is funded by private donors who have contributed over \$70,000 to make this summer's research project a reality. The students will be led by Professor Ruby Andrew with assistance from Professor Wendy Shea and Adjunct Professor Susan Nelson.

The students will embark on a two-month research project leading to a research paper and model legislation on abuse of children by coaches. Recent SULC graduate Ms. Kaleya Harris ('16) is the first LDICP Fellow who will be the peer leader for research and organization of the project. She is supported by current SULC student Mr. Devrek Comager-Lain who is also a scholarship recipient of the research program.

ELDER LAW OUTREACH

As part of the \$115,000 grant from the AARP Foundation, Clinical Professor Dorothy Jackson has been leading community outreach on Elder Law issues. This summer, a group of Elder Law clinical students will be working with Professor Jackson to assist those in need of Elder Law services throughout the state. SULC has brought in two outside attorneys to assist with Elder Law outreach—Elaine Patin, a recent retiree from the Louisiana Department of Justice, and Paula Ouder, a May 2014 SULC graduate.

As part of the program, Professor Jackson leads Elder Law seminars for local churches and community groups and distributes the Layman's Guide to Elder Law and Estate Planning, which was produced with the support of the grant. These sessions allow elderly citizens who do not have legal representation to sign up for services provided by Elder Law clinical students under the supervision of Professor Jackson and attorneys Patin and Ouder.



Professor Dorothy Jackson

ALUMNI NEWS

Krystal Brumfield, '07, has been named the President/CEO of the Airport Minority Advisory Counsel in Virginia.



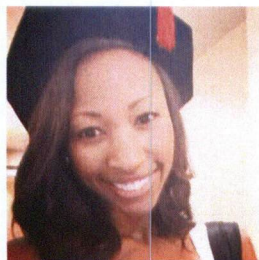
Treffaney Lowe, '06, completed her LL.M. in Intellectual Property from the George Washington University School of Law.



Dwazendra Smith, '09, received the Louisiana State Bar Association Pro Bono Publico Award on May 24.



Valeria Williams, '12, completed her LL.M. in Tax Law from the University of Houston Law Center.



SULC STUDENTS IN PUBLIC SERVICE



SULC students at LA Attorney General's Office Orientation. Pictured from left: Hammad Syed, Benjamin Pearce, Alanna Hayman, Ryan Lloyd, Marlon Battley, Lauren Hue, Chancellor Pierre, April White, Jessica Hawkins, and Alex Hebert.

Eight SULC students will participate in the Louisiana Department of Justice, Summer 2016 Law Clerk Internship Program with Attorney General Jeff Landry.

Marlon Battley, Burgundy Hammond, Alanna Hayman, Alex Hebert, Lauren Hue, Benjamin Pearce, Hammad Syed, and April White began their tenure on Tuesday, May 31, at the Office of the Attorney General.

This intern opportunity is provided through the Chancellor's Public Service Stipend which provides summer stipends in the amount of \$2,500 to students who commit themselves to working in public interest and other unpaid, service-oriented summer law internships. Forty-four stipends have been awarded this summer.

"Often our students have to make career development decisions based on their financial needs," according to Tavares Walker, interim director of career services.

"Quite frankly, it is often not financially possible for many of our students to accept an unpaid internship in parts of the country," Walker says.

"This program seeks to remove this barrier while at the same time allowing our students to learn and commit themselves to public service. It is great for the public and our students."

Student interns, through the assignments that they complete, often express a new-found interest in public service career paths. One of the fortunate recipients, Burgundy Hammond says, "I look forward to gaining a wealth of knowledge and experience in the Office of the Attorney General to utilize in my future career endeavors."

STUDENT NEWS



Charletta “Charlie” Anderson-Fortson, a December 2016 J.D. candidate, has become the fifth Southern University Law Center (SULC) student since 2012 to win the National Law Review Writing Competition. Anderson-Fortson’s article is entitled *Cyber Security and the Need for International Governance*.

Anderson-Fortson, from Atlanta, Georgia, is a member of the *Southern University Law Review*, vice chair of the Moot Court Board, and a member of the Trial Advocacy Board.

She stated that she wrote the article because of “the effect of cybercrimes on our community—locally, nationally, and internationally.” “The laws have not caught up with the technology, and for all the benefits that are derived from the Internet, we are at an even greater risk with the advent of this type of technology,” Anderson-Fortson said.

“I wrote my paper on cybercrimes and terrorism because for more than a year I’ve been studying the topic and also because there is a shortage of lawyers in this field,” she said.



National Lawyers Guild
Southern University Law Center
Baton Rouge, LA

HBCU Digest has announced that the SULC Chapter of the National Lawyers Guild (SULC-NLG) is one of five finalists for **Best Student Organization** in the sixth annual HBCU Awards, which acknowledge and celebrate achievements at historically black colleges and universities throughout the United States. The Southern University System was nominated in nine of 28 categories.

The winners will be announced during the annual HBCU Awards Ceremony, July 15, 2016, at the University of the District of Columbia. “The purpose of the awards ceremony is to give our HBCUs an opportunity for national exposure in key areas of campus performance,” said Jarrett L. Carter Sr., founding editor of *HBCU Digest*.

Finalists were selected from more than 600 submissions from colleges and individuals around the country, based on media exposure and impact on institutional progress made during the 2015-16 academic year.

The 2015-16 officers of the 43-member SULC-NLG were Ada Goodly, president; Raymond Wilkes, vice president; Karen Moore, secretary; Kalyn Garner, treasurer; Qadraex White, publicity chair; Gilbert Bayonne, social justice chair; and Rufus Williams, street law chair.

Southern University
Agricultural Research and Extension Center
Chancellor's report

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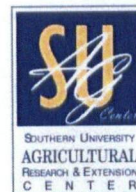
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Linking Citizens of Louisiana with Opportunities for Success

SU and LSU Ag Centers Collaborate on Small Ruminant Field Day

The Southern University Ag Center, along with the LSU AgCenter, hosted a small ruminant field day sponsored by the Kentwood Co-op, on April 30 at the LSU School of Veterinary Medicine. Officials from both institutions brought greetings to the nearly 100 field day attendees.



Drs. Renita Marshall, left, and Sebhata Gebrelul discuss the SU Ag Center's Master Small Ruminant Certification Program.

Researchers from the SU Ag Center presented information on the Center's newly established Master Small Ruminant Certification Program and shared updates on current research conducted on small ruminants.

The event had a fee of \$5 per person or \$10 per family to cover the cost of lunch and materials. Producers also participated in a FAMACHA certification course for an additional \$10.

FAMACHA (FAffa MALan CHArt) is a diagnostic tool that helps farmers identify parasite infection in small ruminants, such as sheep and goats.

The tool is a chart that matches eyelid color to anemia levels, an indicator of parasite infection.

FAMACHA was developed in South Africa and is distributed in the United States through the American Consortium for Small Ruminant Pest Control.

Small ruminant experts from both the SU and LSU Ag Centers made presentations on forage management, nutrition and health interaction, distiller grains, infectious and parasitic diseases, small ruminant reproduction and drug use/off label issues.

The day also featured demonstrations and hands-on activities on injections, fecal and blood collection, body condition scoring and a question and answer session with veterinarians.

The lead collaborators were Dr. Sebhata Gebrelul, who can be reached at 225.771.3841 or emailed at sebhata_gebrelul@suagcenter.com and Dr. Ken McMillin, who can be reached at 225.578.3438 or kcmillin@agcenter.lsu.edu. Representatives from the SU Ag Center included: Renita W. Marshall, DVM/Associate Professor, Animal Science; Dr. James Henson, research scientist; Malik Allen, a sophomore majoring in Agricultural Economics; Joshua Simon, a junior majoring in Urban Forestry; and Lamar Burton, a senior majoring in Animal Science.

Graduation Ceremony Applauds School Garden Program Participants

Nearly 40 middle and high school students received certificates of completion for participating in the Southern University Ag Center's School Garden Program.

Students from Southern University Laboratory School, Scotlandville Magnet High School and Scotlandville Pre-Engineering Middle Academy, were honored during a graduation ceremony held at the SU Ag Center on May 4.

The year-long program titled, "Eradicating Food Deserts through School Gardens," was developed by the SU Ag Center in response to the United States Department of Agriculture (USDA) identifying North Baton Rouge as a food desert - meaning there is limited access to fresh produce.

The Center applied for, and received funding through a USDA/National Institute of Food and Agriculture (NIFA) 1890 Capacity Building Grant Program. Through this funding, a training series dubbed, "Plant it-Grow it, Try it-Like it," was introduced to teach students basic, transferable gardening techniques from the SU Ag Center's self-produced Community Garden Curriculum.

Students were also given ownership of school garden spaces to ensure easy access to fresh produce.

Since 2016 marks the final year of the program, a teacher from each participating school was presented with a copy of the Ag Center's curriculum to ensure that the program continues to thrive within the schools.

Six students from the schools also discussed their experiences during the program and expressed how the program and its garden instructor, Stephanie Elwood, impacted their lives.

"When I started the program I wasn't interested in anything Ms. Stephanie was talking about," said Aalryah Doucet. "But the program and Ms. Stephanie have taught me so much that I have decided to major in Agriculture at Southern University. Thank you Ms. Stephanie, she added.

For information about the SU Ag Center's School Gardening Program, contact Tiffany Franklin, Project Director or Stephanie Elwood, Garden Instructor at 225-771-2242.



Aalryah Doucet, center, with Project Director Tiffany Franklin (left), and the Garden Instructor Stephanie Elwood.

Grandparents Learn how Gardening Can Help Them Build Bonds with Grandchildren

Southern University Ag Center Extension Associate Stephanie M. Elwood was one of the featured presenters during the 19th annual Grandparents Raising Grandchildren Information Center of Louisiana (GRGICL) Conference. The event was held on April 22 at the Holiday Inn South Hotel in Baton Rouge.

Elwood's presentation, "G3 Grandparents + Grandkids = Gardening," focused on the use of gardening as an opportunity for grandparents and grandchildren to spend quality time together.

"Working side by side with grandchildren is a great time for talks; getting to know one another; sharing what's on each other's mind, as well as, their hopes and dreams for the future. Cross generational gardening also provides an opportunity for both the grandparent and the grandchild to be the teacher and the student, thus increasing the lines of communication," wrote Elwood in an abstract about her presentation. "So many lives and educational skills, such as leadership development, reading, mathematics, responsibility and compassion can be transferred from grandparents to grandchildren while gardening. Growing fresh and nutritious fruits and vegetables may be the primary intended outcome of gardening, but the benefits are so much more," she added.

Stephanie Elwood, Extension Associate



Elwood is a Licensed Horticulturalist with the Louisiana Department of Agriculture. In her position at the SU Ag Center, she works with community and school garden programs within the Baton Rouge community, area schools and juvenile detention centers.

Currently, the SU Ag Center is implementing the, "Eradicating food deserts through the Development of School Gardens" program at several middle and high schools, the "Using Agriculture as a Fast Track Vehicle for Change through Experiential Learning" program at an alternative school and juvenile detention center, and the "Grow Healthy Program," which implements gardens at SU Ag Center Nutrition Education sites throughout the state of Louisiana.

GRGICL is a non-profit organization dedicated to offering both information and support to grandparents raising grandchildren and other relatives serving as parents to children who are not their own. The organization partners with other agencies to provide training and support to empower grandparents and kinship caregivers.

For information about the Southern University Ag Center's Community and School Garden Programs, call 225.771.2242.

To obtain information about the Grandparents Raising Grandchildren Information Center of Louisiana, visit lagrg.org.

SU Ag Center Participates in Set Training

strengths of the region.

On April 8, 2016, Center for Rural and Small Business Development Director Gloria London and Eual Hall, Development Specialist, attended a Stronger Economies Together (SET) training along with the Louisiana Alliance Cultivating Economic Success (LACES) in St. Helena Parish. This is a United States Department of Agriculture initiative. Its goal is to improve community and economic development by producing a High Quality Regional Economic Development Plan for multi-parish regions that strategically builds on the current and emerging economic strengths of the region.

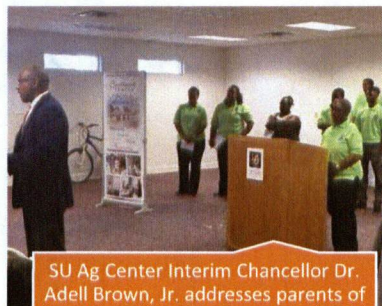


Gloria London, standing center, interacts with other participants

During the fourth session, participants and the regional team developed a better understanding of establishing Specific, Measurable, Attainable, Relevant and Time Framed (SMART) goals, identifying ABCs, tracking success, and developing a cohesive plan of action. Participating parishes benefit from a focused initiative to explore regional economic advantages and to formulate a regional blueprint that strategically builds on the current and emerging strengths of that region. South West parishes participating in this effort are: East Feliciana, St. Helena, Tangipahoa and Washington. The training session was attended by 20 individuals.

SU Ag Center Holds Open House in St. Landry Parish

The Southwest Center for Rural Initiatives, a satellite campus of the Southern University Ag Center, kicked off its annual Summer Youth Program by hosting a parent open-house on June 1 and an all-day student orientation on June 2.



SU Ag Center Interim Chancellor Dr. Adell Brown, Jr. addresses parents of youth enrolled in the Summer Youth Program.

Nearly 100 youth registered to attend the Summer Youth Academic Enrichment Program.

This year's program, themed "Welcome to the Fantastic Voyage," has an enrollment of 95 youth ages 6-18 who reside in St. Landry Parish. Full detail is available on our Facebook page at <https://www.facebook.com/suagcenter/>

Park Ridge Magnet School visits SU Ag Center Urban Farm

Sixty students in kindergarten to 2nd grade from Park Ridge Academic Magnet School visited the Southern University Ag Center's Sustainable Urban Agriculture Demonstration Farm on April 25.

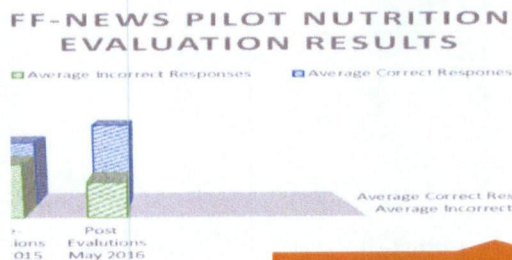
The students toured the Center's greenhouse, learned about milkweed plants (which feed the caterpillars that become monarch butterflies) and how to recycle by making compost.



They were also able to participate in hands-on activities such as tilling the soil in a raised bed, planting seeds, watering plants, smelling the fresh herbs grown in the garden and petting baby chicks.

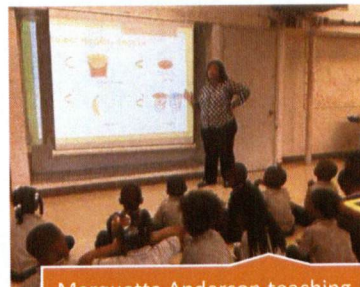
The farm, known as the "show and tell garden," is available for tours throughout the year. To schedule a tour, contact Dr. Dawn Mellion-Patin or Zanetta Augustine at 225-771-2242.

FF-News concludes pilot nutrition education evaluation with 100 kindergarteners



Evaluation Results

The Southern University Ag Center's Families First-Nutrition Education and Wellness System (FF-NEWS) has concluded its 2015-2016 Nutrition Education Curriculum for schools and communities across the state.



Marquetta Anderson teaching kindergartners how to choose healthy snacks.

Nutrition Educators Marquetta Anderson and Kiyana Kelly, along with extension associate Ellen McKnight, conducted a pilot nutrition education evaluation series at The Baton Rouge Bridge Academy. The academy is a new charter school in East Baton Rouge Parish with a student body of 100 kindergartners. Read full story [here](http://www.suagcenter.com) (www.suagcenter.com).

SU Ag Center hosts annual OMG conference for teenage girls

The Southern University Ag Center played host to an event on May 28 aimed at shaping the leaders of tomorrow. Dozens of girls, ages 10 and up, gathered for the Outstanding Mature Girlz (OMG) Conference at Southern University in Baton Rouge.

With a mix of music and breakout seminars, the event addressed issues on the top of many teenage girls' minds. The topics included mental health, body image and STDs.



Photo by
WAFB

"We have the conference close to the end of the school year, near the beginning of the summer, so we want them to take this information as a tool through the school year and through life," said Sashika Baunchand, founder of Outstanding Mature Girlz.

This was the fourth year for the free event, which is held in tandem with National Women and Girls HIV/AIDS Awareness Day. The event was covered by WAFB Channel 9. The video is available at <http://bit.ly/1r9Xusr>

Researchers aim to reduce Food Deserts using Vertical Farming

Food deserts are areas described as lacking access to fresh fruits, vegetables and other healthy whole foods. In Louisiana these areas are growing concern because many of its residents lack grocery stores within convenient traveling distance to access affordable, healthy food options. This also contributes to the many health problems associated with improper diets.



Drs. James Henson, left, and Marlin Ford setting up an Aeroponics System in the green house

Researchers at the Southern University Agricultural Research and Extension Center are exploring the

potential of producing traditional row crop products, using vertical farming techniques such as: Aeroponics, a soil-less process of growing plants by nourishing their suspended roots with air or mist; Hydroponics, a method of growing plants using only liquid nutrients in water and Aquaponics, the soil-less growing of plants through the use of hydroponics and raising fish together in one system.

The research is being followed by the *Advocate* <http://bit.ly/1XAH3Ea> and WBRZ <http://bit.ly/1UwLLLY>.

For the full article, visit our [blog](http://suagcenter.blogspot.com/2016/06/su-ag-center-researchers-to-use.html) page at <http://suagcenter.blogspot.com/2016/06/su-ag-center-researchers-to-use.html>

Southern University Ag Center staff participate in 'Red Nose Day'

Several staff members at the Southern University Ag Center participated in 'Red Nose Day,' a national campaign to bring awareness and raise funds to fight child poverty in the United States and in some of the poorest communities in the world.



Left-right: Angela Jackson, Kim Butler, Ellen McKnight, Joyce Tubbs, Tiffany Franklin, Kelli Hollins, Decobea Butler, Kendrah Selders and Milissia John-Baptiste participated in Red Nose Day at SU Ag Center

Over the past 25 years, the campaign has raised over \$1 billion globally. The 2015 campaign raised \$23 million that funded programs designed to keep children and young adults safe, healthy and educated.

For additional information about 'Red Nose Day,' visit <http://rednoseday.org/>.

Publication:

Dr. Yadong Qi, Professor of Urban Forestry, and **Dr. Kit L. Chin**, Professor of Plant and Soil Sciences, have co-authored an article with Dr. Xiaobing Liu, chief scientist at the Chinese Academy of Science. The article is entitled "**Growth and Development Responses to UV-B Exclusion in Crops**," and has been accepted for publication by the *International Journal of*



Dr. Chin



Dr. Qi

Plant Production and will appear in the 2016 issue 10(4). The *Int. J. Plant Prod.* is a world-wide open access journal with abstracting/indexing in major world databases including Science Citation Index, Journal Citation Reports, Biological Abstracts, BIOSIS,

Scopus and CAB. For more information on the upcoming publication, please contact Dr. Yadong Qi at yadong_qi@suagcenter.com.

De'Shoin A. York, Associate Specialist, Nutrition has accepted an invitation to serve on an Advisory Group for the Rural Child Poverty Nutrition Center (RCPNC). The Center's work focuses on families with children who live in persistently poor counties/parishes in 15 states. The RCPNC's goal is to help these families by increasing their participation in USDA-FNS Child Nutrition programs and other nutrition assistance programs. York will serve in this capacity for 3 years.



Mrs. York has also accepted an appointment to serve on the Association of SNAP-Ed Nutrition Networks (ASNNA) Evaluation Committee.

ASNNA, and other implementing agencies, is the professional organization for SNAP-Ed Implementing Agency administrators and leaders who work together to promote communication between federal and state agencies; promote social marketing within nutrition education; serve as a nation-wide resource for nutrition education; networking expertise, and partnership development within SNAP-Ed; and advance successful practices that lead to the incorporation of the Dietary Guidelines for Americans, specifically among SNAP-Ed eligible individuals and communities. De'Shoin will serve as the SNAP-Ed National Program Development Team's Liaison for the organization.



Carolyn Robinson, Associate Area Agent for East, West Carroll and Morehouse Parishes, was appointed the new president of the Louisiana Extension Association of Family and

Consumer Sciences at the organization’s annual meeting in Natchitoches, Louisiana, on May 5. Read more at <http://www.lsuagcenter.com/articles/page1463070355405>



Delane Ross, Area Agent for St. Martin and Iberia Parishes, was featured in a

recent episode of ‘This Week in Louisiana Agriculture’ (TWILA). Click the following link to watch the [YouTube](#) video.

SU Ag Center recognizes staff for earning degrees

The Southern University Ag Center congratulates the following staff on earning their degrees on May 13, 2016:



Ellen C. McKnight, Extension Associate – Nutrition Evaluation & Publication, earned a Masters of Public Health Administration from Southern University and A&M College.

Marquetta L. Anderson-Reynolds, Nutrient Educator, earned a Master’s of Public Administration with a concentration in Healthcare from Southern University and A&M College.



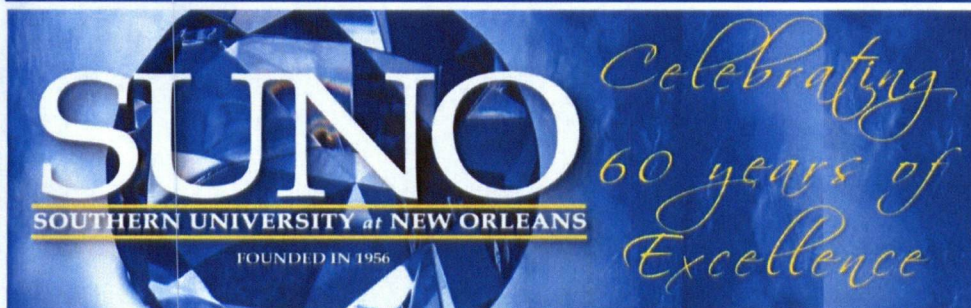
Harold Mellieon, Jr., Livestock Show Director and Assistant/Associate Specialist for Animal Science, earned a doctorate from the College of Human Sciences and Education in the School of Human Resources Education and Workforce Development at Louisiana State University.



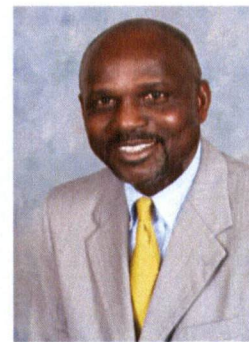
UPCOMING EVENT:

July 22: The Morehouse Parish Black Farmers and Landowners Association, Southern University and the LSU AgCenter to hold their annual field day at

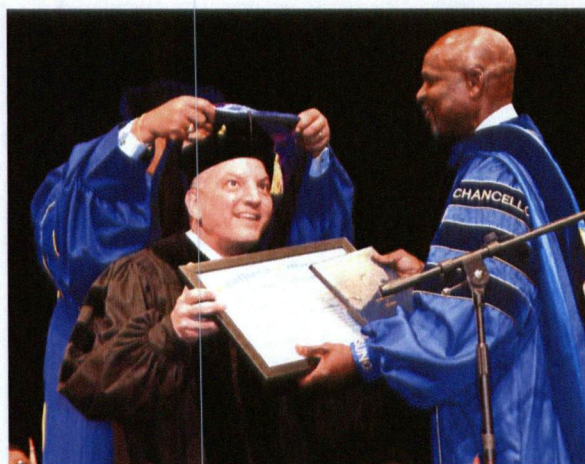
Harper Armstrong’s farm at 5821 Mer Rouge Road in Bastrop. Registration begins at 8 a.m., and presentations at 8:30 a.m.



May 2016



A Message from the Chancellor



514 Degrees Conferred at May 7 Commencement

Chancellor Victor Ukpolo conferred 514 degrees May 7 at the Lakefront Arena, last Commencement. He will step down on June 30. Commencement speaker Gov. John Bel Edwards received a Doctor of Humanities honorary degree from Southern University President-Chancellor Ray L. Belton and Chancellor Ukpolo.

The 2016 Class consisted of 66 honor graduates: 5 Summa Cum Laude, 16 Magna Cum Laude, 40 Cum Laude and 5 Honors. Biology and Pre-Med major Samuel Okpechi graduated with the highest grade-point average of 3.937. The other Summa Cum Laude graduates are Stephanie Buhl (3.930), Jesse Drew Roger (3.898), Jana Reininghaus (3.881) and Lakaley Melissa Tillery (3.855).

College of Education & Human Development Accreditation Re-Affirmed

The accreditation of SUNO's College of Education and Human Development has been re-affirmed by the Council for the Accreditation of Educator Preparation (CAEP)/National Council for Accreditation of Teacher Education (NCATE). The accreditation is granted until 2023.

The CAEP/NCATE accreditation team, which last visited in 2008, was impressed with what the College of Education has accomplished since going through the devastation caused by Hurricane Katrina. Southern University at New Orleans (SUNO) has been successful in every accreditation initiative embarked upon since 2006.

Dr. Mims-Devezin Named Interim Chancellor

Dr. Lisa Mims-Devezin has been appointed the Interim Chancellor of Southern University at New Orleans (SUNO), effective July 1, 2016. Dr. Mims-Devezin will fill the position left vacant after Chancellor Victor Ukpolo steps down June 30.

Currently serving as dean of the College of Arts & Sciences, Dr. Mims-Devezin was appointed by Southern University System (SUS) President-Chancellor Ray L. Belton. The SUS Board of Supervisors approved the appointment Friday, May 13.

A professor of biology since 2010, Dr. Mims-Devezin was named College of Arts & Sciences dean in 2014. She served as associate dean for the College from 2006 to 2014. She came to SUNO in 1993 as an assistant biology professor after teaching at Dillard University.

Among her career highlights, Dr. Mims-Devezin wrote, defended and developed SUNO's Health Information Management Systems (HIMS) Program and the course curriculum in 2007. The program earned national accreditation in 2013. She also has served as a liaison for SUNO on the Louisiana Board of Regents State Articulation Committee for the past 20 years. Additionally, Dr. Mims-Devezin received the Thurgood Marshall Distinguished Faculty Award for teaching excellence in 2009.

Dr. Mims-Devezin received her doctorate in science/math education and a master of science in biology/microbiology from Southern University and A&M College in Baton Rouge (SUBR); and a bachelor of science in biology/pre-med (cum laude) from SUNO.

"I am humbled and honored to serve as Interim Chancellor at Southern University at New Orleans. I want to thank President-Chancellor Belton and the SUS Board of Supervisors for giving me this opportunity," Dr. Mims-Devezin said. "I am a proud daughter of Southern University at New Orleans. I am committed to upholding this University as an exceptional institution of higher learning, not only locally and nationally, but also on a global scale."

College of Arts & Sciences

Dr. Lisa Mims-Devezin, Dean

NATURAL SCIENCES

► The following students secured summer internships as well as professional school admissions to pursue advanced degrees:

2016 Summer Internships: Mr. Keith Perkins (Princeton University), Ms. Peace Ekpo and Mr. Clinton Givens (LBRN Program, Baton Rouge); Ms. Peace Ekpo (Thurgood Marshall College Fund Leadership Program); Mr. James Friloux (LSUHSC-Shreveport MCAT Prep Scholarship); Ms. Milica Golubovic (OTS, Duke University Scholarship); Mr. Benjamin Siele (Tulane University Research program).

Professional School admissions: Mr. Harry Williams and Ms. Zerika Armand have been accepted for the PharmD program at Florida A&M University for Fall 2016.

► Several new members were inducted into the National Institute of Science and Beta Kappa Chi National Scientific Honor Society. President Janica Gordon, Treasurer Amber Dillon and Secretary Favour Tangban were awarded with plaques recognizing their outstanding service during the 2015-16 academic year to the National Institute of Science and Beta Kappa Chi Scientific Honor Society Chapters at Southern University at New Orleans. Dr. Pamela Marshall, director of the Forensic Science program, awarded medals to outstanding Forensic Science majors.



Natural Sciences Continued

► Faculty presentations

On April 15, Dr. Illya Tietzel gave a presentation about LABoR Grant Proposal Writing at the Grantsmanship Workshop Spring 2016 – Louisiana Board of Regents Grant Writing Workshop, hosted by Dr. William Belisle, the director of Grants and Sponsored Research.

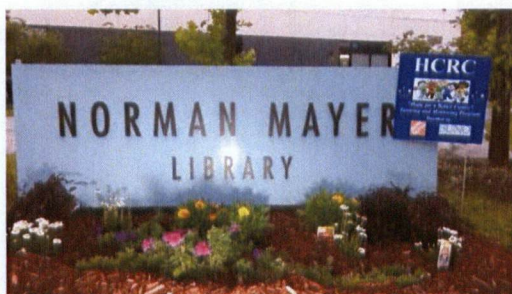
► Funded grants

On April 4, Dr. Tietzel was awarded the grant of 2016 Louisiana NASA EPSCoR SAR program entitled “Development of Nanoparticle Microfluidic Device to Capture Contaminating Microbes on Manned Spacecraft.” On March 23, Dr. Tietzel received the subcontract from Louisiana Tech University about “Microfluidics research at the HBCU SUNO” where he will collaborate with Dr. Niel Crews, the director of the Institute of Micromanufacturing at Louisiana Tech University.

► Publications

Katz EG¹, Moustafa AA², Heidenberg D¹, Haney N¹, Peak T¹, Lasker GF¹, Knoedler M¹, Rittenberg D¹, Rezk BM³, Abd Elmageed ZY¹, Yafi FA¹, Sikka S¹, Abdel-Mageed AB¹, Hellstrom WJ⁴. Pioglitazone Enhances Survival and Regeneration of Pelvic Ganglion Neurons After Cavernosal Nerve Injury. *Urology*. 2016 Mar; 89:76-82. doi: 10.1016/j.urology.2015.12.021. Epub 2016 Jan 6.

► Biology faculty Dr. Christian Clement and Dr. Tietzel have participated in the landscaping and beautification project at the Norma Mayer Public Library, 3001 Gentilly Blvd., on



April 8. It was organized by Ms. Noreen Jacobs, the director of the Hope Community Resource Center New Orleans.

► Editorial reviews

Bashir M. Rezk: Drug development in Alzheimer’s disease: the contribution of PET and SPECT
Lieven Denis Herwig Declercq, Rik Vandenberghe, Koen Van Laere, Alfons Verbruggen and Guy Bormans* Review, *Front. Pharmacol. - Experimental Pharmacology and Drug Discovery*. Submitted Feb 5. Edited by Albert D Windhorst. Research Topic: In Vivo Imaging in Pharmacological Research. Keywords: Alzheimer’s disease, PET, SPECT, Drug Development, biomarker.

► Poster Presentation

Dr. Bashir Atteia attend the ASA 41st Annual Conference April 2 - 5 in New Orleans.

HEALTH INFORMATION MANAGEMENT PROGRAM

► The Health Information Management Systems (HIMS) department joined The American Health Information Management Association (AHIMA) in celebrating the 27th annual Health Information Professionals (HIP) Week, April 3–9.

► The HIMS club conducted a week of activities, including department recruitment, guest speakers, and fundraisers. HIP Week coincides with AHIMA’s Hill Day, where AHIMA members come together on Capitol Hill to advance HIM. HIP Week is a great opportunity for professionals and students to showcase the benefits of their profession, and collectively work to deliver quality healthcare through quality information.

HIMS Continued

► Speaking

Ms. Pharissa Robinson was the guest speaker at the National Association of University Women 2016 Trailbrazer Scholarship Luncheon April 16.

► Training

Mrs. Penny Harris completed the CISCO Networking Bootcamp and Comp TIA+ Bootcamp offered by the College of Business. She is eligible to sit for both certification exams, which she will complete this summer. Ms. Sylvia Meyers also completed the Comp TIA+ Bootcamp, and is eligible to sit for the certification exam.

Ms. Meyers has completed three on-line courses that may assist with her professional development:

1. Conflict Resolution
2. Effective Communication
3. Outlook Time Savers and Organization Tips

► Awards Day

The HIMS Department had two students honored with the highest GPA at the University. Mrs. Hannah Jimenez was awarded the highest New Freshman and Ms. Keri Burns was awarded the highest Junior. Ms. Reunada Brisco and Ms. Keri Burns received the highest GPA for the HIMS department, and Mrs. Monchel Parker-Johnson received the Outstanding Service Award. Ms. Orenthia Bennett received the Indoor Track and Field, All-American title. Many other students within the department were on the Dean's List and Honor Roll. Ms. Adriana Titonea also received an award.



► Louisiana American Health Information Management Association

The students and faculty attended the Louisiana American Health Information Management Association meeting April 21-23. Ms. Anjelica Bell represented the department with a yearly update on the program and Ms. Keri Burns received the Louisiana American Health Information Management Association scholarship.

SOCIAL SCIENCES

► Dr. John Penny

The Louisiana Justice Commission had a meeting with its Commissioner April 9 to plan upcoming symposiums.

Dr. Penny was a guest on Garland Robinette's on WWL Radio Show regarding the shooting death of former New Orleans Saints football player Will Smith April 13. He also met with Criminal Sheriff Marlon Gusman and H.M.K. Amen of the Transforming Corrections Committee April 28.

ADDICTIVE BEHAVIORS COUNSELING AND PREVENTION

► Addictive Behaviors Counseling and Prevention (ABCP) Program faculty members, Travis Johnson and Anthony Lowery, at the invitation of and in collaboration with Psychology Professor Kenneth Foy, presented an Addiction Treatment and Education Seminar: Effective Treatment Approaches in the University Conference Center April 9. Mr. Samuel Johnson, ABCP graduating senior and president of the Students for the Prevention of Education (SPESA), served as the moderator.

► The ABCP Program is proud to announce that Patrice Pickens-Sentino, a 1995 graduate of the program, earned her Ph.D. in Social Work from the University of Tennessee at Knoxville. She has enthusiastically mentored students from the program by offering internships experiences at Center for Hope Children & Family Services for more than 10 years.

ABCP Continued

The SPESA Club elected new officers for the 2016-17 academic year. The officers are as follows:

MISS SPESA - Taranika Jones
President - Joseph Brown
Vice-President - Reynard Cennett
Secretary - Enchantra Arceneaux
Treasurer - Veronica Coleman
Sargent-at-Arms - Thad Tatum
Advisor: Professor Travis Johnson



The SPESA Club hosted its Annual Picnic April 29 at the New Orleans Lakefront. The 2016 Graduation Class and end of the academic year were celebrated.

► Dr. George Amedee

Dr. George Amedee visited the City of Richmond, Virginia's Office of Minority Business Development Compliance (MBDC) and its GIS office April 1. The MBDC office was visited as part of Emmett Bashful Endowed Chair funded Research Study on increasing African American participation in obtaining contracts and procurements from municipalities. The City's GIS office was visited as part of Dr. Amedee's Board of Regents GIS grant.

Dr. Amedee participated in a webinar and focus group offered by Cengage Learning Center April 4. He discussed Digital Learning and Teaching American Government. He also participated in Moodle Training conducted by SUNO's E-Learning Center on April 5, 2016 and April 12, 2016. Dr. George Amedee attended a Pre-Law Advisors Diversity Conference sponsored by the Charlotte School of Law April 6-8.

Dr. George Amedee met with four students on April 11, 2016 as part of the GIS project funded by the Board of Regents to conduct GIS training April 20, 2016.

He completed the Faculty Survey of Student Engagement (FSSE) administered through the Center for Postsecondary Research at Indiana University.

Dr. Amedee met with African American Jazz Fest Coalition April 20 to provide leadership development support as part of the Emmett Bashful Endowed Chair on Policy and Leadership.

On April 24-26, Dr. Amedee visited the City of Atlanta's Compliance Office as part of his research on Increasing African American participation in municipal contracts funded through the Emmett Bashful Endowed Chair. He also visited the City of Atlanta Geographical Information System (GIS) Grant as part of the Board Regents funded GIS grant.

GENERAL STUDIES PROGRAM

► The General Studies Program honored two students with the highest averages at Honors and Awards Day April 13. The students were Ms. Catera Carraby and Ms. Rosalind Franklin.

► Dr. Dened Lewis and Ms. Karen Washington attended the Title III Kick-Off Breakfast Meeting: "Strengthening Historically Black Colleges & Universities Program - Student Aid & Fiscal Responsibility Act (SAFRA)" program April 18 at the Airport Hilton.

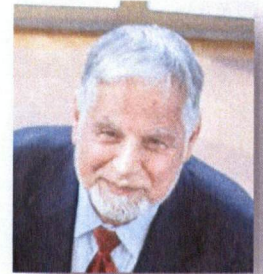
► Ms. Ceaser Noble and Dr. Lewis attended a workshop at the University of New Orleans April 23, entitled "Creativity and the Creative Arts in Counseling."

College of Business & Public Administration

Dr. Igwe Udeh, Dean

ACADEMIC EXCELLENCE INITIATIVES

► On April 22, the Southern University Board of Supervisors voted to approve the selection of Dr. Adnan Omar, chair and professor of Computer Information Systems, as the first AT&T Endowed Professor, effective immediately. Dr. Omar has been a professor and administrator at SUNO for more than two decades. His academic background is in the areas of Computer Science and Engineering. Prior to joining SUNO, he was a professor at several universities, and has had extensive working experience in the oil industry. Dr. Omar is a scholar who has published extensively in numerous journals and periodicals. He also has been the recipient of several grants and sponsored programs. Dr. Omar joins Dr. Frank Martin and Dr. Igwe E. Udeh as endowed professors in the College of Business & Public Administration. We congratulate Dr. Omar for this recognition.



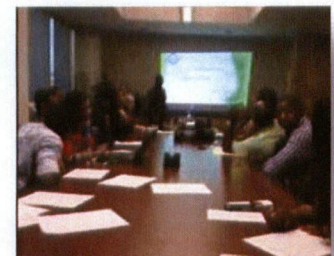
► The New Orleans Media Arts Institute (NOMAI) and the College of Business & Public Administration/SUNO entered into a facility utilization agreement on April 15. The agreement allows NOMAI to utilize a portion of the campus Small Business Incubator Building for entertainment business/industry talent development, technical/technology immersion, and orientation to entertainment industry strategies, tactics and culture. NOMAI services will be available to members of the public as well as to all SUNO students, faculty and staff. NOMAI also will collaborate with the College of Business in research, sponsored programs and curricular development. Mr. Kemic Smothers, an attorney, is the NOMAI Executive Director.



► The College of Business (CBA) Pinning Ceremony was April 29 at 7 p.m. at the Holiday Inn Superdome. The pinning ceremony is a farewell to CBA students in a more intimate environment than the University's graduation/commencement ceremony. Graduates are actually "pinned" in a candlelight ceremony with a special CBA pin, a token of appreciation to them. The guest speaker was CBA Advisory Board member and SUNO/CBA alumnus, Ms. Joaneane Smith, owner, president, and CEO of Global Commerce and Services, an information technology services provider based in New Orleans. Ms. Smith shared how she went from being a student, regular employee, unemployed, to starting a successful IT business that employs many individuals and has a presence in at least eight states. She encouraged the students to be persistent, have a clear vision and learn to collaborate with others. More than 90 students and their family members, SUNO faculty, staff and administration, members of the CBA Advisory Board and supporters attended the event. College and student organizations presented awards to Latin Honor graduates, and for outstanding services and student engagement.



► Fourteen Master of Science in Computer Information Systems candidates presented their Final Research Projects to an audience made of CBA faculty, staff, students and members of the community April 25 from 9 a.m.-8 p.m. The Final Research Project is utilized by students who have completed most of the requirements of the program to demonstrate their mastery of the discipline by researching common everyday problems and developing and/or applying practical technology-based solution to improve the outcome. Those presenting were Elizabeth Stewart-Ackers, Hamanth Kanuri, La'Rencia Petterson, Gogineni Srinivas, Saisravan Kolukula, Hasain Saker, Bhavana Jaladi, Srinivas Anmanlu, Trevor Bierra, Lisa Howard, Teyoko Poche',



Business Continued

Demond Stewart, Udochukwu Tasie and Trudy Ann Williams. These students were guided in their research and presentations by several faculty members, including Dr. David Alijani, Dr. Adnan Omar, Dr. Robert Elliott, Dr. Muhammed Miah, and Dr. Obyung Kwun. Topics ranged from using biometric features to improving safety; developing economical database systems managing small businesses, student clubs, church functions, student admission and application for graduation; and cybersecurity.



► The SUNO Chapter of Beta Gamma Sigma conducted its annual induction of top performing undergraduate and graduate students April 8. The following undergraduate students were inducted: Patricia Alexander, Deanna Bates, Renelle Brown, Monica Chambliss, Chris Clark, Minnie Clayton, Josh Desse, Emma Ealem, Andrea Gibbs, Tommy Hoang, Gino Mcdowell, Ikechukwu Okechukwu, Veronica Price, Janae Tinson, Chadwayne Vidal, Ashley Walker and Danyelle Williams. The following graduate students were inducted: Kiel Ellis and Cynthia

Minor-Jeanmarie. The keynote speaker for the event was Ms. Shatiqua Mosby-Wilson, director of the Leonard S. Washington Memorial Library.

Founded in 1913, the first national honor society in business was a merger of three separate societies established to honor academic achievement in business at the University of Wisconsin, University of Illinois and the University of California. The Mission of the International Honor Society Beta Gamma Sigma is to encourage and honor academic achievement in the study of business, to foster personal and professional excellence, to advance the values of the Society, and to serve its lifelong members.

Beta Gamma Sigma's objectives are: (1) encourage and honor high academic achievement by students of business and management through chapters in business programs accredited by AACSB International; (2) foster in Beta Gamma Sigma members an enduring commitment to the founding principles and values of the Society: honor and integrity, pursuit of wisdom and earnestness; (3) support the advancement of business thought and practice to encourage lifelong learning; (4) enhance the value of Beta Gamma Sigma for students and alumni members in their professional lives; and (5) advance the visibility and reputation of Beta Gamma Sigma.

Today, Beta Gamma Sigma is an international honor society that provides the highest recognition a business student anywhere in the world can receive in a baccalaureate or post-baccalaureate (graduate) program at a school accredited by AACSB International.

► On April 11, the College of Business & Public Administration sponsored a debate on issues surrounding the federal budget. The debate proposition was "The United States Should Amend Its Constitution to Require the Federal Government to Balance Its Budget Annually."

The College has sponsored two debates this academic year. In the fall of 2015, the debate proposition was "the U. S. Congress Should Increase the Minimum Wage. Two ways were used to judge the persuasiveness of the arguments of the opposing teams. One was a panel of three judges who picked a winner. The other was to let the audience pick the winner by voting yes or no on the proposition. The audience votes yes or no before the debate and after the debate. The purpose of the before and after voting is to see if either team persuaded opinion and if the audience and judges are in agreement.

Before the debate on the Balanced Budget Amendment started, 79% voted for the amendment and 21% voted against it. After the debate, 55% voted for it while 45 percent voted against it. Clearly, the Con team arguing against

Business Continued



the BBA was more persuasive. After the debate, the percent against the BBA more than doubled. The judges agreed with the audience and picked the Con team as the winner, without knowing how the audience had voted.

Interestingly, last semester, the percent against increasing the minimum wage increased from 21% before the debate to 37% afterwards. The audience clearly thought that the Con team was more persuasive. However, the judges picked the team arguing for the increase as the winner. Audiences and judges were clearly not in agreement.

The moral is this: Persuasive, well-reasoned arguments can change minds. Twelve students (six teams of two) participated in the debate. The first heat consisted of three debates (four students per debate). The team in the first heat went directly to the Final Debate. The winning team in the second heat was the second team competing in the Final Debate.

Tyrone Wiltz and Jada Jonile Riley, who received \$1,000, each were the Grand Prize winners. The runner-ups were David Walker and Ty-Vonta Anthony who received \$750 each. The non-winning team competing in the Second Heat, Rondale Bechwith and Michelle Bennet, received \$150 each. The other participants were Rasheed Cunningham, Roshuan Mitchell-Cleveland, Jared Jupiter, Troy Deruise, and Kasey Dorsey. The non-winning team competing in the Second Heat, Rondale Beckwith and Michelle Bennet, received \$150 each. The other participants, Allison Charisma, Rasheed Cunningham, Roshuan Mitchell-Cleveland, Jared Jupiter, Troy Deruise, and Kasey Dorsey, received \$75 each.

The debate judges were Dr. Faisal Al-Khateeb, Dr. Nabie Conteh, Dr. Biruk Alemayehu, Dr. Amaresh Das, Dr. Charles Briggs and Dr. Jose Bautista (Xavier University). The Debate Planning Committee consisted of Dr. Frank Martin (project director), Dr. Igwe Udeh (dean), Dr. Adnan Omar, Dr. Patricia Robertson, Dr. Sarah Jackson (debate coach/moderator), Dr. Douglas Marshall (debate coach/moderator), Mrs. Timotea Bailey, Mrs. Camille Alexander and Mrs. Shelina Gethers.

► Dr. Igwe E. Udeh, Dean & Alvin James Lawson Professor of Business, attended the 2016 AACSB International Conference & Annual Meeting in Boston, MA, April 3-5. Two other faculty members, Dr. Frank Martin and Dr. Adrine Harrell-Carter, attended the conference. This meeting was particularly important as the SUNO College of Business & Public Administration (CBA) prepares for its upcoming AACSB International reaffirmation known as the Continuous Improvement Review (CIR) in 2017. The College submitted a list of potential peer review members to AACSB in March. This meeting was an opportunity to meet with or be introduced to some of the potential peer review team members and to share information about the status of the College and its academic programs.

Furthermore, as the State of Louisiana explores strategies for restoring order to its financial house, it is important to reassure AACSB and its stakeholders that the College is still in business and intends to continue to do so in the future. Additionally, attendees participated in a number of important educational sessions on such topics as *"Leveraging AACSB's Marketing and Communications Efforts with Your Strategic Plan," "Rethinking the Business School in the Age of Networked Intelligence," "Demonstrating Impact," "The Business of Moving Others: Using the New Science of the Mind to Induce Behavioral Change"* and *"Building a More Collaborative B-School"* to name a few. The team also met with SUNO's liaison officer, Jane Lawler, to discuss report submission technology issues related to the AACSB reaffirmation.

► As a part of requirement for Dr. Krishna Poudel's Fundamentals of Entrepreneurship (ENTR 240) course, four student teams identified and interviewed local entrepreneurs, following a guideline provided by the instructor.

Business Continued

The students interviewed the entrepreneur on both personal aspects of being an entrepreneur and different aspects of their new venture. The teams interviewed four different entrepreneurs across different industries – food, hospitality, entertainment and healthcare. The entrepreneurs discussed the challenges and difficulties they have faced as well as their success stories.

After conducting and recording the interviews, the students conducted PowerPoint presentations that included the audio and video clips of the interviews. The teams also fielded questions from the class and as the professor regarding the business, entrepreneur, and their experience. The teams were highly engaged and motivated on this project, which was reflected by the enthusiasm they demonstrated while conducting the interviews or the passion they demonstrated during the presentation. Dr. Poudel is an assistant professor of business entrepreneurship



► The Volunteer Income Tax Assistance and Tax Counseling To Elders (VITA/TCE) at SUNO was established five years ago. Since its establishment, it has served close to 800 families. The impact on the economic and social well-being of the communities has been tremendous. For instance, it is estimated that about \$850,000 might have been saved by the communities that utilized its services. For the elders, the convenience of driving a short distance to SUNO was more than the cash savings they gained.

In 2016 tax season, four volunteers served 190 families. With the continued support of its sponsors – the Southern University' at New Orleans Administration, United Way of Southeast Louisiana and Entergy – the program will continue to serve its communities with dedication and commitment. The SUNO VITA/TCE director is Dr. Simeon Okpechi, professor of accounting.

► SBDMI Workshops/Seminars/Trainings/Meetings

Conference Summit HBCU-CDAC, April 1, HBCU-CDAC Innovation and Economic Development Conference/ Summit in New Orleans at Hilton Riverside; 100 in attendance, board members, Diana Thomas & Cynthia Beaulieu.

Gulf Coast SBIR/STTR Conference; April 4-6 at New Orleans BioInnovation Center, New Orleans, 200 in attendance, Ms. Diana Thomas & Ms. Cynthia Beaulieu.

NxLevel Entrepreneurial Training Class in Conjunction with Franklin Avenue Baptist Church Business Ministry, first class of 12; April 5,9, 12,14,19,21,26 & 28· 12 participants in the College of Business, instructors Ms. Angele VanDerPool, Angela Fassitt and Stephanie Chambliss.

LED Peer-to-Peer Roundtable; April 5 & 30 in Small Business Incubator Building, 18 Participants, monthly roundtables to facilitate small business owners moving their business to the next level as well as doing business with City of New Orleans and each other, Ms. Irma Dixon, facilitator.

Louisiana Notary test preparation class; April 5, 9,12,16, 19, 26, &30; College of Business Executive Conference Room, 12 participants, Ms. Suzan Jackson, Ms. Cynthia Beaulieu & Ms. Diana Thomas.

Meeting Concerning Media Arts Institute Contract with SBDMI, April 7, Dr. Igwe Udeh, Kemic Smothers & Cynthia Beaulieu.

Grant Writing Workshop, April 9, La Quita Hotel in Metairie, School of Social Work participants, Ms. Cynthia Beaulieu.

Met with LED Peer-to-Peer Facilitator to discuss upcoming roundtable seminar ses-



Business Continued

sions, April 11, Ms. Irma Dixon, Ms. Cynthia Beaulieu, Ms. Diana Thomas.

NxLevel Entrepreneurial Training Classes in Collaboration with People Community, Presentation/Graduations; April 14, 10 Participants at Ricky Jackson Youth Program Building in Gretna, Ms. Diana Thomas and Ms. Cynthia Beaulieu.

SBDMI Outreach Arthur Ashe Elementary School, New Orleans, April 16, invited by AKA's to present information on SBDMI, Ms. Diana Thomas and Ms. Cynthia Beaulieu.

NAACP ACT-SO Program, April 16, participated in judging Business Plan competition, Leonard S. Washington Memorial Library, Dr. Udeh, Dr. Martin and Ms. Cynthia Beaulieu.

Title III Grant Participants Breakfast, Airport Hilton, April 18, discussion on progress of all Title III Grants, Ms. Cynthia Beaulieu.

Met to discuss Collaboration of Grant with new partner New Orleans Media Arts Institute (NOMI) and SBDMI, April 18, Small Business Incubator Building, Dr. Omar, Dr. Miah and Cynthia Beaulieu.

Met with prospective CBA Advisory Board Member Karen Livers, April 21, CBA Executive Board Room; Ms. Bailey, Dr. Martin and Ms. Cynthia Beaulieu.

Community Outreach for Southern United Neighborhoods First Time Homebuyers, April 23, First Presbyterian Church of N.O., Ms. Diana Thomas & Ms. Cynthia Beaulieu.

Met with Contractors Group, April 25, facilitate group to plane for the LED sponsored Peer to Peer Contactors group that will commence July 2106, Small Business Incubator Building, three contractors present, Present City of New Orleans DBE Representative, Ms. Cynthia Beaulieu and Diana Thomas.

Conference Call Wrap-Up- HBCU-CDAC; April 27, 2016; Discuss planning for upcoming HBCU-CDAC Innovation and Economic Development Conference/Summit scheduled for March 30-April 1, 2016, which will be held in New Orleans at Hilton Riverside; Ron Butler, Director, Board Members & Cynthia Beaulieu.

Met with LED Peer-to-Peer Group, April 30, 18 Participants, roundtable seminar sessions for small Business owners, Ms. Irma Dixon, Ms. Cynthia Beaulieu, Ms. Diana Thomas.

NxLevel One-on One Consulting, April 30, four participants, met with graduates of NxLevel Entrepreneurial Training to assist with continued business development, Small Business Incubator Building, Ms. Terrie Guerin.

Live Broad Cast of WBOK Radio program, April 7, 14, 21 & 28, "SUNO Small Business Institute Network," sponsored by the Small Business Incubator. The show offers valuable tools and information designed to help New Orleans' small business owners take their business to the next level. It also assists those individuals wishing to start a business. The show is broadcast every Thursday 2:30 to 3 p.m. on WBOK 1230 AM Radio. Ms. Cynthia Beaulieu, director of SBDMI, is the host, the co-host is Ms. Terrie Guerin.

Met to develop SBDMI/Incubator upcoming schedule of seminars/workshops, ongoing, Ms. Diana Thomas and Ms. Cynthia Beaulieu.

Small and emerging business development (SEBD), ongoing, four Assessments, Ms. Cynthia Beaulieu.

Business Continued

► Office of Student Services

Assisted in hosting, publicizing and selling tickets for the BETA GAMMA SIGMA Induction Ceremony, an international business honorary society associated with AACSB.

Planned, sold tickets and identified graduating seniors for the candlelight Pinning Ceremony.

Worked continuously with the Registrar's Office to ensure that the CBA candidates for graduation have all requirements fulfilled.

College of Education & Human Development

Dr. Willie Jones III, Interim Dean

HIGHLIGHTS

► Dr. Willie Jones III, interim dean, has been selected to participate in the 2016 Faculty Community of Teaching Scholars (FaCTS) initiative sponsored by the Center for the Advancement of Teaching and Faculty Development, funded through the Andrew W. Mellon Foundation. He attended the FaCTS Summer Seminar May 9-13. In addition, Dr. Jones, is developing a new Bachelor of Science degree in Educational Studies.

► The Department of Teacher Education completed the pilot inspection by the TPI-US (Teacher Preparation Inspection-United States). TPI-US seeks to improve student learning through improving teacher preparation. Inspections provide states and programs with detailed insights into teacher preparation quality in order to foster program improvement and ensure that all new teachers support student learning from day one. TPI-US accomplishes this by working with state policymakers and with preparation program leaders and faculty to organize and conduct inspections at university-based and other teacher education programs throughout the United States.

The Dr. Jones interacted with TPI-US Evaluation Team regarding the assessment of the College of Education and Human Development program. University-site supervisors met team members at the student teachers' and interns' school sites and conducted field observations. The TPI-US team also observed the Methods courses taught by Dr. Louise Kaltenbaugh, Ms. Chanel Payne and Dr. Katherine Robinson. The department will receive the inspection report in the upcoming weeks.

► The College of Education and Human Development hosted its Teacher Education and Human Development Meeting April 29. Four representatives from partnering school districts attended. The purpose of the meeting was to inform Pk-12 partners about new initiatives in the College as well as updates on the NCATE accreditation.

► Dr. Bordenave has started preparations to implement the Tulane/SUNO three-year grant from the Institute for Mental Hygiene to prepare Child Development and Family Studies students to act as "parent whisperers" in the *Talk, Touch and Listen While Combing Hair* 8-week parent groups.

► Dr. Tanisca M. Wilson, teacher candidacy coordinator, and Mr. Mahn Do of Comprehensive Communications, have developed the "Over The Hump" initiative where aspiring teacher candidates who need only to pass the math part of Praxis I CASE engage in targeted tutoring of specific math concepts for five weeks. The goal is for students to schedule and pass Praxis I CASE math in the sixth week. Similar initiatives are being developed for students who need only to pass reading and writing.

► Approximately 24 students signed up to attend the Praxis simulation April 5 and April 16. The purpose of the Praxis simulation was to minimize "the shock factor" of taking timed assessments and to fully prepare students,

Education continued

from the registration point to completing the time assessment, for the actual Praxis assessment. At the end of timed Praxis practice test, students received a detailed assessment report. The Praxis Simulation experience was organized by Dr. Wilson.

- ▶ Drs. Kaltenbaugh and Jenita Hegwood attended TAP training sponsored by the State Department of Education and the Board of Regents.
- ▶ Drs. Kaltenbaugh, Jones and Pamela Wanga provided information to the Title III External Evaluators regarding the Certification-Only Program and Accreditation, Reaffirmation and Review of Academic Programs.
- ▶ Dr. Kaltenbaugh attended an Information Meeting at St. Tammany Para to Teacher Program and provided information regarding the Certification-Only Program and the Undergraduate Program
- ▶ Dr. Kaltenbaugh completed her 80-hour Workshop and five new candidates received their certificates. She also hosted an event for the 80-hour Workshop Achievement for the five candidates and their families. During the month of April, Dr. Kaltenbaugh interviewed 18 persons regarding the Certification-Only Program
- ▶ The Department of Teacher Education is collaborating with Dr. Mike Meehan to record Praxis I Core workshops and to integrate more distance learning platforms for all the Praxis workshops. This collaboration is important because it eradicates geographical barriers and allows students to engage and learn from wherever they are. Dr. Wilson has a vital role in organizing and implementing the outputs from the distance learning collaboration.
- ▶ Ms. Lisa Melson, chair of Teach Grades 1-5 at Delgado Community College, and Dr. Wilson will meet this summer to discuss ways to strengthen the 2 +2 partnership. The goal of these discussions is to assist Delgado students with successfully transferring into Teacher Education programs. Praxis I Core will be a major part of the conversation.
- ▶ This past spring semester, 22 of 31 aspiring teacher candidates received ETS fee waivers and were scheduled to take Praxis I Core assessments.
- ▶ The College of Education and Human Development congratulated the following students for passing one or more parts of their Praxis I Core assessments this spring: Nicholas Alexander, Louis Blackmon, Erinique Little, Alexis London, Kimberly Stanley, Breonna Scott, Nicholas Alexander and Jessica Wilson.
- ▶ On April 28, Dr. Wilson hosted a freshman co-hort meeting for aspiring teacher candidates. During the meeting, students had an opportunity to meet with each other, and discuss expectations of aspiring teacher candidates and steps to teacher candidacy. Additionally, students signed up for workshops and other Praxis initiatives to help prepare for Praxis.
- ▶ Drs. Wanga, Wilson and Jones met to discuss recruitment strategies for the College of Education & Human Development. The Office of Admissions provided 107 student names that were interested in majors within the College. Dr. Wilson and Mrs. Tammy Barney created a flier to e-mail these students with information about the majors.
- ▶ Dr. Wilson completed an article, "*Determinants of Teacher Quality as Inferred by Praxis Assessments,*" and submitted it to the American Journal of Education.

Graduate Studies

Admission Status Report
Prepared by Deidrea Hazure
Date: April 8, 2015

Program	Total Applications	New Admits	Re-Admits							Under Review	Not Accepted	Incomplete Files
Social Work	130	0	0							64	0	66
Criminal Justice	2	0	0							0	0	2
Computer Information Systems	3	0	0							0	0	3
Museum Studies	2	0	0							0	0	2

Total Applications: 137

Total New Admits & Re-admits Enrolled: 0

Total Incomplete: 73

Total Under review: 64 Total Not-Accepted: 0

Deadline for Social Work was March 31, 2016. I was extended to April 30, 2016.

Deadline for Computer Information Systems, Museum Studies and Criminal Justice is July 1, 2016.

- = Social Work
- = Criminal Justice
- = Computer Information Systems
- = Museum Studies

College of Arts & Sciences

Dr. Ronald Mancoske, Interim Dean

► **Dr. Derrick Freeman** assisted Family Service of Greater Baton Rouge (FSGBR) with training clinical staff/ community-based staff on the State of Louisiana Medicaid provider guidelines. FSGBR now accepts Medicaid for all counseling and support services that addresses stressors related to behavioral, marital, anxiety, depression, substance abuse concerns, domestic violence, etc. He also assisted Ms. Chrissy Thomas (MSW, May 2016) with coordinating and training student interns from Southern University at New Orleans, Southern University and A&M College in Baton Rouge, Louisiana State University and Baton Rouge Community College (BRCC) in *Understanding Human Services and Service Delivery*.

Dr. Freeman with Ms. Glinda Powell (MSW, May 2016) coordinated a *Grant Writing Workshop* with Cynthia Beaulieu, director, SUNO Small Business Development & Management Institute, for 27 BSW and MSW students enrolled in

Social Work Continued

the School of Social Work. He also co-hosted the 2016 School of Social Work Student Career Informational Sessions (BSW and MSW Graduates attended). These sessions provided career development information and guidance on job interviewing, resume/CV writing, job search strategies and developing employment plans.

Dr. Freeman presented at the 2016 National Organization of Forensic Social Work Conference (NOFSW) on "Juvenile Justice in New Orleans: Collaborating to Create Forensic Placements for Social Work Students" with Dr. Ira Arthell Neighbors, Dr. Gail Wise and Ms. Bonnie Alston.

► **Dr. Patricia Guillory** attended a professional conference on Trauma, Attachment & Neuroscience with Bessel A. van der Kolk on the Brain, Mind & Body in the Healing of Trauma in Seattle, WA. She also participated in the planning of the School of Social Work CRC 2016 workshop on Licensure Preparation. She serves as president of the Board of Directors Bike Easy Bicycle, which includes raising funds for family-friendly, community-building events. She also collected data on bicycle parking in the French Quarter and CBD with an interest in parking for service industry workers. She also took students on an activity that involved the Vietnamese community.

► **Dr. Samuel Odom** participated in an event by Dr. Derrick Freeman on career development and Military Social Work as an Commissioned Officer in the U.S. Armed Forces with a focus on U.S. Army Social Work and Department of Defense opportunities.

► **Dr. Torin Sanders** has been invited to be a lecturer in the Advanced Mediation Training Program at Loyola College of Law.