

SOUTHERN[®] UNIVERSITY SYSTEM

BATON ROUGE • NEW ORLEANS • SHREVEPORT

BOARD OF SUPERVISORS MEETING

9:00 a.m.

September 25, 2020

BOARD OF SUPERVISORS FOR SOUTHERN UNIVERSITY SYSTEM

STATE OF LOUISIANA

PARISH OF EAST BATON ROUGE

CERTIFICATION

ACT 302 of the 2020 Regular Session of the Louisiana Legislature, and signed by Governor of Louisiana, John Bel Edwards, on June 12, 2020, amended LSA R.S. 42:17.1 to provide for public bodies to conduct and its members to attend and participate in meetings electronically during a state of emergency. The Governor renewed the existing State of Emergency for COVID-19 in Proclamations 117 and 118 JBE 2020.

This certification shall serve as notice of the Board of Supervisors of Southern University and Agricultural and Mechanical College System's acknowledgement of the declared state of emergency and compliance with the amended statute. The agenda contains matters that are critical to the business of Southern University and A&M College System and if they are delayed will cause curtailment of vital public services or severe economic dislocation and hardship.

Considering the foregoing, and in accordance with the same, the Board of Supervisors of Southern University and Agricultural and Mechanical College's meeting on Friday, September 25, 2020, 9:00 a.m. will be held via video conference; in a manner that allows for observation and input by members of the public prior to and during the meeting as set forth in the Notice that will be posted September 24, 2020; and disseminated to every known media outlet that broadcasts or publishes news within the Board's jurisdiction.



Dr. Ray L. Belton, Secretary
Southern University Board of Supervisors

17th SWORN TO AND SUBSCRIBED BEFORE ME, the undersigned Notary Public, this
day of September, 2020.



Corinne M. Blache, Notary
Bar Roll No. 27964

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS MEETING
Committee of the Whole – Virtual Meeting
Friday, September 25, 2020
9:00 a.m.

AGENDA

1. Call to Order and Invocation
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Item(s):
 - A. Request Approval of Meeting Minutes
 1. Regular Meeting of the SU Board of Supervisors – August 21, 2020
 2. Special Meeting of the SU Board of Supervisors- September 11, 2020
 - B. Request Approval to Establish an Associate of Applied Science in Engineering Technology (SUSLA)
 - C. Request Approval to Establish a Certificate of Technical Study: Petroleum Technology (SUSLA)
 - D. Request Approval to Establish a Certificate of Technical Study: Airframe Technology (SUSLA)
 - E. Request Approval to Establish Certificate of Technical Study: Power Plant Maintenance Technology (SUSLA)
 - F. Request Approval of the College of Agricultural, Family and Consumer Sciences New Logo (SUAREC)
 - G. Request Approval of the Southern University Strategic Leadership Institute (SULC / SUBR)
 - H. Request Authorization to create a Common Law Track for the Southern University Law Center (SULC)

- I. Request Approval and Authorization to enter into a Cooperative Resolution with the City of New Orleans (SUNO)
- J. Request Approval of MOU between Southern University at Baton Rouge and the Baton Rouge Area Chamber for the Handshake Initiative to promote Retention and Job Placement for Students and Graduates (SUBR)
- K. Request Approval of the Southern University Board of Supervisors 2020 Self-Evaluation (per SACSCOC 4.2g)
- L. Request Approval of the Southern University Board of Supervisors 2020 Conflict of Interest Disclosure (per SACSCOC 4.2d)
- M. Request Approval of the Scorecard Assessment Data by Campus (Year 2 Annual Accountability Per SACSCOC Standard 7.1)
 - 1. Southern University at Baton Rouge
 - 2. Southern University at New Orleans
 - 3. Southern University at Shreveport
 - 4. Southern University Law Center
 - 5. Southern University Agricultural Research and Extension Center
- N. Request Approval of Personnel Actions for Positions equal to or Greater than \$60,000

Name	Position/Campus	Salary	Funding Source
1. Charletta Fortson	Instructor and Common Law Bar Exam Program Director (Additional Duties) SULC	\$90,000.00	Federal
2. Teresa Hardee	Interim Vice-Chancellor of Finance and Administration (Salary Adjustment) SUNO	\$164,000.00	State
3. Dorothy Straughter-Parker	ADA Coordinator/Health, Wellness and Disability Service Director (Additional Duties) SULC	\$72,000.00	State
4. Dawn Mellion-Patin	Extension Specialist (Title Change) SUAREC	\$135,200.00	Federal
5. Greg Sergienko	Associate Vice Chancellor of Academic Affairs (New Appointment) SULC	\$150,000.00	Federal

6.	Rahim A. Smith	Academic Support Counselor / Instructor / Managing Fellow for the Mixed Reality Virtual Innovation Gaming and Electronic Sports Institute (Additional Duties) SULC	\$87,000.00	Federal
7.	De'Shoin York	Interim Vice-Chancellor for Extension and Outreach (Interim Appointment) SUAREC	\$135,200.00	Federal

O. Request Approval for Credit for Prior Employment Service (SULC)

1. Marc Roark (11-years of service)
2. Kenya Smith (4-years of service)

P. Request Authorization to Initiate a Focused Search for the Chancellor of Southern University at New Orleans (SUS)

Q. Request Approval of Use Agreement between Southern University and A&M College and Baton Rouge Student Housing, LLC (SUBR)

R. Resolutions

6. Informational Items:

A. Fall 2020 Enrollment Update by Campus

1. Southern University at Baton Rouge
2. Southern University Law Center
3. Southern University at Shreveport
4. Southern University at New Orleans

B. Interim Financial Reports (SUS)

C. Medical Marijuana Update

D. Facilities Planning Project Updates (SUS)

7. Other Business

8. Adjournment

Minutes

**SOUTHERN UNIVERSITY BOARD OF SUPERVISORS MEETING
Committee of the Whole – Virtual Meeting
Friday, August 21, 2020**

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS MEETING
Committee of the Whole – Virtual Meeting
Friday, August 21, 2020
9:00 a.m.

Minutes

The virtual Committee as a Whole meeting of the Southern University Board of Supervisors was called to order by board Chairman Atty. Domoine Rutledge.

The Invocation was given by Mr. Sam Gilliam.

Roll Call by Dr. Ray Belton.

Present: Atty. Domoine Rutledge, Rev. Samuel C. Tolbert, Atty. Jody Amedee, Mr. John Barthelemy, Dr. Leroy Davis, Mr. Raymond Fondel, Jr., Dr. Curman Gaines, Mr. Bakari Garvey, Mr. Sam Gilliam, Mr. Richard Hilliard, Atty. Patrick Magee, Ms. Ann Smith, Dr. Leon Tarver II, Dr. Rani Whitfield, and Mrs. Arlanda Williams.

Absent: Atty. Edwin Shorty

Agenda Item 3: ADOPTION OF THE AGENDA – Chairman Rutledge asked for adoption of the agenda with a change to Action Item 5T (15) – The position title should read **“Interim Dean of the Graduate School”**

Upon the motion by Dr. Leroy Davis to adopt the agenda with the change, the motion was seconded by Mrs. Ann Smith. Motion passed.

Agenda Item 4: PUBLIC COMMENTS

None

Dr. Leon Tarver made a motion to approve Action Items 5A – 5N globally and Dr. Rani Whitfield second the motion.

Motion approved.

Agenda Item 5: ACTION ITEM(s):

- A. Request Approval of the Minutes from the July 29, 2020 Legal Affairs Committee and Special Meeting of the Board of Supervisors**
- B. Request Ratification of Summer 2020 Graduates (SUBR)**
- C. Request Approval of Mission Statements Upon Having Been Reviewed by System Campuses (SUBR, SUNO, SUSLA, SULC, SUAREC)**

- D. Request Approval of the Distance Education Course Attendance Policy (SUBR)**
- E. Request Approval of the Policy on Mandatory Professional Licensure Disclosure (SUBR)**
- F. Request Approval of the Policy on the Determination of Student Location for State Authorization and Disclosure (SUBR)**
- G. Request Approval of the Policy relative to COVID-19 Face Covering (SUS)**
- H. Request Approval of System Uniform Title IX Policy and Procedures (SUS)**
- I. Request Approval to Amend the Follett, Inc. (Bookstore) Contract and Access Fee to Support the Acquisition of E-book Courses and Materials (SUBR, SUNO, SUSLA)**
- J. Request Approval of the Southern University and A&M College Endowed Professorship Nominees for August 2020 - July 2023 (SUBR)**
- K. Request Approval to negotiate a Cooperative Endeavor Agreement (CEA) between the Southern University and A&M College (SUBR) and Louisiana Leadership Institute (LLI) (SUBR)**
- L. Request Approval of Cooperative Endeavor Agreement (CEA) between Southern University at Shreveport and the Downtown Airport (SUSLA)**
- M. Request Approval of the Mixed Reality Virtual Innovation Gaming and Entertainment Sports Institute (SULC)**
- N. Request Approval of the 3+3 BA/BS and JD Degree Program Articulation Agreement between Southern University Law Center and Boise State University (SULC)**

Atty Pat Magee made a motion to approve Action Items O – U with open discussion and the motion was second by Dr. Rani Whitfield. Motion Approved.

Atty Rutledge requested Dr. Belton and Mr. McClinton to discuss items O and P in detail if there are not any objections. There were no objections. Dr. Belton thanked Atty Rutledge and the members of the board and he mentioned they are prepared to make a presentation and asked Mr. McClinton to start off by providing an overview of the budgets as applicable to all of the campuses within the Southern University System. Mr. McClinton presented the Operating Budget and distribution by campus. He discussed the total budgets by campus as well. He also explained the Cares Act Funds received by campus and discussed the restricted funds for the Cares Act Funds. Mr. McClinton mentioned they will be watching

the budget very closely this fiscal year and will be ready to make any adjustments to the expenditures accordingly. He concluded his report and asked if there were any questions. Atty Pat Magee thanked Mr. McClinton for the report. He asked, “what does all this mean?” Mr. McClinton commented on the budget and informed the board that “they have developed a realistic budget which is based on funding that they anticipate and any adjustment that will need to be made as they progress through the year, they will make those adjustments.” Atty Magee mentioned to Mr. McClinton that what he hears is that he is comfortable with this budget today at this time with our projections?” Mr. McClinton said “that is correct, sir”

Dr. Leroy Davis asked a question based on his observation, “he wants to know if the Cares Act Funds received a few months ago been allocated? Mr. McClinton responded, yes, the campuses are utilizing the funds but in terms of the amounts that have been spent as of this point, he don’t have that information today, but he could provide a report from each campus later.” He said he do know each campus are spending their funds.” Dr. Davis also asked if the funds are being used to make sure that the campus is up and running and that we meet all the requirements of CDC government and the governor’s office as far as getting the campuses ready for the semester.” Mr. McClinton responded, “based on my best information, that is correct sir.”

Mr. Sam Gilliam commented on the student enrollment for all campuses and his concerns as well as the census date which is coming in early September around September 3rd Mr. Gilliam asked if he could request to have a periodic report on what the enrollment trends are looking like from each of the campuses?” Mr. Chairman said yes,” Absolutely.” He deferred to Dr. Belton and Dr. Belton agreed with Mr. Gilliam observation on the student enrollment and echoed Mr. McClinton by stating “the campuses have already made some projections based on what their student enrollment is and any declines and have taken that into account into the budget. Dr. Belton also discussed “this year will be different as we are now moving toward a common census date that the Board of Regents has established and so we have much longer to facilitate registration and capture as many students as possible. We have until the second or third week in September as opposed to the first week in September before we are required to publish a head count for the Fall semester. It is my understanding that we have funding on all the campuses set aside to ensure that we can stabilize our budgets. There are significant declines on the campuses, so we have purposefully tried to hold some dollars in revenues. To offset an unanticipated decline to which we have not accounted for an so we will accordingly make decisions as our enrollment unfolds throughout the year. But to answer your question Mr. Gilliam, we can provide for you a periodical update reflecting on the trends as they unfold.” Due to the additional questions, Dr. Belton explained in the detail the reasoning behind the extended census date from which is due to the Board of Regents as well as the Cares Act Funding distributed to each campus. Mr. Sam Gilliam thanked Dr. Belton for the detailed explanation and Mr. Chairman for his support. In closing, Dr. Belton wanted to mention that “higher education was cut this year by 2%. And when you see the reduction in state appropriation, that is where that reduction is coming from.”

Dr. Belton asked Mr. McClinton to speak on the athletic budgets. Mr. McClinton discussed the budget for this year and compared to last year budget. He explained the difference and showed the breakdown for the reduction in the budget. He also explained the revenues which has dropped for this year. Mr. McClinton asked if Mr. Benjamin Pugh or Athletic

Director Banks wanted to elaborate more on this topic? They discussed what this athletic season would look like and the decrease in revenues and AD Banks discussed all the games for the spring and the spring sports in detail. He briefly discussed what the football season will look like, but he mentioned all information discussed is subject to change. Mr. Pugh and AD Banks scrubbed the budget as much as they could, and they considered everything when preparing the budget. They will continue to monitor throughout the year. AD answered several questions and he said he was available if anyone wanted to contact him.

O. FY2020-2021 Operating Budgets: (detail copies are included with the packet)

1. Southern University System Employee Schedule
2. Southern University Board and System Administration Operating Budget
3. Southern University Board and System Inter-Institutional Cost Transfer Budget
4. Southern University Board and System Administration Inter-Institutional Transfers Direct Charges Budget
5. Southern University Board and System Special Meals and Miscellaneous Travel Budget
6. Southern University Baton Rouge Campus Operating Budget
7. Southern University Law Center Operating Budget
8. Southern University New Orleans Campus Operating Budget
9. Southern University Shreveport Campus Operating Budget
10. Southern University Agricultural Research and Extension Center Operating Budget
11. SUBR Athletics Intercollegiate Budget
12. SUSLA Athletics Budget

P. Request Approval of Budget Adjustment - BA-7

1. Southern University and A&M College Baton Rouge
2. Southern University at Shreveport

Q. Request Approval of the Policy for Indirect Cost Recovery and Reallocation Plan (SUSLA)

R. Request Approval for Campus Technology Access Fee (SUSLA)

S. Request Approval to Adjust Math Lab Course Fees (SUSLA)

T. Request Approval of Personnel Actions for Positions equal to or greater than \$60,000

Name	Position/Campus	Salary	Funding Source
1. Clyde Bagley	Director of Beef Cattle Research Program (New Appointment) SUAREC	\$90,000.00	State
2. B. Summer Chandler	Visiting Faculty (New Appointment) SULC	\$90,000.00	State
3. Brunetta Dillard	Vice-Chancellor for Finance (New Appointment) SUAREC	\$145,000.00	State
4. Robert Easley	Director of Advancement (New Appointment) SUAREC	\$80,000.00	State
5. Jeremy R. Gathe	Associate General Counsel & Executive Director for Compliance and Ethics (New Appointment) SUS	\$95,000.00	State
6. Terry Hall	Vice Chancellor for Finance and Administration (Salary Adjustment) SULC	\$162,000.00	State
7. Michael Harris, Sr.	Visiting Faculty (New Appointment) SULC	\$99,000.00	State
8. Joseph M. Isanga	Visiting Faculty (New Appointment) SULC	\$99,000.00	State
9. Flandus McClinton	Vice-President for Finance and Administration (Salary Adjustment) SUS	\$185,000.00	State
10. Benjamin Pugh	Vice-Chancellor for Finance and Administration (Salary Adjustment) SUBR	\$165,000.00	State
11. Greg Sergienko	Visiting Faculty (New Appointment) SULC	\$108,000.00	State
12. Ryan B. Stoa	Visiting Faculty (New Appointment) SULC	\$95,000.00	State

13.	Tracie Washington	Visiting Faculty (New Appointment) SULC	\$90,000.00	State
14.	Shandrea P. Williams	Visiting Faculty (New Appointment) SULC	\$99,000.00	State
15.	Ashagre A. Yigletu	Dean of the Graduate School (New Appointment) SUBR	\$140,000.00	State
16.	Luria Young	Full Professor SMED/College of Science/Agriculture (New Appointment) SUBR	\$83,200.00	State

Dr Leroy Davis mentioned to Dr. McMeans that he notices he has some new individuals and if this complete his team? Dr. McMeans said he is close to being complete and he explained each new appointment.

U. Request Approval for Sabbatical Leave – Professor Cleveland Coon (SULC)

V. Resolutions

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

Judge Charles L. Elloie

Mr. Donald Harold Valliere, Sr.

Mrs. Lillian Raines Richardson

Mr. Lucius J. Barker

Mrs. Dinisa Hardley Folmar

Mrs. Noella Natalie Encalade Barthelemy

Mr. Treveon Jamal Belton

Mrs. Rose Audrey Metoyer Greggs

Mr. Fondel added John Robert Lewis to the list.

Upon motion from Mr. Fondel to approve the read resolutions with the addition and Dr. Leroy Davis second the motion. Motion approved.

Agenda Item 6: INFORMATIONAL ITEM(s)

A. Facilities and Property Update (SUS)

Mr. Eli Guillory gave an update on all projects for the campus. (all projects displayed on handout which is included in packet)

Chairman Rutledge thanked Mr. Guillory for the report and asked what was the timeline on the bridge completion? Mr. Guillory responded, “End of Spring 2021”

Mrs. Ann Smith thanked Mr. Guillory for the update on the projects. She requested photos of all campuses for the next meeting. Dr. Belton agreed and thanked Mr. Guillory for the update.

B. Medical Marijuana Update (SUAREC)

Chancellor McMeans thanked Dr. Jana Snowden for all her work and he introduced Dr. Jana Snowden who gave an update on the Medical Marijuana. She mentioned the CBD Line which was launched in January and she discussed the THC, Autism, and Insomnia Lines in detail as well as mentioning the partnership with Alera. She requested that any patient recommendation request SU line from pharmacy. She discussed the job opportunities and the new products. She concluded by mentioning anyone that has any questions after the meeting is free to email or contact her directly.

Dr. Leroy Davis congratulated Dr. Snowden and said, “he was glad to see her.” He asked, “what pharmacy in Baton Rouge is carrying the product?” Dr. Snowden informed everyone that the Capital Wellness off Essen Lane is the pharmacy and she would send information to the board members.”

Mr. Bakari Garvey inquired about the “education component and how does it look as far as platforms?” Dr. Snowden response was “it involves horticulture, business, nursing, law and hands on training.”

There were no additional questions. Atty Rutledge thanked Dr. Snowden for her presentation and all her work on this project.

Agenda Item 7: OTHER BUSINESS

Chairman Rutledge asked if there was any other business. Dr. Leroy Davis commended Dr. Belton and the staff for the virtual graduation. He said, “it was very well done and very informative.”

Mr. Fondel echoed Dr. Davis comment on the graduation and how nice it was. He also informed everyone that there is 90 days from election. He gave kudos to Dr. Belton and Dr. Merrick for how effective the SU Vote initiative was before and hope this year it will be the same or even better.

Chairman Rutledge mentioned the passing of Dr. Belton’s grandson and expressed his condolences from the board to he and his family. He also wished Ms. Arlanda Williams a happy birthday.

Dr. Belton thanked the board for all their calls and conversations this week. He also acknowledged all the work and heavy lifting the SU System and SUBR taskforce who done. They have been meeting under the leadership of Dr. Katara Williams and Attorney Tracie Woods.

Before closing Dr., Belton thanked Attorney Tavares Walker for all his work and wished him luck on his new job. He also commended Chairman Rutledge on being in the August edition of the Business Report.

Agenda Item 8: ADJOURNMENT

Chairman Rutledge made a motion to adjourn, Mr. Richard Hilliard second the motion. Motion passed.

Minutes

**SOUTHERN UNIVERSITY BOARD OF SUPERVISORS MEETING
Committee of the Whole – Virtual Meeting
Friday, September 11, 2020**

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS MEETING
Special Meeting
Committee of the Whole – Virtual Meeting
Friday, September 11, 2020
9:00 a.m.

Minutes

The virtual Special Committee as a Whole meeting of the Southern University Board of Supervisors was called to order by board Chairman Atty. Domoine Rutledge.

The Invocation was given by Rev. Samuel Tolbert, Jr.

Roll Call by Dr. Ray Belton.

Present: Atty. Domoine Rutledge, Rev. Samuel C. Tolbert, Atty. Jody Amedee, Dr. Leroy Davis, Mr. Raymond Fondel, Jr., Dr. Curman Gaines, Mr. Bakari Garvey, Mr. Sam Gilliam, Atty. Patrick Magee, Atty. Edwin Shorty, Ms. Ann Smith, Dr. Leon Tarver II, Dr. Rani Whitfield, and Mrs. Arlanda Williams.

Absent: Mr. John Barthelemy and Mr. Richard Hilliard

Agenda Item 3: ADOPTION OF THE AGENDA – Chairman Rutledge asked for adoption of the agenda.

Upon the motion by Dr. Rani Whitfield to adopt the agenda, the motion was seconded by Atty Pat Magee. Motion passed.

Agenda Item 4: PUBLIC COMMENTS

None

Agenda Item 5: ACTION ITEM(s):

- A. Request Approval to waive ten-day notice requirement under the Southern University System Bylaws to proceed with Emergency Meeting.

Motion to approve action by Atty Pat Magee and second by Dr. Rani Whitfield.
Motion Approved

- B. Request Approval and authorization for SUBR and SUSLA to accept the deferment of the principal and interest payments for the Future and Advance Project Funding Bonds Series (SUBR Series 2017-5 and 2017-6; SUSLA – Series 2017-2) Offered by the United States Department of Education (DOE) and to authorize Chairman Domoine Rutledge, President Ray Belton and Chancellor Rodney Ellis to execute all necessary documents.

Motion to approve action by Atty Pat Magee and second by Rev. Samuel Tolbert.
Motion Approved.

Agenda Item 6: OTHER BUSINESS

Atty Rutledge informed the board that the Governor's Executive Order that included virtual meeting options will expire on September 11, 2020. The Governor will make an announcement on tomorrow, September 11, 2020 if the State of La will move to Phase 3. If moving to phase 3, he's not sure if the virtual meeting option will be included in the order. Therefore, he is seeking guidance from general counsel Atty Corrine Blache and Atty Brandon Decuir as to how the board should proceed with the September 25 meeting. If it will be virtual or not. He is requesting guidance by COB today. There were no questions and/or comments.

Agenda Item 7: ADJOURNMENT

Atty Edwin Shorty made a motion to adjourn, Atty Patrick Magee second the motion.
Motion passed.

Request Approval to Establish an Associate of Applied Science in
Engineering Technology (SUSLA)



Dr. Rodney A. Ellis
Chancellor



September 11, 2020

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

RE: Letter of Intent to Develop New Programs

Dr. Belton:

This communication is to request approval for the four new programs for Engineering and Aerospace.

- Associates of Applied Science in Engineering Technology
- Certificate of Technical Study: Petroleum Technology
- Certificate of Technical Study: Airframe Technology
- Certificate of Technical Study: Power Plan Maintenance Technology

These programs are designed to address the workforce needs in Northwest Louisiana and aid Southern University at Shreveport (SUSLA) in achieving our mission by expanding its academic programmatic offerings. All of the programs have been vetted by the SUSLA Curriculum Committee, approved by the Dean of BSTEM, and recommended to me by the Vice Chancellor for Academic Affairs and Workforce Development.

The programs purpose, descriptions, and job outlooks are enclosed. I am requesting your review and approval as well as the Southern University System Board of Supervisors.

Thank you in advance for your kind consideration.

Respectfully submitted,

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

Rodney A. Ellis, Ed.D.
Chancellor

RAE/lw

Attachment

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



OFFICE OF THE VICE CHANCELLOR OF ACADEMIC AFFAIRS AND WORKFORCE DEVELOPMENT

September 10, 2020

Dr. Rodney Ellis, Chancellor
Southern University at Shreveport
3050 Dr. Martin Luther King Dr.
Shreveport, LA 71101

Ref: Letter of Intent to develop new program:

Dear Dr. Ellis:

Please accept this letter as an official request to approve the following new programs of study

- Associates of Applied Science in Engineering Technology
- Certificate of Technical Study: Petroleum Technology
- Certificate of Technical Study: Airframe Technology
- Certificate of Technical Study: Power Plant Maintenance Technology

The aforementioned programs are designed to address the workforce needs in the Northwest Louisiana are and to aid in achieving the mission of Southern University at Shreveport.

The enclosed programs provide a purpose, description and job outlook. These new programs will be asset to Southern University at Shreveport (SUSLA) in the areas of increasing student enrollment and provide more program options to SUSLA's students.

Your consideration is greatly appreciated.

Respectfully submitted,

Terry T. Kidd, Ph.D.

Vice Chancellor for Academic Affairs and Workforce Development

Approved:

9-11-20

Enclosure

Dr. Rodney A. Ellis, Chancellor

Date:

TK/lw

Not Approved:

Dr. Rodney A. Ellis, Chancellor

Date:

**Southern University at Shreveport
(SUSLA)
ENGINEERING TECHNOLOGY
PROSPECTUS**

Dr. Kenie Moses
Assistant Professor and Chair of Engineering
kmoses@susla.edu
318-670-9431

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ABSTRACT

Southern University at Shreveport, Division of Business- Science, Technology, Engineering & Mathematics and the Department of Engineering and Technology is seeking permission from the Southern Association of Colleges and Schools – Commission on Colleges (SACS-COC) to offer an Associate of Applied Science degree in Engineering Technology. Southern University A&M College in Shreveport Louisiana (SUSLA) is a public, two-year land grant institution of higher education approved by the Louisiana Board of Regents in 1964 to offer courses toward the completion of an Associate of Science (AS), Associate of Applied Science (AAS) or Associate of Arts (AA) degrees in addition to Certificates of Studies (CS). SUSLA is located at 3050 Martin Luther King, Jr. Drive in Northwest Shreveport with additional offices, classrooms, and laboratories housed at the Metro Center, located at 610 Texas Street in downtown Shreveport. The Aerospace Technology Center, located at the Shreveport downtown airport, 1560 Airport Drive, occupies two aircraft hangars with classroom space in the main terminal building.

The overall mission of SUSLA is to prepare students to their full potentials so as to meet their personal and professional endeavors and become actively involved in the nation’s workforce and the economic development of the state of Louisiana. SUSLA is a comprehensive community college that affords opportunities for teaching, service, workforce development and life-long learning, while embracing a culture of self-discovery, collaboration, civic engagement, and excellence.

Since this program is nearly identical in scope to the previously approved Engineering Electronics Technology degree program at SUSLA, the Engineering Technology degree program offered in this document is to reinstate the Engineering Technology degree program which includes Engineering Electronics Technology with substantive changes that include the addition of new concentrations (Mechanical Technology, Process Technology and Industrial Technology) and the inclusion of embedded certificates (Power and Renewable Energy, Mechatronics, Chemical and Quality Assurance; **See Appendix D**).

BACKGROUND INFORMATION

Nature and Purpose of the Change:

The Mission of the Associate of Applied Science in Engineering Technology Program is to prepare students to compete nationally in their profession and to achieve excellence in undergraduate education and public service. The Engineering Technology Program of Southern University at Shreveport is dedicated to assess quality education and advancement of best practices through fostering a learning environment conducive to the enhancement of technical competency skills, critical-thinking skills, problem- solving abilities, and interpersonal skills for all students in an effort to assure success with entry-level competencies for the profession and the public. Program faculty will aspire to instill a commitment to “lifelong learning” and “ethical values” in students throughout their educational experience and as future practitioners serving, contributing, and applying their newfound knowledge as competent and skilled professionals in a global technological industry.

Description of Program:

PROGRAM STUDENT LEARNING OUTCOMES (PSLO):

1. Students will have the ability to select and apply the knowledge, techniques, skills, and modern tools of the discipline to broadly defined Engineering Technology activities.

2. Students will have the ability to select and apply a knowledge of mathematics, science, engineering, and technology to Engineering Technology problems that require the application of principles and applied procedures or methodologies.
3. Students will have the ability to conduct standard tests and measurements; to conduct, analyze, and interpret experiments; and to apply experimental results to improve processes.
4. Students will have the ability to identify, analyze, and solve broadly defined Engineering Technology problems.

Upon completion of the Associate of Applied Science in Engineering Technology program, students will be able to:

- Demonstrate effective written and interpersonal communication skills and maintain an appropriate mastery of the knowledge, techniques, skills and modern tools of their disciplines
- Demonstrate a high level of inquiry, analytical, and problem-solving skills and apply current knowledge and adapt to emerging applications of math, science, engineering and technology
- Demonstrate effective quantitative skills as well as an ability to conduct, analyze and interpret experiments and apply experimental results to improve processes
- Demonstrate proficient computer and information literacy skills and apply creativity in the design of systems, components or processes appropriate to program objectives
- Recognize the work habits and characteristics that are demonstrated by successful technicians, including the codes and standards that technicians must know
- Read and interpret various types of technical drawings, including those used in engineering applications, and understand the basics of computer-aided design (CAD)
- Demonstrate an ability to understand professional, ethical and social responsibilities
- Maintain a respect for diversity and a knowledge of contemporary professional, societal and global issues
- Provide a commitment to quality, timeliness, and continuous improvement
- Develop engineering graphics, utilizing orthographic projections, dimensioning, sectioning, tolerance, and threads
- Identify the basic terminology, theories, and applications relating to chemical processes, electronics or mechatronics including the components and operation of electrical and electronic systems, mechatronics systems or systems necessary for process technology
- Identify various types of electric motors and describe how they are controlled; list the steps to use when troubleshooting electric motors and controllers
- Explain the methods, laws, and procedures used in engineering mechanics, including the branches of statics, dynamics, kinematics, and kinetics
- Identify manufacturing systems and processes, and recognize different materials used in manufacturing and engineering applications
- List the steps and materials used in the tool design process, including the design of work holding devices, jigs, presses, dies, and gages
- Understand the basic concepts of pneumatic systems and how they compare and contrast with hydraulic systems; identify the concepts related to the delivery of compressed air
- Recognize important safety facts and practices associated with electrical, chemical, fire, material-handling, and machine hazards
- Understand the fundamentals of designing machine elements, including developing an awareness of procedures and materials, identifying how forces and stresses affect materials, and recognizing machine components
- Demonstrate common technical skills employed by engineers, such as the use of manufacturing processing equipment, measuring devices and quality control equipment, and skills in the testing of

materials

PROGRAM EDUCATIONAL OBJECTIVES (PEO):

The Engineering Technology (ET) curriculum at Southern University is dedicated to preparing students for productive careers in the state, nation, and the world. Within a few years after graduation, graduates of the ET program will:

- **PEO-1** Utilize a foundation in engineering design and analysis to improve lives through a successful career in Engineering Technology.
- **PEO-2** Become effective collaborators and innovators leading or participating in efforts to address social and technical challenges.
- **PEO-3** Pursue life-long learning and professional development through self-study, continuing education, or graduate and professional studies to ethically address the needs of society.

PROGRAM CURRICULA

Semester 1

Basic Skills Assessment

All degree applicants are required to complete two Basic Skills Assessments, one in reading and one in math, to determine the level of readiness for beginning their selected program. Additional studies may be required. Below are the courses and course descriptions for each of the courses required to receive the Associate degree of Applied Science in Engineering Technology with specializations in Electrical/ Computer, Industrial and Process Technology. The objectives for each of the courses listed in the **Concentration Specific Directed Electives** can be found in **Appendix E**.

Semester 1

Pre-Calculus (3 credits)

English I (3 credits)

Structured Programming (3 credits)

Engineering Graphics (3 credits)

Directed Electives (6 credits)

Semester 2

Plane Trigonometry (3 credits)

Directed Electives (12 credits)

AREAS OF EMPHASIS REQUIREMENTS:

Engineering Graphics (3 credits)

Semester 3

Humanities Elective (3 credits)

Fine Arts Elective (3 credits)

Directed Electives (12 credits)

Semester 4

Directed Electives (15 credits)

This course will introduce the students to the fundamentals of Computer Aided Drafting (CAD) using freehand and AutoCAD software for 2D and 3D projections.

Introduction to Engineering & Technology (2 credits)

Succeed by learning how to use your Engineering Technology degree program, and learn the basics of engineering and technology.

Technical Communication (2 credits)

This course is designed to present students with the ethical responsibilities of an engineer in addition to developing the necessary skills to create and deliver technical reports and presentations.

Analytical Geometry and Calculus I (4 credits)

Limits and continuity of functions; introduction of derivative; techniques of differentiation; chain rule; implicit differentiation; differentiation of transcendental and inverse functions; applications of differentiation: concavity, relative extrema, maximum and minimum values of a function, optimization, anti-differentiation, definite integrals, Fundamental Theorem of Calculus, areas, applications of definite integrals, work and volume.

CONCENTRATION SPECIFIC DIRECTED ELECTIVES:

BASIC ELECTRONICS I LECTURE AND LAB (4 credits)

This course is designed to introduce the students to the basic concepts of electricity, Ohm's Law, series and parallel circuits, voltage and current dividers, direct-current meters, and Kirchoff's Law. The laboratory will offer the students a practical, mathematical and abstract application of DC principals.

BASIC ELECTRONICS II LECTURE AND LAB (4 credits)

This course is designed to introduce the students to the basic concepts of magnetism, electromagnetic inductance, alternating voltage and current, and capacitive and inductive circuits. The laboratory will offer the students a practical, mathematical and abstract application of AC principals.

SEMICONDUCTOR CIRCUITS I LECTURE AND LAB (4 credits)

This course is designed to introduce the analysis of solid-state devices, diodes, transistors, thyristors pulse and switching circuits, optics, and readouts with typical circuits, laboratory experiments.

DIGITAL LOGIC DESIGN LECTURE AND LAB (4 credits)

This course provides students with a study of integrated circuits, devices of medium and large-scale complexity, extensive use of manufacturers' specification sheets, digital systems used in industry with TTL, CMOS, and ECL families, laboratory experiments.

MICROPROCESSOR FUNDAMENTALS LECTURE AND LAB (4 credits)

This course is designed to teach students how to design, build and program embedded systems using the 8051 Microprocessor. Students will learn the architecture and timing of typical microprocessors and well as microprocessor families. Students will learn real-time design concepts as well as program instructions for modern Intel microprocessors.

SEMICONDUCTOR CIRCUITS II LECTURE AND LAB (4 credits)

This course is designed to introduce to biasing of bipolar junction transistors (BJTs) and field effect transistors (FETs); Analysis and design of small and large signal low frequency amplifiers, coupling techniques,

multistage amplifiers, power derating, and decibel units.

OPERATIONAL AMPLIFIERS LECTURE AND LAB (4 credits)

This course provides students with a study of differential amplifiers, circuit applications of op- amps, active-filter power amplifiers and use of CMOS/MOS application.

ELECTRONIC INSTRUMENTATION (3 credits)

This course provides students with study of the theory and applications of electronic measuring instruments, maintenance and calibration of instruments.

MECHANICAL DRIVES (3 credits)

This course provides students with a study of the theory and operations of various types of pumps and compressors. The course will identify the principles involved in the operation of centrifugal and positive displacement pumps and compressors; identify the function of various components in pumps and compressors, disassemble and reassemble pumps, compressors and mechanical drives, and troubleshoot pumps, compressors and mechanical drives.

PROGRAMMABLE LOGIC CONTROLLERS (4 credits)

This course provides students with an introductory to Programmable Logic Controls (PLC), focusing on the underlying principles of how PLCs work and providing practical information and skills about installing, programming, and troubleshooting a PLC system.

PRODUCTION, PLANNING AND CONTROL (3 credits)

This course provides students with some of the tools and techniques manufacturers use to plan effectively. Learners will explore how manufacturers determine their need for resources, how the materials management and production planning affects organizational operations and how resources are allocated.

SAFETY, HEALTH AND ENVIRONMENT (3 credits)

Various safety, health, and environmental issues associated with the process instrumentation industries. Topics include: hazard recognition, types of hazards, cyber security, engineering controls, administrative controls, personal protective equipment, safety- related equipment, first aid, and governmental regulations.

QUALITY CONTROL SYSTEMS (3 credits)

This course provides students with a comprehensive coverage of modern quality control techniques to include the design of statistical process control systems, acceptance sampling, and process improvement.

INTRODUCTION TO INDUSTRIAL ENGINEERING TECHNOLOGY (3 credits)

This course provides students with an overview of the history of Industrial Engineering and of the most common methods that Industrial Engineers use to solve problems and design efficient processes. The emphasis is on how these methods are used to study, improve, and/or optimize a product or process.

MANUFACTURING MATERIALS & SCIENCE (3 credits)

This course provides students with a study of metals ceramics, polymers, and composites as related to design and manufacturing. Areas include corrosion, atomic structure, mechanical properties, failure theories, fatigue, creep, cold working, heat treating, alloying, and non-destructive testing. The lab work includes tensile testing, heat treating, impact testing, hardness testing, and corrosion.

WORK ERGONOMICS AND MEASUREMENT (3 credits)

This course provides students with an understanding of the design and evaluation of tools, workspaces, work methods, and work environments, with an emphasis on industrial environments. Students perform task analysis, time/motion studies, and work sampling. Students consider physiological and biomechanical aspects of safety engineering.

INTRODUCTION TO INDUSTRIAL AUTOMATION (3 credits)

This course provides students with a study of basic skills useful in identifying the concepts of automated machines and equipment and describe the terms and phrases associated with industrial automation. The student will perform preventative maintenance, identify or solve problems in machines, and other technologies. Performance will be satisfactory when students can demonstrate competence in maintaining and troubleshooting technology includes identifying, understanding, and performing routine preventative maintenance and service on technology; detecting more serious problems; generating workable solutions to correct deviations; and recognizing when to get additional help.

INDUSTRIAL ENGINEERING TECHNOLOGY CAPSTONE (3 credits)

This course provides students with the opportunity to design and develop a final capstone project or participate in an internship.

INTRODUCTION TO PROCESS TECHNOLOGY (3 credits)

An introduction overview of the process industries.

PROCESS INSTRUMENTATION I (3 credits)

Overview of equipment operations common to the process industries. Introduction to Equipment and Tools, Process Drawings and Equipment Standards, Piping, Tubes, Hoses, and Fittings, Electrical Distribution and Motors, Heat Exchangers, Boilers, Cooling Towers, Pumps, and Valves. Continuation of process instrumentation including introduction to P&IDs, control loops, computerization of process control and troubleshooting.

PROCESS TECHNOLOGY I EQUIPMENT (3 credits)

This course provides an introduction to the field of equipment within the process industry. Equipment concepts related to the process industry, including purpose, components, operation, and the process technician's role for operating and troubleshooting equipment are introduced.

PROCESS TECHNOLOGY II UNIT SYSTEMS (3 credits)

Interrelation of process equipment and process systems. Arranging process equipment into basic systems, describing the purpose and function of specific process systems, explaining how factors affecting process systems are controlled under normal conditions, and recognizing abnormal process conditions. Introduces the concept of system and plant economics.

PROCESS TECHNOLOGY III OPERATIONS (4 credits)

Operation of an entire unit within the process industry using the students' existing knowledge of equipment, systems, and instrumentation. Examines concepts related to commissioning, normal startup, normal operations, normal shutdown, turnarounds, and abnormal situations, as well as the process technician's role in performing the tasks associated with these concepts within an operating unit.

PROCESS INSTRUMENTATION II (3 credits)

Theory and operation of transducers for measurement of pressure, flow, liquid level, and temperature.

Common mechanical and electrical devices analyzed. Covers automatic process controls, on-off proportion rate and reset, pneumatic and electrical systems.

PROCESS TROUBLESHOOTING (3 credits)

Six step troubleshooting method for solving and correcting operating problems. The focus is on malfunctions as opposed to process design or configuration improvements. Data from the instrumentation is used to determine the cause for the abnormal conditions in an organized and regimented way.

PROCESS TECHNOLOGY CAPSTONE (3 credits)

This course provides students with the opportunity to design and develop a final capstone project or participate in an internship.

PROGRAM NEED

The Associate of Applied Science in Engineering Technology at SUSLA is essential to the Southern University system and to our stakeholders. Most importantly, our students need degree programs that will prepare them for the job market as well as degree programs that will provide 2+2-degree options for transferring into a four-year baccalaureate degree. A tentative agreement has been made with Southern University in Baton Rouge's (SUBR) College of Engineering to accept all course credits from SUSLA's Engineering Technology degree program. A letter of support from the Chair of Engineering, Dr. Lacy, in support of SUSLA's Engineering Technology program can be found in **Appendix B**. Currently, SUSLA does not offer solutions for employers to recruit the necessary Engineering Technology graduates to fill much needed employment openings. Companies have expressed difficulty in recruiting employees who hold degrees in fields utilizing industry-leading technology and software in the engineering problem-solving process. A well-educated workforce is necessary to attract industry to Northwest Louisiana where unemployment is higher than that of the national average. The need for the Engineering Technology program at SUSLA stems from the following key factors: 1) the demand for Engineering Technology professionals nationally and locally, 2) the skill deficiencies and workforce shortage in Northwest Louisiana, 3) the disparity of under-represented populations in the technology sector, and 4) the networked research opportunities among collaborative institutions to increase retention and participation in engineering and technology. Each specific concentration in the Engineering Technology degree program offers specific capabilities necessary to be successful in the technology industry. Electrical Engineering Technology graduates collaborate with engineers on the design and development of electrical components, assemblies or systems. Graduates also work on product evaluation testing. Industrial Engineering Technology prepares graduates for a productive career in manufacturing, as well as business and service enterprises. Process Engineering Technology combines the foundational skills related to industrial engineering with those of computerized manufacturing. In addition, graduates of the program are able to standardize and streamline processes to find cost savings for businesses. The Engineering Technology degree program at SUSLA will provide competent graduates opportunities at employment with companies such as Entergy, Dr. Reddy's, Pratt, Honeywell, Benteler Steel, WelBilt, Red Ball Oxygen Co. Inc., Willis-Knighton, LSU and Christus-Schumpert Medical Center among others. According to Louisiana Labor Market projections, Engineering Technicians' median salaries range from \$65,720 annually to \$31.60 hourly. A ten-year estimate of Louisiana job growth projects a 5% to 10% increase in Engineering and Technology job openings; which is an increase from 74,000 to 83,600 employees in the state of Louisiana alone. **Table 1** shows projected employment numbers in the Louisiana labor market.

Table 1. Targeted Industries and Occupations 2016– 2026 Employment Projections Labor Region 9
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	07	08	09	10	11	12	13	14	15	16	17	18
Engineering Electronic Technology	27	23	42	33	30	10	0	0	0	0	0	0

FACULTY

SUSLA has qualified faculty willing to participate in the Engineering Technology program that have the education and experience to facilitate student learning in the area of Engineering Technology. Two to four additional faculty members are needed to teach courses in the Engineering Technology program according to degree specialization. Current faculty include: Dr. Kenie Moses, Assistant Professor and Chair of Engineering, Vanessa White, Associate Professor, Math & Industrial Engineering, Tracie Reed, Assistant Professor, Physics/ Physical Science, Jerrick Hall, Adjunct Professor, Engineering Technology. Faculty will continue to participate in and take advantage of professional development and research opportunities as related to facilitating undergraduate research in Engineering Technology. New faculty will need to have an understanding of the role diversity and ethical decision-making plays in engineering and be able to guide future Engineering Technology students on the right path.

ADVISORY BOARD

The Engineering department has established an Advisory Board to assist in the development of the program outcomes, discuss local workforce needs, and to ensure that the resultant proposed programs are in alignment with the University's mission. A list of the Advisory Board members may be reviewed in **Appendix A** of this document. All Advisory Board members articulate a need for a formalized educational program to train students to meet an identified workforce need. Members support the creation of the proposed program at Southern University in Shreveport (SUSLA), have expressed interest in hiring graduates, supporting the program through internship/externship experiences for students, and to review and assist in the assessment and evaluation of the proposed program's success. Several members of the Advisory Board provided written letters of support of the development of the program at SUSLA, and reaffirming their commitment to hire program graduates and/or provide internship/externship placement of program students. Meeting minutes from the Advisory Board meeting are included in **Appendix G**.

In **Appendix B** of this document, please find copies of letters of support from:

- Dr. Fred Lacy, Chair of Engineering and Technology, SUBR
- Dr. Jerry Trahan, Chair of Computer Engineering, LSU- Baton Rouge
- Dr. Naidu V. Seetala, Program Director, Endowed Professor in Physics, Grambling State University, NSF
- Dr. Heather Kleiner, PhD., President, North Louisiana STEM Alliance
- Richard Hillard, Senior Engineer WelBilt
- Yancey Dawson, Senior Engineer Entergy

PROGRAM DEVELOPMENT

Program development was conducted during the Summer of 2019 in unison with Southern University in Baton Rouge's (SUBR) College of Engineering, Departments of Engineering and Technology under Dr. Fred Lacy and Dr. Walter Craig. SUBR houses an Engineering Technology degree program that is ABET accredited and has been approved by the Louisiana Board of Regents. Initial Needs Analysis was performed and a determination for the need of the program was established based on industry partners' HR websites which

indicated specific job opportunities and assessed skills requirements. A subsequent ADDIE method for program analysis and development was utilized to develop the resultant degree program. Upon final development of the proposed program, the proposed program was forwarded to the SUBR's College of Engineering for agreement and acceptance. Approval for the program was well received and an AA 2.05: REQUEST FOR AUTHORITY TO OFFER A NEW DEGREE PROGRAM was created and sent to SUSLA's Curriculum Committee. (See **Appendix C** for AA 2.05: REQUEST FOR AUTHORITY TO OFFER A NEW DEGREE PROGRAM). A Curriculum Committee meeting was held, and approval of the program was granted. In **Appendix D**, the complete Engineering Technology degree matriculation can be found.

PHYSICAL RESOURCES

SUSLA's main campus is home of the Pre-Engineering program. The Department of Engineering and Technology is currently housed in the Science Building and the Alphonse Jackson Jr. Hall. There is ample space in both facilities to operate the program, however, updated equipment and software should be provided for student usage.

LIBRARY AND LEARNING RESOURCES

Southern University at Shreveport is a part of the LOUIS Network. The University also participates in LALINK which allows faculty and students to use the libraries of other educational institutions as well as local libraries. Pertaining to specific course books that the library has to offer for engineering courses. Resources are available to enhance classroom instruction and meet the needs of students, faculty, staff, and administrators. A large number of resources are available on and off-campus at both the MLK and downtown campuses. The following resources are available to all students:

- LOUIS Network
- Electronic Databases
- LALINK
- Links to Other Libraries
- Assistive Technology for Special Needs
- 36 Computers with MS 2007 and Internet
- Current Magazines and Periodicals
- Individual and Group Study Areas
- Full-Text Microfiche

STUDENT SUPPORT SERVICES

Student academic and other support services for the ET program are offered onsite either in person or via the same web-based electronic interfaces used by on-campus students. Tutoring is offered by the faculty teaching the courses onsite, and if students should need print library materials, these can be delivered through the SUSLA's LOUIS network or LALINK.

FINANCIAL SUPPORT

Funding for the Associate of Applied Science in Engineering Technology program will come from four sources: grants, tuition, lab fee, and state contact hour reimbursement. There are no plans to expend funds for ongoing contractual or support services for the program. The operation and management of the program will fall under the Engineering and Technology department. No additional management oversight will be required. Any additional funds needed for the program will be provided through the department's annual operating

budget.

ADMISSION AND GRADUATION REQUIREMENTS

To graduate from the Engineering Technology program, students must: (a) make a minimum grade of C in all required electronic, math, and science courses and (b) have an overall GPA of 2.0 or greater. In addition, students must adhere to the graduation requirements of the university. University graduation requirements can be found in **Appendix F**.

ACCREDITATION

Accreditation of Engineering Technology Program. Criteria for the accreditation of the Engineering Technology program at the basic level are based upon the published General Accreditation Board of Engineering and Technology (ABET) Criteria for the host institution offering the program at the Associate degree level. After the first successful graduate of the Associate of Applied Science degree in Engineering Technology is achieved, a Readiness Review is conducted by SUSLA and an application is made to ABET's Engineering Technology Accreditation Commission (ETAC) for a Request for Evaluation (RFE).

CURRICULUM MAPPING

At a program-level view, curriculum mapping entails exploring the relationships between the courses in a program and the program learning outcomes. SUBR's Engineering Technology Curriculum Map is provided through the College of Engineering. A similar Curriculum Map was created based on SUBR's approved Engineering Technology degree program. Below is the program-level curricular map of the Engineering Technology degree program at SUSLA.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO):

1. Students will have the ability to select and apply the knowledge, techniques, skills, and modern tools of the discipline to broadly defined Engineering Technology activities.
2. Students will have the ability to select and apply a knowledge of mathematics, science, engineering, and technology to Engineering Technology problems that require the application of principles and applied procedures or methodologies.
3. Students will have the ability to conduct standard tests and measurements; to conduct, analyze, and interpret experiments; and to apply experimental results to improve processes.
4. Students will have the ability to identify, analyze, and solve broadly defined Engineering Technology problems.

PROGRAM EDUCATIONAL OBJECTIVES (PEO):

The Engineering Technology (ET) curriculum at Southern University is dedicated to preparing students for productive careers in the state, nation, and the world. Within a few years after graduation, graduates of the ET program will:

1. **PEO-1** Utilize a foundation in engineering design and analysis to improve lives through a successful career in Engineering Technology.
2. **PEO-2** Become effective collaborators and innovators leading or participating in efforts to address social and technical challenges.

3. **PEO-3** Pursue life-long learning and professional development through self-study, continuing education, or graduate and professional studies to ethically address the needs of society.

UNIVERSITY STUDENT LEARNING OUTCOMES (USLO):

Southern University at Shreveport identifies college-level competencies within the general education core appropriate to its goals and mission. The student learning outcomes for the institution are defined below:

1. Written and Oral Communication

The graduate from Southern University at Shreveport should be able to:

Demonstrate proficiency in written and oral communication by composing and presenting structured texts in a variety of oral and written forms according to purpose, audience, and occasion with implementation of thesis, supporting details, and idea development.

- Write and speak fluently and concisely, applying standard English conventions in grammar, mechanics, usage and punctuation
- Adapt speaking and writing to context, considering opposing viewpoints
- Present ideas coherently and logically without plagiarism
- Employ principles to influence attitudes, beliefs and actions when appropriate
- Summarize, analyze, and interpret oral and written texts, with the ability to identify assumptions and differentiate fact from opinion.

2. Critical Thinking and Quantitative Reasoning

The graduate from Southern University at Shreveport should be able to:

Solve problems by interpreting, analyzing, evaluating and applying known information received from statistical and other data, past experience, problem-solving techniques, inference, the scientific method, mathematical equations, graphics, etc., to make decisions, judgments, and predictions, constructing well-supported and sustained arguments to justify conclusions.

- Demonstrate background knowledge of subject sufficient to understand the nature of a problem
- Define a problem verbally or by means of numerical or geometrical representatives of real-world phenomena
- Determine and employ solution techniques appropriate to solve a problem Make deductions from consequences
- Formulate alternatives
- Predict outcomes
- Verify solution satisfies the requirement of the problem

3. Technological Competency

The graduate from Southern University at Shreveport should be able to:

Effectively utilize various modes and media using technology such as computers, computer software applications, the Internet, and other technology to produce documentation, data and graphical presentations appropriate to various academic and professional arenas/venues.

- Create documents using various word processing, data management, and spreadsheet technology for written presentations
- Create presentations using PowerPoint technology to accompany oral presentations
- Relay information through data or graphical representation

4. Research and Information Literacy

The graduate from Southern University at Shreveport should be able to:

Conduct research, synthesize and evaluate information to develop arguments and to organize evidence into a presentation using proper discipline-specific formats to cite and document primary and secondary sources.

- Explore scientific and academic topics using specific electronic search engines, i.e. Medline, iLink, OPAC, and LOUIS online databases.
- Research scientific and academic topics utilizing various resources presented in the library, to include but not limited to: books, periodicals, newspapers, microfilm, microfiche, audio and video cassettes, encyclopedias, atlases, and other reference material, special collection and special services, necessary in constructing a thesis/term paper, white paper or other informational document.
- Apply appropriate discipline-specific citation format, i.e. APA/MLA, to document sources used in the research of information.

5. Professional Deportment

The graduate from Southern University at Shreveport should be able to:

Demonstrate professional and ethical behavior as required by discipline-specific codes of conduct and as needed in a diverse and global workforce or in the articulation to a four-year college or university program.

- Model professional and ethical conduct
- Demonstrate responsible behavior and self-directed actions
- Accept supervision and work effectively with supervisory personnel
- Habituate promptness
- Display integrity in practices and reporting of information

Table 3 shows the program student learning outcomes matched with the university student learning outcomes and program level performance criteria.

Table 3: University Student Learning Outcomes (USLO), Standards, Program Student Learning Outcomes (PSLO), Program Educational Outcomes (PEO) and Performance Criteria

Outcome 1: Students will have the ability to select and apply the knowledge, techniques, skills, and modern tools of the discipline to broadly defined Engineering Technology activities.

Institution Level	Program Level	
University SLO	Program SLO	Performance Criteria
Critical Thinking/Quantitative Reasoning Technological Competency	Outcome 1: Students will have the ability to select and apply the knowledge, techniques, skills, and modern tools of the discipline to broadly defined Engineering Technology activities.	<p>Topic #1: Utilize engineering design and analysis.</p> <p>a. Identify the basic terminology, theories, and applications relating to chemical processes, electronics or mechatronics including the components and operation of electrical and electronic systems, mechatronics systems or systems necessary for process technology</p> <p>Topic #2: Read and interpret various types of technical drawings, including those used in engineering applications, and understand the basics of computer-aided design (CAD)</p> <p>a. Demonstrate proficient computer and information literacy skills and apply creativity in the design of systems, components or processes appropriate to program objectives</p> <p>b. Develop engineering schematics, graphics, utilizing orthographic projections, dimensioning, sectioning, tolerance, and threads</p> <p>c. Use the knowledge and hands-on competence in the application of circuit analysis and design, computer programming, associated software, analog and digital electronics, and microcomputers to the building, testing, operation, and maintenance of electrical systems</p>

Outcome 2: Students will have the ability to select and apply a knowledge of mathematics, science, engineering, and technology to Engineering Technology problems that require the application of principles and applied procedures or methodologies.

Institution Level	Program Level	
University SLO	Program SLO	Performance Criteria
Critical Thinking/Quantitative Reasoning Technological Competency Research and Information Literacy	Outcome 2: Students will have the ability to select and apply a knowledge of mathematics, science, engineering, and technology to Engineering Technology problems that require the application of principles and applied procedures or methodologies.	<p>Topic #1: Demonstrate common technical skills employed by engineers.</p> <p>a. Demonstrate effective written and interpersonal communication skills and maintain an appropriate mastery of the knowledge, techniques, skills and modern tools of their disciplines</p> <p>b. Demonstrate a high level of inquiry, analytical, and problem-solving skills and apply current knowledge and adapt to emerging applications of math, science, engineering and technology</p> <p>Topic #2: Professionalism and ethical responsibilities</p> <p>a. Demonstrate an ability to understand professional, ethical and social responsibilities</p> <p>b. Maintain a respect for diversity and a knowledge of contemporary professional, societal and global issues</p> <p>c. Recognize and interpret ABET's core ethical principles.</p>

Outcome 3: Students will have the ability to conduct standard tests and measurements; to conduct, analyze, and interpret experiments; and to apply experimental results to improve processes.

Institution Level	Program Level	
University SLO	Program SLO	Performance Criteria
Professional Department Writing and Oral Communication	Outcome 3: Students will have the ability to conduct standard tests and measurements; to conduct, analyze, and interpret experiments; and to apply experimental results to improve processes.	Topic #1: Use the knowledge and hands-on competence a. Analyze, design, and implement control systems, instrumentation systems, communications systems, computer systems, or power systems b. Demonstrate effective quantitative skills as well as an ability to conduct, analyze and interpret experiments and apply experimental results to improve processes

Outcome 4: Students will have the ability to identify, analyze, and solve broadly defined Engineering Technology problems.

Institution Level	Program Level	
University SLO	Program SLO	Performance Criteria
Professional Department Writing and Oral Communication	Outcome 4: Students will have the ability to identify, analyze, and solve broadly defined Engineering Technology problems.	Topic #1: Recognize the work habits and characteristics that are demonstrated by successful technicians a. Understand the fundamentals of designing circuits and machine elements, including developing an awareness of procedures and materials, identifying how electricity, forces and stresses affect materials, and recognizing electrical and machine components b. Recognize important safety facts and practices associated with electrical, chemical, fire, material-handling, and machine hazards

Table 4: IRED CURRICULUM MAP

Stage I Engineering Technology Curriculum Map	Engineering Graphics	Introduction to Engineering & Technology	Technical Communication	Basic Electronics I Lec and Lab	Basic Electronics II Lec and Lab	Microprocessor Fundamentals Lecture and Lab	Safety, Health, and Environment	Semiconductor Circuits I Lecture and Lab	Semiconductor Circuits II Lecture and Lab	Operational Amplifiers Lecture and Lab	Process Technology I Equipment	Process Technology II Unit Systems	Process Technology II Operations	Process Instrumentation II	Process Troubleshooting	Programmable Logic Controllers Lecture and Lab	Capstone Project
I=Introduce; R=Reinforce; E=Emphasize; D=Demonstrate																	
Critical Thinking/Quantitative Reasoning Technological Competency Program Outcome 1: Students will have the ability to select and apply the knowledge, techniques, skills, and modern tools of the discipline to broadly defined Engineering Technology activities.	ENGR 120S	ENGR 140S	ENGR 230S	EETC 110S	EETC 210S	EETC 290S	PRTC 201S	EETC 212S	EETC 216S	EETC 285S	PRTC 104S	PRTC 203S	PRTC 204S	PRTC 103S	PRTC 206S	MECH 245S	XXXX 299S
Topic #1: Utilize engineering design and analysis.	I, R	I, R	I	R	I,R		E	I,R,D	I,R,E	R,E	E	R,E		I,R,E	D	D	D
a. Identify the basic terminology, theories, and applications relating to chemical processes, electronics or mechatronics including the components and operation of electrical and electronic systems, mechatronics systems or systems necessary for process technology																	
Topic #2: Read and interpret various types of technical drawings, including those used in engineering applications, and understand the basics of computer-aided design (CAD).	I,R, D,E			I,R,D	I,R, D	I,R,D,E	E	I,R,D	I,R,D		E		R,E,D	I,R,E	D	I, R,D	D

PROGRAM EVALUATION

The Engineering Technology program will be assessed by the Office of Outcomes and Assessment and will gather and compile all assessment results from faculty members for evaluation. The results are tabulated for review by the program faculty and university stakeholders. The department chair will submit an Annual Assessment Report for the program and specializations in the department to the Office of Outcomes and Assessment in May of each year. The last step of the assessment process is referred to as “loop closure”. This portion of the assessment process reinforces that the program and department use the results/data from the assessment of departmental objectives, program educational objectives and student outcomes to make data-driven decisions to improve the program.

Faculty who teach the core Engineering Technology courses are responsible for embedded assessment and student evaluation of course learning objectives and for determining level of acceptable performance. These faculty members are responsible for keeping track of the assessment and for offering changes to the program, if needed based upon the results of assessment. **Table 5** shows the 5-year evaluation plan of the Engineering Technology program.

Table 5: Division of Engineering’s 5-Year Assessment Plan for Program Activity:

Associate of Applied Science (AAS) Engineering Technology

		YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
Phase	Assessment Activity	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
1	Data Collection	PSLO 1, 2	PSLO 4	PSLO 3	Full Review	Full Review
2	Analysis	PSLO 1, 2	PSLO 4	PSLO 3		Full Review
3	Recommended Improvements	PSLO 1, 2	PSLO 4	PSLO 3		Full Review
4	Implementation		PSLO 2	PSLO 1-4	PSLO 3	Full Review
5	Monitoring			PSLO 1-4	PSLO 4	Full Review

APPENDIX A
Engineering Technology Advisory Board Members

Dr. Fred Lacy, Chair of Engineering,
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Rouge
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Phone: (318) 464-
2579

APPENDIX B
Letters of Support



Dr. Naidu V. Seetala
 Head/Edward Bouchet Endowed Professor in Physics
 Department of Mathematics and Physics
 College of Arts and Sciences
Grambling State University
 Carver Hall, Room 81
 403 Main Street, Grambling, LA 71245

VOICE: (318) 274-2574
FAX: (318) 274-3281
EMAIL: naidusv@gram.edu

March 19, 2020

Program Director,
 National Science Foundation, Arlington, VA 22230.

Subject: Support letter for the proposal “Successfully Increasing Participation in STEM Programs (SIPinSP) at SUSLA” submitted by Dr. Barry Hester.

Dear Program Director,

I am pleased to inform you that we have long collaborative research between Grambling State University (GSU) and Southern University at Shreveport (SUSLA) through NASA-CIPAIR grant. SUSLA team lead, Dr. Barry Hester, and students worked on “Synthesizing nanoclay incorporated polymer films and analyzing the physical properties” in the GSU research labs and GSU/SUSLA faculty/student teams spent two summers at Glenn Research Center. The results were presented at the at The research results have been presented by GSU/SUSLA students at eight meetings including Annual Biomedical Research Conference for Minority Students (ABRCMS), Emerging Researchers National Conference in STEM, and as an invited talk at the International Conf. on Composites or Nano Engineering (ICCE-20), Beijing, China.

Beyond the NASA grant we continued the collaboration. GSU faculties have conducted research seminars/internship workshops at SUSLA to broaden student understanding of scientific methods and enhance their interest in higher education and motivate them to continue their studies at GSU. We conducted planned workshops to SUSLA students at GSU and provided overview on research capabilities with demonstrations of the research equipment. We conducted workshops at GSU for SUSLA students providing hands on experience on radiation detectors by performing two experiments where every student did radiation detection experiments.

For the proposed SIPinSP program GSU will provide full support and provide a comprehensive seminar series each semester which include a) curriculum guidelines for easy transition from 2-year associate degree at SUSLA to 4-year BS degree at GSU, b) GSU research opportunities and highlights, and c) information on how to secure summer internships and available opportunities. We will conduct one-day research workshop at GSU for SUSLA sophomore STEM majors that provides a) an overview of research being conducted at GSU, b) research facilities tour with sample runs on equipment, and c) hands on experience with designed lab experiment using nuclear radiation detectors. GSU is always in support of the research collaborations with SUSLA. This NSF- SIPinSP program collaboration is an important component for the continuing bridge between GSU and SUSLA.

Sincerely Yours,

Dr. Naidu V. Seetala

Head/Edward Bouchet Endowed Professor in Physics

March 13, 2020

To whom it may concern:

My name is Dr. Fred Lacy and I am the Chair of the Electrical Engineering Department at Southern University, Baton Rouge (SUBR). I am writing this letter to enthusiastically support Dr. Kenie Moses' endeavor to establish computer engineering at Southern University, Shreveport (SUSLA). Electrical engineering is the foundation for computer engineering and these two programs are typically integrated together. Therefore, I understand that computer engineering is an important field of study and students would benefit from having this curriculum option at SUSLA.

If you have any questions about this letter or if you need additional information, please feel free to contact me at (225) 771-2541 or by email at fred_lacy@subr.edu.


Fred Lacy, Ph.D.

Entergy Corporation Endowed Professor and Chair
Electrical Engineering Department
(225) 771-2541 (phone)
fred_lacy@subr.edu (e-mail)

March 13, 2020

To whom it may concern:

My name is Dr. Fred Lacy and I am the Chair of the Electrical Engineering Department at Southern University, Baton Rouge (SUBR). I am writing this letter to enthusiastically support Dr. Kenie Moses' endeavor to establish an engineering technology program at Southern University, Shreveport (SUSLA). Since the engineering field is becoming more interdisciplinary and multidisciplinary, it is important to provide students with a variety of STEM related options as they enter the engineering profession and launch their careers. As an electrical engineer, I have performed research in the biomedical field, so I understand this program is important and will provide students with a great foundation to be successful engineers. Therefore, the engineering technology program that Dr. Moses is establishing at SUSLA will be a benefit to the curriculum.

If you have any questions about this letter or if you need additional information, please feel free to contact me at (225) 771-2541 or by email at fred_lacy@subr.edu.



Fred Lacy, Ph.D.
Entergy Corporation Endowed Professor and Chair
Electrical Engineering Department
(225) 771-2541 (phone)
fred_lacy@subr.edu (e-mail)



March 21, 2020

Program Director
National Science Foundation
Arlington, VA 22230.

Subject: Support letter for the proposal "Successfully Increasing Participation in STEM Programs (SIP in SP) at SUSLA" submitted by Dr. Kenie Moses

Dear Program Director,

This letter is in strong support of Dr. Moses' application for the NSF S-STEM grant. The North Louisiana STEM Alliance has been an active member of the Global STEM Learning Ecosystems since 2016 and has partnered with Southern University in Shreveport for many years. I understand that Dr. Moses' proposal goals consist of a) Increasing the talent "pipeline" of underrepresented minorities from high schools in the Shreveport/Bossier region; b) Increasing retention and success of under-represented minorities completing two-year, four-year and advance education in STEM-related fields of study; and c) Facilitating the student flow into the workforce pipeline in addition to continuing to facilitate transfer agreements with area four-year majority and minority institutions in STEM disciplines. The North Louisiana STEM Alliance will share its network with Dr. Moses to facilitate the objectives of the proposal.

Briefly, the North Louisiana STEM Alliance (NLSA) has over 180 members representing at least 80 organizations including non-profits, STEM expert organizations, PK-12 schools, colleges & universities, businesses, community groups, and government. Through these partnerships, the NLSA collaborated on more than 80 programs, serving at least 40,000 individuals for a total of 110,000 contact hours, with 70% of our clients coming from groups traditionally underrepresented in STEM. These activities include Professional Development workshops, student workshops, field trips, IMAX Dome Theater educational movies, summer camps, coding, robotics, festivals, faires, and environmental education/clean ups. Sci-Port Discovery Center, a 501(c)3 non-profit, is the host organization.

The NLSA is willing to provide eligible students with internships or research opportunities and/or provide webinars and workshops. I have professional experience in leading internships and research opportunities through my work at Sci-Port (through Capital One, Green Oaks High School and Arizona State University), and when I was a faculty member at LSU Health Science Center through my leadership of the BioStart program (funded by NIH-SEPA) for high school interns and the ASPET-SURF program for undergraduates. Providing STEM career building opportunities for our underrepresented youth in the Community has been a career-long passion of mine and is a priority of the NLSA.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Heather Kleiner". The signature is written in a cursive, flowing style.

Heather Kleiner, Ph.D.
Founding Chair
North Louisiana STEM Alliance
<https://nlstemalliance.org/>
Email: hkleiner@sciport.org
Phone: (903) 926-3517

Grants Manager
Sci-Port Discovery Center
820 Clyde Fant Parkway
Shreveport, LA 71101



March 19th, 2020

To Whom it may concern,

We would like to offer our support for the Computer Engineering program at SUSLA and for the opportunities they are seeking to provide for their students. We believe strongly in investing in our communities, and we believe that the educational goals espoused by the staff during our communications are in sync with what we see as being essential for the ongoing career development and personal enrichment of the students that they serve.

As a company that works extensively with Silicon Valley software development firms, we strongly believe in empowering our employees with the training and skills that will help them operate on a high level of competency while being integrated into the software development lifecycle in a comprehensive quality-assurance role, which can touch on every aspect of the development process. We find it extremely valuable for our current and prospective employees to have familiarity with both fundamental background knowledge about algorithms, data structures, and high-level programming languages, as well as practical experience working with teams, managing and completing long-term projects, and understanding the business realities involved with the software and hardware development process at businesses large and small.

As part of our commitment to providing meaningful technology jobs in smaller communities, we would very much like to continue working with local universities for both outreach and education, as well as internship and recruitment opportunities. The work that we do in quality assurance involves a directly integrated role in software and hardware development teams in many diverse industries, and provides extremely valuable and practical experience to our employees.

From our time working with Dr. Moses and Dr. Hester, as well as in review of the proposed program matriculation updates, we find ourselves in strong support of the aims and methods proposed herein. We believe that the goals and focus of the programs we have seen speak strongly to the needs that we have for driven, locally committed, and well-rounded individuals with skills and talents that can help us provide high-quality service to our clients and build strong teams within our company. We look forward to working with SUSLA on these endeavors as we move forward with our plans in the Shreveport area.

Regards,

Chris Milnes, QA Vice President, Shasta QA



March 19th, 2020

To Whom it may concern,

We would like to offer our support for the Engineering Technology program at SUSLA and for the opportunities they are seeking to provide for their students. We believe strongly in investing in our communities, and we believe that the educational goals espoused by the staff during our communications are in sync with what we see as being essential for the ongoing career development and personal enrichment of the students that they serve.

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Regards,

Chris Milnes, QA Vice President, Shasta QA



Huntington Warehouse
5905 Financial Plaza, Suite 700
Shreveport, LA 71129

nwlamakerspace.org
Facebook.com/nwlamakerspace
Twitter.com/nwlamakerspace

Dear Dr. Kennie Moses,
 3050 Dr Martin Luther King Dr.
 Shreveport, LA 71107

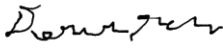
I'm writing in support of the scope and mission of your program. I recognize the importance of your work at SUSLA in growing the creative sector and empowering professionals with hands-on talents to become makers and technical professionals.

As Chair of the NWLA Makerspace, I am committed to developing a stronger and more diverse local economy filled with creative tech talent, new start-ups, as well as major new companies here in Shreveport-Bossier. Our community needs more knowledge, training, tools and resources that are publicly accessible for developing the skills and experience needed to thrive in the current economy. I recognize that embracing the future of technology and creative occupations is essential to strengthening our local economy.

I believe that your programs in areas such as, Engineering, Engineering Technology with concentration in areas such as IT, 3D-printing, CNC Milling and Micromanufacturing will provide the types of resources and energy necessary to grow the talent pipeline that our community needs.

As an organization, we would like to partner with Sci-Port Discovery Center, North Louisiana STEM Alliance and SUSLA to provide opportunities for SUSLA Students, High school students and SIPNSP Students who will be eligible for internships and stipends for summer research through Sci-Port and NWLA Makerspace programs". We are committed to working with you to develop this program. I thank you for your time and consideration.

Thanks,

DocuSigned by:

 74E1A8F837A042A...
 Demetrius Norman

President

NWLA Makerspace



APPENDIX C
Board of Regents New Program Application

Louisiana Board of Regents

AA 2.05: REQUEST FOR AUTHORITY TO OFFER A NEW DEGREE PROGRAM*

-- Including incremental credentials building up to the Degree --

** Prior to final action by the Board of Regents, no institution may initiate or publicize a new program.**

Date: 05/15/2020

<p>Institution:</p> <p>Southern University at Shreveport</p>	<p>Requested <u>CIP, Designation, Subject/Title:</u></p> <p><u>13.0101, Engineering, Associate of Applied Science in Engineering Technology</u></p>
<p>Contact Person & Contact Info</p> <p>Dr. Kenie Moses, Chair of Engineering</p> <p>Division of Business, Science, Technology, Engineering and Math</p> <p>3050 Martin Luther King, Jr. Dr.</p> <p>Shreveport, Louisiana 71107</p> <p>Phone: 318-670-9407 Email:kmoses@susla.edu</p>	
<p>Date Letter of Intent was approved by Board of Regents: N/A</p>	
<p>Date this Proposal was approved by Governing Board:</p>	
<p>Planned Semester/Term & Year to Begin Offering Program: Fall 2020</p>	

1. Program Description

Describe the program concept: (a) purpose and objectives; (b) mode of delivery (on-site/hybrid/on-line). Describe plan for developing and rolling out new courses.

<p>The Associate of Applied Science (AAS) degree in Engineering Technology provides a robust and strong foundation that prepares students to transition into the Louisiana workforce. Furthermore, the AAS also prepares students for a seamless transition into a four-year Engineering Technology baccalaureate degree program while providing the necessary skills that enables students to secure employment upon graduation.</p> <p>Objectives:</p> <ul style="list-style-type: none"> • Students will have the ability to analyze information and evaluate the results to choose the best solutions to problem-solving.
--

- Students will be knowledgeable of the design process, communication and documentation, engineering systems, energy and power, statics, properties of materials, materials testing, control systems, quality assurance and engineering for reliability.
- Students will identify engineering theories necessary for engineering practice and procedures
- Students will be knowledgeable of safety protocols, Ohm's Law, engineering notation, direct current circuits, capacitance, inductance, reactance, impedance, analog and digital waveforms, basic motors, number systems, logic gates, Boolean algebra, flip-flops, shift registers, and microprocessors.
- Students will be knowledgeable of industry software packages and tools necessary to solve engineering problems.
- Students will be knowledgeable of (computer-integrated manufacturing) (CIM) processes of 3-D design and modeling, production and planning, rapid prototyping, robotics and manufacturing systems as well as biomedical instrumentation diagnosing and repair.
- Students will utilize the techniques, skills and tools necessary to interpret data
- Students will have the ability to communicate effectively with supervisors, co-workers and subordinates.
- Students will have the ability to function on integrated teams

The program will be administered by SUSLA's Department of Engineering under the Division of Business, Science, Technology, Engineering and Math. The class structure will include four semesters of lecture with lab and discussion including two engineering seminars to prepare students for technical presentations and effective communication. The program will be delivered on-site and hybrid.

Map out the proposed curriculum, in sequence, identifying any incremental credentials and/or concentrations within the degree. Indicate which courses will be new, including those that would be offered in the new program as electives. Describe any special requirements (e.g., internships, comprehensive exam, thesis, etc.).

Freshman Year	Sem. Hours		Sem. Hours	Sophomore Year	Sem. Hours
Fall		Spring		Fall	
ENGR 120	3	EETC 210	3	ENGR 230	3
ENGR 140	2	EETC 210 L	1	SOCL 210 OR	3
EETC 110	3	MATH 140	3	PSYC 210	
EETC 110 L	1	OR 210	4	HIST 104 OR	3
ENGL 104	3	EETC 212	3	114	
CMPS 140	3	EETC 220		ELEC 290	4
MATH 135	3			PHYS 105	3
				IETC 130	3
	18		15		18

Sophomore Year	Sem. Hours		Sem. Hours	<u>OR</u>	Sem. Hours
Spring		Spring		Spring	
IETC 230	2	EETC 216	4	PTEC 205	3
IETC 205 OR		EETC 320	3	PTEC 210	3
IETC 236	3	EETC 240	4	PTEC 230	3
IETC 245	3	IETC 285	4	PTEC 235	3
IETC 260	4			PTEC 245	3
	3				
	1				
	16		15		15

Total hours: 60+

2. Need

Outline how this program is deemed essential for the wellbeing of the state, region, or academy (e.g., how is it relevant, how does it contribute to economic development or relate to current/evolving needs).

The Associate of Applied Science in Engineering Technology at SUSLA is essential to the Southern University system and to our stakeholders. Most importantly, our students need degree programs that will prepare them for the job market as well as degree programs that will provide 2+2-degree options for transferring into a four-year baccalaureate degree. The four-year Engineering Technology degree program at Southern University in Baton Rouge (SUBR) provides a holistic approach to a national standard for Engineering Technology degree curricula. As such, the proposed Engineering Technology program at SUSLA was developed in unison with the Department of Engineering and Technology at SUBR. A tentative agreement has been made with Southern University in Baton Rouge's (SUBR) College of Engineering to accept all course credits from SUSLA's Engineering Technology degree program. Attached are letters of support from the Department of Engineering and Technology at SUBR for SUSLA's proposed ET program. Currently, we do not offer solutions for employers to recruit the necessary graduates to fill much needed employment openings. Companies have expressed difficulty in recruiting employees who hold degrees in fields utilizing industry-leading technology and software in the engineering problem-solving process. A well-educated workforce is necessary to attract industry to Northwest Louisiana where unemployment is higher than that of the national average. This program will provide competent graduates opportunities at employment with companies such as Pratt, Honeywell, Benteler Steel, WelBilt, Willis-Knighton, LSU and Christus-Schumpert Medical Center among others. According to Louisiana Labor Market projections, engineering technician or technologists' median salaries range from \$65,720 annually to \$31.60 hourly. A ten-year estimate of Louisiana job growth projects a 5% to 10% increase in Engineering Technology job openings which is an increase from 74,000

Describe how the program will further the mission of the institution.

The proposed Associate of Applied Science in Engineering Technology degree at SUSLA is consistent with and supports the mission of the university to either prepare students for baccalaureate degree programs or to prepare students to enter the workforce. Associate degrees should provide evidence of knowledge and skills in communications, social sciences, humanities and fine arts, analytical and inferential reasoning, computational skills, and critical thinking, as well as the ability to learn on one's own. The program will provide a thorough and sufficient engineering, mathematics and sciences background, which will serve as a foundation for life-long learning.

Identify similar programs in the state and explain why the proposed one is needed: present an argument for a new or additional program of this type and how it will be distinct from existing offerings.

Currently in Northwest Louisiana, Southern University, Louisiana Tech, Grambling University and Bossier Parish Community College offers the bachelors and associate degrees in Engineering Technology. However, in Northwest Louisiana, only Bossier Parish Community College offers an associate degree in Engineering. Southern University at Shreveport has proposed an associate degree in Engineering Technology with concentrations in Electronics, Industrial and Process Technology. These programs are distinctly different in their make-up and course offerings and will provide each student with a unique employment experience upon graduation. This program follows the BOR guidelines for the AAS degree while also focusing on three of the most needed areas in the state: science, engineering and math.

If approved, will the program result in the termination or phasing out of existing programs? (Is it a replacement?) Explain.

N/A

If a Graduate program, cite any pertinent studies or national/state trends indicating need for more graduates in the field.

N/A

Address possibilities for cooperative programs or collaboration with other institution(s).

3. Students

Describe evidence of student interest. Project the source of students (e.g., from existing programs, or the prospects of students being recruited specifically for this program who might not otherwise be attracted to the institution).

There is a need for programs that provide students who have a desire to become engineering technologist with a professional career track as well as future degree options. Prospective students currently enrolled in Pre-Engineering will now be provided with a specific career option that can also provide a pathway for students to enter into four-year baccalaureate degree programs. The development of competent engineering technologist is vital to the impact of SUSLA’s mission and will provide sustained economic mobility for its graduates. Through this degree program, SUSLA could produce at least fifty new graduates in the fields of engineering and technology. This may be achieved through recruitment, dual enrollment, career fairs, instituting a high school pilot program as well as providing internships with companies (Entergy, Honeywell, Benteler Steel, WelBilt, Pratt, SWEPCO, etc.).

Project enrollment and productivity for the first 5 years and explain/justify the projections.

The projected enrollment is ten students in the first year with at least twenty-five students graduating by the fourth year. This is based on previous enrollment trends in similar degree programs.

Provide enrollment/completer data for closely related programs currently offered at the institution.

Program Enrollment	Fall 07	Fall 08	Fall 09	Fall 10	Fall 11	Fall 12	Fall 13	Fall 14	Fall 15	Fall 16	Fall 17	Fall 18
Computer Science	28	32	44	47	34	41	45	31	31	33	43	31
Electronic Technology	17	23	42	33	30	10	0	0	0	0	0	0

What preparation will be necessary for students to enter the program?

Unless students need developmental coursework, there are no other preparatory needs to enter the program.

If a Graduate program, indicate & discuss sources of financial support for students in the program.

N/A

4. Faculty

List present faculty members who will be most directly involved in the proposed program: name, present rank; degrees; courses taught; other assignments.

Dr. Kenie Moses, Assistant Professor, Math, Electrical & Computer Engineering
 Vanessa White, Associate Professor, Math & Industrial Engineering
 Tracie Reed, Assistant Professor, Physics/ Physical Science
 Jerrick Hall, Adjunct Professor, Engineering Technology

Project the number of new faculty members needed to initiate the program for each of the first five years. If it will be absorbed in whole or part by current faculty, explain how this will be done. Explain any special needs.

Two additional adjunct faculty members are needed to teach two to four of the Engineering Technology courses.

Describe involvement of faculty – present and projected – in research, extension, and other activities and the relationship of these activities to teaching load. For proposed new faculty, describe qualifications and/or strengths needed.

Faculty will continue to participate in and take advantage of professional development and research opportunities as related to facilitating undergraduate research in engineering technology. New faculty will need to have an understanding of the role diversity and ethical decision-making plays in engineering and be able to guide future engineering technology students on the right path.

5. Library and Other Special Resources

Are present library holdings in related fields adequate to initiate the program? To meet program needs in the first 5 years, what will be needed? Do other institutions have library resources available to faculty & students for the proposed program?

Southern University at Shreveport is a part of the LOUIS Network. The University also participates in LALINK which allows faculty and students to use the libraries of other educational institutions as well as local libraries. Pertaining to specific course books that the library has to offer for computer engineering courses, a list is provided below of the course books ordered by SUSLA library staff:

Dotson, Connie, (2014). Fundamentals of Dimensional Metrology, 5th edition, Thompson/Delmar Learning, ISBN-13: 9781418020620

Goetsch, D .L. (2011). Occupational Safety for Engineers, Technologist and Managers (7th ed.). Upper Saddle River, NJ: Prentice Hall, ISBN-13: 978-0133484175

Montgomery, Douglas C. (2009). Introduction to Statistical Quality Control, Sixth Edition. John Wiley and Sons, Inc. ISBN-13: 978-0-470-16992-6

Turner, Mize, Case and Nazemetz, (1993), Introduction to Industrial and Systems Engineering, 3rd Edition, Prentice-Hall. ISBN-13: 978-0134817897

Brent Stucker, David Rosen, and Ian Gibson, (2015). Additive Manufacturing Technologies, Springer. ISBN- 13: 978-1-4419-1120-9

Chua, C. K., Leong, K. F., & Lim, C. S. (2003). Rapid prototyping: Principles and applications (2nd ed). New Jersey: World Scientific. ISBN-13: 9789812778970

William D. Callister Jr. and David D. Rethwisch, (2010). Materials Science and Engineering: An Introduction, 8th Edition, 2010. ISBN-13: 978-0-4-7041997-7

Arnold, J., Chapman, S. and Lloyd, M., (2011), Introduction to Materials Management, 7th edition, Prentice Hall. ISBN-13: 978-0131376700

Konz, Stephan and Johnson, Steven; (2008), Work Design: Occupational Ergonomics (7th Edition), Holcomb Hathaway ISBN-13: 978-1890871796

Petruzella, Frank D., (1998). Programmable Logic Controllers: 2/e, Glencoe/McGraw-Hill. ISBN-13: 978-0073510880

Describe *existing* facilities (classrooms, labs, offices, etc.) available for the program. Describe present utilization of these facilities that are assigned to the sponsoring department.

The Department of Engineering is currently housed in the Science Building and the Alphonse Jackson Jr. Hall. There is ample space in both facilities to operate the program, however, updated equipment and software should be provided for student usage.

Describe the need for new facilities (e.g., special buildings, labs, remodeling, construction, equipment), and estimate the cost, proposed sources of funding, and estimated availability for program delivery.

Some of the lab equipment necessary for student usage is antiquated and in need of updating and/ or replacement. Currently, an NSF Advancement of Technology in Education (ATE) grant is being applied for in support of the Engineering Technology program.

6. Administration

In what department, division, school, college, or center/institute will the proposed program be administered? How will the new program affect the present administrative structure of the institution?

The program will be administered by the Department of Engineering which falls under the Division of Business, Science, Technology, Engineering and Math. The new program will add to the present administrative structure by reinstating the Engineering and Technology divisions.

Describe departmental strengths and/or weaknesses and how the proposed program will affect them.

The Department had a strong Engineering and Electronics Technology program until instructor capacity unfortunately came to an end. Subsequently, support for the program diminished. There are dedicated people on campus, companies and the community as well as faculty in the Engineering programs at Southern University A&M (SUBR) who will support the re- establishment of an Engineering Technology program.

7. Accreditation

Describe plan for achieving *program* accreditation, including: name of accrediting agency, basic requirements for accreditation, how the criteria will be achieved, and projected accreditation date.

The program does require accreditation under one of the Accreditation Board of Engineering & Technology's (ABET's) accreditation commissions. After a single graduating student completes the Engineering Technology program at SUSLA, ABET's **Engineering Technology Accreditation Commission (ETAC)** will be invited for a Readiness Review. After which, a formal Request for Evaluation (RFE) will be submitted. Projected time to completion, 2023.

If a graduate program, describe the use of consultants in developing the proposal, and include a copy of the consultant's report as an appendix.

N/A

8. Related Fields

Indicate subject matter fields at the institution which are related to, or will support, the proposed program; describe the relationship.

The Division of Business, Science, Technology, Engineering, and Math will support the program by offering course requirements as well as specific courses necessary to complete the degree requirements. The Arts, Humanities, Social Sciences, and Education Division will also provide the needed general education course requirements for the program.

9. Cost & Revenue

Summarize additional costs to offer the program, e.g., additional funds for research needed to support the program; additional faculty, administrative support, and/or travel; student support. How will the program affect the allocation of departmental funds?

Personnel needs include two full-time faculty members to serve as department chair and coordinator of the program. There will be a need for additional Adjunct Professors in Engineering and an Administrative Support Specialist. The University projects being able to award scholarships to deserving students as well as work with our four-year intuitions to provide graduate assistants.

*On the separate budget form, estimate *new* costs and revenues for the projected program for the first four years, indicating need for additional appropriations or investment by the institution.

Outside of revenue from tuition & fees, explain and justify any additional anticipated sources of funds, e.g., grants (in hand, promised, or in competition), institutional funds, etc.

Currently, an NSF Advancement of Technology in Education (ATE) grant is being applied for in support of the Engineering Technology program.

CERTIFICATIONS:

Dr. Kenie R. Moses	05/23/2020
Chair of Engineering and Technology	Date
 Dr. Terry Kidd	
Vice Chancellor of Academic Affairs and Workforce Development	Date
Management Board/System Office	Date

SUMMARY OF ESTIMATED ADDITIONAL COSTS/INCOME FOR INTENDED PROGRAM

Institution: Southern University at Shreveport

Date: 05/24/2020

Degree Program, Unit: Associate of Applied Science in Engineering Technology W/ Three Concentrations

FTE = Full Time Equivalent (use the institution's standard definition and provide that definition).

EXPENDITURES								
INDICATE ACADEMIC YEAR:	FIRST		SECOND		THIRD		FOURTH	
	AMOUNT	FTE	Amount	FTE	AMOUNT	FTE	AMOUNT	FTE
Faculty	\$110,000	2	\$110,000	2	\$110,000	2	\$110,000	2
Graduate Assistants	\$0	0	\$0	0	\$0	0	\$0	0
Support Personnel	\$24,000	2	\$24,000	2	\$36,000	3	\$48,000	4
Fellowships and Scholarships	\$3,000	3	\$6,000	6	\$9,000	9	\$12,000	12
SUB-TOTAL	\$137,000		\$140,000		\$155,000		\$170,000	
	AMOUNT	AMOUNT	AMOUNT	AMOUNT				
Facilities	\$	\$	\$	\$				
Equipment	\$8,500	\$1500	\$1500	\$1500				
Travel	\$2,000	\$2,000	\$2,000	\$2,000				
Supplies	\$500	\$500	\$500	\$500				
SUB-TOTAL	\$11,00.00	\$4,000	4,000	4,000				
TOTAL EXPENSES	\$148,000	\$144,000	\$159,000	\$174,000				
REVENUES								
Revenue Anticipated From:	AMOUNT	AMOUNT	AMOUNT	AMOUNT				
*State Appropriations	\$	\$	\$	\$				
*Federal Grants/Contracts								

*State Grants/Contracts	200,000	200,000	200,000	200,000
*Private Grants/Contracts				
Expected Enrollment	10	15	20	25
Tuition	3979.00	3979.00	3979.00	3979.00
Fees				
*Other (specify)				
TOTAL REVENUES	\$239,790	\$259,685	\$279,580	\$299,475

* Describe/explain expected sources of funds in proposal text.

APPENDIX D
ENGINEERING TECHNOLOGY
Associate of Applied of Science Degree Requirements with Areas of
Concentrations and Embedded Certificates

ENGINEERING TECHNOLOGY
Associate of Applied of Science

GENERAL EDUCATION REQUIREMENTS

COMMUNICATION

SENG 101S	Freshman English I	3
		3

HUMANITIES

SHIS 201S	American History	<u>OR</u> 3
SHIS 101S	History of Western Civilization	<u>OR</u> 3
SENG 213S	African American Literature	3
		3

SOCIAL/BEHAVIORAL SCIENCES

SSOC 201S	Introduction to Sociology	<u>OR</u> 3
SPSY 201S	General Psychology	3
		3

NATURAL SCIENCES

SCHE 130S	Chemistry I Lecture and Lab	<u>OR</u> 4
SPHY 213S	Physics I Lecture and Lab	4
		4

MATHEMATICS

SMAT 121S	Pre-Calculus	3
SMAT 122S	Plane Trigonometry	3
		6

GENERAL EDUCATION TOTAL: 19

AREA OF EMPHASIS REQUIREMENTS (MAJOR):

ENGR 120S	Engineering Graphics	3
ENGR 140S	Introduction to Engineering & Technology	2
ENGR 230S	Technical Communication	2
SMAT 211S	Analytical Geometry and Calculus I	4
EETC 110S	Basic Electronics I Lecture and Lab	4

AREA OF EMPHASIS REQUIREMENTS (MAJOR) TOTAL: 15

CONCENTRATION SPECIFIC ELECTIVES: 34

TOTAL CREDIT HOURS: 60+

ELECTRONICS/ COMPUTER ENGINEERING TECHNOLOGY CONCENTRATION

EETC 210S	Basic Electronics II Lecture and Lab	4
EETC 212S	Semiconductor Circuits I Lecture and Lab	4
EETC 220S	Digital Logic Design Lecture and Lab	4

ELEC 290S	Microprocessor Fundamentals Lecture and Lab	4
EETC 216S	Semiconductor Circuits II Lecture and Lab	4
EETC 285S	Operational Amplifiers Lecture and Lab	4
MECH 240S	Electro-Mechanical Control Technology	4
PTEC 201S	Safety, Health, and Environment (OSHA 30)	3

PROCESS ENGINEERING TECHNOLOGY CONCENTRATION

PTEC 101S	Introduction to Process Technology	3
PTEC 201S	Safety, Health, and Environment (OSHA 30)	3
PTEC 102S	Process Instrumentation I	3
PTEC 104S	Process Technology I Equipment	3
PTEC 203S	Process Technology II Unit Systems	3
PTEC 204S	Process Technology II Operations	4
PTEC 103S	Process Instrumentation II	3
PTEC 206S	Process Troubleshooting	3
PTEC 207S	Process Technology Capstone	3

INDUSTRIAL ENGINEERING TECHNOLOGY CONCENTRATION

IETC 208S	Quality Control Systems (Lean Six-Sigma)	3
IETC 225S	Introduction to Industrial Engineering Technology	4
IETC 228S	Manufacturing Materials & Science	3
PTEC 201S	Safety, Health, and Environment (OSHA 30)	3
IETC 235S	Production Planning and Control	3
IETC 236S	Work Ergonomics & Measurement	3
IETC 243S	Introduction to Industrial Automation	4
IETC 240S	Electro-Mechanical Control Technology	4
IETC 299S	Industrial Engineering Technology Capstone	3

POWER AND RENEWABLE ENERGY EMBEDDED CERTIFICATE

*PTEC 201S	Safety, Health, and Environment (OSHA 30)	3
*EETC 216S	Semiconductor Circuits I Lecture and Lab	4
*IETC 240S	Electro-Mechanical Control Technology	4
*EETC 216S	Semiconductor Circuits II Lecture and Lab	4
*EETC 285S	Operational Amplifiers Lecture and Lab	4

PETROLEUM TECHNOLOGY EMBEDDED CERTIFICATE

*PTEC 102S	Process Instrumentation I	3
*SCHE 142S	Inorganic Chemistry Lecture and Lab	4
*IETC 228S	Manufacturing Materials & Science	3
*PTEC 201S	Safety, Health, and Environment	3
*EETC 110S	Basic Electronics I Lecture and Lab	4
*PTEC 103S	Process Instrumentation II	3

QUALITY ASSURANCE TECHNOLOGY EMBEDDED CERTIFICATE

*IETC 208S	Quality Control Systems (Lean Six-Sigma)	3
*IETC 225S	Introduction to Industrial Engineering Technology	4
*IETC 228S	Manufacturing Materials & Science	3
*PTEC 201S	Safety, Health, and Environment	3
*IETC 235S	Production Planning and Control	3
*IETC 236S	Work Ergonomics & Measurement	3

* Denotes Directed Electives Required for Embedded Certifications

APPENDIX E
Course Objectives

Engineering Graphics (3 credits)

Objectives:

- Follow the language of industry and functions of standard drawing formats.
- Use basic drafting skills to generate technical documentation.
- Discuss the basic steps in CAD operations and the interface between computer software and the design process.
- Demonstrate proficiency in visualization techniques, including freehand sketching.
- Apply the fundamentals of geometric elements and techniques.
- Develop drawings that describe an object's geometry in a manner that avoids repetitive or excessive detail.
- Apply nominal dimensioning and symbology to working drawings.
- Show interior details of complex parts using section views.
- Produce basic auxiliary views.

Introduction to Engineering & Technology (2 credits)

Objectives:

- Understand how to use your LMS and associated software.
- Access the SUSLA Community and use it to find answers.
- Connect with SUSLA on various social media sites.
- Use a scientific calculator.
- Develop a knowledge base for the history, nature and foundations of engineering
- Develop and demonstrate professional and ethical behavior as required by discipline- specific codes of conduct
- Utilize technology to produce documentation, data and graphical presentations appropriate for both academic and professional venues.
- Understand the problem-solving and engineering design process and the ability to apply this process systematically to solve problems

Technical Communication (2 credits)

Objectives:

- Be able to analyze an audience and write effective documents for that audience.
- Write a satisfactory application letter and resume.
- Write a proposal that provides adequate details about the final technical-report project.
- Write a feasibility or recommendation report that uses sources of information and documents properly and include tables, charts, or graphs.
- Perform oral presentations, either summarizing a proposal, progress report, or recommendation report; or demonstrating instructions.
- Write a formal technical report that focuses on a specific real or real-life situation that addresses a real or realistic audience's needs and background. This report must include support documentation and references and follow a document format covered in this course. The report must also be properly bounded and contain good technical writing.

Analytical Geometry and Calculus I (4 credits)

Objectives:

- Limits and continuity of functions; introduction of derivative; techniques of differentiation. chain rule; implicit differentiation; differentiation of transcendental and inverse functions.
- Applications of differentiation: concavity, relative extrema, maximum and minimum values of a function, optimization, anti-differentiation, definite integrals.
- Fundamental Theorem of Calculus, areas, applications of definite integrals, work and volume.

CONCENTRATION SPECIFIC DIRECTED ELECTIVES:

BASIC ELECTRONICS I LECTURE AND LAB (4 credits)

Objectives:

- Student will determine the function of a Direct Current resistive circuit by analyzing an electrical schematic diagram and applying appropriate electrical theorems. (SLO 2, 3)
- Student will construct a working model of a Direct Current resistive circuit by interpreting an electrical schematic. (SLO 2, 3)
- Student will properly setup and use Direct Current electrical power supplies. (SLO 2, 3)
- Student will properly setup and use ohmmeters and multimeters for making measurements of resistor values and voltage and current levels in a working electrical circuit. (SLO 2,3)
- Student will diagnose and repair a Direct Current resistive circuit by analyzing a schematic. (SLO 2, 3)

BASIC ELECTRONICS II LECTURE AND LAB (4 credits)

Objectives:

- Student can determine the function of an AC circuit by analyzing an electrical schematic diagram and applying appropriate electrical theorems. (SLO 2, 3).
- Student can properly setup and use a Function Generator and an Oscilloscope. (SLO 2, 3)
- Student can diagnose and repair an AC circuit by analyzing a schematic. (SLO 2, 3)

SEMICONDUCTOR CIRCUITS I LECTURE AND LAB (4 credits)

Objectives:

- Student will determine the function of a Direct Current resistive circuit by analyzing an electrical schematic diagram and applying appropriate electrical theorems. (SLO 2, 3)
- Student can determine the function of diodes, LEDs, and Zener diodes that are used in circuits by analyzing the electrical schematic diagram and applying appropriate electrical theorems. (SLO 2, 3)
- Student can construct and troubleshoot DC power supplies that utilize half-wave or full- wave rectifier circuits. (SLO 2, 3)
- Student can design, construct, and troubleshoot single-stage transistor voltage amplifiers. (SLO 2, 3)
- Student can properly setup and use DC and AC power supplies, multimeters, function generators, and oscilloscopes. (SLO 2,3)
- Student can properly document laboratory experiments to include design, analysis, measurements, data analysis, and conclusions. (SLO 1, 2, 3, 4)

DIGITAL LOGIC DESIGN LECTURE AND LAB (4 credits)

Objectives:

- Students can design a digital electronic circuit by analyzing a Truth Table that describes its operation. (SLO 2, 3,4)

- Students can design and construct a working model of a combinational digital circuit by interpreting a verbal or written description of its operation. (SLO 1, 2, 3)
- Students can diagnose and repair a digital circuit by analyzing a schematic. (SLO 2,3)

MICROPROCESSOR FUNDAMENTALS LECTURE AND LAB (4 credits)

Objectives:

- Provide background on the development of the computer CPU (SLO 1)
- Provide students with application of binary systems (SLO 1)
- Present students with the architecture of the microprocessor (SLO 1)
- Present students with microprocessor hardware in addition to program instructions (SLO 2, 3)
- Present real-time microprocessor design concepts (SLO 2, 3)
- Teach students how to debug a computer program (SLO 2, 3)
- Teach students various programming commands needed to write in Assembly language (SLO 2, 3)

SEMICONDUCTOR CIRCUITS II LECTURE AND LAB (4 credits)

Objectives:

- Students will determine the function of a Direct Current resistive circuit by analyzing an electrical schematic diagram and applying appropriate electrical theorems. (SLO 2, 3)
- Student can determine the function of diodes, LEDs, and Zener diodes that are used in circuits by analyzing the electrical schematic diagram and applying appropriate electrical theorems. (SLO 2, 3)
- Students can construct and troubleshoot DC power supplies that utilize half-wave or full-wave rectifier circuits. (SLO 2, 3)
- Students can design, construct, and troubleshoot single-stage transistor voltage amplifiers. (SLO 2, 3)
- Students can properly setup and use DC and AC power supplies, multimeters, function generators, and oscilloscopes. (SLO 2,3)
- Students can properly document laboratory experiments to include design, analysis, measurements, data analysis, and conclusions. (SLO 1, 2, 3, 4)

OPERATIONAL AMPLIFIERS LECTURE AND LAB (4 credits)

Objectives:

- Students will identify the limitations of a specific operational amplifier by interpreting its industry Data Sheet. (SLO 1, 2, 3, 4)
- Students will construct and troubleshoot a voltage amplifier using an operational amplifier integrated circuit. (SLO 2, 3)
- Students will determine the frequency response of a specific operational amplifier when used in a voltage amplifier design by interpreting the Data Sheet for the operational amplifier. (SLO 1, 2, 3, 4)
- Students will design and construct various active filters (Low Pass, High Pass, and Band Pass) using operational amplifiers. (SLO 2,3)
- Students will design and construct a working model of a single frequency Function Generator. (SLO 1, 2, 3)
- Student can describe the design and operation in a written technical report. (SLO 1)

ELECTRONIC INSTRUMENTATION (3 credits)

Objectives:

- Students can identify the basic functions of a deflection-type meter movement and describe how a meter movement is used to design electronic measurement instruments. (SLO 1, 2, 3)
- Students can construct a working model of an analog meter that can be used to measure electric current, voltage, or ohms of resistance. (SLO 2, 3)
- Students can describe calibration techniques for analog meters. (SLO 1, 2, 3)
- Students can analyze the loading effect of a meter on an electric circuit given its sensitivity. (SLO 2, 3)

PROGRAMMABLE LOGIC CONTROLLERS (4 credits)

Objectives:

- Identify PLC hardware components, systems, and codes (SLO 1, 2, 3).
- Apply basic PLC programming, logic, and wiring diagrams (SLO 2, 3)
- Utilize programming timers and counters (SLO 1, 2, 3, 4)
- Summarize data and program control instructions (SLO 1)
- Outline math and sequencer and shift register instructions (SLO 1)
- Interpret PLC installation practices, troubleshooting control processes, and ControlLogix controllers (SLO 1, 2, 3, 4)

PRODUCTION, PLANNING AND CONTROL (3 credits)

Objectives:

- Analyze the stages of production scheduling with emphasis on material management, production, MPS, and MRP (SLO 1, 2, 3, 4)
- Recognize the importance of CRP and PAC in relation to MRP (SLO 1)
- Categorize the uses and applications of an inventory management system (SLO 1)
- Show the functions of advanced processes in inventory with importance to distribution, production, and JIT (SLO 1)
- Analyze the importance of quality management and product control in determining the success of businesses (SLO 1, 2, 3, 4)

SAFETY, HEALTH AND ENVIRONMENT (3 credits)

Objectives:

- Learn the procedures for handling various materials. (SLO 1)
- Explore performing job tasks safely. (SLO 1)
- Survey the regulations designed to improve industrial safety. (SLO 1)

QUALITY CONTROL SYSTEMS (3 credits)

Objectives:

- Students will understand the philosophy and basic concepts of quality improvement. (SLO 1)
- Students will describe the DMAIC processes (define, measure, analyze, improve, and control). Students will demonstrate the ability to use the methods of statistical process control. (SLO 1, 2, 3, 4)
- Students will demonstrate the ability to design, use, and interpret control charts for variables. (SLO 1, 2, 3, 4)

- Students will demonstrate the ability to design, use, and interpret control charts for attributes. (SLO 1, 2, 3, 4)
- Students will perform analysis of process capability and measurement system capability. (SLO 2, 3)
- Students will design, use, and interpret exponentially weighted moving average and moving average control charts. (SLO 1, 2, 3, 4)
- Students will understand and interpret the basic concepts and usage of Lean Six Sigma. (SLO 1)

INTRODUCTION TO INDUSTRIAL ENGINEERING TECHNOLOGY (3 credits)

Objectives:

- Construct operations process charts, Bills of Material and Routing sheets for manufacturing and operations planning. (SLO 1, 2, 3, 4)
- Forecast demand and apply MRP techniques, evaluate models and methods. (SLO 1, 2, 3, 4)
- Apply Layout and Location techniques to design facilities. (SLO 1, 2, 3, 4)
- Use flow process charts, time study and occurrence sampling for methods improvement and work measurement applications. (SLO 1, 2, 3, 4)
- Apply the eight methods of Statistical Process Control. (SLO 1, 2, 3, 4)
- Perform financial management and engineering economic analyses. (SLO 1, 2, 3, 4)
- Use operations research techniques (linear programming) and simulation techniques for systems analysis and optimization. (SLO 1, 2, 3, 4)
- Evaluate and apply the techniques used in Industrial and Systems where productivity stems from efficient technology and demonstrate this in labs and projects. (SLO 1, 2, 3, 4)

MANUFACTURING MATERIALS & SCIENCE (3 credits)

Objectives:

- General characteristics of major material groups. (SLO 1)
- Atomic and microstructure of materials. (SLO 1)
- Mechanical, chemical, electrical and thermal properties of materials. (SLO 1)
- Deformation and failure mechanisms. (SLO 1, 2, 3, 4)
- Equilibrium phase diagrams and microstructure transformations. (SLO 2, 3)
- Mechanisms of strengthening techniques. (SLO 2, 3)
- Integration of information to develop material selection. (SLO 1, 2, 3, 4)
- Communications skills, written and oral. (SLO 1)
- Concepts required for the Fundamentals of Engineering test. (SLO 1, 2, 3, 4)

WORK ERGONOMICS AND MEASUREMENT (3 credits)

Objectives:

- Students will analyze an operation using a variety of techniques. (SLO 1)
- Students will evaluate workplaces and work methods from physiological, biomechanical, and anthropometric perspectives. (SLO 1)
- Students will design workplaces and work methods for increased effectiveness, efficiency, and safety. (SLO 1, 2, 3, 4)
- Students will develop and conduct studies to determine the time it takes to perform a task and to develop appropriate labor standards. (SLO 1, 2, 3, 4)
- Students will understand the basics of predetermined time systems. (SLO 1)

INTRODUCTION TO INDUSTRIAL AUTOMATION (3 credits)

Objectives:

- Students will explain the General function of Industrial Automation. (SLO 1)
- Students will identify Safety in Industrial Automation. (SLO 1)
- Students will identify Practical Programmable Logic Controller Applications. (SLO 1)
- Students will recognize Fundamentals of Programming including: Programming, Coils, Contacts, Timers and Counters and Logical Program Development. (SLO 1)
- Students will categorize Input/ Output Modules and Wiring. (SLO 1, 2, 3)
- Students will use Arithmetic and Advanced Instructions in Industrial Automation including: Common Arithmetic Instructions, Add, Subtract, Multiply, Divide, and Compare Function, Logical Operators, Average, Standard Deviation, Trigonometric, Numbering System Conversion, Sequencers and Shift Register. (SLO 1, 2, 3, 4)
- Students will identify Types of Industrial Sensors. (SLO 1)
- Students will be able to explain Robotics. (SLO 1)
- Students will be able to explain Fundamentals of Process Control including: Process and Control, Proportional, Integral, Derivative (PID) Control, Tuning. (SLO 1)

INDUSTRIAL ENGINEERING TECHNOLOGY CAPSTONE (3 credits)

Objective:

- To satisfy the requirements for the Associate of Applied Science degree in Industrial Engineering Technology. (SLO 1, 2, 3, 4)

INTRODUCTION TO PROCESS TECHNOLOGY (3 credits)

Objectives:

- Describe the roles, responsibilities, safety, environmental, and quality concepts associated with the work environment of a process technician. (SLO 1)
- Identify basic processes, equipment and systems. (SLO 1)
- Define and apply terms and symbols needed in the processing industry. (SLO 1)

PROCESS INSTRUMENTATION I (3 credits)

Objectives:

- Basics of I&C including the different control functions, the types of control loops, and continuous vs. discrete control. (SLO 1, 2, 3)
- Identification and symbols used in I&C. (SLO 1)
- Different types of field instrumentation. (SLO 1)
- Requirements for control rooms and the design of control panels. (SLO 1)
- Concepts and implementation of alarm and trip systems. (SLO 1)
- Different types of computer-based control systems including PLCs and DCSs as well as review the basic requirements for good operator interface. (SLO 1)
- Documentation required for I&C. (SLO 1)
- Requirements for a successful installation, instrument checkout, and controller tuning. (SLO 1, 2, 3, 4)

PROCESS TECHNOLOGY I EQUIPMENT (3 credits)

Objectives:

- List types of equipment used in the process industries. (SLO 1)
- Explain the purpose of piping, tubing, hoses and fittings in the process industries. (SLO 1)
- Identify common valve types and valve components. (SLO 1)
- Identify common pump types and pumps components. (SLO 1)
- Identify common types of compressors and compressor components. (SLO 1)
- Identify common types of turbines and turbine components. (SLO 1)
- Describe the operating principles of motors and engines. (SLO 1)
- Identify typical problems associated with motors and engines. (SLO 1)
- Describe the principles mechanical power transmission. (SLO 1)
- Identify the common types/applications of heat exchangers. (SLO 1)
- Explain the purpose of cooling towers in the process industries. (SLO 1)
- Explain the purpose of furnaces in the process industries. (SLO 1)
- Identify the common types and applications of boilers. (SLO 1)
- Define and explain the major types of vessels. (SLO 1)

PROCESS TECHNOLOGY II UNIT SYSTEMS (3 credits)

Objectives:

- Describe the purpose and function of common process systems. (SLO 1)
- Explain and demonstrate the operation of each process system. (SLO 1)

PROCESS TECHNOLOGY III OPERATIONS (4 credits)

Objectives:

- Use technology to access operator specific documentation and training. (SLO 2, 3)
- Identify specific equipment and operating parameters to meet industry standards. (SLO 1)
- Identify and adjust controls to meet requirements for safe and effective operation.
- Implement standard safety procedures as required in industry (SLO 2).
- Demonstrate comprehension of content-area reading material. (SLO 1, 2)

PROCESS INSTRUMENTATION II (3 credits)

Objectives:

- Demonstrate ability to utilize the various instruments used in the process industry. (SLO 1); measured by: embedded test questions, class discussion, demonstration, and hands on operation.
- Apply advanced instrumentation principles and theories to process systems. (SLO 1); measured by: embedded test questions, class discussion, demonstration and hands on operation.
- Identify the various types of instruments used in the process industry. (SLO 2); measured by: embedded test questions, class discussion, demonstration, using computer simulator programs and hands on operation.
- Diagram the process control elements in a control loop. (SLO 2); measured by: embedded test questions, class discussion, demonstration and hands on identification of control loop components.
- Identify and adjust the various instruments used in the process industries. (SLO 3); measured by: embedded test questions, class discussion, and demonstration using computer simulator programs and hands on operation of equipment.

PROCESS TROUBLESHOOTING (3 credits)**Objectives:**

- Collect data and identify techniques for troubleshooting. Utilize applicable troubleshooting methods to solve process problems. (SLO 1, 2, 3, 4)
- Discuss the different steps in troubleshooting. (SLO 1)
- Discuss the difference between process upsets and instrument malfunctions. (SLO 1)
- Explain that different facilities have different practices related to process technicians troubleshooting. (SLO 1)
- Identify typical malfunctions found in primary sensing elements and transmitters. (SLO 1, 2, 3)
- Explain the importance of process knowledge in troubleshooting. (SLO 1)
- Explain the proper use of hand tools related to process troubleshooting. (SLO 1)
- Discuss safety and environmental issues related to troubleshooting process instruments. (SLO 1)
- Describe the purpose of instrumentation calibration. (SLO 1)
- Explain the methods used for determining if a sensing/measuring device is malfunctioning (SLO 1)
- Troubleshoot flow, temperature, level, pressure and analytical variable instrument problems. (SLO 1, 2, 3, 4)
- Diagnose Malfunction or Abnormality. (SLO 1, 2, 3, 4)
- Remedy Equipment/Process Malfunction

PROCESS TECHNOLOGY CAPSTONE (3 credits)**Objective:**

- To satisfy the requirements for the Associate of Applied Science degree in Process Technology. (SLO 1, 2, 3, 4)

APPENDIX F
ADMISSION AND GRADUATION REQUIREMENTS

UNIVERSITY GRADUATION POLICIES

Application for Graduation

The graduation application fee was established to enhance services to Southern University at Shreveport graduating students. Application for graduation must be made the semester prior to the semester of graduation/degree completion. Graduation applications are located in the annual Commencement Guide posted on the Registrar's Office web page. The graduation application fee must be paid at the time of application and underwrites various costs related to commencement, degree certification, diploma printings and mailings, and other graduation-related expenses.

Students are strongly advised to consult with their academic advisor prior to submitting an application for graduation. This fee must be paid whether or not the student participates in the formal exercises. The graduation application fee is non-refundable

To receive the Associate in Arts, Associate of Science, Associate of Applied Science, Technical Diploma, or Certificate, a student must:

1. Complete all course requirements in the prescribed program of study as prescribed in the University Catalog.
2. Earn a minimum of 2.0 in all major courses.
3. Earn a minimum cumulative 2.0 grade point average.
4. Complete 25% of coursework through instruction offered by Southern University at Shreveport.

Commencement Participation

While the graduation application fee is required for each student completing degree requirements at Southern University at Shreveport (SUSLA), the commencement participation fee is required only for those who actually participate in the ceremony. This fee underwrites the costs of commencement-related services, resources, events and programmatic elements of the commencement experience from beginning to end. Commencement related activities and/or items include regalia (cap, gown, hood, and tassel), a predetermined number of graduation invitations, and the graduate reception.

Concurrent Degrees/Dual Degrees

Students who earn two (2) or more certificates/degrees in the same semester must satisfy the requirements for both degrees and earn the following additional hours to receive a dual degree.

- Nine (9) related hours for certificates
- Fifteen (15) related hours for associates

AWARDING OF A DEGREE POSTHUMOUSLY

SUSLA will award the Associate degree posthumously to a student who has completed all graduation requirements or to a student who meets all of the following requirements:

- Enrolled courses must be those which, if completed, would have fulfilled graduation requirements.
- The student must have a grade point average at the time of death which meets SUSLA's graduation requirements.

HONOR GRADUATES

Students who achieve certain academic distinction through earned grade point averages will graduate with honors. The following standards apply:

3.75 – 4.0 with highest honor

3.5 – 3.74 with high honor,

3.1 – 3.44 with honor.

*Scholastic honors for graduation are determined at the close of the semester prior to the semester of graduation.

RESCINDING OF DEGREES AND CERTIFICATES

Southern University at Shreveport reserves the right to rescind the awarding of associate degrees and certificates if the university discovers that the degrees and certificates were awarded in error.

Request Approval to Establish a Certificate of Technical Study:
Petroleum Technology (SUSLA)

PROPOSAL to DEVELOP a NEW ACADEMIC CERTIFICATE PROGRAM
(CAS, PAC, UC, PBC, GC, PMC, PPC)

Date:

Campus: Southern University in Shreveport	Program: <u>CIP, Certificate Designation, Title</u> 13.0101, Petroleum Technology, Certificate of Technical Studies
Institutional Contact Person & Contact Info (if clarification is needed) Dr. Kenie Moses, Chair of Engineering Business, Science, Technology, Engineering and Math 3050 Martin Luther King, Jr. Dr. Shreveport, Louisiana 71107 Phone: 318-670-9431 Email:kmoses@susla.edu	

1. Certificate Description

Describe the program concept: purpose and objectives; proposed curriculum; mode of delivery (on-site/hybrid/on-line). Indicate which courses are new; describe plan for rolling out new courses.

**** Attach catalog descriptions for the required and elective courses, including prerequisites and LCCN, when applicable. ****

The program concept centers around providing students the opportunity to receive an advanced certification in Petroleum Technology with specific experience in both industrial as well as commercial applications. The proposed curriculum involves courses that are part of an existing Associate of Applied Science Degree offering in Engineering Technology, however, students are not required to matriculate through the entire degree process. Students can complete 20 hours and receive a certification in Engineering. The delivery mode of this certification is in-person and online depending on the specific course.		
Fall Semester		
PTEC 102S	Process Instrumentation I	3
SCHE 142S	Inorganic Chemistry Lecture and Lab	4
IETC 228S	Manufacturing Materials & Science	3
PTEC 201S	Safety, Health, and Environment (OSHA30)	3
EETC 110S	Basic Electronics I Lecture and Lab	4
PTEC 103S	Process Instrumentation II	3
TOTAL CREDIT HOURS:		20

2. Need

Outline how this program is deemed essential for the wellbeing of the state, region, or academy (e.g., how is it relevant, how does it contribute to economic development or relate to current/evolving needs). Identify similar programs in the state and explain why the proposed certificate is needed.

The Technical Certificate of Studies in Petroleum Technology at SUSLA is essential to the Southern University system and to our stakeholders. Most importantly, our students need technical certificate programs that will prepare them for the job market in as little time as possible while providing the necessary technical background that enables them to be proficient in their job duties. Currently, we do not offer solutions for employers to recruit technical certificate holders in engineering or technology to fill much needed employment openings. Companies have expressed difficulty in recruiting employees who hold degrees in fields utilizing industry-leading technology and software in the engineering problem-solving process. Employment information is provided: https://www.onetonline.org/link/summary/19-4041.02

3. Students

Describe student interest. Project enrollment and productivity for the first 5 years; justify projections.

There is a need for programs that provide students who have a desire to become engineering technologist with career tracks available upon completion. Through this technical certificate program, SUSLA could produce at least fifty to one hundred new graduates in the fields of engineering and technology over the course of the next five years. This may be achieved through recruitment, dual enrollment, career fairs, instituting a high school pilot program as well as providing internships with companies.

4. Accreditation

Describe plan for achieving program accreditation.

No accreditation is needed for the certification program.

5. Faculty, Administration, & Other Resources

How will instructional needs be met: will additional faculty, facilities, equipment, or library resources be required? What department will deliver and oversee the proposed program?

The CTS in Petroleum Technology will be administered by current faculty at Southern University and additional faculty previously requested in the proposed Associate Degree of Engineering Technology. All facilities are adequate for the proposed CTS in Petroleum Technology.
Current Faculty:
Dr. Kenie Moses, Assistant Professor, Math, Electrical & Computer Engineering
Vanessa White, abd, Associate Professor, Math & Industrial Engineering
Tracie Reed, abd, Associate Professor, Physics/ Physical Science
Jerrick Hall, Adjunct Instructor, Engineering Technology

6. Cost

Summarize additional costs to offer the program. On separate budget sheet, estimate costs and revenues for the projected program for the first four years, indicating need for additional appropriations (if any).

The current costs of the CTS in Petroleum Technology are considered part of an existing proposal for Associate of Applied Science Degree in Engineering Technology.

CERTIFICATIONS:	Dr. Kenie Moses	07/27/2020
	Primary Administrator for Proposed Certificate	Date
	Terry Kidd	07/27/2020
	Provost/Chief Academic Officer	Date
	_____	_____
	Management Board/System Office	Date

SUMMARY OF ESTIMATED ADDITIONAL COSTS/INCOME FOR PROPOSED CERTIFICATE

Institution: _____ **Date:** _____

Certificate Program, Unit: _____

FTE = Full Time Equivalent (use the institution's standard definition and provide that definition).

EXPENDITURES

	FIRST YEAR		SECOND YEAR		THIRD YEAR		FOURTH YEAR	
	AMOUNT	FTE	Amount	FTE	AMOUNT	FTE	AMOUNT	FTE
Faculty	\$		\$		\$		\$	
Graduate Assistants								
Support Personnel								
Fellowships and Scholarships								
SUB-TOTAL EXPENSES	\$		\$		\$		\$	
REVENUES								
	AMOUNT		AMOUNT		AMOUNT		AMOUNT	
Facilities	\$		\$		\$		\$	
Equipment								
Travel								
Supplies								
SUB-TOTAL	\$		\$		\$		\$	
GRAND TOTAL EXPENSES	\$		\$		\$		\$	
REVENUES								
Amount & Percentage of Total Anticipated From:	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
State Appropriations	\$		\$		\$		\$	
Federal Grants/Contracts								
State Grants/Contracts								
Private Grants/Contracts								
Tuition								
Fees								
Other (specify)								
TOTAL	\$		\$		\$		\$	

Request Approval to Establish a Certificate of Technical Study:
Airframe Technology (SUSLA)

PROPOSAL to DEVELOP a NEW ACADEMIC CERTIFICATE PROGRAM
(CAS, PAC, UC, PBC, GC, PMC, PPC)

Date: January 13, 2020

Campus: Southern University at Shreveport	Program: <u>CIP, Certificate Designation, Title</u> Certificate of Technical Studies in Airframe Technology
Institutional Contact Person & Contact Info (if clarification is needed) Dr. Barry Hester, Dean of BSTEM Business, Science, Technology, Engineering and Mathematics 3050 Martin Luther King Drive Shreveport, LA 71109 Phone: (318) 670-9407 Email: bhester@susla.edu	

1. Certificate Description

Describe the program concept: purpose and objectives; proposed curriculum; mode of delivery (on-site/hybrid/on-line). Indicate which courses are new; describe plan for rolling out new courses.

**** Attach catalog descriptions for the required and elective courses, including prerequisites and LCCN, when applicable. ****

Southern University at Shreveport, SUSLA, currently offers a Technical Diploma in Airframe and Power Plant Maintenance Technology. This program teaches students how to repair, maintain and troubleshoot aircraft and propulsion systems. This diploma program requires 66 hours to complete. Airframe and Power Plant Maintenance technology program can be divided into separate programs: 1) Airframe and 2) Power Plant maintenance. Airframe provides an overview of the responsibilities of an aircraft technician and the skills required to maintain airframes. This is the first set of courses taken in an airframe repair program. Students become familiar with aircraft repair and maintenance terminology. Math and physics concepts are reviewed. Airframe is designed to prepare students to understand airframe systems, components, structures, fuel and fuel metering, electrical, hydraulics, flight controls, avionics, and troubleshooting.

SUSLA proposes to offer Airframe as a certificate program separate from airframe and power plant Maintenance Technology, but still under the umbrella of the Technical Diploma. The Airframe Certificate is designed to prepare students to qualify for the Airframe Certificate issued by the Federal Aviation Administration (FAA), which enables the holder to perform 100 hours and annual inspections on aircraft ranging from small aircraft used in general aviation to jets utilized by commercial airlines. The written examinations are administered by the FAA at computer testing centers (SUSLA's Testing Center). The total program from the academic component requires 33 hours of lecture and laboratory. Offering this certificate program in this manner will allow students additional options such as obtaining a specific certification as required by Federal Aviation Association (FAA) and to satisfy the academic component.

Providing this certificate is also consistent with the university's mission by being committed to teaching and preparing traditional and non-traditional students for degree attainment, transfer, workforce, continuous learning and self-improvement. This program will prepare students for careers in the technical and occupational fields while offering courses that are transferable to other colleges and universities. Upon completion of the program, Southern University will award a certificate of technical studies. Dedicated to excellence in instruction and community service, this program promotes cultural diversity, provides developmental and continuing education, and seeks partnerships with business and industry. This program intends that all individuals should have the opportunity to receive educational experiences and related services, which are compatible with their varied interests, academic abilities, and achievements, family backgrounds, motivations, needs, and goals.

Objectives

- Work effectively in a variety of roles with limited supervision
- Troubleshoot and diagnose problems in all airframe sectors of aviation maintenance
- Apply appropriate safety and environmental regulations.
- Familiarization with and application of general/calculations and basic electricity of aviation as required by the FAA
- Familiarization with and application of general/materials and servicing of aviation as required by the FAA
- Interpret airframe and powerplant manuals
- Perform required inspections on an aircraft
- Troubleshoot aircraft airframe and powerplant systems
- Service and repair aircraft airframe and powerplant systems
- Assess the serviceability of parts
- Write descriptive discrepancy reports
- Foster a team atmosphere.
- Communicate effectively in both written and oral formats

The program will be administered by the Division of STEM and Business Studies. The program will be offered over a one-year period.

AIRFRAME CERTIFICATE

Certificate of Technical Studies in Airframe

Program of Study

FALL SEMESTER

COURSE #	COURSE NAME	Credit Hours
AMTG 104S	Fluid, Lines and Fittings	1
AMTG 105S	Materials and Processes	3
AMTG 106S	Ground Operations and Servicing	3
AMTG 108S	Aircraft Drawings	1
		8

SPRING SEMESTER

AMTA	201S	Wood, Coverings, and Finishes	2
AMTA	202S	Sheet Metal and Non-Metallic	4
AMTA	203S	Aircraft Welding	1
AMTA	205S	Airframe Inspections	1
AMTA	206S	Assembly and Rigging	3
AMTA	207S	Aircraft Fuel Systems	1
			12
SUMMER SEMESTER			
AMTA	208S	Hydraulic and Pneumatic Systems	3
AMTA	209S	Aircraft Landing Gear	2
AMTA	213S	Communications, Navigation, and Instrument Systems	2
			7
FALL SEMESTER SOPOHMORE YEAR			
AMTA	210S	Cabin Atmosphere Control Systems	1
AMTA	211S	Aircraft Electrical Systems	3
AMTA	212S	Position and Warning Systems	2
Total:			33 Hours
COURSE DESCRIPTIONS			
AVIATION MAINTENANCE TECHNOLOGY - AIRFRAME (AMTA)			
AMTA 201S WOOD, COVERINGS, AND FINISHES - A study of classic airframe structures will provide the theory and application of the older airframe construction and repair techniques. Wood structures, fabric coverings and painting are the main topics covered in this course. (1.5-1.5-2)			
AMTA 202S AIRCRAFT SHEETMETAL, NON-METALLIC STRUCTURES - A study of aircraft structural characteristics and methods of fabrication and repairs as it applies to aircraft aluminum structures. Repairing of aluminum skin is emphasized. (1-2-4)			
AMTA 203S AIRCRAFT WELDING - This course provides the theory and application of the different welding processes used for repairing of aircraft. Emphasis is placed on the welding of structural members of the aircraft. (1.5-1.5-1)			
AMTA 205S AIRFRAME INSPECTION - Airframe inspection will provide the theory and practical application of the inspections required for both general and commercial aviation type aircraft. (1.5-1.5-1)			
AMTA 206S ASSEMBLY AND RIGGING - A course of study on the methods and procedures used in the assembly and rigging of aircraft for the most efficient flight. (1.5-1.5-3)			

AMTA 207S AIRCRAFT FUEL SYSTEMS - This course of study is directed toward various fuel storage and distribution systems used in small and large aircraft and the standard practices for the maintenance of these systems. **(1.5-1.5-1)**

AMTA 208S HYDRAULIC AND PNEUMATIC POWER SYSTEMS - The study of the operation and maintenance of aircraft hydraulic and pneumatic systems in both small and large aircraft. The method of troubleshooting and repair of components are covered as well as servicing and ground testing. The course also includes the study of powered flight control systems. **(1-2-3)**

AMTA 209S AIRCRAFT LANDING GEAR SYSTEMS - The study of aircraft landing gear structures and operational systems include the repair and maintenance procedures for the retraction systems, brakes, shock struts, steering systems, wheel, tires, and anti-skid systems. **(2-1-2)**

AMTA 210S CABIN ATMOSPHERE CONTROL SYSTEMS - A study of the various types of systems used for cabin atmospheric control in corporate and airline type aircraft. Heating, cooling, and pressurization as well as oxygen systems are included in the study. **(2-1-1)**

AMTA 211S AIRCRAFT ELECTRICAL SYSTEMS - A course of study of the theory of operation and maintenance of the DC and AC power generating and distribution systems. **(1.5-1.5-3)**

AMTA 212S AIRCRAFT POSITION AND WARNING SYSTEMS - A study of the theory of operation and the maintenance of various position and warning systems used on small and large aircraft. Fire protection systems are included. **(1.5-1.5-2)**

AMTA 213S AIRCRAFT COMMUNICATION, NAVIGATION SYSTEMS AND INSTRUMENTS - This course familiarizes the student with the communication, navigation, and instrument systems and their function. Emphasis is placed on the proper removal and installation procedures. **(2-1-2)**

AMTG 104S FLUID, LINES, AND FITTINGS - A study that will include the identification of aircraft plumbing, its repairs, and the methods and processes used for fabricating rigid and flexible lines. **(1.5-1.5-1)**

AMTG 105S MATERIALS AND PROCESSES - An introduction to the materials and processes used in aircraft maintenance and repair. Various methods of non-destructive testing and control of corrosion are studied and performed. **(1.5-1.5-3)**

AMTG 106S GROUND OPERATIONS AND SERVICING - A course of standards for aircraft ground movement and operations and associated safety practices. A study of aircraft weight and balance as it applies to the maintenance technician is included. **(1.5-1.5-3)**

AMTG 108S AIRCRAFT DRAWINGS - A study of aircraft working drawings, schematics, diagrams, and the meaning of lines and symbols; as well as blueprint reading. **(2-1-1)**

2. Need

Outline how this program is deemed essential for the wellbeing of the state, region, or academy (e.g., how is it relevant, how does it contribute to economic development or relate to current/evolving needs). Identify similar programs in the state and explain why the proposed certificate is needed.

There is a demand in the United States for skilled workers in aerospace such as technicians. The U. S. Bureau of Labor Statistics (BLS) expects growth for aerospace technicians to grow from 157,400 jobs to 162,200 jobs over the next ten years.

Locally, over the past two years two major aerospace companies (Western Global Airlines and Advanced Aerospace Services) have relocated to Shreveport and they are looking to employ over a hundred technicians over the next few months. This certificate will address the overwhelming demand for a trained workforce.

3. Students

Describe student interest. Project enrollment and productivity for the first 5 years; justify projections.

The Certificate of Technical Studies in Airframe Technology will allow students to work as technicians or as a step toward the pursuit of a technical diploma. As indicated below, the program will admit ten (10) or more students annually. Our goal is to encourage certificate graduates to continue life-long learning upon completion of the program.

Estimated number of enrollees for the first five (5) years:

	Year 1	Year 2	Year 3	Year 4	Year 5
Annual Enrollment	10	10	15	15	20
Graduates		8	12	13	18

4. Accreditation

Describe plan for achieving program accreditation.

N/A

5. Faculty, Administration, & Other Resources

How will instructional needs be met: will additional faculty, facilities, equipment, or library resources be required? What department will deliver and oversee the proposed program?

Part-time faculty members will be hired to meet the instructional needs of the program as prescribed by SACS. The University has a location for laboratories and lecture classrooms at the Downtown Airport. Library resources, supplies and equipment will be purchased to support the program. The Division of Science, Technology, Engineering and Mathematics will oversee the program.

6. Cost

Summarize additional costs to offer the program. On separate budget sheet, estimate costs and revenues for the projected program for the first four years, indicating need for additional appropriations (if any).

See attached Summary of Estimated Cost.

CERTIFICATIONS:

_____	_____
Primary Administrator for Proposed Certificate	Date
_____	_____
Provost/Chief Academic Officer	Date
_____	_____
Management Board/System Office	Date

SUMMARY OF ESTIMATED ADDITIONAL COSTS/INCOME FOR PROPOSED CERTIFICATE

Institution: Southern University at Shreveport

Date: 01/13/2020

Certificate Program, Unit: Certificate of Technical Studies in Airframe Technology

FTE = Full Time Equivalent (use the institution's standard definition and provide that definition).

EXPENDITURES								
	FIRST YEAR		SECOND YEAR		THIRD YEAR		FOURTH YEAR	
	AMOUNT	FTE	Amount	FTE	AMOUNT	FTE	AMOUNT	FTE
Faculty - Adjunct	\$12,000		\$ 12,000		\$12,000		\$12,000	
Graduate Assistants								
Support Personnel								
Fellowships and Scholarships								
SUB-TOTAL EXPENSES	\$12,000		\$12,000		\$12,000		\$12,000	
EXPENDITURES								
	AMOUNT		AMOUNT		AMOUNT		AMOUNT	
Facilities	\$		\$		\$		\$	
Equipment	\$20,000							
Travel	\$2,500		\$2,500		\$2,500		\$2,500	
Supplies	\$2,000		\$2,000		\$2,000		\$2,000	
SUB-TOTAL	\$		\$		\$		\$	
GRAND TOTAL EXPENSES	\$36,500		\$16,500		\$16,500		\$16,500	
REVENUES								
Amount & Percentage of Total Anticipated From:	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	/%
State Appropriations	\$		\$		\$		\$	
Federal Grants/Contracts								
State Grants/Contracts								
Private Grants/Contracts								
Tuition	\$13,090	36%	\$13,090	79.33	\$13,090	79.33	\$13,090	79.33
Fees								
Other (specify)								
TOTAL	\$13,090	36%	\$13,090	79.33	\$13,090	79.33	\$13,090	79.33

Request Approval to Establish Certificate of Technical Study:
Power Plant Maintenance Technology (SUSLA)

PROPOSAL to DEVELOP a NEW ACADEMIC CERTIFICATE PROGRAM
(CAS, PAC, UC, PBC, GC, PMC, PPC)

Date: January 13, 2020

Campus: Southern University at Shreveport	Program: <u>CIP, Certificate Designation, Title</u> Certificate of Technical Studies in Power Plant Maintenance Technology
Institutional Contact Person & Contact Info (if clarification is needed) Dr. Barry Hester, Dean of BSTEM BSTEM (Business, Science, Technology, Engineering and Mathematics) 3050 Martin Luther King Drive Shreveport, LA 71109 Phone: (318) 670-9407 Email: bhester@susla.edu	

1. Certificate Description

Describe the program concept: purpose and objectives; proposed curriculum; mode of delivery (on-site/hybrid/on-line). Indicate which courses are new; describe plan for rolling out new courses.

**** Attach catalog descriptions for the required and elective courses, including prerequisites and LCCN, when applicable. ****

Southern University at Shreveport, SUSLA, currently offers a Technical Diploma in Airframe and Power Plant Maintenance Technology. This program teaches students how to repair, maintain and troubleshoot aircraft and propulsion systems. This diploma program requires 66 hours to complete. Airframe and Power Plant Maintenance technology program can be divided into separate programs: 1) Airframe and 2) Power Plant maintenance. Airframe provides an overview of the responsibilities of an aircraft maintenance technician and the skills required to maintain airframes. This is the first set of courses taken in an airframe repair program. Students become familiar with aircraft repair and maintenance terminology. Math and physics concepts are reviewed. Power plant is designed to prepare students to understand electrical power generation, ignition, fuel and fuel metering, induction, cooling, exhaust, propeller systems, turbine engines and auxiliary power units.

SUSLA proposes to offer Power plant Maintenance as a certificate program separate from airframe and power plant Maintenance Technology, but skill under the umbrella of the Technical Diploma. The certificate in Power Plant Maintenance Technology is designed to prepare students to qualify for the Power plant Certificate issued by the Federal Aviation Administration (FAA), which enables the holder to perform 100 hours and annual inspections on aircraft engines ranging from small aircraft used in general aviation to jets utilized by commercial airlines. The written examinations are administered by the FAA at computer testing centers (SUSLA's Testing Center). The total program from the academic component requires 32 hours of lecture and laboratory. Offering this certificate program in this manner will allow students additional options such as obtaining a specific certification as required by the FAA and to satisfy the academic component.

Providing this certificate is also consistent with the university's mission by being committed to teaching and preparing traditional and non-traditional students for degree attainment, transfer, workforce, continuous learning and self-improvement. This program will prepare students for careers in the technical and occupational fields while offering courses that are transferable to other colleges and universities. Upon completion of the program, Southern University will award a certificate of technical studies. Dedicated to excellence in instruction and community service, this program promotes cultural diversity, provides developmental and continuing education, and seeks partnerships with business and industry.

This program intends that all individuals should have the opportunity to receive educational experiences and related services, which are compatible with their varied interests, academic abilities, and achievements, family backgrounds, motivations, needs, and goals.

Objectives

- Work effectively in a variety of roles with limited supervision
- Troubleshoot and diagnose problems in aircraft powerplant systems
- Apply appropriate safety and environmental regulations
- Familiarization with and application of general/calculations and basic electricity of aviation as required by the FAA
- Familiarization with and application of general/materials and servicing of aviation as required by the FAA
- Interpret airframe and powerplant manuals
- Perform required inspections on an aircraft
- Troubleshoot aircraft airframe and power plant systems
- Service and repair aircraft airframe and power plant systems
- Assess the serviceability of parts
- Write descriptive discrepancy reports
- Foster a team atmosphere
- Communicate effectively in both written and oral formats

The program will be administered by the Division of STEM and Business Studies. The program will be offered over a one-year period.

CERTIFICATE OF TECHNICAL STUDIES IN POWERPLANT PROGRAM OF STUDY

FALL SEMESTER

COURSE #	COURSE NAME	Credit Hours
-----------------	--------------------	---------------------

AMTP 222S	Turbine Engines	3
-----------	-----------------	---

AMTP 226S	Ignition and Starting Systems	3
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SPRING SEMESTER

AMTP 223S	Engine Inspection	3
-----------	-------------------	---

AMTP 225S	Engine Lubrication	1
-----------	--------------------	---

AMTP 227S	Engine Fuel and Metering Systems	2
-----------	----------------------------------	---

AMTP 228S	Induction, Cooling, and Exhaust Systems	2
-----------	---	---

AMTP 229S	Propellers and Components	3
-----------	---------------------------	---

AMTP 231S	Engine Electrical Systems	2
-----------	---------------------------	---

Total Hours		19
-------------	--	----

SUMMER SEMESTER

AMTP 224S	Engine Instruments and Fire Protections Systems	1
-----------	---	---

AMTP 250S	Reciprocal Engine Overhaul and Installation	4
-----------	---	---

FALL SEMESTER

AMTG 104S	Fluid, Lines and Fittings	1
-----------	---------------------------	---

AMTG 105S	Materials and Processes	3
-----------	-------------------------	---

AMTG 106S	Ground Operations and Servicing	3
-----------	---------------------------------	---

AMTG 108S	Aircraft Drawings	1
-----------	-------------------	---

TOTAL		32
-------	--	----

COURSE DESCRIPTIONS

AVIATION MAINTENANCE TECHNOLOGY - POWERPLANT (AMTP)

AMTP 222S TURBINE ENGINES - A study of the theory of operation of the turbine engine and the function of engine components. Overhaul and testing procedures are covered including disassembly, inspection, repair, reassembly and operational tests of the engines and accessories. **(1.5-1.5-3)**

AMTP 223S ENGINE INSPECTION - Engine inspection will provide the theory and application of the inspections required for both general and commercial aviation engines. **(1.5-1.5-1)**

AMTP 224S ENGINE INSTRUMENTS AND FIRE PROTECTION SYSTEMS - A study of the theory of operation, installation and troubleshooting of the engine instruments and fire protection systems. **(1.5-1.5-1)**

AMTP 225S ENGINE LUBRICATION SYSTEMS - This course covers the different types of lubrication systems used in the reciprocating and turbine engines. The study also provides the procedures to use in repairing and servicing of these systems. **(1.5-1.5-1)**

AMTP 226S IGNITION AND STARTING SYSTEMS - This course of study includes the theory of operation, inspection and repairing of ignition and starting systems for both large and small aircraft. **(1.5-1.5-3)**

AMTP 227S ENGINE FUEL AND METERING SYSTEMS - This course covers all the related components of the fuel distribution from the airframe to the fuel metering units which includes the filters, pumps, fuel heating systems and controls. This course places emphasis on theory of operation and application for carburetors and fuel controls. In inspection, troubleshooting and repair procedures of these fuel metering units are covered. **(1.5-1.5-3)**

AMTP 228S INDUCTION, COOLING AND EXHAUST SYSTEMS - The types and characteristics of induction, cooling and exhaust systems are compared and evaluated. Standard maintenance practices are covered. **(1.5-1.5-2)**

AMTP 229S PROPELLERS AND COMPONENTS - This course covers the theory, installation, inspection, servicing, maintenance, repair, and the principles of operation of fixed and controllable pitch propellers and related systems. This course also includes the study of propeller de-icing, synchronization, and the selection and use of propeller lubricants for reciprocating and turbo propeller engines. **(1.5-1.5-3)**

AMTP 231S Engine Electrical Systems - This course offers a study of various electrical systems used in support of aircraft engines. The inspection, repair and maintenance procedures are also covered. **(1.5-1.5-2)**

AMTP 250S RECIPROCATING ENGINE OVERHAUL & INSTALLATION - This course contains a detailed study supported by the actual disassembly, inspection and repairing of an operational engine; followed by the reassembly and the operational testing of the engine. This course also includes the methods and procedures for engine removal and installation. **(1.5-1.5-4)**

AMTG 104S FLUID, LINES, AND FITTINGS - A study that will include the identification of aircraft plumbing, its repairs, and the methods and processes used for fabricating rigid and flexible lines. **(1.5-1.5-1)**

AMTG 105S MATERIALS AND PROCESSES - An introduction to the materials and processes used in aircraft maintenance and repair. Various methods of non-destructive testing and control of corrosion are studied and performed. **(1.5-1.5-3)**

AMTG 106S GROUND OPERATIONS AND SERVICING - A course of standards for aircraft ground movement and operations and associated safety practices. A study of aircraft weight and balance as it applies to the maintenance technician is included. **(1.5-1.5-3)**

AMTG 108S AIRCRAFT DRAWINGS - A study of aircraft working drawings, schematics, diagrams, and the meaning of lines and symbols; as well as blueprint reading. **(2-1-1)**

2. Need

Outline how this program is deemed essential for the wellbeing of the state, region, or academy (e.g., how is it relevant, how does it contribute to economic development or relate to current/evolving needs). Identify similar programs in the state and explain why the proposed certificate is needed.

There is a demand in the United States for skilled workers in aerospace such as aircraft maintenance technicians. The U. S. Bureau of Labor Statistics (BLS) expects growth for aerospace technicians to grow from 157,400 jobs to 162,200 jobs over the next ten years.

Locally, over the past two years two major aerospace companies (Western Global Airlines and Advanced Aerospace Services) have relocated to Shreveport and they are looking to employ over a hundred technicians over the next few months. This certificate will address the overwhelming demand for a trained aviation workforce.

3. Students

Describe student interest. Project enrollment and productivity for the first 5 years; justify projections.

The Certificate of Technical Studies in Power Plant Maintenance Technology will allow students to work as technicians or as a step toward the pursuit of a technical diploma. As indicated below, the program will admit ten (10) or more students annually. Our goal is to encourage certificate graduates to continue life-long learning upon completion of the program.

Estimated number of enrollees for the first five (5) years:

	Year 1	Year 2	Year 3	Year 4	Year 5
Annual Enrollment	10	10	15	15	20
Graduates		8	12	13	18

4. Accreditation

Describe plan for achieving program accreditation.

N/A

5. Faculty, Administration, & Other Resources

How will instructional needs be met: will additional faculty, facilities, equipment, or library resources be required? What department will deliver and oversee the proposed program?

Part-time faculty members will be hired to meet the instructional needs of the program as prescribed by SACS. The University has a location for laboratories and lecture classrooms at the Downtown Airport. Library resources, supplies and equipment will be purchased to support the program. The Division of Science, Technology, Engineering and Mathematics will oversee the program.

6. Cost

Summarize additional costs to offer the program. On separate budget sheet, estimate costs and revenues for the projected program for the first four years, indicating need for additional appropriations (if any).

See attached Summary of Estimated Cost.

CERTIFICATIONS:

Primary Administrator for Proposed Certificate	Date
Provost/Chief Academic Officer	Date
Management Board/System Office	Date

SUMMARY OF ESTIMATED ADDITIONAL COSTS/INCOME FOR PROPOSED CERTIFICATE

Institution: Southern University at Shreveport

Date: 01/13/2020

Certificate Program, Unit: Certificate of Technical Studies in Power Plant Maintenance Technology

FTE = Full Time Equivalent (use the institution’s standard definition and provide that definition).

EXPENDITURES								
	FIRST YEAR		SECOND YEAR		THIRD YEAR		FOURTH YEAR	
	AMOUNT	FTE	Amount	FTE	AMOUNT	FTE	AMOUNT	FTE
Faculty	\$12,000		\$ 12,000		\$12,000		\$12,000	
Graduate Assistants								
Support Personnel								
Fellowships and Scholarships								
SUB-TOTAL EXPENSES	\$12,000		\$12,000		\$12,000		\$12,000	
	AMOUNT		AMOUNT		AMOUNT		AMOUNT	
Facilities	\$		\$		\$		\$	
Equipment	\$20,000							
Travel	\$2,500		\$2,500		\$2,500		\$2,500	
Supplies	\$2,000		\$2,000		\$2,000		\$2,000	

SUB-TOTAL	\$		\$		\$		\$	
GRAND TOTAL EXPENSES	\$36,500		\$16,500		\$16,500		\$16,500	
REVENUES								
Amount & Percentage of Total Anticipated From:	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	/%
State Appropriations	\$		\$		\$		\$	
Federal Grants/Contracts								
State Grants/Contracts								
Private Grants/Contracts								
Tuition	\$13,090	36%	\$13,090	79.33	\$13,090	79.33	\$13,090	79.33
Fees								
Other (specify)								
TOTAL	\$13,090	36%	\$13,090	79.33	\$13,090	79.33	\$13,090	79.33

Request Approval of the College of Agricultural, Family and Consumer
Sciences New Logo (SUAREC)



"Linking Citizens of Louisiana with Opportunities for Success"

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

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

OFFICE OF THE CHANCELLOR-DEAN

September 8, 2020

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

Dear President Belton:

As Chancellor of the Southern University Agricultural Research and Extension Center and Dean of the Southern University Agricultural, Family and Consumer Sciences, I am requesting the approval of the the College of Agricultural, Family and Consumer Sciences Logo to be used to promote the College, its programs, and community. In addition, to be used for marketing and recruiting.

Please let me know if you need further information or have any questions. Thank you for your consideration to this request.

Sincerely,

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

Orlando F. McMeans, PhD
Chancellor-Dean

Approval by:

A handwritten signature in blue ink, appearing to read 'Ray L. Belton'.

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

Date 9/14/20



"Linking Citizens of Louisiana with Opportunities for Success"

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

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

October 22, 2019

Dr. Orlando McMeans
Chancellor-Dean
Southern University Agricultural Research and Extension Center and the
College of Agricultural, Family and Consumer Sciences
Fisher Hall, Rm 102
Baton Rouge, LA 70813
CAMPUS

EXTENSION PROGRAMS
Agriculture and Natural Resources
Community and Economic Development
Family and Human Development
Nutrition, Diet and Health Education
Youth Development

LIVESTOCK SHOW OFFICE
Livestock and Poultry Show
State and National Rabbit Show
State and Regional Horse Show

RESEARCH PROGRAMS
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Environment
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TECHNOLOGY SERVICES
Data/Network/Web Management
Electronic Media
Publications
Technical Support and Training
(225) 771-4374 Fax

Re: Approval and Authorization for Logo Usage

Dear Dr. McMeans:

Please let this memo serve as a request and authorization for the Southern University Agricultural Research and Extension Center (SUAREC) and the College of Agricultural, Family and Consumer Sciences (CAFCS), to return and fully utilize its "original branded symbol." This, as a part of our re-branding process, is a collected effort; to include all entities (Research, Teaching and Extension), (see attached).

We are requesting your approval upon your signature to officially re-brand the use of the "Center's Original Logo." In addition, I am requesting that we now officially trademark this image with the State of Louisiana's Secretary of State's Office and the US Library of Congress.

Thanks in advance for your favorable support.

Christopher J. Rogers
Director of Technology/Communications Services
Southern University Ag Center

Approval: 
Dr. Orlando McMeans, Chancellor-Dean

/cjr
Attachment

PRIMARY



SECONDARY TYPOGRAPHY



Problem:

Agriculture has a history of being known as archaic and dirty. These stereotypes have only been reinforced with the way creatives have chosen to display and highlight agriculture to the world through various mediums of promotion and advertising. Today in 2019 branding is king and aesthetic matters to potential clients, existing staff and partners.

Discussion:

Agriculture is the future and the future is now. Our logo comps echo this sentiment by offering sleek and appealing designs that our students, staff and faculty can get behind and be proud to display. We are showing that our college is VERY relevant, cutting edge and progressive. We are also showing that we are very aware of the stereotypes and making an effort to brand agriculture to new generations by showing the research, technology and STEM portions of it as well. This will do wonders in separating us from other Ag Colleges across the nation AND world.

Solution:

These logo comps are a happy medium between the integrity of the SU System brand guidelines and the individuality that SU Ag requires in this modern age. We have elected to allow the SU System color palette to stand dominant to pay homage to our beloved 1890 institution but also added our staple "Ag" symbol to connect the college with the SU Ag Center. These comps are blended to show that the Ag Center and the SUBR Campus are both standing as assets to the students of the CAFCS. It also displays a united front of progress to our students, prospective students, clientele, partners and donors.

COLOR CODES

- Columbia Blue: 59, 11, 0, 0
- Gold: 0, 19, 89, 00
- Navy: 100, 63, 16, 78

 FONTS

Mr Eaves Mod OT- Heavy
Mr Eaves Mod OT- Regular

DEVELOPED BY: Southern University Ag Center - Office of Technology and Communications Services
Mr. Christopher J. Rogers, Director of Communications and Technology Services
Mrs. LaKeeshia Lusk, Communications Coordinator
Dr. Renita Marshall, Vice Chancellor for Academic and Student Services/Assoc. Dean
Mr. D'Andre Lee, Creative Specialist
11/09/21, 10:08 AM/11/09/21, 2021

Request Approval of the Southern University Strategic Leadership
Institute (SULC / SUBR)



SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL

POST OFFICE BOX 9294

BATON ROUGE, LOUISIANA 70813-9294

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

September 9, 2020

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

RE: Strategic Leadership Institute

Dear Dr. Belton:

The Southern University Law Center (SULC) and the Southern University College of Business will launch a seven-week virtual short course training entitled "Strategic Leadership in Times of Crisis" which is scheduled to begin on September 28, 2020 and conclude on November 9, 2020. Featured presenters include Ambassador James A. Joseph, Retired Lieutenant General Russel L. Honore, and Dr. John Sibley Butler. This short course is the first iteration of short courses, speaker series, webinars, symposiums, seminars, workshops, and coaching related to the development of executive leadership skills in the private and public sector.

The Law Center and the College of Business seek approval from the Southern University System Board of Supervisors to create and establish a SU Strategic Leadership Institute (SUSLI). The vision and mission of SUSLI would be to develop private and public sector leaders to become ethical, innovative, responsible, and competent leaders who can be transformative agents in local, national, and global arenas.

The need for the Institute is based upon the fact that leadership plays a vital, if not most important role in the achievement of organizational excellence, especially during uncertain and turbulent times. Southern University constituent institutions have a long history of preparing and producing transformative leaders and advancing leadership skills through their educational programs.

I would appreciate if this request is placed on the September Board of Supervisors agenda for approval. If you have any questions, please feel free to contact me.

Sincerely,


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

Request Authorization to create a Common Law Track for the
Southern University Law Center (SULC)



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

August 28, 2020

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

RE: Authorization to create a Common Law Track for the Southern University Law Center

Dear Dr. Belton:

Over the last four-years, the Southern University Law Center has experienced a dramatic rise in the number of non-Louisiana residents that have applied to and matriculated at the Law Center. For the 2020-2021 academic year, the number of incoming first-year law students from outside of Louisiana exceeds the number of students who are Louisiana residents. This trend will not dissipate anytime soon.

The Law Center created a pilot program to address the rise of non-resident law students. This program offers non-Louisiana students courses that serve as substitutes for traditional Louisiana civil law courses, as more of the Law Center students/graduates plan to take and are taking bar examinations in common law jurisdictions outside of Louisiana.

This changing demographic trend, to be properly served, now calls for the Law Center to join Loyola University Law School and Tulane Law School to offer its students, both a common law track as well as the civil law track. This will require that the Law Center make curricular changes and adjustments that allows the Law Center to more appropriately serve its growing student constituency from outside of Louisiana.

Therefore, I respectfully ask that this request be presented to the Southern University System Board of Supervisors at its September's board meeting for approval. If this request is approved, the Law Center will also need to make structural organizational changes and realignments to properly implement the approval sought by this request.

If you have any questions, please feel free to contact me.

Sincerely,

John K. Pierre

Chancellor and Vanue B. Lacour Endowed Law Professor

Request for Approval and Authorization to enter into a Cooperative
Resolution with the City of New Orleans (SUNO)

**Request Approval and Authorization to enter into a Cooperative
Resolution with the City of New Orleans (SUNO)**

Request for Approval and Authorization to enter into a Cooperative
Resolution with the City of New Orleans (SUNO)



SOUTHERN UNIVERSITY AT NEW ORLEANS

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

Office of the Chancellor

September 23, 2020

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

Re: Request for approval and authority to enter into a Cooperative Resolution with the City of New Orleans

Dear Dr. Belton:

On behalf of Southern University at New Orleans (SUNO), I am requesting your approval and that of the Board of Supervisors for authorization to enter into a Cooperative Resolution with the City of New Orleans with regards to a grant awarded to SUNO in the amount \$100,000 from the Edward Wisner Donation Fund.

SUNO received a letter from the City of New Orleans informing us that the university has been selected to receive funds to support the School of Social Work. These funds will be used by faculty to enhance the education of our students through service as social workers-in-training to families and children of the New Orleans community.

Thank you for your consideration of this request.

With kind regards,

A handwritten signature in cursive script that reads "James H. Ammons, Jr.".

James H. Ammons, Jr., Ph.D.
Interim Chancellor
Southern University at New Orleans

APPROVED: _____

A handwritten signature in cursive script that reads "Ray L. Belton".
Dr. Ray L. Belton
President-Chancellor

CERTIFICATION

I, the undersigned Secretary of **THE BOARD OF SUPERVISORS OF SOUTHERN UNIVERSITY AND AGRICULTURAL AND MECHANICAL COLLEGE SYSTEM WITH AND ON BEHALF OF SOUTHERN UNIVERSITY AT NEW ORLEANS** (hereinafter referred to as the “Corporation”), do hereby certify that I am the Secretary of the Corporation and the keeper of the corporate records and minutes of the proceedings of the Board of Supervisors of said Corporation, and that the following resolution was duly and lawfully adopted by the Board of Supervisors at its meeting conducted on September 25, 2020, in accordance with the laws of the State of Louisiana and the bylaws of the Corporation:

RESOLUTION OF THE BOARD OF SUPERVISORS OF SOUTHERN UNIVERSITY AND AGRICULTURAL AND MECHANICAL COLLEGE SYSTEM

RESOLVED, the Interim-Chancellor of SUNO and President of the System, jointly and severally, are hereby authorized and directed to prepare, execute and deliver such documents as are necessary to effectuate a contract/cooperative endeavor agreement (“Agreement”) on behalf of the Corporation with the City of New Orleans for the purpose of accepting an award from the Edward Wisner Donation/Grant.

RESOLVED FURTHER, that all prior acts by any person whomsoever acting for this Corporation and in its name relating in any way to the said Agreement or any of its terms and conditions are hereby ratified and confirmed as the duly authorized acts of this Corporation.

RESOLVED FURTHER, that these resolutions, or any one of them, shall not be modified, amended or revoked without prior written notice to the City of New Orleans, Attention: City Attorney, 1300 Perdido Street, Room 5E03, New Orleans, Louisiana 70112.

I further certify the above and foregoing to be a true and correct copy of the resolution adopted by the Board of Supervisors of the Corporation at its September 25, 2020 meeting, and that said resolution has not been rescinded, altered, modified or changed and remains in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand as Secretary of the Board of Supervisors of Southern University and Agricultural and Mechanical College System with and on behalf of Southern University and Agricultural and Mechanical College at Baton Rouge on this 25th day of September, 2020.

Dr. Ray L. Belton, Secretary

MEMORANDUM FOR THE CHAIRMAN, BOARD OF TRUSTEES
FROM: [Name]
SUBJECT: [Subject]

Request Approval of MOU between Southern University at Baton Rouge and the Baton Rouge Area Chamber for the Handshake Initiative to promote Retention and Job Placement for Students and Graduates (SUBR)

MEMORANDUM OF UNDERSTANDING

Between

Baton Rouge Area Chamber

564 Laurel Street

Baton Rouge, LA 70801

And

Southern University and A&M College

Office of the President-Chancellor

J.S. Clark Administration Building, 4th Floor

Baton Rouge, LA 70813

This Memorandum of Understanding (“MOU”) is made and entered into on September ____, 2020 by and between the Baton Rouge Area Chamber (“BRAC”) and Southern University and A&M College (“SU”). This MOU is intended to increase retention of students and graduates of SU in the Baton Rouge area through internships and entry-level job placement in conjunction with use of the talent recruiting platform that SU utilizes, Handshake.

The partners entering the MOU have agreed to form a collaboration effective upon the date last signed and existing until either party terminates engagement, which shall be done in writing 30 days prior to intent to disengage. The parties agree to the following roles and responsibilities.

Roles and Responsibilities of BRAC

BRAC commits to:

- Communicate the importance of recruiting SU students as a talent choice to the Baton Rouge Area business community
- Promote the Handshake platform to the business community of the nine-parish Capital Region to increase employer activation rate
- Use BRAC’s advertising to promote Handshake and SU student hiring in local media
- Conduct educational workshops with businesses in the nine-parish region to increase awareness and usage of the Handshake platform in partnership with the Southern University Career Center
- Promote paid internships as a key component of early talent attraction strategy among the business community of the nine-parish Capital Region
- Promote online tutorials and Southern University Career Center support for businesses to learn how to effectively use the Handshake talent recruitment platform
- Host quarterly meetings with LSU and Southern University to assess current status and areas of support needed to help the partnership progress
- Set specific measurable goals, identify a baseline of data, and produce an annual scorecard to track regional progress on placing students in local internships and job opportunities as well as local business usage of Handshake, using data provided by LSU and Southern University

- Provide SU with positive content about life in Baton Rouge for their promotion to students
- Pursue state policy change and tracking regarding post-secondary graduate hiring and retention in the state

Roles and Responsibilities of SU

SU Commits to:

- Communicate externally and internally that local paid internships and job placement are a priority of SU as part of its commitment to students' career development and education
- Engage each college to promote the Handshake platform to students, with a goal of 100% student profile completion
 - Profile Completion – a complete profile means a student submits at least one work experience, organization, or skill into their own Handshake profile
- Secure commitments with each college to support this student intern/job placement strategy, including designating a person from each college to work with the Southern University Career Center to promote and educate students and faculty on Handshake
- Increase the university-wide focus on job-based, experiential learning as a critical component of academic success, beginning with the first year a student is enrolled
- Encourage and launch more paid internships for credit in more aspects of the curricula of SU's colleges
- Promote positive messaging about Baton Rouge to students to enhance awareness of the region as a vibrant community to consider launching a career
- Partner with BRAC and LSU to agree upon and implement a data tracking strategy that enables the university to set measurable goals and track progress, and share those data points on an annual basis with the group
- Promote the Handshake talent recruitment platform to all of the colleges' in-state business community stakeholders as well as to SU alumni
- Increase opportunities for small to mid-size businesses, especially in metro Baton Rouge, to engage students on campus and virtually via guest lectures, hosted field trips, lunch and learns, etc.
- Explore structural and financial barriers preventing the Southern University Career Center from actively engaging with small to mid-sized businesses in the Baton Rouge area

Other Terms

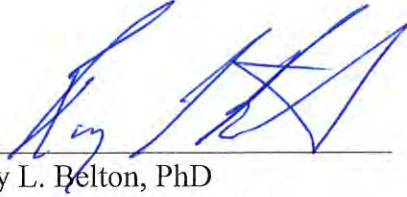
No Third Party Beneficiaries: This Agreement shall not create any rights, including without limitation third party beneficiary rights, in any person or entity not a party to this Agreement.

Entire Agreement: This agreement fully supersedes any and all prior agreements or understandings between the parties hereto or any of their respective affiliates with respect to the subject matter hereof, and no change in, modification of, or addition, amendment or supplement to this Agreement shall be valid unless set forth in writing and signed and dated by both parties hereto subsequent to the execution of this Agreement.

Force Majeure: Neither party will be held responsible for any delay or failure in performance of any part of this Agreement to the extent that such delay is caused by events or circumstances beyond the delayed party's reasonable control.



Adam Knapp
President and CEO
Baton Rouge Area Chamber



Ray L. Belton, PhD
President and Chancellor
Southern University and A&M College

Request Approval of the Southern University Board of Supervisors
2020 Self-Evaluation (per SACSCOC 4.2g)



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

Office of the Vice President, Strategic Planning, Policy & Institutional Effectiveness
(SUS)
AND

Office of the Vice Chancellor, Academic Compliance (SUBR)

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

MEMORANDUM

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

FROM: Vladimír A. Appeaning, Ph.D.
Vice President for Strategic Planning, Policy and Institutional Effectiveness (SUS), and
Vice Chancellor for Academic Compliance (SUBR)

DATE: September 1, 2020

RE: Compliance with SACSCOC Standards - 4.2d, 4.2g and 7.1

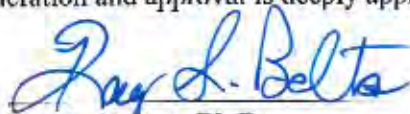
The following items are submitted to ensure continued compliance with SACSCOC Standards 4.2d, 4.2g and 7.1. The collection of this annual data will ensure that our campuses remain in compliance with *SACSCOC Standard 4.2g (Board Self-Evaluation)*, *SACSCOC Standard 4.2d (Conflict of Interest)*, and *SACSCOC Standard 7.1 (Institutional Planning and Effectiveness)*.

- *SU System Board Policy 6-003 (Board Self-Evaluation)* and *SACSCOC Standard 4.2g (Board Self-Evaluation)*, attached is the blank form that needs to be completed by each Board Member for the 2020-2021 Review Cycle/Fiscal Cycle.
- *SU System Board Policy 6-007 (Conflict of Interest)* and *SACSCOC Standard 4.2d (Conflict of Interest)*, attached is the blank form that needs to be completed by each Board Member for the 2020-2021 Review Cycle/Fiscal Cycle.
- *SACSCOC Standard 7.1 (Institutional Planning and Effectiveness) - Year 2 Annual Accountability Scorecard Assessment Data by Campus*

As we have done for the past two cycles/years, once the forms for SACSCOC Standards 4.2d and 4.2g are completed by Board members, the completed forms will be emailed back to the Board office, where the Board Staff will compile all completed forms and will email the completed Board-Self-Evaluations (4.2g) and completed Board Conflict of Interest Disclosure Forms (4.2d) to my office for analysis.

Your favorable consideration and approval is deeply appreciated.

Approved:


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

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

Board Self-Evaluation Instrument Evaluation Period: 2019-2020



Southern University System

Office of Strategic Planning, Policy,
and Institutional Effectiveness

Board Member

Instructions: Please indicate your level of agreement with each statement listed below by clicking on the appropriate box.

Section I

Board Management Function

	Strongly Agree	Agree	No Opinion	Disagree	Strongly Disagree
1. The ultimate responsibility for management of the System and its institutions rests with the Management Board.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Through its policy-making process, the Board works collaboratively with the President-Chancellor and faculty to achieve the strategic priorities of the System and its institutions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. The Board periodically reviews its policies to ensure that both the Bylaws and Policy Manual are up-to-date.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Board members uphold the final majority decision of the Board.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. The Board regularly reviews the role, scope and mission of its institutions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Board Organization and Operation

	Strongly Agree	Agree	No Opinion	Disagree	Strongly Disagree
6. Board officer responsibilities are clearly defined in the Board's Bylaws.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Board committees have clearly defined responsibilities designed to assist the Board in its deliberations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. The outcome of Board member preparation is productive Board meetings.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Board meeting agendas are relevant to the items presented to the Board for consideration.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Board minutes effectively capture and summarize Board actions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Board Self-Evaluation Instrument Evaluation Period: 2019-2020

Section I [Continue]

Board Leadership and Accountability

	Strongly Agree	Agree	No Opinion	Disagree	Strongly Disagree
11. The Board adheres to its fiduciary duties as outlined in its Bylaws.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Board members adhere to the Louisiana Code of Governmental Ethics by completing an annual Code of Ethics training.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. The Board advocates on behalf of the System and its institutions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. The Board has an active professional development and orientation program for current and new Board members.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. The Board monitors the effectiveness of its institutions in fulfilling their stated missions by reviewing performance data aligned with institutional priorities and outcomes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Board CEO Relations

	Strongly Agree	Agree	No Opinion	Disagree	Strongly Disagree
16. The Board sets clear expectations for the President-Chancellor/Chief Executive Officer (CEO) of the Southern University and A&M College System.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. The CEO's job description is current and accurate.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18. The Board effectively evaluates the CEO.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19. The Board maintains open communication with the CEO.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20. The Board provides the highest level of support to the CEO.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Board Self-Evaluation Instrument Evaluation Period: 2019-2020

Section II

Instructions: Indicate your overall rating of Board performance and provide responses to the open ended questions.

My overall rating of Board Performance is

Outstanding

Above Average

Average

Below Average

Poor

What are the Board's greatest strengths? (List at least one example)

What are the areas in which the Board could improve? (List at least one example)

What are the major accomplishments of the Board in the past year? (List at least one example)

As a Board member, I am most pleased about:

As a Board member, I am most concerned about:

I recommend that the Board adopt the following three (3) Goals for the coming year:

Request Approval of the Southern University Board of Supervisors
2020 Conflict of Interest Disclosure (per SACSCOC 4.2d)



2019-2020

SOUTHERN UNIVERSITY SYSTEM BOARD OF SUPERVISORS

CONFLICT OF INTEREST DISCLOSURE STATEMENT

I, _____ a member of the Board

of Supervisors of Southern University System affirm that:

- (a) I am familiar with the Bylaws of the Board.
- (b) I do not engage in conduct that is prohibited or unlawful.
- (c) I do not have a personal interest in a transaction with the University.
- (d) I do not engage in prohibited conduct relating to contracts with the University.
- (e) I do not have any business interest or family relations that could be deemed a conflict of interest under any law or board policy.
- (f) I have no conflict of interest as it relates to the institution.

If any situation arises that makes the above statements incomplete or incorrect, I will notify the Board immediately of any conflicts and actions I am taking to resolve such conflict(s). Notification shall be submitted in writing to the Board Chair.

Signature of Board Member

Name: _____

Date: _____

Request Approval of the Scorecard Assessment Data by Campus
(Year 2 Annual Accountability Per SACSCOC Standard 7.1)

1. Southern University at Baton Rouge
2. Southern University at New Orleans
3. Southern University at Shreveport
4. Southern University Law Center
5. Southern University Agricultural
Research and Extension Center

FULFILLING THE PROMISE
SU SYSTEM ACCOUNTABILITY SCORECARD - YEAR 2
 SU SYSTEM OFFICE OF STRATEGIC PLANNING, POLICY, AND INSTITUTIONAL EFFECTIVENESS
 Dr. Vladimir A. Appenning, Vice President & Dr. Toni L. Manoghn, Associate Vice President

		OUTCOMES				SOUTHERN UNIVERSITY SYSTEM			
CYCLE	GOALS#	OBJ#	KEY PERFORMANCE INDICATORS (KPIs)	Target	Actual	Difference	% Difference		
F2019	1	1	Total Head Count: Enrollment	12,861	13,051	190	1.48%▲		
F2019	1	2	Dual Enrollment	1,073	1,154	81	7.55%▲		
F2019	1	3	Online Enrollment	330	693	363	110.00%▲		
F2019	1	4	New FIFT Student Enrollment	2,348	2,311	-37	-1.58%▼		
F2019	1	5	Undergraduate Enrollment	10,769	11,150	387	3.60%▲		
F2019	1	5	Transfer-in Enrollment	843	881	38	4.51%▲		
F2019	1	7	Graduate Enrollment	1,350	1,231	-119	-8.81%▼		
F2019	1	8	Re-Admission Enrollment	830	569	-161	-19.40%▼		
F2019	1	9	Cross-Enrollment	229	418	189	82.53%▲		
F2019	1	10	Pell Eligible Students (% of Undergraduate Enrollment)	63.67%	63.32%	-0.35%	-0.55%▼		
F2019	1	11	Adult Learners - 25 years and older (% of Undergraduate Enrollment)	33.33%	29.49%	-3.84%	-11.53%▼		
F2018-19	2	1	5-to-2 Year Fall-to-Fall Same Institution Retention Rate	50.00%	51.28%	1.28%	2.57%▲		
AY 2018-19	2	2	6-year Graduation Rate Same Institution (% 50% of Normal Time) (Fall 2012 Cohort)	25.00%	29.56%	4.56%	18.24%▲		
AY 2018-19	2	3	3-year Graduation Rate Same Institution (% 50% of Normal Time) (Fall 2015 Cohort)	2.00%	3.83%	1.83%	91.50%▲		
AY 2018-19	2	4	Credentials Awarded (Completers)	2,030	1,943	-87	-4.29%▼		
AY 2018-19	2	5	Baccalaureate Degrees Awarded	1,958	1,018	-40	-5.78%▼		
AY 2018-19	2	5	Master's Degrees Awarded	487	423	-64	-13.14%▼		
AY 2018-19	2	7	Doctoral Degrees Awarded	17	28	11	64.71%▲		
AY 2018-19	2	8	Professional Degrees Awarded	147	159	12	8.16%▲		
AY 2018-19	2	9	Diplomas Awarded	9	11	2	22.22%▲		
AY 2018-19	2	10	Certificates Awarded	70	70	0	0.00%—		
AY 2018-19	2	11	Associate Degrees Awarded	220	234	14	6.36%▲		
CY 2019	2	12	NCLEX Passage Rate (Baccalaureate Degree)	89.00%	82.93%	-6.07%	-6.82%▼		
CY 2019	2	13	NCLEX Passage Rate (Associate Degree)	80.00%	90.00%	10.00%	12.50%▲		
CY 2019	2	14	PRAXIS Examination Passage	100.00%	100.00%	0.00%	0.00%—		
CY 2019	2	15	LeJoliana Bar Association Passage	50.00%	85.81%	23.81%	39.68%▲		
CY 2019	2	16	Law Graduates Job Placement	75.00%	85.00%	10.00%	13.33%▲		
CY 2019	2	17	Ultimate Bar Passage	78.75%	80.34%	1.58%	2.01%▲		

FULFILLING THE PROMISE

SU SYSTEM ACCOUNTABILITY SCORECARD - YEAR 2

SU SYSTEM OFFICE OF STRATEGIC PLANNING, POLICY, AND INSTITUTIONAL EFFECTIVENESS
 Dr. Vladimir A. Appearing, Vice President & Dr. Toni L. Manoglin, Associate Vice President

CYCLE		GOALS#	OBJ#	KEY PERFORMANCE INDICATORS (KPIs)	Target	Actual	Difference	% Difference
SOUTHERN UNIVERSITY SYSTEM								
2019	3	1		100% Compliance w/Accreditation Standards	100.00%	100.00%	0.00%	0.00%▲
2019	3	2		100% Compliance w/Individual Program Accreditation Standards	100.00%	100.00%	0.00%	0.00%▲
FY 2019	3	3		*Financial Health Index - Current Ratio	1.80	2.11	0.31	17.44%▲
FY 2019	3	4		*Financial Health Index - Working Capital	\$4,370,000	\$7,501,549	\$3,131,549	71.66%▲
FY 2019	3	5		*Financial Health Index - Unrestricted Net Position	-\$3,120,000	-\$25,129	\$3,094,871	99.19%▲
AY 2018-19	4	1		Grant Proposal Submitted (#)	156	174	18	11.54%▲
AY 2018-19	4	2		Grant Proposal Submitted (\$)	\$50,755,079	\$68,872,993	\$18,117,914	35.70%▲
AY 2018-19	4	3		Grant Proposal Awarded (#)	98	116	18	18.37%▲
AY 2018-19	4	4		Grant Proposal Awarded (\$)	\$28,235,517	\$80,761,295	\$52,525,678	8.95%▲
CY 2019	5	1		Fundraising - Donors (#)	2,300	2,259	-41	-1.78%▼
CY 2019	5	2		Fundraising - Gifts (#)	4,000	4,154	154	3.85%▲
CY 2019	5	3		Fundraising - Gifts (\$)	\$6,900,000	\$8,879,165	\$1,979,165	28.68%▲
F2019	7	1		International Student Enrollment	262	254	-8	-3.05%▼
F2019	7	2		Out-of-State Student Enrollment	1,252	1,752	500	39.94%▲
2019	7	3		(Paid) Annual Alumni Memberships (#)	1,650	1,760	110	6.67%▲
2019	7	4		(Paid) Life Alumni Memberships (#)	2,850	3,075	225	7.89%▲
2019	7	5		Press Releases (#)	26	39	13	50.00%▲
2019	7	6		Website - Bounce Rate (%)	49.25%	59.41%	-10.16%	-20.63%▼
2019	7	7		Social Media - Total Fans/Follower (#)	90,000	107,604	17,604	19.56%▲
2019	7	8		Social Media - Total Messages Sent (#)	2,500	3,471	971	38.84%▲
2019	7	9		Social Media - Total Messages Received (#)	9,500	12,833	3,333	35.08%▲
2019	7	10		Social Media - Total Impressions (#)	13,500,000	30,835,808	11,335,808	58.13%▲
2019	7	11		Social Media - Total Engagement (#)	115,000	1,815,084	1,701,084	1479.20%▲
2019	7	12		Social Media - Total Link Clicks (#)	40,000	82,795	42,795	106.99%▲

Data Source(s): Louisiana Board of Regents Statewide Student Profile System (SSPS), Integrated Postsecondary Education Data System (IPEDS), SUR Internal Reports

*Adjusted due to the Governmental Accounting Standards Board (GASB) Adjustment in 2019

YEAR 2 - SU SYSTEM ACCOUNTABILITY SCORECARD			
OUTCOMES SUMMARY			
Year 2 - Expectation Level	Number	Percent	
Exceeded Expected Outcomes	36	69%	
Met Expected Outcomes	4	8%	
Met and/or Exceeded Expected Outcomes	40	77%	
Failed to Meet Expected Outcomes	12	23%	
TOTAL	52	100%	



Southern University System

BY THE NUMBERS

Comparison of 2018 to 2019

No.	KEY PERFORMANCE INDICATORS (KPIs)	Year 1		Year 2		Difference	%
		2018 Actual	2019 Actual	2018 Actual	2019 Actual		
1	Total Head Count Enrollment	12,324	13,051	13,051	13,051	727	5.90%
2	Dual Enrollment	927	1,154	1,154	1,154	227	24.49%
3	Online Enrollment	228	693	693	693	465	203.95%
4	New First-Time Freshman Student Enrollment	2,177	2,311	2,311	2,311	134	6.16%
5	Undergraduate Enrollment	10,417	11,150	11,150	11,150	733	7.04%
6	Transfer-In Enrollment	789	881	881	881	92	11.66%
7	Cross-Enrollment	148	418	418	418	270	182.43%
8	Out-of-State Student Enrollment	1,408	1,752	1,752	1,752	344	24.43%
9	Pell Eligible Students (% of Undergraduate Enrollment)	62.67%	63.32%	63.32%	63.32%	0.65%	1.04%
10	1-to-2 Year Fall-to-Fall Same Institution Retention Rate	49.57%	51.28%	51.28%	51.28%	1.71%	3.46%
11	6-year Graduation Rate Same Institution (150% of Normal Time) (Fall 2013 Cohort)	24.95%	29.56%	29.56%	29.56%	4.62%	18.50%
12	3-year Graduation Rate Same Institution (150% of Normal Time) (Fall 2016 Cohort)	1.07%	3.83%	3.83%	3.83%	2.76%	257.94%
13	Doctoral Degrees Awarded	14	28	28	28	14	100.00%
14	Professional Degrees (Juris Doctorates) Awarded	152	159	159	159	7	4.61%
15	Diplomas Awarded	10	11	11	11	1	10.00%
16	Associate Degrees Awarded	224	234	234	234	10	4.46%
17	NCLEX Passage Rate (Associate Degree)	87.50%	90.00%	90.00%	90.00%	2.50%	2.86%
18	Louisiana Bar Association Passage	71.68%	83.81%	83.81%	83.81%	12.13%	16.92%
19	Law Graduates Job Placement	77.40%	85.00%	85.00%	85.00%	7.60%	9.82%
20	Grant Proposal Submitted (#)	171	174	174	174	3	1.75%
21	Grant Proposal Submitted (\$)	\$63,747,808	\$68,872,393	\$68,872,393	\$68,872,393	\$5,124,585	8.04%
22	Donors (#) - Fundraising	2,220	2,259	2,259	2,259	39	1.76%
23	Gifts (#) - Fundraising	3,905	4,154	4,154	4,154	249	6.38%
24	Gifts (\$) - Fundraising	\$6,996,831	\$8,879,165	\$8,879,165	\$8,879,165	\$1,882,334	26.90%
25	Press Releases (#)	30	39	39	39	9	30.00%
26	Social Media - Total Fans/Follower (#)	90,536	107,604	107,604	107,604	17,068	18.85%
27	Social Media - Total Engagement (#)	659,542	1,816,084	1,816,084	1,816,084	1,156,542	175.36%
28	Social Media - Total Link Clicks (#)	70,571	82,796	82,796	82,796	12,225	17.32%

IMAGINE 20K - ACCOUNTABILITY SCORECARD - YEAR 2

SU SYSTEM OFFICE OF STRATEGIC PLANNING, POLICY, AND IE

Dr. Vladimir A. Appeaning, Vice President & Dr. Toni L. Manogin, Associate Vice President

Mission Statement: The mission of Southern University and A&M College, an historically black, 1890 land grant institution, in Baton Rouge, Louisiana is to provide a student-focused teaching and learning environment that creates global leadership opportunities for a diverse student population where teaching, research, service, scholarly and creative expectations for students and faculty are achieved through the bachelor's, master's, and doctoral programs offered at the institution via different instructional modalities and via public service.

EXECUTIVE CHAMPION(S) Dr. Kim Scott, Dr. Bijoy Sahoo, Mr. Ed Willis, Ms. Tracy Barley			GOAL #1 Student Access and Affordability				SOUTHERN UNIVERSITY AND A&M COLLEGE			
CYCLE	GOAL#	OBI#	OUTCOMES/KEY PERFORMANCE INDICATORS (KPIs)	Target	Actual	Difference	% Difference			
F2019	1	1	Total Head Count Enrollment	7,000	7,140	140	2.00%▲			
F2019	1	2	Dual Enrollment	226	414	188	83.19%▲			
F2019	1	3	Online Enrollment	250	291	41	16.40%▲			
F2019	1	4	New F/T Student Enrollment	1,400	1,338	-62	-4.43%▼			
F2019	1	5	Undergraduate Enrollment	6,100	6,324	224	3.67%▲			
F2019	1	6	Transfe-In Enrollment	320	331	11	3.44%▲			
F2019	1	7	Graduate Enrollment	875	816	-59	-6.74%▼			
F2019	1	8	Re-Admit Enrollment	245	250	5	2.04%▲			
F2019	1	9	Cross-Enrollment	200	410	210	105.00%▲			
F2019	1	10	Pell Eligible Students (% of Undergraduate Enrollment)	71.00%	71.95%	0.95%	1.34%▲			
F2019	1	11	Adult Learners - 25 years and older (% of Undergraduate Enrollment)	16.00%	11.07%	-4.93%	-30.81%▼			
EXECUTIVE CHAMPION(S) Dr. Bijoy Sahoo, Mr. Ed Willis			GOAL #2 Academic Excellence and Student Success				SOUTHERN UNIVERSITY AND A&M COLLEGE			
CYCLE	GOAL#	OBI#	OUTCOMES/KEY PERFORMANCE INDICATORS (KPIs)	Target	Actual	Difference	% Difference			
F2018-19	2	1	2-to-2 Year Fall-to-Fall Same Institution Retention Rate	65.00%	61.08%	-3.92%	-6.03%▼			
AY 2018-19	2	2	4-year Graduation Rate Same Institution (100% of Normal Time) (Fall 2015 Cohort)	9.00%	9.41%	0.41%	4.56%▲			
AY 2018-19	2	3	6-year Graduation Rate Same Institution (100% of Normal Time) (Fall 2013 Cohort)	31.00%	31.45%	0.45%	1.45%▲			
AY 2018-19	2	4	Credentials Awarded (Completers)	1,077	1,011	-66	-6.13%▼			
AY 2018-19	2	5	Baccalaureate Degrees Awarded	750	730	-20	-2.67%▼			
AY 2018-19	2	6	Master's Degrees Awarded	310	253	-57	-18.39%▼			
AY 2018-19	2	7	Doctoral Degrees Awarded	17	28	11	64.71%▲			
CY 2019	2	8	NCLEX Passage Rate (Baccalaureate Degrees)	89.00%	82.93%	-6.07%	-6.82%▼			
CY 2019	2	9	PROXIS Examination Passage	100.00%	100.00%	0.00%	0.00%—			

IMAGINE 20K - ACCOUNTABILITY SCORECARD - YEAR 2

SU SYSTEM OFFICE OF STRATEGIC PLANNING, POLICY, AND IE

Dr. Vladimir A. Appeaning, Vice President & Dr. Toni L. Manogin, Associate Vice President

Mission Statement: The mission of Southern University and A&M College, an historically black, 1890 land grant institution, in Baton Rouge, Louisiana is to provide a student-focused teaching and learning environment that creates global leadership opportunities for a diverse student population where teaching, research, service, scholarship and creative expectations for students and faculty are achieved through the bachelor's, master's, and doctoral programs offered at the institution via different instructional modalities and via public service.

EXECUTIVE CHAMPION(S) Dr. Bijoy Sahoo, Mr. Ben Pugh		GOAL #3 Institutional Effectiveness and Accountability		SOUTHERN UNIVERSITY AND A&M COLLEGE			
CYCLE	GOAL#	OBJ#	OUTCOMES/KEY PERFORMANCE INDICATORS (KPIs)	Target	Actual	Difference	% Difference
2019	3	1	100% Compliance w/Accreditation Standards	100.00%	100.00%	0.00%	0.00%
2019	3	2	100% Compliance w/Individual Program Accreditation Standards	100.00%	100.00%	0.00%	0.00%
FY 2019	3	3	*Financial Health Index - Current Ratio	1.20	1.27	0.07	5.83%
FY 2019	3	4	*Financial Health Index - Working Capital	\$6,250,000	\$6,534,240	\$284,240	4.55%
FY 2019	3	5	*Financial Health Index - Unrestricted Net Position	\$3,400,000	\$4,185,509	\$785,509	23.10%
EXECUTIVE CHAMPION(S) Dr. Stubblefield, Dr. Bijoy Sahoo, Mr. Ben Pugh		GOAL #4 Scholarly Research, Discovery, and Entrepreneurship		SOUTHERN UNIVERSITY AND A&M COLLEGE			
CYCLE	GOAL#	OBJ#	OUTCOMES/KEY PERFORMANCE INDICATORS (KPIs)	Target	Actual	Difference	% Difference
FY 2018-19	4	1	Grant Proposal Submitted (#)	68	71	3	4.41%
FY 2018-19	4	2	Grant Proposal Submitted (\$)	\$26,000,000	\$37,127,447	\$11,127,447	42.80%
FY 2018-19	4	3	Grant Proposal Awarded (#)	56	61	5	8.93%
FY 2018-19	4	4	Grant Proposal Awarded (\$)	\$19,000,000	\$16,001,753	-\$2,998,247	-15.78%
EXECUTIVE CHAMPION(S) Mr. Alfred Harrell		GOAL #5 Fundraising and Philanthropic Support		SOUTHERN UNIVERSITY AND A&M COLLEGE			
CYCLE	GOAL#	OBJ#	OUTCOMES/KEY PERFORMANCE INDICATORS (KPIs)	Target	Actual	Difference	% Difference
CY 2019	5	1	Fundraising - Donors (#)	1,596	1,815	219	13.72%
CY 2019	5	2	Fundraising - Gifts (#)	2,667	3,068	401	15.04%
CY 2019	5	3	Fundraising - Gifts (\$)	\$3,063,000	\$4,105,106	\$1,042,106	34.02%

IMAGINE 20K - ACCOUNTABILITY SCORECARD - YEAR 2

SU SYSTEM OFFICE OF STRATEGIC PLANNING, POLICY, AND IE

Dr. Vladimir A. Appeaning, Vice President & Dr. Toni L. Manogin, Associate Vice President

Mission Statement: The mission of Southern University and A&M College, an historically black, 1890 land grant institution, in Baton Rouge, Louisiana is to provide a student-focused teaching and learning environment that creates global leadership opportunities for a diverse student population where teaching, research, service, scholarly and creative expectations for students and faculty are achieved through the bachelor's, master's, and doctoral programs offered at the institution via different instructional modalities and via public service.

EXECUTIVE CHAMPION(S) Dr. Rebyn Merrick, Dr. Barbara Carpenter, Dr. Kim Scott		GOAL #7 Promote the SU Brand through Outreach and Global Engagement		SOUTHERN UNIVERSITY AND A&M COLLEGE		
CYCLE	GOAL#	OBJ#	OUTCOMES/KEY PERFORMANCE INDICATORS (KPIs)	Target	Actual	% Difference
F2019	7	1	International Student Enrollment	145	138	-4.83% ▼
F2019	7	2	Out-of-State Student Enrollment	920	1,313	42.72% ▲
2019	7	3	(Paid) Annual Alumni Memberships (#)	1,650	1,760	6.67% ▲
2019	7	4	(Paid) Life Alumni Memberships (#)	2,850	3,075	7.89% ▲
2019	7	5	Press Releases (#)	26	39	50.00% ▲
2019	7	6	Website - Bounce Rate (%)	49.25%	60.57%	-22.98% ▼
2019	7	7	Social Media - Total Fans/Follower (#)	90,000	101,175	12.42% ▲
EXECUTIVE CHAMPION(S) Dr. Gabriel Fagboyiro		GOAL #8 Enhance Campus Technology		SOUTHERN UNIVERSITY AND A&M COLLEGE		
CYCLE	GOAL#	OBJ#	OUTCOMES/KEY PERFORMANCE INDICATORS (KPIs)	Target	Actual	% Difference
2019	8	1	NextGen Dynamic Forms Web Solution (#)	4,768	27,671	480.35% ▲
2019	8	2	Wireless Bandwidth Utilization (Mbps)	720	1,750	143.06% ▲
2019	8	3	Network Bandwidth Utilization (Mbps)	850	2,025	138.24% ▲

Data Source(s): Louisiana Board of Regents Statewide Student Profile System (SSPS), Integrated Postsecondary Education Data System (IPEDS), SUBR Internal Reports
*Adjusted due to The Governmental Accounting Standards Board (GASB) Adjustment in 2019

YEAR 2 - SUBR ACCOUNTABILITY SCORECARD			
OUTCOMES SUMMARY			
Year 2 - Expectation Level	Number	Percent	
Exceeded Expected Outcomes	28	67%	
Met Expected Outcomes	3	7%	
Met and/or Exceeded Expected Outcomes	31	74%	
Failed to Meet Expected Outcomes	11	26%	
TOTAL	42	100%	



Southern University and A&M College

BY THE NUMBERS

Comparison of 2018 to 2019

No.	KEY PERFORMANCE INDICATORS (KPIs)	Year 1		Year 2		Difference	%
		2018 Actual	2019 Actual	2018 Actual	2019 Actual		
1	Total Headcount Enrollment	6,693	7,140	6,693	7,140	447	6.68%
2	Dual Enrollment	189	414	189	414	225	119.05%
3	Online Enrollment	188	291	188	291	103	54.79%
4	Undergraduate Enrollment	5,838	6,324	5,838	6,324	486	8.32%
5	Transfer-In Enrollment	317	331	317	331	14	4.42%
6	Re-Admit Enrollment	229	250	229	250	21	9.17%
7	Cross-Enrollment	146	410	146	410	264	180.82%
8	Out-of-State Student Enrollment	1,088	1,313	1,088	1,313	225	20.68%
9	Pell Eligible Students (% of Undergraduate Enrollment)	69.00%	71.95%	69.00%	71.95%	2.95%	4.28%
10	6-year Graduation Rate Same Institution (150% of Normal Time) (Fall 2013 Cohort)	30.78%	31.45%	30.78%	31.45%	0.67%	2.18%
11	Doctoral Degrees Awarded	14	28	14	28	14	100.00%
12	Grant Proposal Submitted (\$)	\$29,021,274	\$37,127,447	\$29,021,274	\$37,127,447	\$8,106,173	27.93%
13	Donors (#) - Fundraising	1,760	1,815	1,760	1,815	55	3.13%
14	Gifts (#) - Fundraising	2,896	3,068	2,896	3,068	172	5.94%
15	Social Media - Total Fans/Follower (#)	90,536	101,175	90,536	101,175	10,639	11.75%
16	NextGen Dynamic Forms Web Solution (#)	8,453	27,671	8,453	27,671	19,218	227.35%
17	Wireless Bandwidth Utilization (Mbps)	850	1,750	850	1,750	900	105.88%
18	Network Bandwidth Utilization (Mbps)	1,200	2,025	1,200	2,025	825	68.75%

Data Source(s): Louisiana Board of Regents Statewide Student Profile System (SSPS), Integrated Postsecondary Education Data System (IPEDS), SUBR Internal Reports

SUNO ACCOUNTABILITY SCORECARD - YEAR 2

SU SYSTEM OFFICE OF STRATEGIC PLANNING, POLICY, AND INSTITUTIONAL EFFECTIVENESS
 Dr. Vladimir A. Appeaning, Vice President & Dr. Toni L. Manogin, Associate Vice President

					SOUTHERN UNIVERSITY AT NEW ORLEANS				
					OUTCOMES				
CYCLE	GOALS#	OBI#	KEY PERFORMANCE INDICATORS (KPIs)	Target	Actual	Difference	% Difference		
F2019	1	1	Total Head Count Enrollment	2,528	2,309	-219	-8.66% ▼		
F2019	1	2	Dual Enrollment	233	198	-35	-15.02% ▼		
F2019	1	3	Online Enrollment	40	39	-1	-2.50% ▼		
F2019	1	4	New FIFT Student Enrollment	250	221	-29	-11.60% ▼		
F2019	1	5	Undergraduate Enrollment	1,929	1,894	-35	-1.81% ▼		
F2019	1	6	Transfer-in Enrollment	300	230	-70	-23.33% ▼		
F2019	1	7	Graduate Enrollment	475	415	-60	-12.63% ▼		
F2019	1	8	Re-Admit Enrollment	250	181	-69	-27.60% ▼		
F2019	1	9	Cross-Enrollment	20	6	-14	-70.00% ▼		
F2019	1	10	Pell Eligible Students (% of Undergraduate Enrollment)	62.00%	60.00%	-2.00%	-3.23% ▼		
F2019	1	11	Adult Learners - 25 years and older (% of Undergraduate Enrollment)	52.00%	41.66%	-10.34%	-19.88% ▼		
F2018-19	2	1	1-to-2 Year Fall-to-Fall Same Institution Retention Rate	49.00%	51.91%	2.91%	5.94% ▲		
AY 2018-19	2	2	6-year Graduation Rate Same Institution (150% of Normal Time) (Fall 2013 Cohort)	19.00%	20.68%	1.68%	8.84% ▲		
AY 2018-19	2	3	Credentials Awarded (Completers)	506	470	-36	-7.11% ▼		
AY 2018-19	2	4	Baccalaureate Degrees Awarded	308	288	-20	-6.49% ▼		
AY 2018-19	2	5	Master's Degrees Awarded	177	170	-7	-3.95% ▼		
AY 2018-19	2	6	Associate Degrees Awarded	20	12	-8	-40.00% ▼		
AY 2018-19	2	7	PRAXIS Examination Passage	100.00%	100.00%	0.00%	0.00% —		
2019	3	1	100% Compliance w/Accreditation Standards	100.00%	100.00%	0.00%	0.00% —		
2019	3	2	100% Compliance w/Individual Program Accreditation Standards	100.00%	100.00%	0.00%	0.00% —		
FY 2019	3	3	*Financial Health Index - Current Ratio	0.25	0.64	0.39	156.00% ▲		
FY 2019	3	4	*Financial Health Index - Working Capital	-\$5,000,000	-\$4,710,694	\$289,306	5.79% ▲		
FY 2019	3	5	*Financial Health Index - Unrestricted Net Position	-\$8,000,000	-\$7,689,141	\$310,859	3.89% ▲		

SUNO ACCOUNTABILITY SCORECARD - YEAR 2

SU SYSTEM OFFICE OF STRATEGIC PLANNING, POLICY, AND INSTITUTIONAL EFFECTIVENESS

Dr. Vladimir A. Appeaning, Vice President & Dr. Tomi L. Manogin, Associate Vice President

OUTCOMES				SOUTHERN UNIVERSITY AT NEW ORLEANS			
CYCLE	GOALS#	OBI#	KEY PERFORMANCE INDICATORS (KPIs)	Target	Actual	Difference	% Difference
AY 2018-19	4	1	Grant Proposal Submitted (#)	44	46	2	4.55%▲
AY 2018-19	4	2	Grant Proposal Submitted (\$)	\$10,801,233	\$10,147,396	-\$653,837	-6.05%▼
AY 2018-19	4	3	Grant Proposal Awarded (#)	26	21	-5	-19.23%▼
AY 2018-19	4	4	Grant Proposal Awarded (\$)	\$5,400,617	\$4,810,053	-\$590,564	-10.94%▼
F2019	7	1	International Student Enrollment	45	53	8	17.78%▲
F2019	7	2	Out-of-State Student Enrollment	80	79	-1	-1.25%▼

*Adjusted due to The Governmental Accounting Standards Board (GASB) Adjustment in 2019

YEAR 2 - SUNO ACCOUNTABILITY SCORECARD			
OUTCOMES SUMMARY			
Year 2 - Expectation Level	Number	Percent	
Exceeded Expected Outcomes	7	24%	
Met Expected Outcomes	3	10%	
Met and/or Exceeded Expected Outcomes	10	34%	
Failed to Meet Expected Outcomes	19	66%	
TOTAL	29	100%	



Southern University at New Orleans

BY THE NUMBERS

Comparison of 2018 to 2019

No.	KEY PERFORMANCE INDICATORS (KPIs)	Year 1		Year 2		Difference	%
		2018 Actual	2019 Actual	2018 Actual	2019 Actual		
1	Dual Enrollment	195	198	198	3		1.54%
2	Online Enrollment	29	39	39	10		34.48%
3	New First-Time Freshman Student Enrollment	183	221	221	38		20.77%
4	Cross-Enrollment	1	6	6	5		500.00%
5	1-to-2 Year Fall-to-Fall Same Institution Retention Rate	48.98%	51.91%	51.91%	2.93%		5.98%
6	6-year Graduation Rate Same Institution (150% of Normal Time) (Fall 2013 Cohort)	19.11%	20.68%	20.68%	1.57%		8.22%
7	Master's Degrees Awarded	167	170	170	3		1.80%
8	Financial Health Index - Current Ratio	0.38	0.64	0.64	0.26		68.42%
9	Financial Health Index - Working Capital	-\$9,487,773	-\$4,710,694	-\$4,710,694	\$4,777,079		50.35%
10	Financial Health Index - Unrestricted Net Position	-\$9,629,264	-\$7,689,141	-\$7,689,141	\$1,940,123		20.15%
11	Grant Proposal Submitted (#)	43	46	46	3		6.98%
12	International Student Enrollment	41	53	53	12		29.27%
13	Out-of-State Student Enrollment	70	79	79	9		12.86%

Data Source(s): Louisiana Board of Regents Statewide Student Profile System (SSPS), Integrated Postsecondary Education Data System (IPEDS), SUNO Internal Reports

SUSLA ACCOUNTABILITY SCORECARD - YEAR 2

SU SYSTEM OFFICE OF STRATEGIC PLANNING, POLICY, AND INSTITUTIONAL EFFECTIVENESS
 Dr. Vladimir A. Appeaning, Vice President & Dr. Toni L. Manoglin, Associate Vice President

					SOUTHERN UNIVERSITY AT SHREVEPORT			
OUTCOMES								
CYCLE	GOALS#	OBJ#	KEY PERFORMANCE INDICATORS (KPIs)	Target	Actual	Difference	% Difference	
F2019	1	1	Total Head Count Enrollment	2,734	2,932	198	7.24% ▲	
F2019	1	2	Dual Enrollment	614	542	-72	-11.73% ▼	
F2019	1	3	Online Enrollment	40	363	323	807.50% ▲	
F2019	1	4	New FTFT Student Enrollment	698	752	54	7.74% ▲	
F2019	1	5	Undergraduate Enrollment	2,734	2932	198	7.24% ▲	
F2019	1	6	Transfer-In Enrollment	223	320	97	43.50% ▲	
F2019	1	7	Re-Admit Enrollment	335	238	-97	-28.96% ▼	
F2019	1	8	Cross-Enrollment	9	2	-7	-77.78% ▼	
F2019	1	9	Pell Eligible Students (% of Undergraduate Enrollment)	58.00%	58.00%	0.00%	0.00% —	
F2019	1	10	Adult Learners - 25 years and older (% of Undergraduate Enrollment)	32.00%	35.74%	3.74%	11.69% ▲	
F2018-19	2	1	1-to-2 Year Fall-to-Fall Same Institution Retention Rate	36.00%	40.86%	4.86%	13.50% ▲	
AY 2018-19	2	2	3-year Graduation Rate Same Institution (150% of Normal Time) (Fall 2016 Cohort)	2.00%	3.83%	1.83%	91.50% ▲	
AY 2018-19	2	3	Credentials Awarded (Completers)	300	303	3	1.00% ▲	
AY 2018-19	2	4	Diplomas Awarded	9	11	2	22.22% ▲	
AY 2018-19	2	5	Certificates Awarded	70	70	0	0.00% —	
AY 2018-19	2	6	Associate Degrees Awarded	200	222	22	11.00% ▲	
CY 2019	2	7	NCLEX Passage Rate (Associate Degrees)	80.00%	90.00%	10.00%	12.50% ▲	
2019	3	1	100% Compliance w/ Accreditation Standards	100.00%	100.00%	0.00%	0.00% —	
2019	3	2	100% Compliance w/ Individual Program Accreditation Standards	100.00%	100.00%	0.00%	0.00% —	
FY 2019	3	3	*Financial Health Index - Current Ratio	0.95	0.99	0.04	4.21% ▲	
FY 2019	3	4	*Financial Health Index - Working Capital	\$20,000	-\$76,094	-\$96,094	-480.47% ▼	
FY 2019	3	5	*Financial Health Index - Unrestricted Net Position	\$100,000	\$482,243	\$382,243	382.24% ▲	

SUSLA ACCOUNTABILITY SCORECARD - YEAR 2

SU SYSTEM OFFICE OF STRATEGIC PLANNING, POLICY, AND INSTITUTIONAL EFFECTIVENESS

Dr. Vladimir A. Appeaning, Vice President & Dr. Toni L. Manoglin, Associate Vice President

				SOUTHERN UNIVERSITY AT SHREVEPORT			
CYCLE	GOALS#	OBI#	KEY PERFORMANCE INDICATORS (KPIs)	Target	Actual	Difference	% Difference
AY 2018-19	4	1	Grant Proposal Submitted (#)	16	16	0	0.00% ▬
AY 2018-19	4	2	Grant Proposal Submitted (\$)	\$5,953,846	\$8,774,208	\$2,820,362	47.37% ▲
AY 2018-19	4	3	Grant Proposal Awarded (#)	4	2	-2	-50.00% ▼
AY 2018-19	4	4	Grant Proposal Awarded (\$)	\$635,000	\$375,000	-\$260,000	-40.94% ▼
F2019	7	1	International Student Enrollment	70	56	-14	-20.00% ▼
F2019	7	2	Out-of-State Student Enrollment	82	159	77	93.90% ▲

*Adjusted due to The Governmental Accounting Standards Board (GASB) Adjustment in 2019

YEAR 2 - SUSLA ACCOUNTABILITY SCORECARD		
OUTCOMES SUMMARY		
Year 2 - Expectation Level	Number	Percent
Exceeded Expected Outcomes	16	57%
Met Expected Outcomes	5	18%
Met and/or Exceeded Expected Outcomes	21	75%
Failed to Meet Expected Outcomes	7	25%
TOTAL	28	100%



Southern University at Shreveport

BY THE NUMBERS

Comparison of 2018 to 2019

No.	KEY PERFORMANCE INDICATORS (KPIs)	Year 1		Year 2		Difference	%
		2018 Actual	2019 Actual	2018 Actual	2019 Actual		
1	Total Head Count Enrollment	2,651	2,932	2,932	281		10.60%
2	Online Enrollment	11	363	363	352		3200.00%
3	New First-Time Freshman Student Enrollment	652	752	752	100		15.34%
4	Undergraduate Enrollment	2,651	2,932	2,932	281		10.60%
5	Transfer-In Enrollment	199	320	320	121		60.80%
6	Cross-Enrollment	1	2	2	1		100.00%
7	Pell Eligible Students (% of Undergraduate Enrollment)	57.00%	58.00%	58.00%	1.00%		1.75%
8	Adult Learners - 25 years and older (% of Undergraduate Enrollment)	35.30%	35.74%	35.74%	0.44%		1.25%
9	1-to-2 Year Fall-to-Fall Same Institution Retention Rate	35.71%	40.86%	40.86%	5.15%		14.42%
10	3-year Graduation Rate Same Institution (150% of Normal Time) (Fall 2016 Cohort)	1.07%	3.83%	3.83%	2.76%		257.94%
11	Credentials Awarded (Completers)	302	303	303	1		0.33%
12	Diplomas Awarded	10	11	11	1		10.00%
13	Associate Degrees Awarded	207	222	222	15		7.25%
14	NCLEX Passage Rate (Associate Degrees)	87.50%	90.00%	90.00%	2.50%		2.86%
15	Out-of-State Student Enrollment	75	159	159	84		112.00%

Data Source(s): Louisiana Board of Regents Statewide Student Profile System (SSPS), Integrated Postsecondary Education Data System (IPEDS), SUSLA Internal Reports

SULC ACCOUNTABILITY SCORECARD - YEAR 2

SU SYSTEM OFFICE OF STRATEGIC PLANNING, POLICY, AND INSTITUTIONAL EFFECTIVENESS

Dr. Vladimir A. Appeaning, Vice President & Dr. Toni L. Manogin, Associate Vice President

CYCLE		GOALS#	OBJ#	KEY PERFORMANCE INDICATORS (KPIs)	Target	Actual	Difference	% Difference
F2019	1	1	1	Total Head Count Enrollment	599	670	71	11.85% ▲
AY 2018-19	2	1	1	Credentials Awarded (Completers)	147	159	12	8.16% ▲
AY 2018-19	2	2	2	Professional Degrees Awarded	147	159	12	8.16% ▲
CY 2019	2	3	3	Louisiana Bar Association Passage	60.00%	83.81%	23.81%	39.68% ▲
CY 2019	2	4	4	Law Graduates Job Placement	75.00%	85.00%	10.00%	13.33% ▲
CY 2019	2	5	5	Ultimate Bar Passage	78.76%	80.34%	1.58%	2.01% ▲
2019	3	1	1	100% Compliance w/Accreditation Standards	100.00%	100.00%	0.00%	0.00% —
2019	3	2	2	100% Compliance w/Individual Program Accreditation Standards	100.00%	100.00%	0.00%	0.00% —
FY 2019	3	3	3	*Financial Health Index - Current Ratio	3.35	3.53	0.18	5.37% ▲
FY 2019	3	4	4	*Financial Health Index - Working Capital	\$2,650,000	\$3,151,974	\$501,974	18.94% ▲
FY 2019	3	5	5	*Financial Health Index - Unrestricted Net Position	\$1,100,000	\$1,198,952	\$98,952	9.00% ▲
F2019	7	1	1	International Student Enrollment	2	7	5	250.00% ▲
F2019	7	2	2	Out-of-State Student Enrollment	170	201	31	18.24% ▲

*Adjusted due to The Governmental Accounting Standards Board (GASB) Adjustment in 2019

YEAR 2 - SULC ACCOUNTABILITY SCORECARD		
OUTCOMES SUMMARY		
Year 2 - Expectation Level	Number	Percent
Exceeded Expected Outcomes	11	85%
Met Expected Outcomes	2	15%
Met and/or Exceeded Expected Outcomes	13	100%
Failed to Meet Expected Outcomes	0	0%
TOTAL	13	100%



Southern University Law Center

BY THE NUMBERS

Comparison of 2018 to 2019

No.	KEY PERFORMANCE INDICATORS (KPIs)	Year 1		Year 2		Difference	%
		2018 Actual	2019 Actual	2018 Actual	2019 Actual		
1	Total Head Count Enrollment	624	670	624	670	46	7.37%
2	Credentials Awarded (Completers)	152	159	152	159	7	4.61%
3	Professional Degrees Awarded	152	159	152	159	7	4.61%
4	Louisiana Bar Association Passage	71.68%	83.81%	71.68%	83.81%	12.13%	16.92%
5	Law Graduates Job Placement	77.40%	85.00%	77.40%	85.00%	7.60%	9.82%
6	International Student Enrollment	1	7	1	7	6	600.00%
7	Out-of-State Student Enrollment	175	201	175	201	26	14.86%

Data Source(s): Louisiana Board of Regents Statewide Student Profile System (SSPS), Integrated Postsecondary Education Data System (IPEDS), SULC Internal Reports

SUAREC ACCOUNTABILITY SCORECARD - YEAR 2

SU SYSTEM OFFICE OF STRATEGIC PLANNING, POLICY, AND INSTITUTIONAL EFFECTIVENESS

Dr. Vladimir A. Appeaning, Vice President & Dr. Toni L. Manogin, Associate Vice President

		OUTCOMES				Southern University Agricultural Research and Extension Center			
CYCLE	GOALS#	OBJ#	KEY PERFORMANCE INDICATORS (KPIs)	Target	Actual	Difference	% Difference		
2019	3	1	100% Compliance w/Accreditation Standards	100.00%	100.00%	0.00%	0.00%		
2019	3	2	100% Compliance w/Individual Program Accreditation Standards	100.00%	100.00%	0.00%	0.00%		
FY 2019	3	3	Financial Health Index - Current Ratio	3.25	4.14	0.89	27.38%		
FY 2019	3	4	Financial Health Index - Working Capital	\$450,000	\$2,602,123	\$2,152,123	478.25%		
FY 2019	3	5	Financial Health Index - Unrestricted Net Position	\$280,000	\$1,797,308	\$1,517,308	541.90%		
AY 2018-19	4	1	Grant Proposal Submitted (#)	28	41	13	46.43%		
AY 2018-19	4	2	Grant Proposal Submitted (\$)	\$8,000,000	\$12,823,342	\$4,823,342	60.29%		
AY 2018-19	4	3	Grant Proposal Awarded (#)	12	32	20	166.67%		
AY 2018-19	4	4	Grant Proposal Awarded (\$)	\$3,200,000	\$9,574,489	\$6,374,489	199.20%		

*Adjusted due to The Governmental Accounting Standards Board (GASB) Adjustment in 2019

YEAR 2 - SUAREC ACCOUNTABILITY SCORECARD		
OUTCOMES SUMMARY		
Year 2 - Expectation Level	Number	Percent
Exceeded Expected Outcomes	7	78%
Met Expected Outcomes	2	22%
Met and/or Exceeded Expected Outcomes	9	100%
Failed to Meet Expected Outcomes	0	0%
TOTAL	9	100%



Southern University Agricultural Research & Extension Center

BY THE NUMBERS

Comparison of 2018 to 2019

No.	KEY PERFORMANCE INDICATORS (KPIs)	Year 1		Year 2		Difference	%
		2018 Actual		2019 Actual			
1	Financial Health Index - Working Capital	\$1,360,861		\$2,602,123		\$1,241,262	91.21%
2	Financial Health Index - Unrestricted Net Position	\$723,684		\$1,797,308		\$1,073,624	148.36%
3	Grant Proposal Submitted (#)	38		41		3	7.89%
4	Grant Proposal Submitted (\$)	\$8,288,855		\$12,823,342		\$4,534,487	54.71%
5	Grant Proposal Awarded (#)	24		32		8	33.33%
6	Grant Proposal Awarded (\$)	\$3,122,124		\$9,574,489		\$6,452,365	206.67%

Data Source(s): Louisiana Board of Regents Statewide Student Profile System (SSPS), Integrated Postsecondary Education Data System (IPEDS), SUAREC Internal Reports

Request Approval of Personnel Actions for Positions equal to
or Greater than \$60,000



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

August 28, 2020

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

RE: Salary adjustment related to additional duties for Charletta Fortson

Dear Dr. Belton:

Professor Wendy Shea recently resigned her position as a tenured faculty member at the Southern University Law Center to pursue professional opportunities at the Mitchell-Hamline Law School in Minnesota. One of Professor Shea's duties related to directing common law bar exam preparations for students taking bar exams outside of Louisiana.

Charletta Fortson, who is licensed in both the State of Georgia and Louisiana as a result of passing both the Georgia bar exam (a common law bar exam), and the Louisiana bar exam (a civil law bar exam), has assumed the role of directing common law bar exam preparation and studies. In addition to being an instructor in the Law Center's Academic Support Program since July 1, 2020, directing and coordinating the Law Center's common law bar exam program requires a substantial amount of time, skill and energy. Fortson's current salary is \$74,700. I would like to adjust her salary, effective October 1, 2020 to \$90,000 for assuming the additional duties.

I respectfully ask that this request be presented to the Southern University System Board of Supervisors at its September 2020 board meeting. Attached is the resume of Charletta Fortson for your review.

If you have any questions, please feel free to contact me.

Sincerely,

John K. Pierre

Chancellor and Vanuc B. Lacour Endowed Law Professor

JOB CLASS				
JOB CODE	U			
CAL ID	M			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	3	M	9	9	6	9
-----------------	---	---	---	---	---	---

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

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

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

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

Profile of Person Recommended

Length of Employment October 1, 2020 To June 30, 2021
 Effective Date October 1, 2020

Name Charletta Fortson xxx-xx-0303 Sex F Race* U
 (Last 4 digits only)

Position Title: Academic Counselor and Instructor Department: Law Center - Instruction

Check One _____ *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 16 Southern University Experience 3

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	J.D.	Southern University Law Center	2016
	MBA, Business Management	Clayton State University, Morrow, GA.	2009
	MS, Instructional Technology	George State University, Atlanta, GA	2004

Current Employer Southern University Law Center

Personnel Action

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

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

Source of Funds Title III 320162 (84.60%) and Student Success (392007(15.40%)32030-61002-34100

Identify Budget: Grant Location _____
 Form Code: BOR10 Page 1 Item # 1

Change of: _____ From _____ To _____

Position _____
 Status _____
 Salary Adjustment \$74,900.00 \$90,000.00

Financial Aid signature (if, applicable):

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

Source of Funds	Amount
320162-32030-61002-34100	\$63,365.40
392007-32030-61002-34100	\$11,534.60

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor _____ Date 9/8/2020
 Vice Chancellor _____ Date 9/8/2020
 Director/Personnel _____ Date 9/8/2020
 President Ray A. Belton Date _____

Deans/Unit Head _____ Date 9/8/2020
 Assoc. V/P for Bus Affairs _____ Date 9/8/2020
 Chancellor _____ Date _____
 Vice President/Finance _____ Date _____
 Business Affairs/Comptroller _____ Date _____
 Chairman/S.U. Board of Supervisors _____ Date _____

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS: The Associate Vice Chancellor will enhance the capabilities of the Law Center to adapt to the myriad of changes that Chancellor, John Pierre anticipate will occur with respect to the legal education landscape as well as the higher education ecosystem.

EMPLOYEE REGULAR WORK SCHEDULE: Daily

EMPLOYEE DIRECT SUPERVISOR: V/C Shawn Vance

NUMBER OF EMPLOYEES SUPERVISED, (if any) 100

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

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, HI-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 (J-1 Visa-INS Prior Approval-“Practical Work Experience”)

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

DOC. ID. US
 DATE RA 9/8/2020
 BY JM/GWR
 FI
 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

CHARLETTA A. FORTSON, ESQ.

EDUCATION

Cornell University

Certificate in Women Entrepreneurship, May 2020

Southern University Law Center, Baton Rouge, LA

J.D., December 2016, Magna Cum Laude

Law Review Editor, 2015 – 2017

Trial Advocacy Board, 2015 – 2017

Moot Court Board, 2015 – 2017 (Best Oralist & Best Team -2015)

Study Abroad London, Summer 2014

Clayton State University, Morrow, GA.

MBA, Business Management, 2009

Georgia State University, Atlanta, GA

MS, Instructional Technology, 2004

BBA, Computer Information Systems, 1998

PROFESSIONAL EXPERIENCE

Southern University Law Center

Academic Counselor & Adjunct Professor, August 2020 – present

Baton Rouge, LA

- Provide support to the Associate Vice Chancellor of Academic Support, Academic Counseling, and Bar Preparation.
- Provide academic counseling and advice to students.
- Teach courses or conduct workshops to instruct students on the academic skills necessary for successful matriculation through law school and entrance into the practice of law.
- Assist in the collection and compiling of academic support, counseling, and bar exam-related data, to include academic assessment information regarding students' enrollment in courses designed to assist the students who have exhibited academic difficulties.
- Assist with management of student employees who work to provide academic support and/or counseling services.
- Assist with the collection of faculty feedback, comments, and/or critiques of bar exams and provide that information to the relevant state committee on bar admissions.
- Assist with the collection of faculty and student feedback about SULC's program of legal education.
- Doctrinal courses: Contracts and Obligations

United Christian Faith Ministries

Human Resources Business Consultant, December 2019 – present

Baton Rouge, LA

- Advise leadership on the formulation and administration of plans and policies for human resource activities.
- Act as an internal consultant by analyzing and recommending solutions to human resource issues relating to the assigned program or section area.
- Develop, revise and implement HR policies and procedures.
- Ensure program or section area is in compliance with established policies and procedures and with any relevant federal, state or local legislation.
- Prepare and maintain special internal and external reports as requested by the senior leadership team.
- Assist with developing, coordinating and recommending changes for the improvement of workflow in the program or area.
- Develop methods and procedures for compiling and analyzing data for reports and special projects.
- Conduct periodic audits of human resource activities to ensure compliance with laws, policies and procedures.
- Participate in professional development sessions or seminars.
- Presents training sessions related to HR programs and policies.

A Fortson Law Firm, LLC

Business, Technology, and Civil Litigation Attorney – December 2018 – present

Atlanta, GA

- Consult with entrepreneurs to:
 - Form their business entities – LLC, Partnerships, Non-profits, and Corporations.
 - Draft and negotiate commercial leases.
 - Draft and negotiate professional services contracts, brand ambassador agreements, employment agreements, and licensing agreements.
 - Draft employee handbooks, website policies, and data privacy and protection policies.
 - Educate entrepreneurs on legally sound business practices.
- Help write business policies including employee handbooks and data privacy and protection policies.
- Write blog articles for BIZtechLAWYER.com:
 - *Managing Your Business in the Valley*
 - *Cannabiz 101*
 - *2 Ways to Protect Your Brand As You Expand Your Business*
 - *4 Ways to Protect Your Business Website*
 - *8 Points of Negotiation in Website Development Agreements*
 - *The Misclassification of the Employee (3 Part Series)*
 - *Small Business Startup Mini-Series (6 Episodes - Vlog)*
- Litigation cases include:

- Breach of Contract
- Property damage
- Personal Injury
- Traffic violations
- Landlord and tenant (wrongful eviction and failure to return security deposits)

ThinkHR

Labor and Employment Law, Attorney – September 2016 – January 2019

Atlanta, GA

- Research, revise, and draft policies on changes to federal and state employment law on various matters including federal and state privacy requirements, electronic and internet communications, affirmative action plans, discrimination, and wage and hour.
- Provide advice and guidance regarding HR compliance with existing labor and employment laws and new legislation.
- Provide advice and guidance on issues related to the ADAFMLA, USERRA, state and federal wage and hour laws, state and federal employment discrimination statutes, FLSA, NLRA claims, employee discipline and termination.
- Wrote HR blog articles on the following subjects:
 - First Amendment Rights & Employer's Right to Terminate in Light of the Charlottesville Riots
 - Social Media in the Workplace
 - Medicinal Marijuana and ADA Accommodations

Southern University System

Public Service Intern – Summer 2016

Baton Rouge, LA

- Led cross-functional team to determine how regulatory and policy changes to Title IX need to be communicated to university system.
- Reviewed related statutes to develop campus security training for revised policies, procedures, and programs.

Middle District Court of Louisiana, The Honorable Chief Judge Brian Jackson

Judicial Clerk Intern – Summer 2016

Baton Rouge, LA

- Reviewed case briefs, court records, and case documents to write memoranda on various OFCCP topics such as FMLA, ADA, and employment discrimination, as well as insurance liability and federal civil procedure.
- Attended various court and pre-trial proceedings including: Motion to Suppress Evidence, Sentencing, and Plea Hearings, and Pre-Trial and Pre-Sentencing Conferences.

Southern University Law Center, Clinical Education

Louisiana Supreme Court, Title XX Student Attorney – June 2015 – December 2015

Baton Rouge, LA

- Selected to work on appellate case for pro se client
- Co-wrote appellate brief
- Argued before the LA Supreme Court on the following issues:
 - Client was entitled by law to 12-person jury
 - 6-person jury was not a harmless error
 - Application of Habitual Offender Law was erroneous

Wells Fargo & Co.

Learning Consultant – June 2013 – July 2017

- Designed and developed learning strategy for online course development for Wealth Brokerage and Wholesale Solutions lines of business.
- Led project review meetings and identified training impacts for subsequent training plans.
- Worked within compliance to design and develop systems training for learning intervention solution.
- Designed and developed online courses for blended learning solutions – Learning 2.0 sites for national compliance with federal regulations and 2-year development program for leadership development.

SunTrust Banks, Inc.

Vice President, Instructional Design Program Manager – August 2010 – July 2013

Atlanta, GA

- Performed quality control reviews and oversight of service level agreements and vendor management.
- Worked with management to define talent management needs to design and implement individual development plans, needs assessments, retention, engagement programs and support company goals.
- Led cross-functional matrix teams comprised of Business Learning Strategists, internal business partners, and external vendors to design, develop, and integrate learning solutions for multiple lines of business within constraints of project.
- Created project schedules, aligned resources, tracked progress and budget, managed change control, risk, and issue management processes.
- Ensured projects were delivered on time, on budget, in scope, and with the quality needed by multiple lines of business.
- Led team to design and develop a collaborative blended-learning platform for the instructional design team.

Creative Learning Solutions, LLC

Managing Partner, Learning and Development Consultant – January 2007 – 2010; 2013 – 2017
Atlanta, GA

Fortune 500 Clients include:

Georgia Pacific • The Southern Company • McKesson • AT&T • The Home Depot • IBM • Pitney Bowes • Equifax

- Designed and developed management training curriculum, Leadership Institute training, and performance-based training for leadership development.
- Managed eLearning curriculum and course development for General Ledger work stream – Oracle and PowerPlant financial system applications.
- Managed budget for assigned training work streams.
- Conducted needs assessment for management training curriculum – blended learning solution (ILT and eLearning); customer service courses; and high potential leadership program.
- Conducted post-pilot analysis and recommended revisions and updates for training.

The Home Depot

Learning Strategy Program Leader – September 2005 – September 2006
Atlanta, GA

- Managed cross-functional team to develop evaluation strategy for Human Resource Learning Organization.
- Created process maps for Levels 1-4 of Kirkpatrick's Evaluation model.
- Designed and implemented online model of Level 1 and deployed to 12,000 store associates as part of a pilot program.
- Developed reporting structure including line item analysis for instructional designers.
- Worked with team to develop and implement learning strategy for new-hire associates.
- Conducted training needs assessment through one-on-one interviews and focus groups to identify product knowledge learning solution.
- Developed and maintained project plans for each training initiative.
- Worked within learning organization to host large-scale learning forums for line of business.
- Developed and implemented ID team's professional development series.
- Created instructor-led and self-paced courses for retail store associates.
- Created and led train-the-trainer events.

IBM

Human Resource Capital Management Consultant – August 2004 – August 2005
Atlanta, GA

- Supported client's organizational readiness activities for new system implementation project.
- Provided subject matter advisory around workforce planning and human capital strategies.
- Assisted in organizational design and position realignment.

- Organized and facilitated meetings and workshops to drive decisions.
- Documented the decisions for implementation.

Southwest Dekalb High School

Algebra Teacher – August 2001 – July 2003

Decatur, GA

- Designed and delivered relevant lessons using the ADDIE model.
- Taught SAT Math preparation courses.

Federated Systems Group

Programmer Analyst – June 2000 – February 2001

Atlanta, GA

- Analyzed, reviewed, and altered programs to increase operating efficiency and adapt to new requirements.
- Wrote, de-bugged, diagrammed, and created flow-charts, codes, documents, and programs.
- Analyzed requirements, developed plans, and conducted UAT tests.
- Created end-user training documentation for application updates.
- Created and maintained online database and reports.

NCR Corporation

IT Consultant – January 1999 – June 2000

- Project manager for wireless installation for hotel chain
- Conducted management training for back office installation

PUBLICATIONS

Cybersecurity and the Need for International Governance. 6 NLR 137 (2016).

<https://www.natlawreview.com/article/cyber-security-and-need-international-governance>

Now is Not the Time for Another Law School Lecture: An Andragogical Approach to Legal Education, St. Louis U. L.J. (Spring 2021).

International Oligarchy: A System That Never Quits (work in progress)

PRESENTATIONS & WORKSHOPS

- Creating Generational Wealth for Small Business Owners, Workshop for Paradise CDC (June 2019)
- How to Become an Entrepreneur: Establishing Your Business Entity, Operation HOPE Entrepreneurship Training Program (April 2019 – June 2019)
- Establishing Your Business Entity and Forming Partnerships, Allen Entrepreneurship Institute (2016 – 2017)

LICENSES & CERTIFICATIONS

- Certified Information Privacy Professional (CIPP), March 2018 – present
- Admitted to practice in Louisiana, October 2017
- Admitted to practice in Georgia, December 2018
- Kirkpatrick Evaluation Certification, December 2010
- National Professional Certification in Customer Service, June 2006
- Microsoft Certified Professional, 2001

AFFILIATIONS & MEMBERSHIPS

- International Association of Privacy Professionals – 2020 - present
- Society for Human Resource Management, Member, 2019 - present
- Georgia Association for Black Women Attorneys (GABWA), Member, 2018 – present
- Georgia Bar Association, Member – 2018 - present
- American Bar Association, Member – 2017 – present
- Louisiana Bar Association, Member – 2017 – present
- Delta Sigma Theta Sorority, Inc. – 1998 – present

AWARDS & SCHOLARSHIPS

- **National Law Review Journal – 2016**
Won student writing competition for *Cybersecurity and the Need for International Governance*, published May 2016
- **National Black MBA Conference – 2016**
Won FIAT Chrysler's *Best Presenter* award for preparation on the autonomous vehicle, specifically:
 - Federal legislation in support of the autonomous vehicle
 - Legislative implications for the insurance industry
 - Barriers to entry for automotive manufacturers
- United States District Court, Middle District of Louisiana Judges Memorial Scholarship, Spring 2015
- Coauthored winning application for Training Top 125 Award, Fall 2012
- National Honor Society, August 2008
- National Department of Transportation – MBA Scholarship, August 2007

COMMUNITY SERVICE & VOLUNTEER

- Atlanta Volunteer Lawyers Foundation, January 2019 – December 2019
 - Represent clients pro-bono in landlord/tenant issues
- Lawyers for Equal Justice, January 2019 - present
 - Represent clients pro-bono in various civil matters
- Leadership Training Coordinator – Paradise Ministries, 2013 – 2017
 - Develop annual leadership development program
- Chairman of the Board – The CAMI Scholarship Foundation, February 2009 – present
- Youth Program Coordinator – Paradise Church, 2004 – 2010



SOUTHERN UNIVERSITY AT NEW ORLEANS

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

Office of the Chancellor

September 15, 2020

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

RE: Request for Salary Adjustment for the Vice Chancellor for Administration and Finance at SUNO

Dear Dr. Belton:

This letter serves to seek your approval to bring the salary of the Vice Chancellor for Administration and Finance position at Southern University at New Orleans (SUNO) in line with its peers in the Southern University System (SUS). This request aligns with the authorization granted by the Board of Supervisors for salary adjustments for Vice Chancellors of Finance at its meeting on August 21, 2020. In that regard, I am requesting an equity adjustment to \$164,000 for Dr. Teresa Hardee who serves as Interim Vice Chancellor for Administration and Finance at SUNO. This will give recognition for her superior performance in this role and make her salary comparable to others in this position across the Southern University System.

Dr. Hardee is a highly skilled senior executive who has served in the post on an interim basis and provided leadership for the development of the third Monitoring Report for SACSCOC. As you know, the recent approval by SACSCOC was largely dependent on Dr. Hardee's phenomenal work pulling together the needed parts in a very short period of time, with sufficient evidence to warrant their favorable action. Just to recount the significance of her efforts, in this timeframe, she created and executed on the plan to eliminate SUNO's deficit, balanced its budget, and created a sustainable path for financial stability. Not only has she very adroitly steered us towards a favorable accreditation outcome, she has established a foundation at SUNO that we can build upon to strengthen many other facets of the university including our information technology, internal financial controls, comprehensive facilities planning, and numerous other associated benefits. These financial and operational benefits also accrue to the system as a whole because of SUNO's much improved financial position.

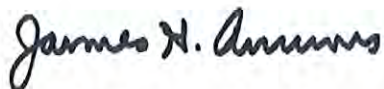
"An Equal Educational Opportunity Institution"

Dr. Hardee has a unique set of qualifications that position her for future success in this capacity. She brings over 20 years of leadership experience in higher education, state agencies, and business settings. Prior to serving in an interim capacity at SUNO, Dr. Hardee served as president and CEO of I-50 Consulting Services, LLC., which offered strategic planning and organizational change management services to higher education and nonprofit agencies through data analytics. In addition, Dr. Hardee served as senior vice president/chief operating officer, chief financial officer, auditor, budget and financial planning director at other institutions and in state government. She is also a certified Six Sigma Black Belt (led the training of over 150+ staff members at SUNO as Six Sigma Yellow Belts), and a certified public accountant (CPA). She leveraged this amazing background to create the positive SACSCOC outcome.

Dr. Hardee earned all her degrees with honors. She received her bachelor's degree in business administration with a concentration in accounting from Fayetteville State University in 1989, a master of public administration in 2007 from North Carolina Central University and her doctorate of higher education management from the University of Pennsylvania in 2012. She also received a certification from Harvard University. As everyone associated with Dr. Hardee can see, she has been a tremendous asset to SUNO in an interim capacity and I believe she will continue to provide the level of expertise needed to ensure the successful management of our financial resources and help to build the brightest future possible for our university and the system.

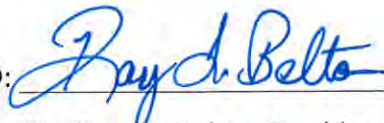
I firmly believe that this increase is appropriate for the position and scope of work at SUNO. If you should have any questions, please contact me.

Sincerely,



James H. Ammons, Ph.D.
Interim Chancellor/Executive Vice-President of Academic Affairs
Southern University System

APPROVED:



Dr. Ray L. Belton, President-Chancellor

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER									
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CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

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

Previous Employee Justin James Reason Left Interim
 Date Left 10/31/2019 Salary Paid _____

Profile of Person Recommended

Length of Employment 9/1/2020 To 6/30/2021

Effective Date 9/1/2020

Name Teresa Hardee SS# xxx-xx- Sex Female Race* Black

Position Title: Vice Chancellor for Finance & Administration Department: Administration

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

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

Years Experience 24 Southern University Experience 9 mths

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>BS Bachelor of Science Bus. Admin.</u>	<u>Fayetteville State University</u>	<u>1988</u>
	<u>MPA Master of Public Administration</u>	<u>NC Central University (CPA also)</u>	<u>2007</u>
	<u>EdD Higher Education Management</u>	<u>University of Pennsylvania</u>	<u>2012</u>

Current Employer Southern University at New Orleans

Personnel Action

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

Recommended Salary \$164,000.00 Salary Budgeted \$164,000.00

Source of Funds 411001-44110-61002-46000

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

Change of: From To

Position _____
 Status _____
 Salary Adjustment \$104,000.00 \$164,000.00

Financial Aid signature (if, applicable):

List total funds currently paid this employee by

Southern University:

*See Reverse Side

Comments: (Use back of form)

Source of Funds	Amount
411001-44110-61002-46000	\$164,000.00

*See Reverse Side

Graduate School signature (if, applicable):

<u>James H. Aronson</u> Supervisor	<u>9/15/2020</u> Date	Dean/Unit Head	Date
Vice Chancellor	Date	<u>James H. Aronson</u> Chancellor	<u>9/15/2020</u> Date
Director/Personnel	Date	<u>Flannery McAlister</u> Vice President/Finance Business Affairs/Comptroller	Date
<u>Ray D. Beltra</u> President	Date	Chairman/S.U. Board Of Supervisor	Date

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

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:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 am - 5:00 pm (M-F)

EMPLOYEE DIRECT SUPERVISOR: Dr. James H. Ammons, Jr.

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

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

TERESA HARDEE, EdD, CPA, SSBB

SENIOR EXECUTIVE

Highly skilled innovative senior executive with 24+ years of leadership in higher education, state agency, and business settings. A skillful problem solver with the ability to develop strategic plans and implement solutions to execute on those plans by touching multiple operational functions, executing major initiatives, and improving processes while cultivating collaborative relationships. Strategize operational framework to integrate and align with entity vision and goals while increasing productivity and turning around difficult situations of complex organizations that rely on streamline operations and performance optimization.

Areas of Expertise include:

- ◆ *Strategic Planning*
- ◆ *Process Reengineering*
- ◆ *Leading Transformation*
- ◆ *Board Governance Liaison*
- ◆ *Policy Design*
- ◆ *Revenue Diversification*
- ◆ *Financial Analysis*
- ◆ *Auditing and Compliance*
- ◆ *Construction/Facilities*
- ◆ *Contract Negotiating*
- ◆ *Cost Containment*
- ◆ *Enrollment Modeling*
- ◆ *Organizational Restructuring*
- ◆ *Budget Development*
- ◆ *Risk Management*
- ◆ *Customer Satisfaction*
- ◆ *Change Management*
- ◆ *Business Development*

EXECUTIVE HIGHLIGHTS

- ◆ **Process Reengineering** – Built high performing team to Streamline 10 processes saving 150% in cycle time and millions of dollars in resources-- expertise in building/optimizing organizational processes, measurement systems, and infrastructure to maximize business results. Led **T3E (Transformation through Technology Enhancements) via Six Sigma framework**
- ◆ **Leading Transformation – Designed** strategies to implement initiatives with cross functional teams developed via **(ISO framework)**, Issue, Information, Insights, Implementation, Intervention, Outcomes)
- ◆ **Risk Assessment- Created the first** Enterprise Risk Management Department that informed the University of its 10 highest risks using a Risk Assessment Matrix
- ◆ **Organizational Restructuring-** Spearheaded a reorganization that combined, eliminated, and invested in programs that align with the organization and provide financial sustainability resulting in a savings of \$3 million. Led the **FAMU Restructuring Committee** through an extended budget crisis, avoiding the need to cut faculty and culling only non-essential staff positions through the strategic realignment of processes and centralization of administrative functions to eliminate redundancies
- ◆ **Budget Model-** Implemented a new budget model that ties resources to strategic plan (Economic Educational Outcomes Model). PI on Bill & Melinda Gates Foundation for **\$1.2 million** to document sustainability through data, budget approximately \$500 million in resources
- ◆ **Consulting-** Work with universities on accreditation issues (**5 of 5 removed** from accreditation sanctions), create strategic enrollment plans for fiscal sustainability
- ◆ **Financial Analysis – Grew** fund balance by 5% by re-aligning operations
- ◆ **Strategic Planning-** Skilled strategist; transform strategic plans into workable solutions and benchmarks performance against key operational targets/goals. Created a strategic investment fund **\$2-3 million** to invest in the brand / ROI programs
- ◆ **Elimination of Deficit – led team** – reducing a \$7.7 deficit in 4 months
- ◆ **Facilities Management – Served as Team Lead** for a **\$147 million funding of debt service** for academic and housing facilities. Secured a **bond approval for \$49 million** from BOG to construct an **800-bed residence hall**
- ◆ **Revenue Diversification – Expanded** revenue portfolio in type of students, contracts, partnerships, online classes and retention increases to enhance state allocation

TERESA HARDEE, EdD, CPA, SSBB

Page two of five

PROFESSIONAL EXPERIENCE

Interim Vice Chancellor for Administration and Finance

Southern University at New Orleans

New Orleans, Louisiana – January 2020– Current

Provide oversight and leadership support for the Division of Administration and Finance encompassing the Budget, Finance, Construction and Facilities, Information Technology, Human Resources, Campus Police, and Purchasing Units. By leveraging key knowledge and abilities, the finance team has erased major structural deficiencies and SUNO is now on the path to long-term financial sustainability. Focus on implementing financial controls through full implementation of Banner budget processes and leading the electronic workflow process-- replacing manual, labor intensive processes. Created and executed on the plan to eliminate SUNO's deficit, balanced its budget, and created a sustainable path for financial stability.

President / CEO

I50 Consulting Services, LLC

Dover, Delaware – January 2018

Provide powerful insights by partnering with key personnel to understand the organization and its processes. Deploy extensive expertise in data analytics and machine learning to effectively diagnose and submit specific recommendations. Provide a comprehensive (holistic) look at higher education and non-profit performance from entry (input) to exit (output) around desired performance outcomes that link insights to financial sustainability and operational efficiencies. Offer strategic planning and organizational change management services that leverage data analytics. Design a "playbook" and follow-up on activities, measurement and/or monitoring to ensure optimal operations. Create an information architecture that provides data streams enabling predictive models for monitoring and measuring all (or any) other facets of operation. Redesign business processes to enable process-driven operations. Use six-sigma, SQL, predictive modeling, visualization tools, educational assets and other improvement methodologies that fundamentally transform the organization.

Sr. Vice President/COO

Vice President for Finance & Administration / CFO

Vice President for Finance

Delaware State University (DSU), Dover, Delaware (October 2012 – December 2017)

Promoted from Vice President for Finance to Chief Operating Officer in 4 years. Upon joining the senior administrative team, the functional areas of oversight included: IT, ERM, ERP, Finance, Budget, Purchasing, Financial Aid, Student Accounts, Institutional Research, Data Transformational Team, Enrollment Data Management, Business Analytics, Construction and Planning, Plant Operation and Maintenance, Insurance, Marketing, Board Liaison for Executive, Operations, Audit Committees, Strategic Plan and Special Initiatives. DSU maintains a budget of approximately \$150m. Oversaw approximately 175 employees with 7 direct reports.

- ◆ Enhanced operational effectiveness while emphasizing cost containment (Program Prioritization Initiative – PPI) by **\$6 million (2020)**
- ◆ **Oversaw the Data Transformation team** —data analytics and predicting models that influence student success
- ◆ **Established a new department – Enterprise Risk Management**
- ◆ Secured bond for hotel, new optics building and residential housing for **\$50 million**
- ◆ **Partnered with the Chief Academic Officer/Provost** to foster strong relationships between the academic and administrative leadership of the University

TERESA HARDEE, EdD, CPA, SSBB

Page three of five

CFO – Vice President for Administrative & Financial Services

Florida A&M University (FAMU), Tallahassee, Florida (July 2007-September 2012)

Recruited by the **President** to be a part of his **Executive Team** to facilitate the administrative transition, implement an university-wide restructuring, and provide ongoing leadership to achieve lasting change. FAMU represents university with \$500 million in assets. Oversaw approximately 500 employees with 10 direct reports. Reported to the President and was a part of the Senior Administrative Team. Oversaw a transformation resulting in a \$44 million targeted reduction over 4 years. Functional areas of oversight included: IT, Finance, Budget, Purchasing, Student Accounts, Institutional Research, Construction and Planning, Plant Operation and Maintenance, Board Liaison for Finance, Grounds and Facilities, and Special Initiatives (organizational restructure).

- ◆ Reported to the **President**, the **State of Florida's Special Task Force**, and other top officials to keep them apprised of the progress on a high-profile effort to address and mitigate **76 audit findings**
- ◆ Improved the university's financial health by pursuing the collection of aging balances, **reducing accounts receivable by 20%** and **reducing contracts and grants receivables by 68%** in two years
- ◆ Led the **FAMU Restructuring Committee** through an extended budget crisis, avoiding the need to cut faculty and culling only non-essential staff positions through the strategic realignment of processes and centralization of administrative functions to eliminate redundancies
- ◆ **Reduced \$44 million in recurring expenses** and **\$20 million in non-recurring expenses** from the university's operating budget over five years with little impact on business operations or academic programming
- ◆ Inherited an outmoded **HR Department** and tackled the challenge of **converting it from 95% manual to automation** with online functions to better manage personnel and hiring information
- ◆ Inherited **financial software** that had not been properly implemented; worked with the vendor to execute a major re-implementation and incorporate new processes based on best practices
- ◆ Produced the institution's **first unqualified audit opinion in three years (FY 2007 – 2008)**, and sustained an unblemished record with **no audit findings for the subsequent four fiscal years**

Assistant Vice Chancellor for Budgets & Financial Planning Director of Internal Audit

North Carolina Central University, Durham, North Carolina, October 2002 — June 2007

Promoted from the Director of Internal Audit to Assistant Vice Chancellor for Budgets and Financial Planning. Oversaw a budget of approximately \$200 million. Intimately involved in the building and renovation of an approximately \$147 million infrastructure. Instrumental in the first clean audit in 23 years.

- ◆ Developed enhanced budget reporting tools to improve ability to maintain quality, spot trends, develop forecasts, and create budgets, partnering with **Research, Evaluation, & Planning** to link funding with quantifiable data
- ◆ Compiled, analyzed, organized, and synthesized financial data to prepare written budget reports and verbal presentations to the **General Assembly, Office of the President, and Fiscal Research**
- ◆ Oversaw **teams conducting financial, operational, and compliance audits** to determine adequacy of internal controls and degree of compliance, prepare reports, and recommend changes to enhance accountability
- ◆ Surveyed operations, devised solutions, and built cooperation to initiate changes to improve processes, optimize accountability, and present the institution's **first clean audit in more than 23 years** to the **Audit Committee**
- ◆ Served on **Allocation of Resources Project Team**, a joint effort engaging the **16 institutions in The University of North Carolina (UNC) system** in cross-functional collaboration to ensure equity in the distribution of funds

TERESA HARDEE, EdD, CPA, SSBB

Page four of five

CAREER SUMMARY

Interim Vice Chancellor for Administration & Finance, SUNO, January 2020-Present
President / CEO, I⁵O Consulting Services, LLC, January 2018 – Present
Sr. Vice President / COO, Delaware State University, July 2016-December 2017
Vice President / CFO, Delaware State University, July 2014-July 2016
Vice President for Finance, Delaware State University, October 2012-July 2012
Consultant, Ammons Educational Group, January 2013- December 2017
Vice President / Chief Financial Officer, Florida A&M University, July 2007-September 2012
Adjunct Associate Faculty, Post University, May 2013-January 2015
Assistant VC for Budgets & Financial Planning, NC Central University October 2003-June 2007
Director of Internal Audits, NC Central University, July 2002-October 2003
Investment Accounting Manager, NC State Treasurer, June 2001-July 2002
State Auditor, NC Office of State Auditor, January 1996-June 2001

EDUCATION AND CREDENTIALS

HARVARD UNIVERSITY

Certification - Institute of Education Management (2015)

UNIVERSITY OF PENNSYLVANIA

Doctorate of Higher Education Management (2012) GPA: 3.7

NORTH CAROLINA CENTRAL UNIVERSITY

Master of Public Administration, 2007 with high honors

FAYETTEVILLE STATE UNIVERSITY

Bachelor of Science, 1989 with honors

Major: *Business Administration* Minor: *Accounting*

SIX SIGMA BLACK BELT CERTIFIED

CERTIFIED PUBLIC ACCOUNTANT (CPA #29345)

ARTICLE, PRESENTATIONS, TEACHING

- ◆ Appointed to NACUBO Small Institution Council
- ◆ Appointed to NACUBO Economic Model Project
- ◆ Presentation – AASCU (Influence on Change of Major on Student Success) Case Study
- ◆ Transformation Model – (Lead) Gates and Rockefeller Project with 5 other Universities
- ◆ Prediction of Retention at Historically Black/University using Artificial Neural Networks (Peer Reviewed)
- ◆ Modeling Dormitory Occupancy Using Markov Chains (Peer Reviewed)
- ◆ PI for Bill & Melinda Gates (Frontier Set) \$1.2 million Data Insights
- ◆ Authored Learning Logs for the Bill & Melinda Foundation
- ◆ Better by the Number – Achieving Operational Sustainability
- ◆ Delaware State Using Data Science to Improve Retention
- ◆ HBCUs Must Rethink Holistic Operations (<http://diverseeducation.com/article/53299/>)
- ◆ Founder and President of –Michael Anthony Hardee Educational Scholarship Fund
- ◆ ASHE- NACUBO New Business Model (Presentation)
- ◆ Presentation – EACUBO (Business Process Reengineering in Higher Education)
- ◆ Presentation – State of Delaware Nursing (Strategic Planning)
- ◆ Middle State Reviewer

TERESA HARDEE, EdD, CPA, SSBB

Page five of five

Adjunct Associate Faculty

ST. AUGUSTINE UNIVERSITY, Raleigh, North Carolina, May 2020 – Present

- Teach On-line Course
 - Principles of Accounting

POST UNIVERSITY, Waterbury, Connecticut, May 2013 – January 2015

- Teach and Develop On-line Courses
 - PAD645: Risk Management
 - PAD634: Public Finance
 - Served on the committee for Capstone Review Courses
- Consult with Universities – Assist with Accreditation Issues with (Wilberforce University, Allen University, Virginia State University, Florida A&M University and Southern University at New Orleans)- All were removed from sanction



SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL

POST OFFICE BOX 9294

BATON ROUGE, LOUISIANA 70813-9294

OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

September 8, 2020

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

RE: Approval of Position Vacancy Authorization and Waiver of Search

Dear Dr. Belton:

Over the last 12 months, the changes occurring in the legal education and higher education ecosystem have caused the Southern University Law Center to make adjustments in the delivery of services to law students. One of the areas where the changes have occurred relate to addressing mental health and physical health challenges law students face.

Based upon those changes and the challenges students are facing with the pandemic, I have determined that the Law Center needs to have an individual lead health, wellness, and disability services initiatives. The position vacancy authorization and position description are attached for review. To achieve administrative efficiency, it has become apparent to me that it may be prudent to have the Law Center's ADA Coordinator take on additional duties described in the attached documents rather than hire an additional person to serve the needs of the Law Center. Based upon my assessment and research, I am requesting that a search for the position be waived and that Dorothy Parker be allowed to direct health, wellness, and disability services initiatives. Her resume is attached. She has done an admirable job as an ADA Coordinator.

I would like my request to be presented to the Southern University System Board of Supervisors at its September board meeting for consideration and approval. The salary level I am seeking to be approved is \$72,000.00 per year effective October 1, 2020.

If you have any questions, please feel free to contact me.

Yours Sincerely,

John K. Pierre
Chancellor and Vanue B. Lacour
Endowed Professor

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

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

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

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

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

Profile of Person Recommended

Length of Employment October 1, 2020 To June 30, 2021
 Effective Date October 1, 2020

Name Dorothy Straughter-Parker xxx-xx-7835 Sex F Race* B
(Last 4 digits only)

Position/Title: Health Wellness and Disability Director Department: Law Center - Academic/Finance

Check One ___ *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 30 Southern University Experience 21
 Degree(s): Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge): Year:
M.S. LSU Shreveport 2017
B.S. University of Phoenix 2015

Current Employer Southern University Law Center

Personnel Action

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

Recommended Salary \$72,000.00 Salary Budgeted \$72,000.00

Source of Funds General Appropriation

Identify Budget: State Location 311001-36110-61002-36000
 Form Code: BOR10 Page 1 Item # 1

Change of: From To
 Position ADA Coordinator Health Wellness and Disability Director
 Status ___
 Salary Adjustment \$59,700.00 \$72,000.00

Financial Aid signature (if applicable):

List total funds currently paid this employee by Southern University:

*See Reverse Side

Comments: (Use back of form)

Source of Funds	Amount
311001-33010-61002-36000	\$59,700.00

*See Reverse Side

Graduate School signature (if applicable):

Gary R. Hall 9/8/2020
 Supervisor Date
[Signature] 9/8/2020
 Vice Chancellor Date
[Signature] 9/8/2020
 Director/Personnel Date
[Signature] 9/8/2020
 President Date

[Signature] 9/8/2020
 Associate Vice President for Risk Affairs Date
[Signature] 9/8/2020
 Chancellor Date
[Signature] 9/8/2020
 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 America, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS:

Salary Adjustment for additional duties.

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 am - 5:00 pm Monday thru Friday
EMPLOYEE DIRECT SUPERVISOR: Associate Vice Chancellor, Shawn Vance
NUMBER OF EMPLOYEES SUPERVISED, (if any) 100

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE

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

SOUTH ALABAMA UNIVERSITY LAW CENTER
ENCUMBERED FUNDS AVAILABLE
 DOC. ID # US
 DATE 9/8/2020
 BY JM

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/Incl 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 - BATON ROUGE, LA 70813

SUS SUBR **SULAC** SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Health Wellness and Disability Director AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR Southern University Law Center
 (Department or Unit)

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

VACANCY DESCRIPTION AND JUSTIFICATION

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

The Health, Wellness and Disability Services Director is responsible for the development and implementation of a comprehensive, holistic, and coordinated approach to mental health in order to positively impact the mental health and overall wellbeing of Southern University Law Center students and staff. The Director will engage in connections and collaborations with leaders from the Meta group, Oschner Health Group, the Academic Counselor for mental health and the University Counseling Center to build a cohesive team among the mental health staff and facilitate effective collaborations across the campus to accomplish departmental/divisional university goals and priorities.

The Director will provide strategic leadership and direction to a multi-disciplinary mental health staff committed to the management of existing and long-term mental health needs of a diverse student population. The multi-disciplinary team includes: psychiatrists, psychologists, licensed clinical social worker(s), and administrative staff.

Salary/Range: \$70,000.00-\$80,000.00 Previous Incumbent (if replacement): _____

<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	<u>John K. Pierre</u>	<u>9/8/2020</u>
		Department Head	Date
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	<u>Gerry R. Hall</u>	<u>9/8/2020</u>
		Dean/Director/Supervisor of Budget Unit	Date

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Signature	Date
Budget Number	<u>311001 36110-66000-36000 P.V</u>

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

<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	<u>Sh D</u>	<u>9/8/2020</u>
		Vice Chancellor	Date
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	<u>John K. Pierre</u>	<u>9/8/2020</u>
		Chancellor/Vice President	Date
<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	_____	_____
		President	Date

An Equal Opportunity Employer

SUMMARY

Detail-oriented Coordinator who is adept in collaborating with a diverse range of personnel including administration, faculty, staff, and students. Highly self-motivated with a solid work ethic as well as employs professionalism and superior communication skills to meet the needs of Southern University Law Center.

WORK HISTORY

(Presently) *SOUTHERN UNIVERSITY LAW CENTER* – ADA Coordinator/Performance Reporting Analyst

- Lead the review and approval of student accommodation process by ensuring timely responses to inquiries and accommodations requests, engaging in the interactive process, and maintaining relevant data records.
- Collaborate with leaders from the Meta group, the Academic Counselor for mental health and the University Counseling Center to build a cohesive team among the mental health staff.
- Administer/Proctor students with testing accommodations
- Collect, analyze, and report on data related to access and accommodations for Law Center students.
- Collect and compile data for the Integrated Postsecondary Education Data System (IPEDS) reports.
- Collect and prepare data for LaPas quarterly reports for timely submission to the Board of Regents.
- Assist in compiling and input of the Operational Plan data.
- Assist in compiling and input of the Strategic Plan data.
- Construct the Organizational Chart for the Law Center.
- Type correspondence for supervisors' signature, (letters and Memorandums).
- Assist the Vice Chancellor of Financial Affairs with financial reports.

(2001-2019) *Southern University Law Center* – COORDINATOR OF STUDENT AFFAIRS

- Maintained student policies.
- Maintained student code of conduct manual.
- Maintained student organizational handbook.
- Conducted and/or supervised special projects, such as organizing blood drives.
- Assisted with student organization programs.
- Provided service to students as they come into the office.
- Collected and compiles data for the Integrated Postsecondary Education Data System (IPEDS) reports.
- Assisted with the collection and preparation of data into quarterly reports (LaPas) for submission to the Board of Regents.
- Assisted in compiling and input of the Grad Act.
- Assisted in compiling and input of the Operational Plan.

RESUME' CONT.
DOROTHY STRAUGHTER-PARKER

- Assisted in compiling and input of the Strategic Plan.
- Constructed the Organizational Chart for the Law Center.
- Typed correspondence for supervisors' signature, (letters and Memorandums).
- Helped with SACS input for Student Affairs section.
- Reviewed correspondence and receives telephone calls; some calls correspondence was related to the most sensitive and confidential matters.
- Attended meetings and transcribe minutes.
- Prepared materials for meetings, such as agendas, handouts, binders, etc.

(1999 - 2001) Southern University (Human Resources) - CLERK 3

- Provided excellent customer service to visitors and students as they entered the office.
- Composed and typed letters and memorandums.
- Answered multi-line phones and directed calls appropriately.
- Maintained logbooks, including sign-in/out logs, front desk expenditures, and calls received.

(1990 - 1999) Murray & Murray Attorney - PARALEGAL/LEGAL SECRETARY

- Organized client correspondence, prepared mailings, and handled high call volumes.
- Managed court calendar and master calendar.
- Accurately entered client data into a company-based software program.
- Prepared documents in advance of (chapter 7 & 13) court meetings.
- Complied date for reporting to the United States Trustees office.
- Coded and cut checks to debtors and creditors.
- Trained and oriented new team members.

EDUCATION

MASTER OF SCIENCE - NON-PROFIT ADMINISTRATION (2017)
Louisiana State University Shreveport
Shreveport, Louisiana

BACHELOR OF SCIENCE - MARKETING (2015)
University of Phoenix,
Baton Rouge, Louisiana

REAL ESTATE LICENSE - BROKER (2007)
Donaldson Real Estate School/online program
Baton Rouge, Louisiana

REAL ESTATE LICENSE - AGENT (1996)
Burke Baker Real Estate School
Baton Rouge, Louisiana

PARALEGAL YEARS ATTENDED (1990 - 1991)
Louisiana State University
Baton Rouge, Louisiana

RESUME' CONT.
DOROTHY STRAUGHTER-PARKER

BUSINESS ADMINISTRATION - CERTIFICATION
Folks Vocational Technical College
Jackson, Louisiana

(1980 - 1982)

SPECIAL QUALIFICATIONS

- Proficient in Microsoft Word, WordPerfect, Excel, PowerPoint
- Great communication skills

Health, Wellness and Disability Services Director

Southern University Law Center serves a diverse group of students that have encountered a shift in their law school experience. They have gone from face to face learning to virtual learning due to the COVID-19 pandemic. Not only have they been faced with educational challenges due to the pandemic but also mental, physical and for some financial difficulties attributed to the police shootings/brutality of black people. Also, the detrimental impact of systemic racism has become a trauma trigger that many are seeking coping mechanism from various mental health sources. Therefore, there is need to hire a Health, Wellness and Disability Services Director. This positions requires extensive strategic leadership and vision in the provision of services to support integrated and holistic student health and wellness at Southern University Law Center. Through innovation, collaboration, and excellent communication, the Director will have the opportunity to be a transformational leader, identifying and implementing strategies to strengthen mental health services and programs to provide optimal utilization and systems to address student and staff mental health.

The Director will manage opportunities to foster change given the increased demand of services. As a campus mental health leader, the Director will be an advocate and visionary in thinking about effective systems and measures, embracing cultural competence values, and effectively listening to students and staff.

The Director must demonstrate a deep appreciation of diversity and inclusive practices, a significant and visible record of being an inspirational leader and effective supervisor, and the ability to create an atmosphere for a collaborative and forward-thinking team.

Position Summary

The Health, Wellness and Disability Services Director is responsible for the development and implementation of a comprehensive, holistic, and coordinated approach to mental health in order to positively impact the mental health and overall wellbeing of Southern University Law Center students and staff. The Director will engage in connections and collaborations with leaders from the Meta group, Oschner Health Group, the Academic Counselor for mental health and the University Counseling Center to build a cohesive team among the mental health staff and facilitate effective collaborations across the campus to accomplish departmental/divisional university goals and priorities.

The Director will provide strategic leadership and direction to a multi-disciplinary mental health staff committed to the management of existing and long-term mental health needs of a diverse student population. The multi-disciplinary team includes: psychiatrists, psychologists, licensed clinical social worker(s), and administrative staff.

Overview of Key Responsibilities:

- Provide leadership to ensure the implementation of services which adhere to the highest professional standards and best practices for college counseling services, crisis

intervention, professional consultation, outreach programming, and training program and administration.

- Contribute to creating a culture of care and success for all Law Center students from enrollment to commencement by providing leadership, oversight, and commitment to a diverse environment.
- Understanding of and commitment to the principles and practices of university health, including supporting integrated care, working in partnership with healthcare professionals to address multi-faceted challenges; and responding to the needs of various external constituents.
- The Director will maintain strict confidentiality regarding students' personal information.
- Oversees plans for special events so that accessibility to events is barrier free.
- Arranges special requests for accommodations, alternate formats, etc. with appropriate staff members.
- Administer/Proctor students with testing accommodations.

Minimum Acceptable Qualifications:

- Master's degree or a minimum of 8 years of university work experience.
- At least 1 year of disability/mental health experience.
- Demonstrated managerial leadership experience.
- Demonstrated commitment to diversity and inclusion, competence in working with culturally and ethnically diverse populations, and awareness of how issues of difference, power, and privilege manifest in higher education environments.
- Collaboration and innovation skills in addressing the mental health needs of a college-aged population.
- Proven track record establishing and maintaining effective work relationships including meaningful collaboration with medical services and health promotion; excellent verbal and written communication skills.
- Highly effective interpersonal skills, supervision, and leadership skills that will allow effective interaction with students, faculty, staff, medical, mental health, other professionals, and those concerned with the mental health issues of SUI.C students.
- Experience in a progressively responsible administrative role that required planning, evaluating, directing the day to day administration of a complex mental health service operation and mental health service staff, and using various resources to accomplish long-term and short-term goals for the institution.
- Demonstrated planning, strategy development, and organizational skills.
- Knowledge of provisions of Titles I, II and III of ADA.
- Knowledge of practices and activities covered by employment nondiscrimination requirements of ADA.
- Knowledge of evaluating public access to facilities and programs and services
- Knowledge of training principles and techniques
- Strong communication skills to unify ADA efforts among administrative staff and to reach out to patrons with disabilities



"Linking Citizens of Louisiana with Opportunities for Success"

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

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

OFFICE OF THE CHANCELLOR-DEAN

September 15, 2020

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

Dear President Belton:

Per our recent conversation, I recommended that Dr. Dawn Mellion Patin, Vice-Chancellor of Extension and Outreach for the Southern University Agricultural Research and Extension Center, be reassigned to the position of Extension Specialist within the Ag Center's Cooperative Extension Program.

I further recommended that her salary remain at \$135,200 until the January 31, 2021. The purpose for maintaining the salary is to transition Dr. Patin to a salary that is less than her current compensation and commensurate with the title of Extension Specialist. A new salary for Dr. Patin will begin on February 1, 2021.

Please let me know if you need further information or have any questions. Thank you for your consideration to this request.

Sincerely,

Orlando F. McMeans, PhD
Chancellor-Dean

Approval

Ray L. Belton, PhD
President-Chancellor

9/15/20
Date

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

CAMPUS: SUS _____ SUDR _____ 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) _____ Retired Return To Work Permanent Status

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

Profile of Person Recommended

Length of Employment: October 1, 2020 _____ To January 31, 2021 _____
 Effective Date: October 1, 2020 _____

Name: Dr. Dawn Mellon-Patt _____ SS# 1101440081 _____ Sex Female _____ Race* AA _____
(SS# number)

Position Title: Extension Specialist _____ Department: Extension _____

Check One: Existing Position New Position Leave of Absence
 *Vign Type (See Reverse Side): U S
 Expiration Date: _____

Years Experience: 23 Years _____ Southern University Experience: 23 Years _____
 Degree(s):
 Type/Discipline (BA-Education) _____ Institution/Location (SU-Baton Rouge) _____ Year: 1990
 BS-Soil Science _____ Southern University and A&M College-OR _____ 1991
 M.Ed.-Ag. and Extension Ed. _____ Southern University and A&M College-OR _____ 1991
 Ph.D.-Agricultural Education _____ Iowa State _____ 1995

Current Employer: Southern University Agricultural Research and Extension Center _____

Personnel Action

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

Recommended Salary: \$135,200 _____ Salary Budgeted: \$135,200 _____

Source of Funds: _____

Identify Budget: 622301 62050 63000 _____ Location: _____
 Form Code: _____ Page: _____ Item #: _____

Change of: _____
 Position: From Vice Chancellor for Extension and Outreach _____ To Extension Specialist _____
 Status: Part-time _____ Full-time _____
 Salary: \$135,200 _____ \$135,200 _____
 Adjustment: _____

Principal's Signature (if applicable): _____

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

Source of Funds	Amount
622294-62209-63000	\$135,200

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if applicable): _____

Supervisor: _____ Date: _____
 Dean/Unit Head: _____ Date: _____
 Vice Chancellor: _____ Date: _____
 Director/Personnel: _____ Date: _____
 President: _____ Date: _____
 Chancellor: _____ Date: _____
 Vice President/Finance Business Affairs/Comptroller: _____ Date: _____
 Chairman/S. X. David 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.

BAM

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS: Dr. Dawn Mellon-Pattn with serve ns an Extension Specialist

EMPLOYEE REGULAR WORK SCHEDULE: Monday – Friday 8:00am – 5pm

EMPLOYEE DIRECT SUPERVISOR: Dr. Orlando F. McMeans

SUPERVISOR/DEPARTMENT CONTACT NUMBER (225) 771-3660

NUMBER OF EMPLOYEES SUPERVISED, (if any) 0

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>
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

EXPIRES AVAILABLE
OFFICE OF THE AGRICULTURAL
RESEARCH AND EXTENSION
SOUTHERN UNIVERSITY SYSTEM
Mya Campbell
FINANCE & ADMINISTRATION SECTION

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

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

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

6M9938

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Extension Specialist AS DESCRIBED BELOW
BE AUTHORIZED AS A VACANCY FOR Southern Ag Research an Extension Center
(Department or Unit)

- Replacement, Civil Service, Tenured, New Position, Temporary, Probationary, Unclassified, Faculty, Source of Funds: State, Grant-in-Aid, System Revenue, Agency Fund State

VACANCY DESCRIPTION AND JUSTIFICATION

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

The incumbent will report to the Interim Vice Chancellor of Extension and Outreach. The incumbent will provide leadership for planning, implementing and evaluating statewide educational programs. Incumbent will deliver current outreach based subject matter information and educational training. Author publications for public distribution to support educational programs. Support outreach programs by working with outreach personnel planning and conducting regional and statewide events. Partner and collaborate with extension agents, agencies, nonprofit and other organizations and the public to meet the educational needs to citizen of the state of Louisiana. Develop and deliver objective outreach-based educational programs to meet the needs of diverse audiences. Determine program needs by monitoring trends and issues. Determine program goals and objectives and identify needed financial and human resources. Attend and participate in professional meetings. Participate in and sponsor appropriate subject matter in-service training sessions for extension agents. Performs other duties as deemed necessary to ensure the success of the Cooperative Extension Program and initiatives of the SU Ag Center.

Salary/Range: \$135,200 Previous Incumbent (if replacement):

Approved/Disapproved Department Head Date 9/15/20
Approved/Disapproved Dean/Director/Supervisor of Budget Unit Date

FINANCE/BUDGET OFFICE ONLY Funds Available Yes No Signature: Myra Campbell Date: 9/16/2020 Budget Number: 622301-622050-61002-63000

HUMAN RESOURCES OFFICE ONLY Existing/Approved Position X Yes No Employee Class: MU Job Class: 64810 Verified By: [Signature] Date: 9-22-2020

Approved/Disapproved Vice Chancellor Date 9/15/20
Approved/Disapproved Chancellor/Vice President Date
Approved/Disapproved President Date

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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

August 28, 2020

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

RE: Creation of Associate Vice Chancellor of Academic Affairs Position, Waiver of Search, and Appointment of Professor Greg Sergienko as Associate Vice Chancellor of Academic Affairs

Dear Dr. Belton:

The Southern University Law Center has experienced a substantial increase in enrollment for the 2020-2021 academic year. The incoming first-year class for the fall 2020 semester will be the largest in the history of the Law Center, and the total enrollment for the Law Center for fall 2020 will be the largest in its history.

In addition to the increase in the first-year enrollment, the number of incoming first-year students into the Law Center that are non-residents of Louisiana exceeds the number of first-year students that are Louisiana residents. Recent changes caused by the pandemic in ABA standards have allowed the Law Center to deliver instruction to first-year students and upper level students using a variety of instructional modalities, which were not available a year ago. Because of the aforementioned developments, and to address them, Academic Vice Chancellor Shawn Vance and I realized very quickly that the Law Center would have to increase its capacity in the Academic Affairs to address these developments.

The first step in the process requires the Law Center to create the position of Associate Vice Chancellor for Academic Affairs. The Associate Vice Chancellor will enhance the capabilities of the Law Center to adapt to the myriad of changes that I anticipate will occur with respect to the legal education landscape as well as the higher education ecosystem. One of those changes as I have referred to in a separate letter to you is the need for the Law Center to establish a common law track for the burgeoning population of non-resident law students matriculating at the Law Center.

I am requesting the appointment of Professor Greg Sergienko to the position of Associate Vice Chancellor for Academic Affairs and that the search be waived. Professor Sergienko, who recently joined the faculty at the Law Center previously served as the Associate Dean of Academics and Professor of Law at the Concordia University School of Law from 2012-2017. As the Associate Dean of Academics at Concordia, he developed and built a start-up law school meeting ABA standards and regional accreditation standards.

established by the Western Association of Colleges and Schools. As the Associate Dean of Academics, he was responsible for national bar exam results for Concordia. Under his leadership, Concordia achieved a two-year cumulative bar passage rate of 100% for all Concordia graduates who took a bar exam that were part of the 2016 and 2017 cohorts, making Concordia, along with the Yale Law School, the only two law schools in the country with such a record. He also served as Associate Dean of Academics at Western State University Law School. Professor Sergienko is a 1985 graduate of the Harvard Law School and 1980 graduate of Harvard College.

I respectfully ask that my request be placed on the September agenda for the Southern University Board of Supervisors. I am requesting a salary of \$150,000, if the board approves this appointment with an effective date of October 1, 2020.

If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink that reads "John K. Pierre". The signature is written in a cursive style with a large, prominent initial "J".

John K. Pierre

Chancellor and Vanuc B. Lacour Endowed Law Professor

JOB CLASS 3	8	0	4	0
JOB CODE	U			
CAL ID	M			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	3				
-----------------	---	--	--	--	--

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

EMPLOYMENT CATEGORY: 9-MONTH _____ 12-MONTH X 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 N/A Reason Left N/A
 Date Left N/A Salary Paid N/A

Profile of Person Recommended

Length of Employment 10/01/2020 To 06/30/2020

Effective Date 10/01/2020

Name Greg Sergienko SS# XXX-XX-0723 Sex M Race* W
(Last 4 digits only)

Position Title: Associate Vice Chancellor of Academic Affairs Department: Law Center -- Instruction

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

New Position Expiration Date: _____

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

Years Experience 35 Southern University Experience 0

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>B.A.</u>	<u>Harvard College</u>	<u>1980</u>
	<u>J.D.</u>	<u>Harvard Law School</u>	<u>1985</u>

Current Employer Southern University Law Center

Personnel Action

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

Recommended Salary \$150,000.00 Salary Budgeted \$150,000.00

Source of Funds Strengthening HIBGI

Identify Budget: Title III Grant Location 320906-32030-61002-34100
 Form Code: 1 Page 1 Item # 1

Change of: From To

Position Visiting Professor Associate V/C of Academic Affairs

Status _____

Salary Adjustment \$108,000.00 \$150,000.00

Financial Aid signature (if applicable):

List total funds currently paid this employee by Southern University:

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

Source of Funds	Amount
320906-32030-61003-34100	\$108,000.00

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

[Signature] 9/8/2020
 Supervisor Date
[Signature] 9/8/2020
 Vice Chancellor Date
[Signature] 9/15/2020
 Director/Personnel Date
[Signature] 9/15/2020
 President Date

[Signature] 9/8/2020
 Dean/Unit Head Date
[Signature] 9/8/2020
 Vice President/Finance & Administration Date
[Signature] 9/8/2020
 Chancellor Date
[Signature] 9/15/2020
 Vice President/Finance Date
 Business Affairs/Comptroller
 _____ Date
 Chairman/S.U. Board of Supervisors Date

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS: Salary adjustment related to additional duties. Effective October 01, 2020.

EMPLOYEE REGULAR WORK SCHEDULE: Daily

EMPLOYEE DIRECT SUPERVISOR: V/C Shawn Vance

NUMBER OF EMPLOYEES SUPERVISED, (if any) 100

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE

United States Citizen/Certificate of Naturalization

Resident Alien

H-1 Visa (Distinguished Merit & Ability)

J-1 Visa (Exchange Visitor Program)

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

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

SOUTHERN UNIVERSITY LAW CENTER
EMPLOYED / FUNDS AVAILABLE

DOC. I.D. # _____

US _____

DATA _____

H1 _____

BY: JJ _____

F1 _____

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)

CONTINGENT UPON AVAILABILITY OF FUNDS

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE ASSOCIATE VICE CHANCELLOR FOR ACADEMIC AFFAIRS AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR THE SOUTHERN UNIVERSITY LAW CENTER
 (Department or Unit)

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

VACANCY DESCRIPTION AND JUSTIFICATION

(Include rank (for faculty) and approximate salary; initiator of form must have prior approval of salary/salary range with the appropriate Vice-Chancellor, Chancellor and/or President. Salaries for classified positions must be approved through Human Resources). THE POSITION IS NEEDED TO HELP ADEQUATELY ADDRESS THE HUGE INCREASE IN FIRST YEAR LAW STUDENT ENROLLMENT, TOTAL ENROLLMENT, & NONRESIDENT ENROLLMENT, AND THE NEED TO DEVELOP A COMMON LAW TRACK. THE ASSOCIATE VICE CHANCELLOR IS RESPONSIBLE FOR SUPPORTING THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS. DUTIES INCLUDE: A) IMPLEMENTING AND MANAGING SYSTEMS THAT FALL UNDER THE OFFICE OF ACADEMIC AFFAIRS, B) OVERSEEING THE PROCESS OF SATISFYING INCOMPLETE & MISSING GRADES, C) MANAGING ADJUNCT FACULTY, D) OVERSEEING THE SUPPLEMENTING OF STUDENT FILES, E) OVERSEEING THE TWENTY HOUR WORK POLICY F) IMPLEMENTING A COMMON LAW TRACK, E) OTHER DUTIES

Salary/Range: \$150,000-\$160,000 Previous Incumbent (if replacement): NA AS ASSIGNED

Approved _____ Disapproved _____ John K. Peere 9/3/2020
 Department Head Date
 Approved _____ Disapproved _____ Gerry R. Hall 9/8/2020
 Dean/Director/Supervisor of Budget Unit Date

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Signature	Date
Budget Number	390406-32030-6000 34100 P.M.

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

Approved _____ Disapproved _____ [Signature] 9/8/2020
 Vice Chancellor Date
 Approved _____ Disapproved _____ John K. Peere 9/3/2020
 Chancellor/Vice President Date
 _____ Approved _____ Disapproved _____
 President Date

An Equal Opportunity Employer

Greg Sergienko
Concordia University School of Law

Office

501 W. Front St.
Boise, ID 83702
(208) 639-5405
gsergienko@cu-portland.edu

LEGAL CAREER:

Associate Dean of Academics and Professor of Law, Concordia University School of Law.
Associate Dean, 2012-2017; Professor 2012-present.

As the dean of academics, built a start-up law school meeting ABA and regional standards. Key achievements included:

- Provided national best bar exam results, including two-year cumulative rates of 100% for all takers in 2016 and 2017, far exceeding the rates of institutions with similar admissions criteria, and (with Yale) one of only two schools in the country with such a record.
- Obtaining ABA provisional approval while maintaining regional approval and having successful site visits from ABA and regional accreditors.
- Developing a detailed sound business model that would attract enough students to ensure financial stability and drafting a feasibility study that met the ABA's substantive requirements.
- Developing an Admission by Performance to provide an on-line, non-LSAT measure of student performance that could identify applicants who would not otherwise qualify for admission but who would nonetheless succeed in law school.

As faculty member, named Professor of the Year (2017-18); chaired numerous faculty committees, including Admissions, Faculty Appointments, Promotion and Tenure, and Strategic Planning and Institutional Research. Served on other law school and university committees, including law school Curriculum, Facilities, and Leadership Team. Key achievements include:

- As chair of the admissions committee, developed predictors for academic performance superior to LSAC's standard models.
- As chair of the admissions committee, developed advanced metrics for assessing Concordia's admission by performance program.

Associate Dean of Academics and Professor of Law, Western State University, Associate Dean of Academics, 2003-2004, 2007-2009. Full professor 2002-2012. (Associate Professor, 1999-2002. Tenured Fall 2001.)

As the dean of academics, led the faculty through regional and ABA accreditation. Worked through transitions to new deans and new parent companies.

Key achievements in second term as dean of academics:

- Surveyed students to identify effective bar review courses, studying techniques, and resources in law school and for the bar.
- Increased the bar-passage rate from 17% to 73% (February '07 to July '08) without substantial increases in entering statistics or attrition by using survey data and providing support for students' bar studies.
- Helped obtain full ABA approval; participated in ABA hearings and gathered and presented critical bar-passage data to the ABA.

Key achievements in first term as dean of academics:

- Successfully dealt with the ABA's efforts to remove the school's accreditation by participating in presentations and litigation leading to the ABA's agreement to waive obstacles to a quick site visit and Committee and Council action. Helped obtain a favorable site report and the regain ABA approval.
- Maintained WASC regional accreditation through WASC's transition to outcome-based measures of institutional effectiveness.

Faculty achievements:

- Taught civil procedure, torts, remedies, professional responsibility. Served as law review advisor.
- Served as chair of the curriculum committee; elected chair of the Faculty Affairs and Development Committee; chair of the Faculty Evaluation and Tenure Committee; co-chair of the self-study committee (twice); ad hoc representative of the faculty to the Board of Trustees; co-presenter of retreat on improving instructional methods; and co-chair of the instructional design task force.

Visiting Professor of Law, Albany Law School, Fall 2006-Spring 2007.

Taught property and academic support. Presented materials on teaching and evaluating critical thinking and arranged for guest lecturers on teaching.

Visiting Associate Professor, Southern Illinois University, 1998-1999 academic year.

Taught torts, privacy, environmental law, and administrative law.

Visiting Associate Professor. Wayne State University. Spring 1998.

Taught environmental law and civil procedure.

Visiting Associate Professor. University of Maryland. Fall 1997.

Taught business associations and property.

Visiting Assistant Professor. University of Richmond. August 1994-June 1997.

Taught civil procedure; contracts and commercial law, including secured transactions and agency and partnership; environmental law, including basic environmental law; implementing environmental policy, which studied the administrative and legislative process in environmental law; international environmental law; and the environmental externship program in Washington, D.C.; professional responsibility.

Honorable Mention in 1995 AALS Contest for Young Scholars.

Adjunct Professor. William & Mary Law School. Spring 1995.

Taught civil procedure, worked with inter-scholastic moot court team.

Bigelow Teaching Fellow and Lecturer in Law. University of Chicago. 1993-1994 academic year.

Designed course materials and taught legal research, writing, persuasion, and analysis.

Associate. Barrett, Hale & Gilman, Seattle. 1986-1993.

Worked in environmental litigation, insurance coverage litigation, and other complex commercial and corporate litigation. Trial and appellate work included multi-million dollar cases.

Judicial Clerk. Law Clerk to the Honorable Alfred T. Goodwin, United States Court of Appeals for the Ninth Circuit. 1985-1986.

EDUCATION:

Harvard Law School. J.D., magna cum laude, June 1985. HARVARD CIVIL RIGHTS—CIVIL LIBERTIES LAW REVIEW. Research Assistant for Albert Sacks for THE LEGAL PROCESS, Zipporah Wiseman for articles on Karl Llewellyn and U.C.C. Article 2.

Harvard College. B.A., magna cum laude, June 1980. Thesis examined the growth of products liability law from a social and economic perspective.

Coast Community College. Spring 2000. On-line course on learning theory and instructional design.

OTHER EMPLOYMENT AND EXPERIENCE:

President and Board Member. Fullerton Methodist Foundation. Unpaid position; led efforts to raise money for long-term needs. Doubled the existing endowment in approximately two years. January, 2008 — January 2010.

Programmer/Analyst. Geographic Systems, Inc. Developed and implemented algorithms in computational geometry. Wrote JCL systems utilities. Optimized, generalized, and converted previously written programs. Reading, Massachusetts. December, 1981 — June, 1982.

Programmer/Analyst. Abt Computer Graphics Corp. Designed and implemented ABT/GEO product line, with primary responsibility for computational geometry. Designed data structures and sorting and paging algorithms. Converted programs for use on other machines. Cambridge, Massachusetts. July, 1980 — November, 1981.

PUBLICATIONS:

ALPHABET SOUP: A LAW STUDENT'S GUIDE TO MULTIPLE-CHOICE QUESTIONS (with Steven Friedland) (Carolina Academic Press, 2020) (forthcoming). Provides a guide to the theory of multiple-choice questions and techniques for understanding their drafting.

Bar Success Program Profiles, RAISING THE BAR, Fall 2019, at 4 (invited submission) (vol. 2, issue 4).

Property Law and Climate Change, NAT. RESOURCES & ENV'T, Winter 2008, at 25, http://www.abanet.org/environ/pubs/nre/winter08/propertylaw_climatechange.pdf, reprinted in abridged format, GPSOLO MAGAZINE, September 2008 ("Best of ABA Sections" issue). Developed property law rules that would foster the development of low-carbon sources of power and in dealing with the conflicts between esthetics and environmentally friendly uses of land.

Assumption of Risk As a Defense to Negligence, 34 W. ST. U. L. REV. 1 (2006), reprinted in 56 DEFENSE L. J. 427 (2007). Analyzed the history of assumption of risk, argued in favor of assumption of risk as a defense to negligence, and proposed an assumption of risk in the absence of conscious assent to a risk in circumstances in which contract law would recognize an implied-in-law contract or apparent agreement. Available at <http://heinonline.org/HOL/P?b=hein.journals/wsulr34&i=5>

Motivating Students to Learn Forum Selection, TEACHING THE LAW SCHOOL CURRICULUM 21 (Steven Friedland & Gerald F. Hess eds., Carolina Academic Press, 2004). Described my materials on motivating students to learn the rules of civil procedure by describing them as solutions to litigation or practical problems.

Active-Learning Overview in Contracts, TEACHING THE LAW SCHOOL CURRICULUM 134 (Steven Friedland & Gerald F. Hess eds., Carolina Academic Press, 2004). Described a

simple exercise with high student involvement that provided an overview of most contracts issues.

Don't Start with Vosburg, TEACHING THE LAW SCHOOL CURRICULUM 375 (Steven Friedland & Gerald F. Hess eds., Carolina Academic Press, 2004). Argued in favor of starting with materials that were difficult but accessible enough so that students were encouraged to develop their own analytic abilities.

Using Instructional Design to Improve Student Learning, 1 J. ASS'N OF L. WRITING DIRECTORS 267 (2002). Described ways of applying educational theory to improve law school learning. Available at <http://heinonline.org/HOL/P?h=hein.journals/jalwd1&i=281>.

Using Multiple-Choice Questions for Assessing Higher-Level Skills, in Assessment, Feedback, and Evaluation (Proceedings of the Summer 2001 Conference at the Institute for Law School Teaching) (Gonzaga University School of Law) (Summer 2001)

New Modes of Assessment, 38 SAN DIEGO L. REV. 463 (2001). Described ways law schools can improve their evaluation of students, thereby allowing them to improve students' learning, without burdening faculty. Available at <http://heinonline.org/HOL/P?h=hein.journals/sanlr38&i=469>.

United States v. Hubbell, Encryption, and the Discovery of Documents, 7 RICHMOND J.L. & TECH. 31 (2001) <<http://law.richmond.edu/jol/v7i4/article1.html>>. Described the implications of the Supreme Court's opinion in *Hubbell* for encrypted documents, especially in multi-jurisdictional conspiracies.

Skills Evaluation with Multiple-Choice Exams, THE LAW TEACHER, Fall 2000, at 3, <http://www.law.gonzaga.edu/Programs/Institute+for+Law+School+Teaching/The+Law+Teacher+-+Newsletter/Past+Issues+of+The+Law+Teacher/Fall+2000/Skills+Evaluation+.htm>; <http://heinonline.org/HOL/P?h=hein.journals/lawteaer8&i=3>.

Practicing What We Preach and Testing What We Teach, in TECHNIQUES FOR TEACHING LAW 292 (Gerald F. Hess & Steven Friedland eds., 1999).

Self-Motivating Discovery Exercises in Civil Procedure, in TECHNIQUES FOR TEACHING LAW 146 (Gerald F. Hess & Steven Friedland eds., 1999) (an earlier version was published as *Procedure Students 'Discover' Exams*, THE LAW TEACHER, Spring 1997, at 10, <http://www.law.gonzaga.edu/Programs/Institute+for+Law+School+Teaching/The+Law+Teacher+-+Newsletter/Past+Issues+of+The+Law+Teacher/Spring+1997/Procedure.htm>); <http://heinonline.org/HOL/P?h=hein.journals/lawteaer4&i=22>

Solomon and Civil Procedure, in TECHNIQUES FOR TEACHING LAW 42 (Gerald F. Hess & Steven Friedland eds., 1999) (an earlier version was published as *Non-Legal Materials Foster Critical Thinking*, THE LAW TEACHER, Fall 1996, at 3, <http://www.law.gonzaga.edu/Programs/Institute+for+Law+School+Teaching/The+Law+Teacher+-+Newsletter/Past+Issues+of+The+Law+Teacher/Fall+1996/Non-Legal+Materials.htm>).

"A Body of Sound Practical Common Sense": Law Reform Through Lay Judges and the Transformation of American Law, 41 AM. J. LEGAL HIST. 175 (1997) (published in 1999). Analyzed the constitutional amendments placing lay judges on New York's highest court and their differences with professional judges. Available at <http://heinonline.org/HOL/P?h=hein.journals/amhist41&i=185>.

Social-Contract Neutrality and the Religion Clauses of the Federal Constitution, 57 OHIO ST. L.J. 1263 (1996). Used the social contract theories of the framers to explain the religion clauses of the federal Constitution. Available at <http://heinonline.org/HOL/P?h=hein.journals/ohslj57&i=1275>

The Fifth Amendment and Cryptographic Keys, 2 RICHMOND J. L. & TECH. 1 (1996) <<http://law.richmond.edu/jolt/v2i1/sergienko.html>>. Addressed derivative use immunity for documentary evidence in connection with the compulsory production of cryptographic keys.

Full Faith and Credit, Choice of Laws, and Extraterritorial Regulation of Corporate Transactions, 18 HASTINGS CONST. L.Q. 325 (1991) (with Maureen Callahan). Analyzed the full faith and credit clause's limits on state anti-takeover laws; proposed new constitutional limits on choice of law.

SELECTED PRESENTATIONS AND OTHER WORK

May 23, 2019, *After Academic Probation: A Dialogue*. Presentation at the Association of Academic Support Educators, Seattle Washington. The presentation illustrated the importance of doing statistical analysis to determine whether academic support made a difference, the importance of early identification of those who needed academic support, and some ways of improving the identification of those who need support.

October 20, 2018, *Forced Pooling, Fracking, and Takings*. Presentation at the First Annual ABA SEER Law Professors Workshop, San Diego California. The presentation was of my work in progress, which argued that precedents holding that the extraction of oil was not a taking could not extend to fracking and that the regime of forced pooling in many states was both inefficient and unfairly coercive.

July 18, 2013. *The Implications of Technology for the Practice of Law*. Idaho State Bar Association Annual Meeting, Coeur d'Alene, Idaho.

January 24, 2013. *Back to the Future: Using the Original Understanding of the Idaho Constitution to Secure Our Liberties without Hampering Criminal Prosecutions*. Idaho District Judges, Boise, Idaho.

May 29, 2010. *Peace and Justice Sunday: Religious and Legal Perspectives*. Browns Point United Methodist Church, Tacoma, Washington. Presented perspectives on the conflicts among the necessity defense, individual conscience, and collective decision-making, as applied to problems of protests against war.

April 18, 2007. *Combating Climate Change: The Legal Issues of Alternative Energies*. Albany Law School. Faculty supervisor of the symposium sponsored by the Albany Environmental Outlook Law Journal, for which I was faculty advisor; moderated panel at conference.

November 15, 2006. *Should Congress Interfere with Major League Baseball's Steroid Policy?* Albany Law School. Panelist, with Professor Paul Finkelman and others.

May 16, 2006. *Using CPS Clickers for Classroom Feedback*. Albany Law School. Presented material on gathering feedback from in-class questions with clickers and using the results to shape instruction.

August 2, 2005. *What CALI Can Do For Us*. Western State University Faculty Retreat. Presented paper on incorporating CALI lessons into syllabuses and classroom teaching to give students practice and feedback.

May 19, 2004. *Uses and Abuses of Numerical Analyses of Multiple-Choice Questions*. Western State University Faculty Retreat. Discussed common statistical tests for the reliability of multiple-choice questions and ways in which the tests can be misleading.

August 9, 2003. *Deans' Panel Discussion – Communication with Administration*. American Bar Association Annual Meeting—Student Bar Association. Discussed ways in which to improve the effectiveness of communications between deans and representatives of the Student Bar Association.

November 6, 2002. *Succeeding on Multiple-Choice Questions*. Western State University College of Law. Presented information on how students could improve their analysis of multiple-choice questions and improve their score on multiple-choice tests.

November 6, 2002. *Meeting with Deborah Quentel, Executive Director of CALI*. Discussed ways in which Western State's and CALI's approaches to learning and assessment could benefit one another.

June 21, 2002. *What Your Students Don't Know Can Hurt You: Using Pre-tests to Understand Students' Limitations and Enhance Learning*. CALI Annual Conference. Presented information on how pretests can improve teaching effectiveness of law professors.

April 30, 2002. *Presentation to Adjunct Professors*. Western State University College of Law. Presented ideas on learning theory with special emphasis on testing in skills courses.

February 27, 2002. *Learning Theory's Greatest Hits: Three Things I've Learned*. McGeorge School of Law, University of the Pacific. Discussed the transforming effects of identifying the characteristics of one's students, using classroom and out-of-classroom teaching effectively, and testing on skills and other non-doctrinal subjects in doctrinal courses.

July 28, 2001. *Using Instructional Design to Improve Student Learning*. Biennial Conference of the Association of Legal Writing Directors at University of Minnesota School of

Law.(With Michael Schwartz.)Demonstrated how to improve teaching by classifying learning goals and adopting the best practices appropriate for such goals.

July 14, 2001.*Using Multiple-Choice Questions for Assessing Higher-Level Skills*.Institute for Law School Teaching Conference on Assessment, Feedback, and Evaluation at Gonzaga University School of Law.Discussed the higher-level skills involved in lawyering and how to test for many of them with multiple-choice exams.

March 2001 - present.CALI Editorial Board.Review CALI lessons.

August 17-18, 2000.*Faculty Retreat*.Western State University College of Law.Presented the results of research on instructional design in a multi-day retreat.(With Michael Schwartz.)

POSITION/JOB DESCRIPTION

Position Title:	Associate Vice Chancellor of Academic Affairs
Organization:	Southern University Law Center
Location:	Baton Rouge, Louisiana
Reports to:	Vice Chancellor of Academic Affairs
Hours:	Full time, salaried
Conditions of Employment:	Administrative (Unclassified)

Reports To: Vice Chancellor of Academic Affairs.

Areas of Responsibility:

Implementation and maintenance of Academic Affairs systems dealing with attendance, grade capture, and final exams; tracking and resolving incomplete and/or missing grades; managing adjunct paperwork and payroll matters; oversees the supplementing of student files; administration of the 20-hour work week policy, and assessment of curriculum with a goal of the potential development and maintenance of a common law academic track.

Directly Supervises: N/A.

Functional relationships:

Works collaboratively and closely with the Associate Vice Chancellor of Academic Support, Academic Counseling, and Bar Preparation, and the Office of Academic Support, to include the Academic Counselors/Instructors, staff of the Office of Records and Registration, full-time and adjunct faculty members and other departments as necessary and maintains regular contact with appropriate System Office personnel.

Position statement:

The Associate Vice Chancellor for Academic Affairs is responsible for supporting the Vice Chancellor for Academic Affairs with respect to the academic curriculum of the institution and the systems used for its implementation. The Associate Vice Chancellor will work on adjusting the curriculum, where appropriate, to accommodate the influx of out-of-state students and aid in their preparation for a common law bar exam. The Associate Vice Chancellor will also support the duties of the Vice Chancellor for Academic Affairs by performing duties as assigned by the Vice Chancellor for Academic Affairs.

Major duties (Essential Functions):

- Implement and manage systems that fall under the supervision of the Office of Academic Affairs, to include attendance tracking, grade capturing, as well as the administration of final exams.
- Oversee the process for satisfying incomplete and/or missing grades.
- Manage the employment paperwork and payroll matters for adjunct faculty.
- Oversee the process of supplementing student files based on information submitted by students post their admission to the Law Center.

- Oversee the 20-hour work week policy of SULC.
- Make recommendations about the augmentation or adjustment of the required curriculum to accommodate the higher volume of out of state students enrolling at SULC.
- Perform other duties as assigned by the Vice Chancellor of Academic Affairs.

Knowledge, Skills & Abilities: Demonstrated academic leadership, excellent communication and interpersonal skills and good judgment. Ability to formulate and articulate sound policies and demonstrated ability to identify, resolve, and consult on a wide range of administrative and personnel issues with a clear sense of institutional needs and priorities. Strong organizational and management skills.

Qualifications: Juris Doctor degree and ten or more years of faculty and/or higher education administrative, governmental administrative; or corporate administrative experience.



SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL

POST OFFICE BOX 9294

BATON ROUGE, LOUISIANA 70813-9294

August 28, 2020

OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

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

RE: Salary adjustment for additional duties

Dear Dr. Belton:

At its August 2020 board meeting, the Southern University Board of Supervisors authorized the establishment of the Mixed Reality Virtual Innovation Gaming & Electronic Sports (MVIGES) Institute. The Institute is beginning to plan activities for the 2020-2021 academic year and is forming alliances with entities like Microsoft.

The individual who developed the initial idea, which eventually led to the proposal for establishing the MVIGES Institute, was Rahim Smith, who serves as an instructor and Academic Counselor in the Law Center's Academic Support Program. He teaches Sports Law and has previous experience in industry that makes him the ideal person to lead our MVIGES Institute efforts. I would like him to take on the responsibilities as a Managing Fellow for the Institute and grant him a \$6,000 salary adjustment, advancing his salary to \$87,000 effective October 1, 2020.

I would appreciate that this request be placed on the September 2020 board agenda, for consideration by the Southern University System Board of Supervisors.

If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink that reads "John K. Pierre".

John K. Pierre

Chancellor and Vanue B. Lacour Endowed Law Professor

JOB CLASS 3	2	5	0	0
JOB CODE	M			
CAL ID	U			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	3	M	9	9	5	9
-----------------	---	---	---	---	---	---

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

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

X Academic X 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 X Permanent Status

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

Profile of Person Recommended

Length of Employment 10/01/2020 To 09/30/2021
 Effective Date 10/01/2020

Name Rahim A. Smith S01506375/9261 Sex M Race^a B
 (Last 4 digits only)

Position Title: Academic Support Counselor and Instructor Department: Law Center - Instruction

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

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

Years Experience 17 Southern University Experience 3
 Degree(s): Type/Discipline (BA-Education): J.D. Institution/Location (SU-Baton Rouge): Southern University Law Center Year: 2010

Current Employer Southern University Law Center

Personnel Action

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

Recommended Salary \$87,000.00 Salary Budgeted \$87,000.00

Source of Funds Title III 320162 (80.28%) and Student Success (392007(19.72%)32030-61002-34100

Identify Budget: Grant Location
 Form Code: BOR10 Page 1 Item # 1

Change of: From To

Position
 Status
 Salary Adjustment \$81,000.00 \$87,000.00

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

*See Reverse Side

Source of Funds	Amount
320162-32030-61002-34100	\$65,027.00
392007-32030-61002-34100	\$15,973.00

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

[Signature] 9/8/2020
 Supervisor Date
[Signature] 9/8/2020
 Vice Chancellor Date
[Signature] 9/8/2020
 Director/Personnel Date
[Signature] 9/15/20
 President Date

[Signature] 9/8/2020
 Dept/Unit Head Date
[Signature] 9/8/2020
 Assoc. V/C for Fin. Affairs Date
[Signature] 9/8/2020
 Chancellor Date
[Signature] 9/8/2020
 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 America, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS: Salary and title change/promotion to Health Wellness and Disability Director. Effective date October 1, 2020.

EMPLOYEE REGULAR WORK SCHEDULE: Daily
EMPLOYEE DIRECT SUPERVISOR: V/C Terry R. Hall
NUMBER OF EMPLOYEES SUPERVISED, (if any) 20

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
COPIES: _____
DOC. I.D. #: _____
DATE: 9/8/2020
BY: [Signature]
FIS _____
RA _____
BY: H1 _____
J1 _____
F1 _____
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)

CONTINGENT UPON AVAILABILITY OF FUNDS

Rahim A. Smith

ATTORNEY AT LAW



BAR ADMISSIONS

Louisiana State Bar, October 2010

EDUCATION

Southern University Law Center, Baton Rouge, LA
Juris Doctor, May 2010

Morehouse College, Atlanta, GA
Bachelor of Arts, Psychology, May 2000

EXPERIENCE

Southern University Law Center
Academic Counselor/Adjunct Professor

Baton Rouge, LA
08/15- Present

- Academic Counselor introducing students to the rigors of law school, focusing on exam writing, rule synthesis, issue spotting, and analysis of the law.
- Sports Law Professor teaching various components of labor law, Intellectual Property Law, and Business Law, familiarizing students with laws as they relate to compliance with professional sports leagues, their respective collective bargaining agreements, and the impact of social issues through sports.
- Lawyering Process Professor teaching introduction to legal principles such as legal writing, legal research, brief and memo writing, and case briefing.
- Statutory Analysis professor helping students develop techniques that will assist with preparing for the Louisiana bar examination. We teach students how the various sections of the bar exam are traditionally designed and the substitute focus of each section.

Law Office of Walton J. Barnes, II APLC
Attorney

Baton Rouge, LA
02/11- 08/15

- 5 years of experience in a private practice
- Hands on experience following personal injury processes from intake to litigation
- Experience litigating cases involving slip and fall cases, automobile accidents, and merchant liability
- Drafting Operating Agreements for LLC's and By-laws for corporations, as well as providing legal advice
- Drafting briefs, petitions, motions, answers, and exceptions in various civil and criminal cases
- First chair bench trial experience and second chair jury trial experience
- Conducted discovery and depositions involving civil matters as well as negotiation of settlements

Mediator

- Conducted mediations for labor disputes and drafted stipulated judgments
- Conducted mediations for civil matters including personal injury claims and landlord/tenant disputes
- Conducted mediations for custody disputes, property partitions, and mineral rights

Turner Sports
Feature Producer

Atlanta, GA
11/02-06/07

- Producer of feature presentations involving athletes such as Magic Johnson and Charles Barkley
- Producer of the opening tease for the NBA playoffs on Inside the NBA for 5 years
- Producer of feature presentations for the 2000 Summer Olympics in Sydney, Australia

Inside the NBA
Editor

Atlanta, GA
03/08-07/07

- Edited and produced highlights on a weekly broadcast of Emmy award winning sports show
- Instrumental in the implementation of popular music to sports highlights on television

Players University Clothing
Director of Marketing & Sales

Atlanta, GA
06/99- 05/02

- Provided product placement of clothing for videos, television shows, motion pictures, and photo shoots.
- Responsible for negotiation and branding of clothing in print magazines, ads and billboards.
- Spearheaded the development of the company website and E-store for online merchandising.
- Instrumental in sales of clothing in Footlocker, FootAction, and numerous retail outlets.

Winter Goodwill Games

Lake Placid, NY

Feed Coordinator

01/00-02/00

- Broadcast feeds of the 2000 Winter Goodwill Games in Lake Placid, New York to over 200 countries
- Department Head of 20 loggers and editors responsible for the on air telecast of the 2000 Winter Games

PROFESSIONAL AWARDS

- 2001, 2006, and 2007 Sports Emmy Awards, Associate Producer - Inside the NBA
- 2018 NBA Contract negotiation competition coach (Winner) Tulane University, New Orleans, Louisiana

CERTIFICATIONS

- 2008 - Certified mediator with over 40 hours of training and 50 mediations



"Linking Citizens of Louisiana with Opportunities for Success"

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

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

OFFICE OF THE CHANCELLOR-DEAN

September 15, 2020

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

Re: Request for the SU Board to Approve staff placement in the Interim Vice Chancellor for Extension and Outreach Position

Dear President Belton:

This correspondence is to request your approval and the approval of the Southern University Board of Supervisors to move Dr. De'Shoin York in the position of Interim Vice Chancellor for Extension and Outreach in the Southern University Agricultural Research and Extension Center (SUAREC). To the fact, Dr. York has 20 years of quality tenured experience with the SU Ag Center, I am recommending her to serve in this position.

Dr. York is currently serving as the Associate Vice Chancellor for Extension and Outreach, as well as Program Leader and Specialist for Nutrition, Health & Wellness. She also serves as the EFNEP and SNAP-Ed Director.

The position of Interim Vice Chancellor for Extension and Outreach will be responsible for but not limited to:

- Oversee the administrative structure of the SUAREC's Cooperative Extension Program as authorized by the Chancellor.
- Provide leadership and guidance to the Cooperative Extension program staff.
- Contribute to the USDA five-year plan of work, to the strategic plan, and to financial planning documents and reports related to cooperative extension.
- Provide leadership in educational outreach programs to include planning, implementing, evaluating, and communicating program impacts.
- Use effective communication to work with constituents within the University, state, parish, and community.
- Perform other duties as assigned.

Dr. De'Shoin York is most qualified person for the position of Interim Vice Chancellor for Extension and Outreach. As aforementioned, she will bring over 20 plus years of experience, the necessary skill sets, and a wealth of knowledge to the Southern University Ag Center.

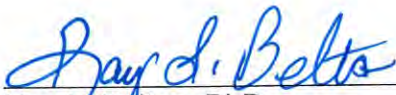
Please let me know if you have any questions,

Sincerely,



Orlando F. McMeans, PhD
Chancellor-Dean

Approval



Ray L. Belton, PhD
President-Chancellor

Date

9/15/20

JOB CLASS				
JOB CODE				
CALID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	6	M	9	9	2	2	
CAMPUS:	SUS	SUNR	SULAC	SUAREC	X	SUNO	SUSLA

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

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

Previous Employee Dr. Dawn Mellon-Pattin Reason Left Resigned
 Date Left _____ Salary Paid \$135,200

Profile of Person Recommended

Length of Employment October 1, 2020 To _____
 Effective Date October 1, 2020

Name Dr. De'Shoni York SS# U01537778 Sex Female Race* AA
 (SS# number)

Position Title: Interim Vice Chancellor of Extension & Outreach Department: Extension

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

(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)
 Years Experience 26 Years Southern University Experience 19 Years
 Degree(s) Type/Discipline (BA-Education) Institution/Location (SU-Baton Rouge): _____ Year: _____
BS-Food and Nutrition Southern University and A&M College-BR 1993
MS-Masters of Public Admin. Southern University and A&M College-BR 1996
Ph.D-Public Policy (Health) Southern University and A&M College-BR 2017

Current Employer Southern University Agricultural Research and Extension Center

Personnel Action

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

Recommended Salary \$135,200 Salary Budgeted \$135,200

Source of Funds _____

Identify Budget: 622301 62050 63000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: From To
 Position Associate Vice Chancellor, Extension and Outreach/ Specialist, Nutrition, Health and Wellness Interim Vice Chancellor for Extension and Outreach
 Status Full-time Full-Time
 Salary \$100,000 \$135,200
 Adjustment _____

Financial Aid signature (if applicable):

List total funds currently paid this employee by Southern University:

Source of Funds	Amount
624068-62250-63000	\$45,000
622295-62200-63000	\$30,000
622297-62200-63000	\$25,000

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

*See Reverse Side

Graduate School signature (if applicable):

AL
 Supervisor _____ Date _____
 Vice Chancellor _____ Date _____
 Director/Personnel _____ Date _____
 President _____ Date _____

AL
 Dean/Unit Head _____ Date _____
 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.

BAM

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS: Dr. De'Shoyn York will serve as Interim Vice Chancellor of Extension.

EMPLOYEE REGULAR WORK SCHEDULE: Monday – Friday 8:00am – 5pm

EMPLOYEE DIRECT SUPERVISOR: Dr. Orlando F. McMeans

SUPERVISOR/DEPARTMENT CONTACT NUMBER (225) 771-3660

NUMBER OF EMPLOYEES SUPERVISED, (if any) 0

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

FUNDS AVAILABLE
OFFICE OF THE AGRICULTURAL
RESEARCH AND EXTENSION
SOUTHERN UNIVERSITY SYSTEM
Mona Campbell
FINANCE & ADMINISTRATION SECTION

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

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

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- Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- Application for Employment Form Admin/Fact/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)

DE'SHOIN A. YORK PH.D.

QUALIFICATIONS PROFILE

Results-driven, highly organized, and competent professional with more than 18 years of experience in public health administration with strong background in organizational process improvement and program management. Adept at developing and implementing innovative programs and services; addressing client and family needs; and delivering first-rate services to continuously improve service standards and quality. Proactive leader and team builder with proven expertise in solving complex issues; building strong rapport and working collaboratively with constituents, management, and clients; and providing vision and consultative support to various organizations and institutions.

AREAS OF EXPERTISE

*Public Health Education
Staff Supervision and Training*

*Grant Writing and Reporting
Cross-functional Collaboration*

*Community Engagement
Leadership and Team Building*

EDUCATION

Doctor of Philosophy in Public Policy with Concentration in Health Policy, 2017
SOUTHERN UNIVERSITY AND A&M COLLEGE, BATON ROUGE, LA

Master of Public Administration, 1996
SOUTHERN UNIVERSITY AND A&M COLLEGE, BATON ROUGE, LA

Bachelor of Science in Human Foods and Nutrition, 1993
SOUTHERN UNIVERSITY AND A&M COLLEGE, BATON ROUGE, LA

Coursework in Program Development and Program Evaluation
LOUISIANA STATE UNIVERSITY, BATON ROUGE, LA

LEADERSHIP EXPERIENCE

SOUTHERN UNIVERSITY AGRICULTURAL RESEARCH AND EXTENSION CENTER • BATON ROUGE, LA
Associate Specialist, Nutrition, Health and Wellness | *Cooperative Extension Program* 2002–Present

- Plan and organize outreach programs on obesity prevention and wellness, healthy community food systems, and health education for youth, young adults, adults, and seniors
- Initiate consistent public health approaches using the socio-ecological model of health
- Facilitate training and assessment of needs of cooperative extension health, wellness, and nutrition programs
- Develop nutrition and health programs focusing on policy, systems, and environmental (PSE) change efforts
- Closely collaborate with team members, administrators, and other local and state stakeholders in identifying the impacts of governmental actions on programming
- Render supervision to a staff of 16 individuals, while overseeing the preparation and submission of new extramural grants
- Promote healthy eating and physical activity to various limited-resource ethnic and cultural populations

DE'SHOIN A. YORK PH.D.

- Develop and execute nutrition, health, and wellness programs for statewide implementation and program replication
- Establish alliances with strong focus on the collective benefit for the Southern University Agricultural Research and Extension Center
- Maintain active participation on local, state and national advisory councils, task forces, and committees as representative of the organization
- Display comprehensive knowledge of the legislative process, while driving strategic leadership for all nutrition, health and wellness programming
- Cultivate positive relationships with federal partners in regards to nutrition, health, and health policy education

Health Specialist

2000-2002

- Led development and implementation of statewide educational programs with a focus on the health promotion and disease prevention
- Rendered hands-on direction to the preparation and submission of extramural proposals, grants, and contracts for the identification of funding sources
- Efficiently handled funding gained from grants and contracts received from federal, state, local, and private sector funders
- Partnered with administrators and other local and state collaborators to determine the impacts of governmental actions on programming

BHC MEADOW WOOD HOSPITAL • BATON ROUGE, LA

Director of Dietary Services

1996-1999

- Oversaw the production of meals to ensure its alignment with the dietary requirements for patients on therapeutic diets
- Adeptly functioned as member of the Executive Management Team
- Assumed full accountability in developing and executing policies and procedures for the Dietary Department
- Developed, executed and implemented educational training for hospital dietary staff and patients.
- Delivered hands-on management to Dietary Department in adherence to facility and company-wide goals and objectives

NON-PROFIT EXPERIENCE.

GREATER BATON ROUGE FOOD BANK • BATON ROUGE, LA

Special Programs Coordinator

1999-2000

- Ensured coordination of the daily activities related with the management and dissemination of the Greater Baton Rouge Food Bank's USDA commodity program
- Planned and organized training workshops and certification classes for Food Bank staff and member agencies

Food Procurement Coordinator

1999-2000

- Provided hands-on support to the executive director for the procurement of food for Food Bank member agencies and clients
- Designed and initiated effective training modules for employees
- Facilitated training for member agency personnel regarding proper nutrition and the preparation of foods for the attainment of optimal nutritional value

DE'SHOIN A. YORK PH.D.

RESEARCH EXPERIENCE

SOUTHERN UNIVERSITY A&M COLLEGE • BATON ROUGE, LA

Graduate Assistant, *Department of Public Administration* 1995-1996

- Ensured proper completion of data, while working collaboratively with chairman and other professors regarding post-doctoral research
- Offered support to the department chairman in the evaluation and admittance of prospective graduate students

Research Assistant, *Department of Human Nutrition and Food* 1994-1995

- Worked with Pennington Biomedical Research Center on behalf of Southern University for the coordination of all aspects of a major research study (DBLTA)
- Established positive communication with study participants and principal investigators
- Made an effective use of statistical analysis software for policy implementation in assessing and compiling data

PENNINGTON BIOMEDICAL RESEARCH CENTER • BATON ROUGE, LA

Research Associate, *Metabolic Kitchen* 1993-1994

- Maintained active participation in researching several diet studies necessary for the identification of factors affecting diseases such as hypertension, obesity, and diabetes
- Guaranteed attainment of study compliance and subject satisfaction through active interaction with subjects on a daily basis
- Rendered direct supervision to student workers, cooks, and food service workers

PROFESSIONAL DEVELOPMENT

Youth Nutrition Specialist Certification, 2017 • AMERICAN FITNESS PROFESSIONALS & ASSOCIATES
Executive Leadership Program, 2018 • LEAD21

AWARDS AND HONORS

Educational Curriculum Package Award
State Winner and Nominee to the National Extension Association of Family and Consumer Sciences
Educational Curriculum Package National Winner - 2nd Place
Educational Curriculum Package Southern Region Finalist - 1st Place
Denver T. & Perne Loupe Extension Team Award
Program Excellence through Research Award - 1st Place Team

COMMUNITY INVOLVEMENT

Evaluation Committee: Association of SNAP-Ed Nutrition Networks and Other Implementing Agencies (ASNNA)
Anti-Hunger Panel Advisory Board: Rural Child Poverty Nutrition Center (RCPNC)
Former President of Faculty Senate: Southern University Agricultural Research and Extension Center
Former Vice President of Faculty Senate: Southern University Agricultural Research and Extension Center
National Program Leaders Committee: Supplemental Nutrition Assistance Program - Educational Program
Member: National Nutrition and Physical Activity Sub-committee, USDA-NIFA

DE'SHOIN A. YORK PH.D.

Board of Directors: Greater Baton Rouge Food Bank
Community Involvement Volunteer in Health Committee: Capital Area United Way
Member: City of St. Gabriel Early Care and Learning Council

PUBLICATIONS

- York, D.A. (2017 -- Present). *SNAPShots Magazine - Nutrition, Health and Wellness Magazine for the Entire Family*. Baton Rouge, LA: Southern University Agricultural Research and Extension Center.
- York, D.A. (2016). *Nutritionally yours nutrition education fact sheets*. Baton Rouge, LA: Southern University Agricultural Research and Extension Center.
- York, D.A. (2015). *Journeying through agriculture gaining innovative experiences (JAGIE)*. Baton Rouge, LA: Southern University Agricultural Research and Extension Center.
- York, D.A. (2014). *Eat with the seasons*. Baton Rouge, LA: Southern University Agricultural Research and Extension Center.
- York, D.A. (2013). *Cooking healthy enjoyable foods (C.H.E.F.) youth cooking curriculum*. Baton Rouge, LA: Southern University Agricultural Research and Extension Center.
- York, D.A. (2008). *Serving food safely training curriculum and video*. Baton Rouge, LA: LSU AgCenter.
- York, D.A. (2004). *Sisters together: move more; eat better health and wellness curriculum*. Baton Rouge, LA: Southern University Agricultural Research and Extension Center. (Revised in 2019)
- York, D.A. (2002). *Nutrition nibbles nutrition education fact sheets*. Baton Rouge, LA: Southern University Agricultural Research and Extension Center.
- York, D.A. (2001). *Healthy prescriptions newsletter*. Baton Rouge, LA: Southern University Agricultural Research and Extension Center.
- York, D.A. (1999). *Nutrition news newsletter*. Baton Rouge, LA: LSU AgCenter.

JOURNAL ARTICLES

- Cason, K. L., Chipman, H., Forstadt, L. A., Rasco, M. R., Sellers, D. M., Stephenson, L., and York, D. A. (2017). Family and consumer sciences focus on the human dimension: The expanded food and nutrition education program example. *Journal of Family & Consumer Sciences*, 109(3), 10-17.
- Dean, K. W., Reames, E. S., Tuurl, G., Keenan, M. J., Bankston Jr, J. D., Friendship, D.Y., ... Tucker, E. H. (2008). Improved knowledge and adoption of recommended food safety practices by food recovery agency personnel and volunteers participating in the serving food safely program. *Journal of Extension*, 46(4). Retrieved from <https://joe.org/joe/2008august/rb4.php>
- Malekian, F., Gebrelul, S. S., Henson, J. F., Cyrus, K. D., Goita, M., York, D. A., and Kennedy, B. M. (2015). The effects of whey protein and resistant starch on body weight. *Functional Foods in Health and Disease Journal*, 5(8), 275-291.
- Malekian, F., Snowden J.J., Gebrelul, S.S., Cyrus, K.D., Friendship, D.Y., Kennedy, B.M., ... Lasso, J. (2014). Shake Off Your Weight. *Louisiana Agriculture Magazine*, 57(1). Retrieved from <https://www.lsuagcenter.com/portals/communications/publications/agmag/archive/2014/winter/shake-off-your-weight>

Request Approval for Credit for Prior Employment Service
(SULC)

1. Marc Roark (11-years of service)
2. Kenya Smith (4-years of service)



SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL

POST OFFICE BOX 9294

BATON ROUGE, LOUISIANA 70813-9294

August 28, 2020

OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

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

RE: Request for credit for prior service by Marc Roark and Kenya Smith

Dear Dr. Belton:

Two Southern University Law Center's faculty members, Marc Roark and Kenya Smith, who are associate professors, are requesting that the Southern University System Board of Supervisors exercise its discretion to grant them credit for prior service at other institutions, and within the Southern University System to satisfy a four-year probationary period required by the Southern University Law Center's Handbook. Attached are their requests for review by you and the Southern University System Board of Supervisors.

Prior to arriving as a faculty member of the Law Center, Roark had 11-years of service at other law schools, and Smith had 6-years of service at other law schools. Both began their service at the law Center in fall 2018. Attached are their requests and curricula vitae for review.

I hereby respectfully ask that their requests be presented to the Board of Supervisors for consideration at its September meeting.

If you have any questions, please feel free to contact me.

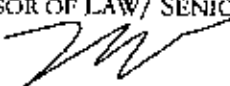
Sincerely,

John K. Pierre

Chancellor and Vanue B. Lacour Endowed Law Professor

MEMORANDUM

TO: CHANCELLOR JOHN K. PIERRE

FROM: MARC L. ROARK, LOUISIANA OUTSIDE COUNSEL FOR HEALTH AND ETHICS
ENDOWED ASSOCIATE PROFESSOR OF LAW/ SENIOR FELLOW, NATIVE AMERICAN
LAW AND POLICY INSTITUTE 

SUBJECT: REQUEST FOR CREDIT FOR PRIOR SERVICE – PROBATIONARY PERIOD OF FOUR
YEARS

DATE: AUGUST 26, 2020

Pursuant to Southern University Law Center Faculty Handbook, FACULTY APPOINTMENT, RETENTION, TENURE, AND PROMOTION RULES AND PROCEDURE, part I, Tenure, Sections D and E pages 30-31, in part:

D. Faculty members initially employed at the rank of professor, associate professor or equivalent shall serve a probationary period of four years. At the end of the fourth year, a faculty member initially employed at the rank of professor or associate professor shall be evaluated at the results provided to that individual. In the event tenure is to be denied to such professor or associate professor, twelve (12) months written notice of termination shall be given. In the event tenure is to be awarded, the affected faculty member shall be informed in writing.

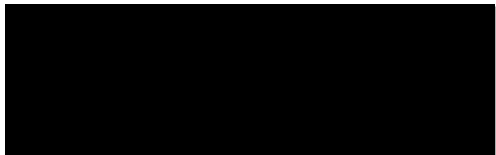
E. For the purpose of probationary period, credit shall be given for prior service within the Southern University System. Credit may be given for prior service at other institutions at the discretion of the Board.

I am respectfully requesting the Southern University Board to exercise its discretion to grant me four years probationary credit for prior service. I was initially employed at the rank of Associate Professor at Southern University Law Center effective August 2019. My prior service includes employment at the rank of Full Professor (with tenure) at Savannah Law School, granted March 2016; Associate Professor (with Tenure) at Savannah Law School, granted March 2014; Associate Professor Savannah Law School (2012-2014); Assistant Professor University of La Verne College of Law (2009-2012) (see attached Curriculum Vitae). I was approved for tenure by the Savannah Law School board at its March 2016 meeting. (See Annual Contract dated June 17, 2015 (acknowledging status as a Tenured member of the faculty); and Annual Contract dated June 15, 2016 (acknowledging status as "Professor of Law" with tenure.)

In light of the above, if granted four years probationary credit I shall be in position to be considered for tenure at Southern University Law Center.

Thank you in advance for your consideration.

Marc L. Roark
Louisiana Outside Counsel for Health and Ethics Endowed Professor of Law
Senior Fellow, Native American Law and Policy Institute
Southern University Law Center
Email: MRoark@sulc.edu
marc.roark@gmail.com



I. ACADEMIC APPOINTMENTS

2018 - Southern University Law Center

2018 – 2019 Visiting Professor

2019 – 2020. Associate Professor and Senior Fellow

2020 - Pres. Louisiana Outside Counsel Professor of Health and Ethics Professor of Law and Senior Fellow

Courses Taught: Contracts, Common Law Property, Civil Law Property, Torts, Security Devices,

2012-2018 Savannah Law School

2012-2014 Associate Professor without Tenure

2014-2016 Associate Professor with Tenure

2016- Pres. Full Professor

Courses taught: Property (6 hours and 4 hours), Land Use (3 hours), Property Law Seminar: Property, Identity, and Discourse (2 hours), Law and Literature (3 hours), Property and Literature (2 hours), American Legal History (3 hours) Secured Transactions (3 hours), Sales (3 hours), Payment Systems (3 hours), International Sales (3 hours), Torts (6 hours), Professional and Academic Success Seminar (2 hours).

2009-2012 University of La Verne College of Law

2012-2012 Associate Professor of Law

2009-2012 Assistant Professor of Law

Courses taught: Property (3 hours), Secured Transactions (2 hours), Law and Literature (2 hours), Property Law Seminar: Property and the Constitution (2 hours).

2008-2009 University of Missouri College of Law

2008-2009 Visiting Associate Professor of Law

Courses Taught: Torts (5 hours), Sales and Leases (3 hours), Secured Transactions (3 hours), Payment Systems (3 hours) - I also taught as a returning visitor Payment Systems during the summer session from 2009-2012.

2007-2008 University of Tulsa College of Law

2007-2008 Visiting Assistant Professor of Law

Courses Taught: Sales and Leases (3 hours), Secured Transactions (3 hours), Law and Literature (3 hours), International Sales (3 hours).

International Designations

September 8-27, 2017 University of Essex College of Law (International Visiting Researcher in Residence).

May - July 2019 Universitat Rovira i Virgili's Housing Chair, (Visiting Scholar (invitation extended – Awaiting Approval from Fulbright Organization)

2017, Fulbright Specialist, U.S. Department of State, Bureau of Educational and Cultural Affairs (specializing in Housing and Human Rights)

Scholarship Continued to Next Page

II. SCHOLARSHIP

BOOKS

1. *Squatting and the State* (with Lorna Fox O'Mahony) (Forthcoming Cambridge University Press) (2021).
2. *Under-housed: How Property Regimes Impact the Poor* (Forthcoming Cambridge University Press)(2022)
3. *Color me Secured: Exploring Article 9 with Crayons* (with Colin Marks) (2017).

ARTICLES (Citations to Article below entry)

1. *Squatting and the Law* (with Lorna Fox O'Mahony) [currently in peer review with *Journal of Law Property and Society*].
2. *Scaling Commercial Law in Indian Country*, forthcoming *TEXAS A&M LAW REVIEW* (2020).
3. *Law, Literature, and Identity*, published at *Hedgehogs and Foxes*
4. *Under-Propertied Persons*, 26 *CORNELL JOURNAL OF LAW AND PUBLIC POLICY* 1 (2017) (selected as lead article).
Cited in *Denver Law Review* (2018); *Journal of Property, Planning, and Environmental Law* (2018)
5. *Poetry and Property: Reflections on Marc R. Poirier (1952-2016)*, 3 *JOURNAL OF LAW PROPERTY AND SOCIETY* 13 (2016) (solicited tribute and reflection on scholarship of Marc Poirier).
6. *Place and Identity in Lee and Warren*, solicited colloquium article dedicated to Harper Lee's *Go Set a Watchman*, forthcoming *CUMBERLAND LAW REVIEW* (2016).
7. *Retelling the English Sovereign*, 4 *BRITISH J. AMER. LEGAL STUDIES* 81 (2015) (Peer Review).
Books: SHUBH MATHUR, *THE HUMAN TOLL OF THE KASHMIR CONFLICT: GRIEF AND COURAGE IN SOUTH ASIA* (Springer 2016).
Journals: *Wisconsin Law Review* (2016)
8. *Human Impact Statements*, 54 *WASHBURN L. J.* 649 (2015) (solicited as part of Colloquium: Future of Housing).
Journals: *Fordham Urban Law Journal* (2017); *Cornell Journal of Law & Public Policy* (2017)
9. *Slavery, Property and Marshall in the Positivist Legal Tradition*, 2 *SAVANNAH L. REV.* 45 (2015) (solicited as part of Colloquium: Reintegrating Spaces).
10. *Homelessness at the Cathedral*, 80 *MISSOURI L. REV.* 53 (2015).
Journals: *Maryland Law Review* (2017); *Washburn Law Journal* (2015); *N.Y.U. Environmental Law Journal* (2017); *N.Y.U. Review of Law and Social Change* (2018); *Stanford Law Review* (2018); *Probate and Property* (2016); *Cornell Journal of Law and Social Change* (2017); Cases: Expert Report for Plaintiffs Solicited by British Columbia Supreme Court: *City of Abbotsford v. Shantz* (01/21/2015) (docket no. S1516820).
11. *Payment Systems, Consumer Tragedy, and Ineffective Remedies*, forthcoming in 88 *ST. JOHNS L. REV.* 39 (2014).
White Paper: *Pew Charitable Trust, The Legal Framework of Mobile Payments: Gaps, Ambiguities and Overlaps* (2016); Practice materials: *Illinois Practice Materials: Intro to Banking Deposits* (2014-2018); *Illinois Practice materials: Source Materials* (2014-2018); *Uniform Commercial Code: Forms and Materials* (2015); *Uniform Commercial Code Law Letter* (2015).
12. *Disease, War, and Waste: A Consideration of External Factors on the Trade Fixtures Doctrine Between 1350-1803*, 41 *CUMBERLAND L. REV.* 1 (2012) (selected as lead article for volume).
Journals: *University of Chicago Law Review* (2016)
13. *The Contracts Course Survey*, 61 *J. LEGAL ED.* 435 (Feb. 2012).
Journals: *Michigan State Law Journal* (2016).
14. *Limited Sales Warranties as an Alternative to Intellectual Property: An Empirical Analysis of the Deterrent impact on consumers of the I-Phone Warranties*, *DUKE L. & TECH. REV.* (Fall 2010).
Journals: *Duquesne Law Review* (2012); *St. Johns Law Review* (2014); *Rutgers Computer and Tech Law Journal* (2011); Practice Materials: *Hawland Uniform Commercial Code Series: Express Warranties by Affirmation, Promise, or Description* (2009-2018).
15. *Groping Along Between Things Real and Things Personal: Defining Fixtures in law and Policy in the UCC*, 78 *U. CINCINNATI L. REV.* 1437 (2010).
Journals: *William Mitchell Law Review* (2013); *Uniform Commercial Code Journal* (2014); *University of Cincinnati Law Review* (2017); *DePaul Business and Commercial Law Journal* (2011); Cases: *Idaho First Bank v. Bridges*, Appellant's Opening Brief (2017)
16. *The Real Property Interest in the UCC: Fixtures and Encumbrances*, 42 *UCC L. J.* 197 (2010).
17. *Loneliness and the Law: Solitude Action and Power in Law and Literature*, 55 *LOV. I., REV.* 45 (2009).
Books: MICHAEL J. MEYER, *HARPER LEE'S TO KILL A MOCKINGBIRD: NEW ESSAYS* (2010); Journals: *Mississippi Law Journal* (2017); *Cumberland Law Review* (2012).
18. *Reading Mohammed in Charleston: Understanding U.S. Jurisprudential Approaches to Law, Language and Norms* 14 *WIDENER L. REV.* 205 (2007).
Books: SALIM FARRAR & GHENA KRAYEM, *ACCOMMODATING MUSLIMS UNDER THE COMMON LAW: A COMPARATIVE ANALYSIS* (Routledge 2016); Journals: *Vermont Law Review* (2017); *Cumberland Law Review* (2012).
19. *The CONSTITUTION as IDEA: Defining – Describing – Deciding in Kelo*, 43 *CAL. WEST. L. REV.* 363 (2007).

Journals: *Urban Lawyer* (2017); *University of Pennsylvania Journal of Law and Social Change* (2011); *Loyola Law Review* (2009); *Widener Law Review* (2008); *Penn State Environmental Law Review* (2007); Practice materials: *West Practice Resources on Government Takings* (2007-2018); *West Practice Resources on Local Government* (2007-2018).

20. *Opening the Barbarians' Gate or Watching the Barbarians from the Coliseum: A Requiem on the Nomos of the Louisiana Civil Law*, 67 LA. L. REV. 451 (2006).
Journals: *Loyola Law Review* (2013); *International Journal of Legal Information* (2011); *Widener Law Review* (2008).
21. *All in the Family: The Apocalyptic Legal Tradition as Crit Theory*, 75 UMKC L. REV. 482 (2006).
22. *Note, Warning! Road Block Ahead!: Louisiana creates Log Jam of Search and Seizure Analysis*, 46 LOY. L. REV. 1341 (2000).

PRESENTATIONS AND PANELS

1. March 2, 2020, Faculty Colloquium Presenter, St. Mary's University, Presenting Scaling Responses to Squatters from Squatters and the State
2. February 17, 2020, Crighton University Law Review Symposium, Presented Housing Trusts and City Resilience
3. AALS, Workshop on Business Law and Legal Geography (January 2020)
4. November 17, 2019, Stanford University Hoover Institute Workshop on "Indigenous Capital, Growth, and Property Rights", Measuring Utilization of Secured Transactions Laws in Indian Country.
5. October 17, 2019, Universitat Rovira i Virilli, Fourth Annual Affordable Housing Workshop, *Squatters, Scale, and Urban Response* (Cancelled due to protests).
6. October 4, 2019, George Mason Law and Economics Program on Austrian Economics, Works in Progress Workshop – Squatters, Scale, and Interests.
7. August 26, 2019, Federated States of Micronesia Supreme Court Legal Education Conference, YAP, FSM, Implicit Bias – the Basics (1.5 Hours); Implicit Bias and Property (1.5 Hours)
8. July 25-August 2, 2019 Southeastern Association of Law Schools Annual Meeting: Discussant in Property Beyond Boundaries; Cooperative Federalism; Developing Your Research Agenda; Preparing for the Teaching Market.
9. July 12, 2019 University New South Wales *Scale, Squatters and the Urban Setting*
10. July 8, 2019 University of Adelaide: *Scale, Squatters and the Urban Setting*
11. June 4, 2019 University Rovira i Virilli Keynote Lecture: 10 years after the Crash – Lessons Learned
12. May 20, 2019 Syracuse University *Scale, Squatters and the Urban Setting*
13. January 31, 2019 Texas A&M Property Works in Progress *Squatters and the State*
14. November 2, 2018 Southern University Law Center, Panel Moderator Indigenous People and Sovereignty
15. September 21, 2018 Leeds University, 10th Annual Vulnerability Conference: Squatters and the State
16. September 19, 2018, National University of Ireland – Galway, lectured to students and faculty titled: *Adverse Possession, Squatters, and Trespassers in the U.S. through a Global Lens*
17. September 8, 2018, Furman University: Military Consumer Issues and Homelessness, invited by Furman ROTC program to deliver comments to cadets
18. June 12, 2018, Savannah Evictions: What they Mean... Round Table Organized by Georgia Legal Services
19. May 30-June 2, Presentation Squatters and the State, Association of Law Property and Society, Maastricht, Netherlands
20. May 30-June 2, Moderated two panels on property theory and property rights
21. September 27, 2017, lecture on squatters rights and state responsiveness, University of Barcelona
22. September 26, 2017, lecture on squatters rights and state responsiveness, University of Rovira y Virgili
23. September 8-27, 2017 delivered a series of lectures at the University of Essex titled Paradigms of Property's Discourse
24. September 22, 2017 University of Essex, Colchester UK, Squatters, State Responsiveness, and Resilience
25. September 18, 2017 National University of Ireland, Housing, Squatters, and Prosperity
26. May 20, 2017 Association of Law Property and Society: Public Housing Eviction: A Study in Marginal Property
27. April 27, 2017, Universitat Rovira i Virgili's Housing Chair panel on Housing, Public Housing Evictions and What they Mean
28. February 2, 2017, Texas A&M School of Law, Property Roundtable: Under-Propertied Persons.
29. October 17, 2016, Cornell University Law School, Property Scholarship Colloquium: Under-Propertied Persons.
30. October 6, 2016, Loyola Law School New Orleans Law School, Faculty Colloquium: Under-Propertied Persons.
31. September 16, 2016, Savannah Law School Law Review Symposium: Fictional Property.
32. August 4 – 5, 2016, Southeastern Association of Law Schools, Mentoring Panel on Law School Hiring.
33. August 5, 2016, Southeastern Association of Law Schools, Discussion Group: The rise of the non-JD programs.
34. August 6, 2016, Southeastern Association of Law Schools, Discussion Group: The Second Amendment.
35. May 21, 2016, Association of Law Property and Society, Plenary Panel: Property and Poetry: Tribute to Marc Poirier.
36. May 20, 2016, Association of Law Property and Society, Wasted Identity: How individuals that live outside of Property navigate property.
37. September 23, 2015, Savannah Law School Law Review Symposium: Moderator Panel on Death, Dying and the Law.

38. July 28, 2015, Southeastern Association of Law Schools, Mentoring Panel on Law School Hiring.
39. May 7, 2015, Association Law, Property, and Society, Unpopular Property: Neighborhoods and Conflict.
40. March 8, 2015, Association of Law Culture and Humanities, Robert Penn Warren and Southern Exceptionalism.
41. February 9, 2015, SCAD Community Forum discussing the implications of Clybourne Park performance.
42. February 8, 2015, Washburn University Colloquium on Fair Housing, Invited Presenter: Human Impact Statements.
43. August 1-8, 2014, Southeastern Association of Law Schools, Presenter: Conflict in the HOA.
44. August 1-8, 2014, Southeastern Association of Law Schools, Faculty Mentor, Young Scholars Colloquium.
45. August 1-8, 2014, Southeastern Association of Law Schools, Faculty Mentor, Junior Scholars Works in Progress Panel.
46. May 28, 2014, Law and Society Annual Conference, Moderator, Panel on Social Identity.
47. May 28, 2014, Law and Society Annual Conference, Homelessness and Identity in the City-Scape.
48. April 4, 2014, University of Utah Conference on the Novel, Salt Lake City, UT, Robert Penn Warren and Southern Exceptionalism.
49. March 10, 2014, Association of Law Culture and Humanities, Charlottesville, VA, Discussant Resistance 2.
50. March 10, 2014, Association of Law Culture and Humanities, Charlottesville, VA, RIULPA and Zoning.
51. February 22, 2014, International Contracts Conference, Miami, FL, Presenter Payments Systems, Consumer Tragedy, and Ineffective Remedies.
52. February 22, 2014, International Contracts Conference, Miami, FL, Panel Moderator.
53. February 10, 2014, Elon University Faculty Colloquium – Homelessness, Identity, and Rule 1 Nuisance Claims.
54. November 21-22, 2013 The Clearinghouse Annual Conference, Panel Member: When Innovation and Regulation Collide (solicited).
55. April 29, 2013, Association of Law Property and Society annual meeting, presented: Nuisance at the Cathedral. Organized panel discussion.
56. November 10, 2012, Stetson University 11th Circuit Scholars Conference, presented: The Unsecured Aggregate Creditor in a Payments Policy Paradigm.
57. March 17, 2012, Association for the Study of Law, Culture and the Humanities, presented: Re-Entering the Loneliness: Robert Penn Warren, Reconciliation and the Law.
58. March 17, 2012, Association for the Study of Law, Culture and the Humanities, discussant for Panel on Global Citizens: Violence and the Transnational Subject.
59. November 4, 2011, Symposium Mobile Technology and the Law: Mobile Money and the Possibilities/Challenges of Payments Policies (solicited).
60. March 11-12, 2011, Association for the Study of Law, Culture and the Humanities, *discussant* for Panel on Property's Futures.
61. March 11-12, 2011, Association for the Study of Law, Culture and the Humanities, *presented: Popular Property: Using Process-Laden and Property-Laden Concepts to protect Memory and Identity.*
62. March 4-5, 2011, Association of Law Property and Society, presented: *Property at Law's End: How instincts towards private property transcend towards entitlements – Memory and Identity.*
63. April 30, 2010, Conference on Intellectual Property, Iona College, presented: *Reshuffling the Art on the Cathedral Walls: Viewing Entitlements in Copyright through the outlier lens.*
64. March 8, 2010, Association of Law Property and Society, *Present Disease, War and Waste, A Consideration of External Factors on the Trade Fixtures Doctrine 1450-1803*, Georgetown University.
65. August 2009, Panel on Contracts Pedagogy, presented: *The Contracts Survey 2009*, Southeastern Association of Law Schools, Palm Beach, Florida.
66. June 13, 2009, Conference on Intellectual Property, Panel discussion on Legal Limits of Intellectual Property, Iona College, New York.
67. April 21, 2009, *Limitation of Sales Warranties as an Alternative to Intellectual Property*, University of Kansas, Workshop.
68. March 9, 2009, Respondent to James Copland, Manhattan Institute, "The Law Industry and How much it costs our society," University of Missouri Federalist Society.
69. February 11, 2009, *Limitation of Sales Warranties as an alternative to intellectual property* University of Missouri.

III. EDUCATION

Duke University School of Law, Durham, North Carolina

Masters of Laws U.S. (May 2006) G.P.A.: 3.621

University Scholar Fellow, Only Admitted student for the U.S. LL.M 2005 – 2006

Loyola University School of Law, New Orleans, Louisiana
Juris Doctor, Magna cum laude (May 2002)
Class Rank: Top 3/172 G.P.A.: 3.691
LOYOLA LAW REVIEW Managing Editor, William Crowe Distinguished Scholar

Louisiana State University, Baton Rouge, Louisiana
Bachelors of Arts in History (May 1997)

IV. OTHER EMPLOYMENT

Smith Gambrell & Russell, L.L.P., Atlanta, Georgia (2006 – 2007)
Associate, Commercial and Federal Litigation: construction litigation, security devices, bankruptcy, sales and lease contract enforcement, commercial arbitration, litigation in both state and federal courts.

Phelps Dunbar, L.L.P., New Orleans, Louisiana (2002 – 2004)
Associate, Commercial Litigation: cross transactional/ litigation: bailments, lien practice, sales and lease contracting, construction litigation, commercial arbitration, bankruptcy, security devices, warranties for commercial paper.

V. PROFESSIONAL ASSOCIATIONS, ACTIVITIES, AND MEMBERSHIPS

American Society for Law and History
Louisiana Historical Society
Phi Delta Phi Honor Society
Alpha Sigma Nu Honor Society
Choctaw Nation of Oklahoma
National Native American Bar Association

VI. BAR ADMISSIONS

Louisiana (Inactive)
North Carolina (Inactive)
District of Columbia (Active)
United States Supreme Court
United States Fifth Circuit (Inactive)
United States Fourth Circuit (Inactive)
United States Eleventh Circuit (Inactive)
U.S. District Courts (Eastern, Western, and Middle Districts) of Louisiana (Inactive)
U.S. District Courts (Eastern and Western Districts) of North Carolina (Inactive)

ADMINISTRATIVE EXPERIENCE

Significant University-Based Administrative Experience

Savannah Law School

- Designed and implemented the Academic Support Program for Savannah Law School
- Director, Savannah Law School's Student Academic Success (2012-2013)
- Chair, Outside Research; Lead Negotiator of Inter-Institutional Agreement between Savannah Law School and Savannah State University to merge IRB offices
- Savannah Law School Faculty Representative to the Board of Directors
- Vetted and recommended adjunct faculty for review, Savannah Law School and University of La Verne
- Facilitated employment contacts between career services office and law firms, Savannah Law School
- Facilitated contact between career services office and judicial court for extern opportunities, Savannah Law School
- Drafted portions of Self-Study, Savannah Law School
- Law faculty representative to University Strategic Planning Committee

Southern University Committees

Curriculum	2018-2019
Foreign Study	2018-2019
Strategic Planning	2018-2019

Savannah Law School Committees

Admissions (Chair)	2013-2014 (Chair), 2012-2013, 2015-2016,
Academic Standards	2013-2014 (Co-Chair), 2015-2016 (Chair)
Institutional Assessment	2015-2016, 2017-2018
Curriculum	2017-2018 (Chair), 2016-2017 (Chair), 2015-2016, 2014-2015 (vice chair), 2012-2013
Faculty Development	2015-2016, 2017-2018
Retention, Promotion and Tenure	2012-2013, 2013-2014, 2015-2016, 2016-2017, 2017-2018
Appointments (Chair)	2012-2013, 2014-2015 (Chair)
Law Review Symposium Committee	2014-2015
Self-Study	2012-2013, 2014-2015
Internal Review Board (Vice Chair)	2014-2015
Strategic Planning	2012-2013

University of La Verne Committees

Admissions	2011-2012
Diversity (Chair)	2009, 2010, 2010-2011, 2011-2012
Law School Orientation (Faculty chair)	2010-2011, 2011-2012
Faculty Development (Chair)	2011-2012
University Strategic Planning	2011-2012
Academic Standards	2009-2010, 2010-2011
Self-Study	2010-2011

University of Tulsa Committees

Black Studies Committee (University)	2007-2008
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Non-University Related Administrative Experience

Center Court Inc., Improving Lives through Accountability

Marketing and Resource Procurement 2014-Present

- Designed and built website (www.savannahcentercourt.org)
- Launched social media sites for organization
- Coordinated fund raising campaign to raise \$100,000
- Oversaw strategic marketing plan
- Oversaw event coordination
- Oversaw and directed grant applications

Georgia Swimming LSE

Operational Risk and Safety Chair

- Develop standards to evaluate educational approaches for teams, officials, and athletes within the LSE
- Develop pathways to communicate aims of the organization to constituents
- Build a committee and pipeline for future board development
- Communicate with USA Swimming regarding new initiatives on behalf of the LSE
- Monitor and report on safety occurrences on behalf of Georgia Swimming.

Homeless Authority of Savannah

Advisor

Worked closely with executive director to shape public policy conversations in the City of Savannah around Homelessness, including targeted editorials and a State of the City Round Table.

Wilmington Park Swim Team

President

2013-Present

In 2013, I was asked to assume control of the non-profit youth sports organization the Wilmington Park Swim Team. At the time, the organization was significantly in debt, and it was questionable whether the organization would be able to meet its contractual obligations to coaches and field a competitive organization. Also, the team was in desperate need of certain equipment upgrades to maintain competitive basis.

During my first year as President, I brought a steady hand to the competing board dynamics and also created financial stability. During that year, we were able to create a significant financial reserve, acquire equipment upgrades that were necessary for the team's competitive balance, increase coaches salaries, while not raising individual subscription costs. This past year, the organization was able to nearly double the reserves it created in the first year putting the team in position to significantly lower subscription costs for swimmers for next year. Entering the third year, the team will have a significant surplus, while increasing coaching salaries for the third year in a row.

Wilmington Island Presbyterian Church

Child-Safety Task Force 2015-Present

I assisted the task force with creating and implementing a church wide policy for addressing child-abuse allegations and inappropriate conduct towards minors.

Mission Committee

2013-Present

First Christian Church – Pomona

Elder

2010-2012

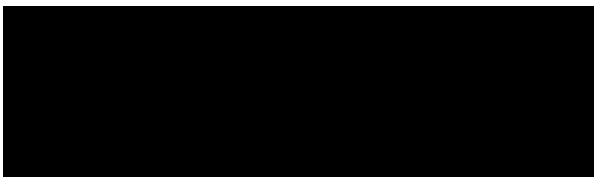
I helped formulate policy, addressed laity concerns, and helped administer sacraments within the liturgy of the church.



**SAVANNAH
LAW SCHOOL**

A branch of Atlanta's John Marshall Law School

June 17, 2015



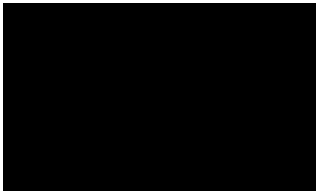
Dear Marc:

It is my pleasure to confirm your continuation as a tenured faculty member of Savannah Law School, a branch of Atlanta's John Marshall Law School, as Associate Professor of Law for the 2015-2016 academic year (August 1, 2015 through July 31, 2016). Your appointment is made in accordance with the terms and conditions in the Faculty Handbook and the Dean's Office Regulations, as amended.

Your salary for the term of this reappointment will be the same as for 2014-2015. If you have questions about any employee benefits, please contact Mrs. Cynthia Davenport, our Human Resources and Office Manager.

Your teaching obligation will be to teach up to five (5) courses during the contract period. You, also, are expected to post regular office hours outside your office and to provide a copy of those hours to the Dean. It is important that you respond promptly to requests for booklists, syllabi, exams, and turn in grades on time. Your responsibilities are set forth generally in the Faculty Handbook. Regularly engaging in law practice, having an on-going relationship with a law firm or business, being listed on a law firm letterhead, or having a professional telephone listing is not permitted.

If you wish to continue as a member of the faculty on these terms and conditions, both expressed and those incorporated by reference, please execute and return this letter to me within ten (10) days of its date. Electronic delivery is acceptable. If you choose to accept electronically, please also provide an executed hard copy for our records within a reasonable period of time.



Current circumstances in the academic profession are difficult and forcing us to address many challenges. Your efforts to help the school meet them are appreciated. With your assistance we will continue to serve our primary mission - helping students become lawyers.

Sincerely,



Malcolm L. Morris
Dean and Professor of Law

Accepted:

Marc Roark

Date:

MLM:fef

cc: Cynthia Davenport, HR



SAVANNAH
LAW SCHOOL

A branch of Atlanta, GA's Marshall Law School

June 15, 2016




Dear Marc:

It is my pleasure to confirm your continuation as a tenured faculty member of Savannah Law School, a branch of Atlanta's John Marshall Law School, with your promotion to Professor of Law for the 2016-2017 academic year (August 1, 2016 through July 31, 2017). The promotion takes effect August 1, 2016. Your appointment is made in accordance with the terms and conditions in the Faculty Handbook and the Dean's Office Regulations, as amended.

Your salary for the term of this reappointment will be the same as your base salary for the 2015-2016 year. The employee insurance benefits will be the same as last year, though some of the costs for them have changed. Notably, we have retained a new medical insurance provider and if you opted to be covered under the plan your contribution to it likely will be different from what it was last year. Based upon current circumstances, it is our intention to contribute 3 ½% of your compensation to the 401(k) plan on your behalf. If you have questions about any employee benefits, please contact Mrs. Cynthia Davenport, our Human Resources and Office Manager.

Your teaching obligation will be to teach up to five (5) courses during the contract period. You, also, are expected to post regular office hours outside your office and to provide a copy of those hours to the Dean. It is important that you respond promptly to requests for booklists, syllabi, exams, and turn in grades on time. Your responsibilities are set forth generally in the Faculty Handbook. Regularly engaging in law practice, having an on-going relationship with a law firm or business, being listed on a law firm letterhead, or having a professional telephone listing is not permitted.

If you wish to continue as a member of the faculty on these terms and conditions, both expressed and those incorporated by reference, please execute and return this letter to me within ten (10)



days of its date. Electronic delivery is acceptable. If you choose to accept electronically, please also provide an executed hard copy for our records within a reasonable period of time.

Current circumstances in the academic profession are difficult and forcing us to address many challenges. Your efforts to help the school meet them are appreciated. With your assistance we will continue to serve our primary mission – helping students become lawyers.

Congratulations on your promotion!

Sincerely,



Malcolm C. Morris
Dean and Professor of Law

Accepted:



Marc Rorick

Date:

6/27/16

MLM:esb

cc: Cynthia Davenport, HR

MEMORANDUM

TO: CHANCELLOR JOHN K. PIERRE

FROM: KENYA J.H. SMITH, ASSOCIATE PROFESSOR OF LAW

SUBJECT: REQUEST FOR CREDIT FOR PRIOR SERVICE AT OTHER INSTITUTIONS
IN SATISFACTION OF FOUR YEAR PROBATIONARY PERIOD

DATE: AUGUST 27, 2020

I am writing to respectfully request that the Southern University Board of Supervisors exercise its discretion in granting me credit for prior service within the Southern University System and at other institutions in satisfaction of the four year probationary period required per the Southern University Law Center Handbook. The Southern University Law Center Faculty Handbook, FACULTY APPOINTMENT, RETENTION, TENURE, AND PROMOTION RULES AND PROCEDURE, Part I. Tenure, Parts D and E, Pages 30 and 31, read in part:

- D. Faculty members initially employed at the rank of professor, associate professor or equivalent shall serve a probationary period of four years. At the end of the fourth year, a faculty member initially employed at the rank of professor or associate professor shall be evaluated at the results provided to that individual. In the event tenure is to be denied to such professor or associate professor, twelve (12) months written notice of termination shall be given. In the event tenure is to be awarded, the affected faculty member shall be informed in writing.
- E. For the purpose of probationary period, credit shall be given for prior service within the Southern University System. Credit may be given for prior service at other institutions at the discretion of the Board.

I am currently serving as a member of the Southern University Law Center faculty at the rank of Associate Professor and have done so since the 2019-2020 Academic Year. I served in the position of Visiting Professor of Law with the Southern University Law Center faculty during the 2018-2019 Academic Year. I began my career in teaching law and legal theory as a member of the faculty of the Arizona Summit School of Law ("Summit Law") at the rank of Assistant Professor from 2012 to 2015. I continued at the rank of Associate Professor of Law on the Summit Law faculty during the 2015-2016 Academic Year. I subsequently served on the St. Thomas University School of Law faculty at the rank of Associate Professor from 2016 to 2018. I hope and trust that you find these eight (8) years of combined prior experience within the Southern University System and at other institutions sufficient to satisfy the referenced four year probationary period requirement. Attached for your consideration in support of this request is my Curriculum Vitae.

I understand that, if granted the requested years of credit towards the required four year probationary, I will be eligible for tenure consideration as a member of the Southern University Law Center faculty. Thank you for your generous consideration.

KENYA J.H. SMITH



EDUCATION

THE UNIVERSITY OF WISCONSIN LAW SCHOOL

J.D., May 1999

- *Member* - American Bar Associations House of Delegates
- *Member* - Council to the American Bar Association Section of Legal Education and Admissions to the Bar
- *Member* - American Bar Association Law Student Division Board of Governors
- Legal Education Opportunities Program Student of the Year
- Andrew Saltoun Award for Academic Excellence
- *Law School Alumni Relations Coordinator*

SOUTHERN UNIVERSITY AT NEW ORLEANS

B.A. (Political Science), cum laude May 1996

- *Chair* - Louisiana Council of Student Body Presidents
- *President* - Student Government Association
- *Vice President* - Student Government Association

ACADEMIC EXPERIENCE

SOUTHERN UNIVERSITY LAW CENTER, Baton Rouge, LA

Associate Professor of Law, 2019-Present

Visiting Professor of Law, 2018-2019

Courses Taught

- Business Entities
- Contracts
- Commercial Paper
- Obligations
- Special Problems in Business Law

ST. THOMAS UNIVERSITY SCHOOL OF LAW, Miami Gardens, FL

Associate Professor of Law, 2016-2018

Courses Taught

- Business Associations
- Contracts
- Interviewing, Counseling and Negotiation
- Payment Systems

ARIZONA SUMMIT LAW SCHOOL
(FORMERLY PHOENIX SCHOOL OF LAW) Phoenix, AZ
Associate Professor of Law, 2015- 2016
Assistant Professor of Law, 2012-2015

Courses Taught

- Federal Income Tax
- Business Associations
- Negotiable Instruments
- Contracts (Common Law and UCC Sales)
- Alternative Dispute Resolution
- Cross-Border Institute - Mexico City, Mexico

Interim Assistant Dean of Admissions, Fall 2013

Provided vision and leadership for the JD Admissions program. Worked collaboratively with the faculty, students, alumni and administration to develop and implement data-driven, comprehensive marketing and recruitment strategies designed to build enrollment while strengthening the academic quality and diversity of the law school student body.

PUBLICATIONS

ARTICLES

Climbing Back into the Comundrum Cauldron: Revisiting the SMLLC Pro Se Prohibition (forthcoming 2020-2021)

Purposeful Ambiguity: A Case for Greater Clarity in State Law Treatment of the Nonprofit Limited Liability Company (as viewed through permitted purpose provisions), 95 Tul. L. Rev. ____ (forthcoming 2020-2021)

Hobby Lobby's Conflated Corporate Tax Exemption and Its Impact on IRC Section 501(c)(3), 71 Rutgers L. Rev. 135 (2018)

Incomplete Sentences: Hobby Lobby's Corporate Religious Rights, the Criminally Culpable Corporate Soul, and the Case for Greater Alignment of Organizational and Individual Sentencing, 77 La. L. Rev. 75 (2016)

Charitable Choices: The Need for a Uniform Limited Liability Company Act (UNLLCA), 49 U. MICH. J.L. REFORM 405 (2016).

Papa's Brand New Bag: The Need for IRS Recognition of an Independent Nonprofit Limited Liability Company, 98 MARQ. L. REV. 1695 (2015).

BOOK CHAPTER

Introduction to Transaction Practice I (Mitchell Fleischmann, Stephen Gerst, Diana Lopez Jones, Kenya Smith, Shandrea Williams eds., Aspen Custom Publishing Series, 2013), *selections reprinted from* Brian A. Blum & Amy C. Bushaw, *Contracts: Cases, Discussion, and Problems* (3d ed., Wolters Kluwer Law and Business, 2012).

WORKS IN PROGRESS

- *T.J. Smith v. St. Tammany Parish School Board, Desegregation Symbolism Revisited*
- *Leverage - The Missing Contractual Element?*

**SCHOLARLY
PRESENTATIONS**

*Discussant - Benefit Corporation (or Not)?
Establishing and Maintaining Social Impact Business Firms*
Southeastern Association of Law Schools 2015 Annual Conference
Boca Raton, Florida, August 1, 2019

Discussant - 7th Annual John Mercer Langston Writing Workshop
Howard University School of Law
Washington D.C., July 18-21, 2019

Presenter - Louisiana's Nonprofit LLC
Southern University Law Center End of Year CLE
Southern University Law Center
Baton Rouge, Louisiana, December 07, 2018

Presenter - Hobby Lobby's Impact on IRC Section 501(c)(3)
ClassCrits X: Mobilizing for Resistance, Solidarity and Justice
Tulane University School of Law
New Orleans, Louisiana, November 11, 2017

Discussant - 8th Annual John Mercer Langston Writing Workshop
Drexel University Thomas R. Kline School of Law
Philadelphia, Pennsylvania, July 7-8, 2017

Discussant - Southeast Southwest People of Color
Legal Scholarship Conference
Southern University Law Center
Baton Rouge, Louisiana, March 30 - April 2, 2017

Discussant - 7th Annual John Mercer Langston Writing Workshop
University of Miami School of Law
Miami, Florida, July 8-9, 2016

Presenter - Incomplete Sentences: Aligning Federal Organizational and
Individual Sentencing Guidelines Post Citizens United and Hobby Lobby
Louisiana State University Law Symposium on Sentencing
Baton Rouge, Louisiana, January 22, 2016

Panelist - State Emergencies and the Constitution: Lessons from the
Tenth Anniversary of Hurricane Katrina
Southeastern Association of Law Schools 2015 Annual Conference
Boca Raton, Florida, August 1, 2015

Discussant - Hot Topics in Financial Institutions Law and Regulation
Southeastern Association of Law Schools 2015 Annual Conference
Boca Raton, Florida, August 1, 2015

Presenter - "Are We There Yet? The Need for a Uniform Nonprofit Limited Liability Company Act"
Arizona State University College of Law Legal Scholars Conference
Sandra Day O'Connor College of Law
Tempe, Arizona, March 14, 2015

Invited Discussant - Hot Topics in Financial Institutions Law and Regulation
Southeastern Association of Law Schools 2014 Annual Conference
Amelia Island, Florida, August 3, 2014

Panelist - "Supreme Court 2013: An In-Depth Review of the Practical Implications of the Blockbuster Civil Rights Decisions"
American Bar Association/Young Lawyers Division
Fall 2013 Conference
Phoenix, Arizona, October 10, 2013

Invited Discussant - Business Law Workshop: Corporate Responsibility (or Irresponsibility) in a Recessionary America
Southeastern Association of Law Schools 2013 Annual Conference
Palm Beach, Florida, August 9, 2013

Presenter - "A Case for Broader Application of the Nonprofit Limited Liability Company Concept"
The Fourth John Mercer Langston Black Male Faculty Writing Workshop, Denver University- Sturm College of Law
Denver, Colorado, July 13, 2013

Presenter - "Papa's Brand New Bag: The Nonprofit Limited Liability Company"
2013 Southeast/Southwest people of Color Legal Scholarship Conference, University of Arkansas at Little Rock William H. Bowen School of Law
Little Rock, Arkansas, April 6, 2013

Guest Lecturer - "Post Hurricane Katrina Recovery and Rebuilding"
University of New Orleans – Humanities Department
Professional Practice Course
New Orleans, Louisiana, Spring 2009, Fall 2009

Guest Lecturer - "Post Hurricane Katrina Recovery and Politics"
Tulane University - Political Science Department
Big Easy Politics Course
New Orleans, Louisiana, Fall 2006, Spring 2007

Guest Lecturer - "Managing the Early Years of Practice"
University of Wisconsin Law School
Lawyering Skills Program
Madison, Wisconsin, Spring 2001, Spring 2002

**PROFESSIONAL
EXPERIENCE****BP/GULF COAST RESTORATION ORGANIZATION Houston, TX**
BP/GULF COAST INCIDENT MANAGEMENT TEAM New Orleans, LA
*Supplier Diversity Manager, 2011-2012**Incident Command Liaison Officer, 2010-2011*

Advised BP's Gulf Coast Recovery Organization Procurement Supply Chain Management (GCRO/PSCM) leadership team concerning supplier diversity laws, best practices and procurement policies. Worked with legal team in advising BP incident management and recovery colleagues regarding environmental and economic restoration efforts. Assisted BP/GCRO state external relations teams in developing and implementing strategic business, recovery and governmental relations plans.

CITY OF NEW ORLEANS/OFFICE OF THE MAYOR New Orleans, LA
Deputy Mayor for Community Development, 2009 - 2010

Directed largest city government agency comprised of a diverse administrative and professional staff in planning, implementation and fiscal monitoring of federal and state grant funded programs, leveraged to create affordable housing, neighborhood stabilization, economic development and other community focused programs and initiatives.

Deputy Mayor for Intergovernmental Relations, 2005 - 2008

Led coordinated lobbying efforts of City of New Orleans, Sewerage & Water Board (SW&B) and Regional Transit Authority (RTA), working with White House and Congress to secure emergency and long-term recovery funding for public, residential, and commercial infrastructure repairs and enhancements, *Go Zone Act* and other economic development incentive programs to stimulate investment in key City recovery areas.

Executive Counsel to the Mayor, 2003 - 2005

Advised Mayor regarding various business, intergovernmental, and community matters. Drafted executive orders and other administrative rules. Led negotiation of finance and construction documents regarding capital improvements to city infrastructure and facilities.

ADAMS AND REESE, LLP New Orleans, LA*Attorney, 1999 - 2003*

Facilitated corporate reorganization of Harrah's New Orleans Casino, redesigning corporate diversity program. Represented Bollinger Shipyards Inc. in acquisition of maritime vessel repair yards in Texas and Louisiana. Represented local, regional, and national clients in tax, real estate, energy, general commercial and corporate governance matters.

**ACADEMIC &
COMMUNITY
SERVICE**

UNIFORM LAW COMMISSION

- *Observer* – LLC Protected Series Drafting Committee, 2016 - Present

**SOUTHEAST/SOUTHWEST PEOPLE OF COLOR
LEGAL SCHOLARSHIP CONFERENCE**

- *Member* - Executive Planning Committee, 2014 – Present

**JOHN MERCER LANGSTON BLACK MALE LAW FACULTY
WRITING WORKSHOP**

- *Member* - National Planning Committee, 2014 - Present

SOUTHERN UNIVERSITY LAW CENTER

- *Chair* – Grade Appeals Board, 2019 - Present
- *Vice Chair* – Code of Student Conduct Appeals Board, 2019 - Present
- *Member* – Academic Affairs Committee, 2019 - Present
- *Member* – Lecture Series Committee, 2019 - Present
- *Member* – Performance After Graduation Committee, 2019 - Present
- *Member* – Faculty Development Committee, 2018 - Present
- *Member* – Foreign Studies Committee, 2018 - Present
- *Member* – Intellectual Property Committee, 2018 - Present
- *Member* – Strategic Planning and Institutional Effectiveness Committee, 2018 - Present

ST. THOMAS UNIVERSITY SCHOOL OF LAW

- *Guest Lecturer* – Introduction to Legal Skills Program, Summer 2017, Summer 2016
- *Moderator* – BLSA “Pathways to Partnership” Lunch and Learn, Spring 2017
- *Law School Coordinator* – U.S. Presidential Miami Gardens Visit, Fall 2016

ARIZONA SUMMIT LAW SCHOOL

- *Liaison to the State Bar of Arizona Tax Law Section Executive Council*, 2015-2016
- *Member* - Academic Standards Committee, 2015-2016, 2013
- *Chair* - Diversity Committee, 2014-2015
- *Keynote Speaker* - Arizona Summit Law School Diversity Day, 2014
- *Alumni Affairs Liaison*, 2013
- *Dean's Representative to the Arizona State Bar Association Board of Governors*, 2013
- *Member* - Introduction to Transactional Practice Curriculum Design Workgroup, 2013
- *Member* - Second and Third Year Program Curriculum Design Committee, 2013
- *Member* - Subcommittee on Fundamental and Integrated Courses, 2013

NEW ORLEANS REDEVELOPMENT AUTHORITY

- *Member* - Board of Commissioners, 2009 - 2012
- *Member* - Executive Committee, 2009 - 2012

AMERICAN RED CROSS/SOUTHEAST LOUISIANA CHAPTER

- *Member* - Executive Committee, 2001 - 2004
- *Chair* - Bylaws Committee, 2002 - 2003

YOUNG LEADERSHIP COUNCIL

- *Project Leader* - Academies of Entrepreneurship (Tulane University Levy-Rosenblum Institute for Entrepreneurship), 2000 - 2003
- *Member* - DiverCity, 2001 - 2002

BAR ADMISSIONS

LOUISIANA (1999)

ALL LOUISIANA FEDERAL COURTS (1999)

WISCONSIN (1999)

U.S. DISTRICT COURT, WESTERN DISTRICT OF WISCONSIN (1999)

REFERENCES AVAILABLE UPON REQUEST

Request Authorization to Initiate a Focused Search for the
Chancellor of Southern University at New Orleans (SUS)



Southern University and A&M College System

J.S. Clark Administration Building
4th Floor
Baton Rouge, Louisiana 70813



Office of The
President-Chancellor
(225) 771-4680

Fax Number
(225) 771-5522

September 21, 2020

Southern University and A&M College
Board of Supervisors
J.S. Clark Administration Building, 4th Floor
Baton Rouge, LA 70813

Re: Request Authorization to Initiate a Focused Search for the Chancellor of Southern University at New Orleans (SUS)

Honorable Members of the Board:

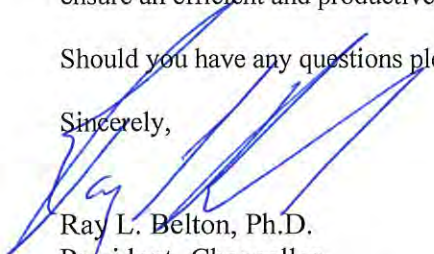
This correspondence comes as an official request to initiate a focused search for the Chancellor position at Southern University at New Orleans (SUNO). As you are aware, System policy stipulates a focused search as *one wherein the Board of Supervisors grants authorization to the Administration to appoint a designated person or entity to seek out and encourage specific (or targeted) individuals with appropriate credentials to submit application(s) for consideration for employment.* It further cites that a focused search should follow in the aftermath of an unclassified search process.

As such, this request comes seeking your authorization to proceed in a more deliberative and focused manner as necessitated by the requirement to stabilize able leadership on the Southern University at New Orleans campus. More specifically, SUNO has been afforded the opportunity to proceed in seeking its reaffirmation of accreditation by the Southern Association for Colleges and Schools Commission on Colleges (SACSCOC). The institution is scheduled to host an onsite visit for reaffirmation during the Spring 2021 semester and must demonstrate that a leadership model exists to ensure levels of continuity throughout the university. Therefore, it is the aim of the administration to embark upon a more expedient and methodical search process in order to identify such a candidate, with the goal of making a formal recommendation to the board by the beginning of next year.

During the focused search process, the administration will incorporate opportunities for community and stakeholder engagement in order to identify candidates who are highly qualified and possess attributes which align with the leadership model at Southern University at New Orleans. I respectfully request your consideration of this matter to ensure an efficient and productive process.

Should you have any questions please let me know.

Sincerely,


Ray L. Belton, Ph.D.
President- Chancellor
Southern University System

Five Campuses, One Vision... Global Excellence

WWW.SUS.EDU

Request Approval of Use Agreement between Southern University
and A&M College and Baton Rouge Student Housing, LLC
(SUBR)



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

September 8, 2020

FAX NUMBER
(225) 771-5522

Southern University System Board of Supervisors
Chairman, Domoine Rutledge
J.S. Clark Administration Building, 4th Floor
Baton Rouge, La 70813

RE: Use Agreement between SUBR and Baton Rouge Student Housing, LLC

Dear Honorable Board Members:

Attached please find a copy of the Use Agreement between Southern University and A&M College and Baton Rouge Student Housing, LLC. This agreement will allow the Palisades Apartments, located on the corner of Harding and Scenic, to use its affiliation with Southern University in its new company name. Southern University's interests are aligned with this request and safeguards have been implemented to ensure the protection of Southern's reputation. I am requesting that the attached agreement be set on the Board's agenda for consideration and approval. Please let me know if you have any questions or wish to discuss in greater detail.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ray L. Belton".

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

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

WWW.SUS.EDU

USE AGREEMENT

THIS USE AGREEMENT (this "Agreement") is made and entered into as of _____, 2020 by and between SOUTHERN UNIVERSITY AND A & M COLLEGE AT BATON ROUGE (hereinafter referred to as "SUBR") and BATON ROUGE STUDENT HOUSING, L.L.C., a Louisiana limited liability company (hereinafter referred to as "Owner").

WHEREAS, SUBR is authorized by the statutes and laws of the State of Louisiana to enter into this Agreement with the consent and approval of the Southern University System;

WHEREAS, Owner is a single-member Louisiana limited liability company, wholly owned by Student Housing of America, Inc., a Georgia non-profit corporation, formed for the purpose of developing the Facilities (as hereinbelow defined);

WHEREAS, Owner has constructed and operates certain housing facilities (the "Facilities") located at 7801 Scenic Hwy, Baton Rouge, Louisiana 70807, consisting of fourteen buildings that contain approximately 564 beds/276 units for the purpose of providing residence and related facilities for (i) students enrolled at SUBR, (ii) faculty members of SUBR, and (iii) key personnel employed in the management or maintenance of the Facilities;

WHEREAS, Owner desires to use the name of SUBR or a portion thereof in connection with the operation of the Facilities;

WHEREAS, SUBR has previously entered into a marketing agreement with Owner, dated September 1, 2003, and determined that it is in the best interests of SUBR to cooperate with and support Owner's operation of the Facilities; and

NOW, THEREFORE, in consideration of the mutual covenants and undertakings set forth herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, SUBR and Owner hereby agree as follows:

Section 1. Use of Name. SUBR hereby grants to Owner and Owner hereby accepts an unlimited, non-exclusive, royalty-free, worldwide, and perpetual right to use the name of SUBR or a portion thereof. Owner its affiliates, authorized representatives, officers, employees, directors, agents, and consultants shall not, exercise the right granted herein in a manner which is materially detrimental to or inconsistent with the good name, good will, reputation, and image of SUBR or in a manner that could reasonably be expected to devalue the name of SUBR or otherwise damage the reputation of SUBR. In particular, SUBR hereby grants Owner:

- a. the right to bear the name "at Southern University" in its company name; and
- b. the right to use the name of "at Southern University" in its company name in all fields of use in connection with, or arising out of, the use, promotion, or operation of the Facilities including, without limitation, the dissemination by Owner of any and all marketing or promotional materials to residents or prospective residents thereof.

Section 2. Term. The term for this Agreement shall be five (5) years commencing on the effective date above. The term of this Agreement may be extended subject to the execution of a mutually agreed upon written agreement for the extension of this Agreement by the parties hereto.

Section 3. SUBR Not Liable. SUBR shall not have any liability arising out of Owner's use of the name of SUBR or a portion thereof during the term of this Agreement, or any extensions. Owner's use of SUBR's name does not create any obligations to a third-party. Owner hereby agrees to indemnify, defend, and hold harmless SUBR and its Board, officers, faculty, employees and agents, as applicable, from any and all actions, claims, demands, suits, losses, debts, attorney's fees, damages, and liabilities which arise in connection with Owner's use of the name of SUBR or a portion thereof.

Section 4. Relationship of the Parties. Nothing contained in this Agreement shall be construed to place the parties in the relationship of partners, principal and agent, employer and employee, or joint venturers.

Section 5. Responsibilities. Owner shall service or cause to be serviced all decorating, maintenance, renovations, alterations and repairs to the Facilities and maintain the Facilities in a good condition fit for human habitation. Additionally, Owner shall substantially comply with all applicable federal, state, and local laws, including but not limited to applicable federal, state, and local laws governing safety, sanitation, and fair housing, in connection to the operation of the Facilities.

Section 6. Costs. Any and all costs associated with the Owner's change of its company name shall be the responsibility of the Owner and not SUBR.

Section 7. Choice of Law. This Agreement shall be construed under and in accordance with the laws of the State of Louisiana, and all obligations of the parties created hereunder are performable in East Baton Rouge Parish, Louisiana.

Section 8. Severability. In the event that any term or provision of this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other term or provision and this Agreement shall be interpreted and construed as if such term or provision, to the extent same shall have been held to be invalid, illegal or unenforceable, had never been contained herein.

Section 9. Termination. SUBR may terminate this Agreement upon sixty (60) days written notice at any time during the term of this Agreement or any extension upon the occurrence of a breach of any section stated herein that continues unremedied for a period of thirty (30) days after the date on which written notice of such breach, requiring the same to be remedied shall have been given to Owner; provided, however, that to the extent that Owner is in good faith attempting to remedy such breach and SUBR shall not be materially and adversely affected thereby, such cure period may be extended at SUBR's discretion for an additional time period not to exceed sixty (60) days to the extent such additional time period is necessary to permit Owner to cure such breach. Upon termination of this Agreement, Owner must immediately discontinue the use of the name of SUBR or portion thereof. Any and all costs, damages, attorney's fees, and losses, resulting

from such termination, including but not limited to the costs associated with the Owner's change of name, shall be the responsibility of the Owner and not SUBR.

Section 10. Counterparts. This Agreement may be executed, approved and delivered in any number of counterparts, each at which when so executed and delivered shall be deemed to be an original and all of which shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have each caused this Agreement to be executed in their respective names as of the date first above written.

BATON ROUGE STUDENT HOUSING, L.L.C., a Louisiana limited liability company

By: _____

Name: _____

Title: _____

SOUTHERN UNIVERSITY AND A & M COLLEGE AT BATON ROUGE

By: _____

Name: _____

Title: _____

Interim Financial Reports (SUS)

Southern University System
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2021
As of August 31, 2020

	FY21 Budget	Actual	Projected	Total FY21	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 43,442,284	\$ 7,170,429	\$ 36,271,855	\$ 43,442,284	\$ -	16.5%
Statutory Dedicated	4,228,516	-	4,228,516	4,228,516	-	0.0%
Federal	3,654,209	406,158	3,248,051	3,654,209	-	11.1%
Self Generated						
Tuition - Fall 2020	33,511,653	32,199,587	792,449	32,992,036	(519,617)	96.1%
Tuition - Spring 2021	30,632,401	(38,257)	29,043,749	29,005,492	(1,626,909)	-0.1%
Tuition - Summer	7,200,528	802,115	6,735,773	7,537,888	337,360	11.1%
Out-of-State Fees	11,910,932	7,317,468	4,204,364	11,521,832	(389,100)	61.4%
Other	17,849,979	4,697,153	11,270,492	15,967,645	(1,882,334)	26.3%
Interagency Transfer	3,028,515	-	3,028,515	3,028,515	-	0.0%
Total Revenues	\$ 155,459,017	\$ 52,554,654	\$ 98,823,764	\$ 151,378,417	\$ (4,080,599)	33.8%
Expenditures						
Salaries	\$ 74,712,941	\$ 10,370,194	\$ 64,949,630	\$ 75,319,824	\$ 606,883	13.9%
Other Compensation	319,377	31,084	288,293	319,377	-	9.7%
Related Benefits	34,139,650	4,274,668	30,095,597	34,370,265	230,615	12.5%
Total Personal Services	\$ 109,171,968	\$ 14,675,945	\$ 95,333,520	\$ 110,009,466	\$ 837,498	13.4%
Travel	1,059,510	280	1,030,930	1,031,210	(28,300)	0.0%
Operating Services	14,339,492	1,302,910	11,593,267	12,896,177	(1,443,315)	9.1%
Supplies	1,900,900	39,006	1,861,894	1,900,900	-	2.1%
Total Operating Expenses	\$ 17,299,902	\$ 1,342,196	\$ 14,486,091	\$ 15,828,287	\$ (1,471,615)	7.8%
Professional Services	2,544,772	152,427	2,392,345	2,544,772	-	6.0%
Other Charges	10,714,822	(8,719)	7,540,390	7,531,671	(3,183,151)	-0.1%
Debt Services						
Interagency Transfers	6,238,234	-	6,238,234	6,238,234	-	0.0%
Total Other Charges	\$ 19,497,828	\$ 143,709	\$ 16,170,969	\$ 16,314,677	\$ (3,183,151)	0.7%
General Acquisitions	785,382	-	772,382	772,382	(13,000)	0.0%
Library Acquisitions	562,649	80,140	482,509	562,649	0	14.2%
Major Repairs	-	-	-	-	-	
Total Acquisitions/Major Repairs	\$ 1,348,031	\$ 80,140	\$ 1,254,891	\$ 1,335,031	\$ (13,000)	5.9%
Scholarships	8,141,288	4,966,004	2,924,953	7,890,957	(250,331)	61.0%
Total Expenditures	\$ 155,459,017	\$ 21,207,995	\$ 130,170,423	\$ 151,378,418	\$ (4,080,599)	13.6%

Southern University Board and System Administration
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2021
As of August 31, 2020

	FY21 Budget	Actual	Projected	Total FY21	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 3,199,565	\$ 726,177	\$ 2,473,388	\$ 3,199,565	\$ -	22.7%
Statutory Dedicated						
Federal						
Self Generated						
Tuition - Fall 2020						
Tuition - Spring 2021						
Tuition - Summer						
Out-of-State Fees						
Other						
Interagency Transfer						
Total Revenues	\$ 3,199,565	\$ 726,177	\$ 2,473,388	\$ 3,199,565	\$ -	22.7%
Expenditures						
Salaries	\$ 1,649,530	\$ 266,177	\$ 1,383,353	\$ 1,649,530	\$ -	16.1%
Other Compensation	88,000	20,667	67,333	88,000	-	23.5%
Related Benefits	769,942	89,904	680,038	769,942	-	11.7%
Total Personal Services	\$ 2,507,472	\$ 376,748	\$ 2,130,724	\$ 2,507,472	\$ -	17.7%
Travel	185,000	-	185,000	185,000	-	0.0%
Operating Services	171,100	8,264	162,836	171,100	-	4.8%
Supplies	80,000	(65)	80,065	80,000	-	-0.1%
Total Operating Expenses	\$ 436,100	\$ 8,199	\$ 427,901	\$ 436,100	\$ -	1.9%
Professional Services	94,000	-	94,000	94,000	-	0.0%
Other Charges	136,993	-	136,993	136,993	-	0.0%
Debt Services						
Interagency Transfers						
Total Other Charges	\$ 230,993	\$ -	\$ 230,993	\$ 230,993	\$ -	0.0%
General Acquisitions	25,000	-	25,000	25,000	-	0.0%
Library Acquisitions						
Major Repairs						
Total Acquisitions/Major Repairs	\$ 25,000	\$ -	\$ 25,000	\$ 25,000	\$ -	0.0%
Scholarships						
Total Expenditures	\$ 3,199,565	\$ 384,947	\$ 2,814,618	\$ 3,199,565	\$ -	13.7%

**Southern University Baton Rouge Campus
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2021
As of August 31, 2020**

	FY21 Budget	Actual	Projected	Total FY21	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 18,275,725	\$ 2,851,470	\$ 15,424,255	\$ 18,275,725	\$ -	15.6%
Statutory Dedicated	1,593,248	-	1,593,248	1,593,248	-	0.0%
Federal	-	-	-	-	-	-
Self Generated						
Tuition - Fall 2020	20,958,954	21,012,683	-	21,012,683	53,729	100.3%
Tuition - Spring 2021	18,863,468	-	18,863,468	18,863,468	-	0.0%
Tuition - Summer	5,170,529	-	5,170,529	5,170,529	-	0.0%
Out-of-State Fees	8,349,603	4,892,605	3,456,998	8,349,603	-	58.6%
Other	8,838,812	1,628,035	7,210,777	8,838,812	-	18.4%
Interagency Transfer	3,028,515	-	3,028,515	3,028,515	-	0.0%
Total Revenues	\$ 85,078,854	\$ 30,384,793	\$ 54,747,790	\$ 85,132,583	\$ 53,729	35.7%
Expenditures						
Salaries	\$ 40,572,820	\$ 5,298,790	\$ 35,274,030	\$ 40,572,820	\$ -	13.1%
Other Compensation	181,377	-	181,377	181,377	-	0.0%
Related Benefits	18,747,613	2,202,977	16,544,636	18,747,613	-	11.8%
Total Personal Services	\$ 59,501,810	\$ 7,501,767	\$ 52,000,043	\$ 59,501,810	\$ -	12.6%
Travel	288,210	-	288,210	288,210	-	0.0%
Operating Services	7,662,277	799,386	6,916,620	7,716,006	53,729	10.4%
Supplies	915,911	19,379	896,532	915,911	-	2.1%
Total Operating Expenses	\$ 8,866,398	\$ 818,765	\$ 8,101,362	\$ 8,920,127	\$ 53,729	9.2%
Professional Services	1,126,480	-	1,126,480	1,126,480	-	0.0%
Other Charges	3,805,700	3,079	3,802,622	3,805,700	-	0.1%
Debt Services	-	-	-	-	-	-
Interagency Transfers	4,017,497	-	4,017,497	4,017,497	-	0.0%
Total Other Charges	\$ 8,949,677	\$ 3,079	\$ 8,946,599	\$ 8,949,677	\$ -	0.0%
General Acquisitions	582,032	-	582,032	582,032	-	0.0%
Library Acquisitions	137,649	47,059	90,590	137,649	-	34.2%
Major Repairs	-	-	-	-	-	-
Total Acquisitions/Major Repairs	\$ 719,681	\$ 47,059	\$ 672,622	\$ 719,681	\$ -	6.5%
Scholarships	7,041,288	4,672,356	2,368,932	7,041,288	-	66.4%
Total Expenditures	\$ 85,078,854	\$ 13,043,026	\$ 72,089,557	\$ 85,132,583	\$ 53,729	15.3%

Southern University Law Center
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2021
As of August 31, 2020

	FY21 Budget	Actual	Projected	Total FY21	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 3,735,319	\$ 616,538	\$ 3,118,781	\$ 3,735,319	\$ -	16.5%
Statutory Dedicated	172,939	-	172,939	172,939	-	0.0%
Federal	-	-	-	-	-	-
Self Generated						
Tuition - Fall 2020	3,823,146	4,619,244		4,619,244	796,098	120.8%
Tuition - Spring 2021	3,499,336	-	3,499,336	3,499,336	-	0.0%
Tuition - Summer	700,000	-	700,000	700,000	-	0.0%
Out-of-State Fees	2,658,500	2,077,425	581,075	2,658,500	-	78.1%
Other	3,286,762	1,835,432	1,451,330	3,286,762	-	55.8%
Interagency Transfer						
Total Revenues	\$ 17,876,002	\$ 9,148,639	\$ 9,523,461	\$ 18,672,100	\$ 796,098	51.2%
Expenditures						
Salaries	\$ 9,471,530	\$ 1,469,609	\$ 8,608,804	\$ 10,078,413	\$ 606,883	15.5%
Other Compensation	-	-	-	-	-	-
Related Benefits	3,609,686	475,335	3,364,966	3,840,301	230,615	13.2%
Total Personal Services	\$ 13,081,216	\$ 1,944,944	\$ 11,973,770	\$ 13,918,714	\$ 837,498	14.9%
Travel	385,000	280	384,720	385,000	-	0.1%
Operating Services	1,690,629	147,644	1,501,585	1,649,229	(41,400)	8.7%
Supplies	250,000	7,991	242,009	250,000	-	3.2%
Total Operating Expenses	\$ 2,325,629	\$ 155,915	\$ 2,128,314	\$ 2,284,229	\$ (41,400)	6.7%
Professional Services	1,220,590	135,900	1,084,690	1,220,590	-	11.1%
Other Charges	432,027	-	432,027	432,027	-	0.0%
Debt Services		-	-	-	-	-
Interagency Transfers	366,540	-	366,540	366,540	-	0.0%
Total Other Charges	\$ 2,019,157	\$ 135,900	\$ 1,883,257	\$ 2,019,157	\$ -	6.7%
General Acquisitions	-	-	-	-	-	-
Library Acquisitions	250,000	33,081	216,919	250,000	0	13.2%
Major Repairs	-	-	-	-	-	-
Total Acquisitions/Major Repairs	\$ 250,000	\$ 33,081	\$ 216,919	\$ 250,000	\$ 0	13.2%
Scholarships	200,000	139,526	60,474	200,000	-	69.8%
Total Expenditures	\$ 17,876,002	\$ 2,409,366	\$ 16,262,734	\$ 18,672,100	\$ 796,098	13.5%

**Southern University New Orleans Campus
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2021
As of August 31, 2020**

	FY21 Budget	Actual	Projected	Total FY21	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 8,158,721	\$ 1,346,649	\$ 6,812,072	\$ 8,158,721	\$ -	16.5%
Statutory Dedicated	502,799	-	502,799	502,799	-	0.0%
Federal	-	-	-	-	-	-
Self Generated						
Tuition - Fall 2020	4,851,700	4,116,338	492,449	4,608,787	(242,913)	84.8%
Tuition - Spring 2021	4,577,842	(38,257)	4,196,070	4,157,813	(420,029)	-0.8%
Tuition - Summer	429,999	(13,837)	365,244	351,407	(78,592)	-3.2%
Out-of-State Fees	352,829	261,538	91,291	352,829	0	74.1%
Other	4,735,175	1,220,047	1,632,794	2,852,841	(1,882,334)	25.8%
Interagency Transfer	-	-	-	-	-	-
Total Revenues	\$ 23,609,065	\$ 6,892,478	\$ 14,092,719	\$ 20,985,197	\$ (2,623,867)	29.2%
Expenditures						
Salaries	\$ 10,111,886	\$ 1,394,686	\$ 8,717,200	\$ 10,111,886	\$ -	13.8%
Other Compensation	-	-	-	-	-	-
Related Benefits	4,740,079	679,220	4,060,859	4,740,079	-	14.3%
Total Personal Services	\$ 14,851,965	\$ 2,073,905	\$ 12,778,060	\$ 14,851,965	\$ -	14.0%
Travel	37,000	-	37,000	37,000	-	0.0%
Operating Services	2,285,294	157,976	2,127,318	2,285,294.00	-	6.9%
Supplies	285,500	2,765	282,735	285,500.00	-	1.0%
Total Operating Expenses	\$ 2,607,794	\$ 160,741	\$ 2,447,053	\$ 2,607,794	\$ -	6.2%
Professional Services	-	-	-	-	-	-
Other Charges	4,268,732	-	1,644,865	1,644,865	(2,623,867)	0.0%
Debt Services	-	-	-	-	-	-
Interagency Transfers	1,105,574	-	1,105,574	1,105,574	-	0.0%
Total Other Charges	\$ 5,374,306	\$ -	\$ 2,750,439	\$ 2,750,439	\$ (2,623,867)	0.0%
General Acquisitions	-	-	-	-	-	0.0%
Library Acquisitions	175,000	-	175,000	175,000	-	0.0%
Major Repairs	-	-	-	-	-	-
Total Acquisitions/Major Repairs	\$ 175,000	\$ -	\$ 175,000	\$ 175,000	\$ -	0.0%
Scholarships	600,000	104,453	495,547	600,000	-	17.4%
Total Expenditures	\$ 23,609,065	\$ 2,339,100	\$ 18,646,099	\$ 20,985,198	\$ (2,623,867)	9.9%

Southern University Shreveport Campus
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2021
As of August 31, 2020

	FY21 Budget	Actual	Projected	Total FY21	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 5,158,497	\$ 818,432	\$ 4,340,065	\$ 5,158,497	\$ -	15.9%
Statutory Dedicated	162,060	-	162,060	162,060	-	0.0%
Federal						
Self Generated						
Tuition - Fall 2020	3,877,853	2,451,322	300,000	2,751,322	(1,126,531)	63.2%
Tuition - Spring 2021	3,691,755		2,484,875	2,484,875	(1,206,880)	0.0%
Tuition - Summer	900,000	815,952	500,000	1,315,952	415,952	90.7%
Out-of-State Fees	550,000	85,900	75,000	160,900	(389,100)	15.6%
Other	989,230	13,640	975,590	989,230	-	1.4%
Interagency Transfer						
Total Revenues	\$ 15,329,395	\$ 4,185,246	\$ 8,837,590	\$ 13,022,836	\$ (2,306,559)	27.3%
Expenditures						
Salaries	\$ 7,477,302	\$ 1,167,072	\$ 6,310,230	\$ 7,477,302	\$ -	15.6%
Other Compensation	-	-	-	-	-	0.0%
Related Benefits	3,693,095	556,898	3,136,197	3,693,095	-	15.1%
Total Personal Services	\$ 11,170,397	\$ 1,723,970	\$ 9,446,427	\$ 11,170,397	\$ -	15.4%
Travel	43,300	-	15,000	15,000	(28,300)	0.0%
Operating Services	2,186,888	188,025	543,219	731,244	(1,455,644)	8.6%
Supplies	145,200	8,175	137,025	145,200	-	5.6%
Total Operating Expenses	\$ 2,375,388	\$ 196,200	\$ 695,244	\$ 891,444	\$ (1,483,944)	8.3%
Professional Services	59,500	16,527	42,973	59,500	-	27.8%
Other Charges	647,487	(11,797)	100,000	88,203	(559,284)	-1.8%
Debt Services						
Interagency Transfers	748,623	-	748,623	748,623	-	0.0%
Total Other Charges	\$ 1,455,610	\$ 4,730	\$ 891,596	\$ 896,326	\$ (559,284)	0.3%
General Acquisitions	28,000	-	15,000	15,000	(13,000)	0.0%
Library Acquisitions	-	-	-	-	-	0.0%
Major Repairs	-	-	-	-	-	0.0%
Total Acquisitions/Major Repairs	\$ 28,000	\$ -	\$ 15,000	\$ 15,000	\$ (13,000)	0.0%
Scholarships	300,000	49,669	-	49,669	(250,331)	16.6%
Total Expenditures	\$ 15,329,395	\$ 1,974,569	\$ 11,048,267	\$ 13,022,836	\$ (2,306,559)	12.9%

Southern University Agricultural Research and Extension Center
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2021
As of August 31, 2020

	FY21 Budget	Actual	Projected	Total FY21	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 4,914,457	\$ 811,163	\$ 4,103,294	\$ 4,914,457	\$ -	16.5%
Statutory Dedicated	1,797,470	-	1,797,470	1,797,470	-	0.0%
Federal	3,654,209	406,158	3,248,051	3,654,209	-	11.1%
Self Generated						
Tuition - Fall 2020						
Tuition - Spring 2021						
Tuition - Summer						
Out-of-State Fees						
Other						
Interagency Transfer						
Total Revenues	\$ 10,366,136	\$ 1,217,321	\$ 9,148,815	\$ 10,366,136	\$ -	11.7%
Expenditures						
Salaries	\$ 5,429,873	\$ 773,860	\$ 4,656,013	\$ 5,429,873	\$ -	14.3%
Other Compensation	50,000	10,417	39,583	50,000	-	20.8%
Related Benefits	2,579,235	270,334	2,308,901	2,579,235	-	10.5%
Total Personal Services	\$ 8,059,108	\$ 1,054,611	\$ 7,004,497	\$ 8,059,108	\$ -	13.1%
Travel	121,000	-	121,000	121,000	-	0.0%
Operating Services	343,304	1,615	341,689	343,304	-	0.5%
Supplies	224,289	761	223,528	224,289	-	0.3%
Total Operating Expenses	\$ 688,593	\$ 2,376	\$ 686,217	\$ 688,593	\$ -	0.3%
Professional Services	44,202	-	44,202	44,202	-	0.0%
Other Charges	1,423,883	-	1,423,883	1,423,883	-	0.0%
Debt Services						
Interagency Transfers	-	-	-	-	-	0.0%
Total Other Charges	\$ 1,468,085	\$ -	\$ 1,468,085	\$ 1,468,085	\$ -	0.0%
General Acquisitions	150,350	-	150,350	150,350	-	0.0%
Library Acquisitions						
Major Repairs		-				
Total Acquisitions/Major Repairs	\$ 150,350	\$ -	\$ 150,350	\$ 150,350	\$ -	0.0%
Scholarships						
Total Expenditures	\$ 10,366,136	\$ 1,056,987	\$ 9,309,149	\$ 10,366,136	\$ -	10.2%

Facilities Planning Project Updates



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

J. S. CLARK ADMINISTRATION BUILDING

3RD FLOOR

166 G. LEON NETTERVILLE DR.

BATON ROUGE, LOUISIANA 70813

OFFICE OF
FACILITIES PLANNING

(225)771-2786 OFFICE

(225) 771-2922 FAX

Eli_Guillory@sus.edu

September 4, 2020

Hon. Dr. Ray L. Belton

President of Southern University System

4th Floor, J. S. Clark Adm. Building

Baton Rouge, Louisiana 70813

RE: Southern University System Office of Facilities Planning Project Updates

Dear Dr. Belton,

We are transmitting the attached updated facilities planning document report, which indicates the remarkable status progress of each campus building construction, renovations, building repairs/upgrades and facilities planning progress for your files.

Should you have any questions, please don't hesitate to call me. Your approval and sustained support of Southern University System Office of Facilities Planning is greatly appreciated.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Eli G. Guillory III".

Eli G. Guillory III

Director of Facilities Planning

Attachments enclosed: Progress report and construction pictures

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

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Southern University and A&M College System
Facilities and Property Report
SU System Campuses Projects

El G. Guillory III September 4, 2020

agency	Project Name	Project Budget	Funding Source	Approval Date	Completion Date	Comments
SUAG	SUAG Arena - building exterior painting and wall system/roof canopy repairs	\$ 300,000.00	State	2018		pending FP&C project no. to proceed
SUAG	SUAG - A. O. Williams Hall Renovations - Phase 1, Part 2 Westside Attic & Interior moisture control and Mechanical System upgrades	\$ 1,660,000.00	State	2019		FP&C contract award to designer (Quebedeaux Eng.) Sept 2020 to proceed with planning in Oct 2020
SUAG	SUAG - A. O. Williams Hall Renovations - Phase 2 Eastside, ext. wall flashing, de brick masonry and Mechanical System upgrades	\$ 5,660,400.00	State	2018		FP&C selection of Designer in Nov. 2020 to proceed w/ planning
SUAG	SUAG New Mega Disaster Relief Shelter (2,500 beds)	\$ 24,375,000.00	State / Federal	Jan. 2019		pending Fp&c approval of designer- p1_\$1,000,000 p5_\$8,375,000 and GOHSEP / FEMA \$15,000,000
SUAG	SUAG Urban Forestry & Natural Resources Headhouse Renovations	\$ 350,000.00	Fed. Gov.	Jan. 2020		SUBR / Modus Arch & Planners - pending to open bids in October 2020
SUBR	New Science "STEM" Complex Building	\$ 48,000,000.00	State	7/1/2017		FP&C selection of Designer in Nov. 2020 to proceed w/ planning
SUBR	Dehumidifying System Repair-Tourgee A. Debose Music Hall	\$ 225,000.00	State	10/19/2017		Active - GIS Engineers. Construction in progress at 99% complete by Blanchard Mech. Contractors, Inc. \$207,850 - completion is pending.
SUBR	Ruffin Paul Central Plant - Loop Pumps, Valves and VFDs upgrades	\$ 322,000.00	State	7/27/2018		Active - pre bid meeting by Fp&c Nov 2019, Henry Eyre Engineers - low bidder Gallo Mech. @ \$142,000 - pending completion Sept 2020
SUBR	ADA Safety Compliance & Drainage Project at the Law Center	\$ 95,400.00	State	7/27/2018		The Luster Group G.C. in progress
SUBR	Repairs of 100ft tower and parking lot lighting upgrades to LED's - West and East of F G Clark Activity Center / Upgrade lighting system for classrooms, exits and stairwells in various buildings (Disaster Relief Shelter) WBS:F.19002290	\$ 291,000.00	State	2018		Planning phase in progress for bidding by fp&c
SUBR	J. S. Clark Adm. Building - Upgrade chill water and hot water pumps and install new automated digital controls WBS-F.19002254	\$ 160,000.00	State	2018		Active - designer: Salas O'Brien, LLC in planning phase Nov 2019 - bidding is pending by fp&c
SUBR	W. W. Stewart Hall Auditorium Mech. HVAC repairs/upgrades WBS-F.19002254	\$ 255,414.00	State	2018		Active - designer: Salas O'Brien, LLC in planning phase Nov 2019 - bidding is pending by fp&c

SUBR	DOTD - Ravine Erosion Control & Road Improvements	\$ 10,000,000.00	DOTD	5/25/2017	Active - construction / low bid \$5,000,000 by Merrick LLC - pre-const. meeting 3 July 2019 - installation of Box Culverts in Nov. 2019 - back in progress Aug 1, 2020 and Completion set for April 2021
SUBR	DOTD / FP&C Ravine Utility Line Erosion Control and Relocation	\$ 1,221,407.00	State	2016	Active - in progress - Designer AST Engineers pre-con 24 June 2019 - G. C. Gallo Mech. bid \$400,000
SUBR	Music Building Annex - Music & Recording Studio	\$ 325,000.00	Title 3	2018	Active - planning CD's Construction Bid Documents, out for bidding May 2020 - pre-bid conf. July 24, 2020 - rebid in Oct 2020
SUBR	J. W. Fisher Renovations Phase 1 - classroom Labs hoods, lab casework, Mech., Elect, Window sys. Interior finishes upgrades p/j# 01-107-18-02 WBS-F.01003868	\$ 6,500,000.00	State / Private	2018 April / approved 2019 June	Active - planning phase - Coleman Partners Architects 6/2019 to 6/2020 planning of Phase 2 (2nd floor). Phase 2 funding approved and proceeding with the 1st floor planning
SUBR	Demolition of Jones Hall Dormitory	\$ 1,620,000.00	State	7/24/2019	Mougeot Architecture - fee \$135,133 planning 9/7/2019 - bidding date-Jan 2020 - Feb. 18, 2020 low bid by Henderson Construction Service at \$1,299,879 Demo in progress w/ completion set for Oct. 31, 2020
SUBR	Demolition of Architecture West & Lottie Anthony Hall	\$681,000.00	State	7/24/2019	BCB Architects (\$98,390 fee) - planning 9/7/2019 contract 10 Oct 2019 - bidding date 24 Mar 2020 - bid open Apr. 28, 2020 - General Contractor Gill Industries (\$648,820) to proceed w/ Pre-Const. Conf. / Demo in progress w/ completion set for Dec. 19, 2020.
SUBR	Demolition of Jesse Owens Hall	\$252,664.00	State	7/1/2019	Active - Dec 2019 fp&c executed contract w/ designer - The Map Design Group, LLC - planning June 2020 & bidding set for Oct. 2020
SUBR/SUAG	Demolition of Dairy Barn/Silo(s)/Farm Slab	\$132,548.00	State	7/1/2019	Active - Dec 2019 fp&c executed contract w/ designer - The Map Design Group, LLC - planning June 2020 & bidding set for Oct. 2020
SUBR	Demolition of Washington Hall and Collections & Receivables Building	\$368,816.00	State	7/1/2019	Active - Fp&c designer selection - Williams and Williams Architecture, LLC \$23,831 Nov. 4, 2019 - planning date Nov 2019 - Feb 2020 & bidding date remain pending for Oct 2020 by fp&c

SUBR	SU Laboratory School Elementary Build-1 Exterior Window & Build-2 Interior, Gym Roof and North Parking Lot upgrades.	\$ 740,000.00	State	11/15/2019		Design planning phase in progress until Dec 2020, Fp&c to authorization for bidding 2Jan21, bid opening 1Feb21, Contract Award 3Mar21, Construction timeline 150 days substantial completion 31Jul21, Lien period for GC to complete punchlist 45 days closeout 14Sept21, 1 year warranty inspection 15Aug22.
SUBR	Navy ROTC (Army ROTC-review 20 year warranty) Roof Replacement	\$ 110,000.00	State	11/15/2019		pending Designer by fp&c
SUBR	J. B. Moore Hall Roof Replacement	\$ 300,000.00	State	11/15/2019		pending Designer by fp&c
SUBR	DOTD - Information Center @ SUBR Campus	\$ 5,625,876.00	State / DOTD	Aug. 1998 / Aug. 2014 / Nov. 2019		Hewitt & Washington Architects in re-planning phase for bidding by DOTD. Bidding set for October 2020
SUBR	W. W. Stewart Hall First Floor Renovations - South	\$ 150,000.00	Title 3	Nov-19		Active - June's Ceiling & Flooring Inc. & Bell's Flooring and SUN Ind.
SUBR	W. W. Stewart Hall Renovations to 3rd floor restrooms	\$ 159,000.00	Title 3	May-20	Jul-20	Completed; project is under construction, 30% complete, scheduled completion date 7/15/2020 Architect - Domain Architects Contractor - Integrity Builders Budget - \$159,000
SUBR	W. W. Stewart Hall Renovations to 3rd floor	\$ 208,000.00	Title 3	Mar-20		bid documents complete Architect - Williams and Williams Architecture \$25,000 Contractor - Luster Group \$183,000 Budget - \$150,000
SUBR	W. W. Stewart Hall Renovations to 2nd floor Restrooms Renovations	\$ 175,000.00	Title 3	Mar-20		bid documents complete Architect - Modus, Inc. \$25,000 bidding in Oct 2020
SUBR	W. W. Stewart Hall Renovations to 2nd floor - Classrooms, offices and Corridors	\$ 250,000.00	Title 3	Mar-20		bid documents complete Architect - Hewitt Washington & Associates \$25,000 AFC Budget - \$150,000 - low bid by Integrity Builders \$213,671
SUBR	W. W. Stewart Hall Auditorium new VCT flooring replacement	\$ 54,000.00	Title 3	May-20	Aug-20	100% completed - scheduled completion date 6/30/2020 Contractor - Bell's Flooring Budget - \$54,000
SUBR	W. W. Stewart Hall Light fixture replacement first floor south wing	\$ 90,433.00	Title 3	Apr-20		92% complete, scheduled completion date 6/30/2020 Contractor - Sun Electric Budget - \$90,433
SUBR	W. W. Stewart Hall 1st floor room signage installation north side	\$ 5,059.46	Title 3	Oct-19	Jun-20	project complete ASI Signage Innovations Budget - \$5,059.46
SUBR	W. W. Stewart Hall Removal/replacement of existing ceiling grid and tiles first floor south wing	\$ 79,998.00	Title 3	Feb-20	Jun-20	Contractor - June's Ceiling and Flooring. project 70% complete, scheduled completion date 6/30/2020 Budget - \$79,998

SUBR	W. W. Stewart Hall Electrical light fixture removal and replacement 2nd and 3rd floors	\$ 145,000.00	Title 3	Jun-20		60% complete, scheduled completion date 7/15/2020 Contractor – Sun Electric Budget - \$145,000
SUBR	W. W. Stewart Hall Ceiling grid and tile removal 3rd floor	\$ 37,000.00	Title 3	May-20	Jul-20	complete, scheduled completion date 6/18/2020 Contractor – June's Ceiling and Flooring Budget - \$37,000
SUBR	W. W. Stewart Hall Classroom and conference room furniture and technology installation 1st floor	\$ 74,000.00	Title 3	Apr-20	Jun-20	complete, scheduled completion date 6/18/2020 Contractor – GoMedia Budget – \$74,000
SUBR	J.B. Cade Library 4th floor Renovations (South/Westside)	\$ 92,000.00	Title 3	Feb-20	Jul-20	construction completed by Chénévert Construction
SUBR	J.B. Cade Library Renovations 4th floor elevator lobby (counter demo/vct removal and replacement)	\$ 12,000.00	Title 3	May-20	May-20	Project is complete Contractor – Bell's Flooring
SUBR	SUBR Campus signage	\$ 50,000.00	Title 3			bidding in Oct 2020
SULC	Law Center Mechanical HVAC upgrades Phase 2	\$ 390,000.00	state	Nov. 2019		pending designer to proceed by fp&c
SUNO	ADA Compliant Restrooms and Public accommodations in the Cafeteria, University Center, Health & Physical Education, Library and Administration Building, Planning and Construction	\$ 1,650,000.00	state	Nov. 2019		pending designer to proceed by fp&c after P-2 funding is approved (\$250,000) Nov. 2020
SUNO	Campus Wide Electrical & Lighting Repairs - Phase II - WBS:F.19002262	\$ 475,399.00	State	8/31/2018		Active - GVA Engineering, LLC Designer and bidding (SUN Industries, LLC bid @ \$239,900) pre-const. meeting - const. in progress 85% complete
SUNO	Site Parking Lot Restoration Phase 1 & 2 - Demo of temporary fema trailers on the lake campus (classrooms) and park campus (conf. center).	\$ 2,154,846.00	FEMA	2015		Active - Phase 2 - 75% complete-pending additional planning meeting w/ Fp&c. All South Eng. designer -planning 10June20 w/ afc \$1,709,918
SUNO	Arts & Humanities and Social Sciences: Auditorium Buildout flooring upgrades (17,533 sf renovated flooring) Project No. 01-107-05B-13, Part No. F.01003889	\$ 400,000.00	FEMA	2019		Active - planning phase (chasm + fusion Architecture) for bidding in Oct. 2019 - L L / Environmental Construction, LLC \$307,300. notice to proceed 6Nov2019 to Feb/Mar/Oct 2020 completion - pending punch list.
SUNO	Arts & Humanities and Social Sciences - Museum Renovation 2nd floor	\$ 522,000.00	FEMA	2019		Active - (chasm + fusion Architecture) planning phase for bidding - (additional displays funding of \$1,200,000 is pending) bidding Jan 2020 - G.C. Industrial Mech. Contractors \$450,000
SUNO	Campus sidewalk and parking lot upgrades / repairs for various locations on the Park Campus and Lake Campus WBS-F.19002262	\$ 145,000.00	State	2018		Active - planning by Studio Kiro Nov2019, CD planning and bidding Feb/Mar/July 2020

SUNO	Campus wide Mechanical HVAC System Upgrades for various buildings (Bashful Adm. Bldg) on the Park and Lake Campus WBS: F.19002259	\$ 334,307.00	State	2018	Active - planning by David Vivien Eng. and bidding Nov. 2019 - pre bid Jan 6, 2020 - Industrial Mech. Contractors \$213,800 - in progress
SUNO	Demolition of existing Buildings - New Science and Old Science Buildings	\$ 1,393,000.00	FEMA	2015	Active - planning by Manning Architects w/ pre-design meeting Oct. 2019 - bidding date is set for Sept/Oct 2020
SUNO	Administration Building - Roof upgrades	\$ 350,000.00	State	Nov. 2019	Verges Rome Architects in planning phase
SUSLA	Lewis Collier Hall Science Building Renovaion, Planning and Construction	\$ 4,200,000.00	State	Nov. 2019	pending designer to proceed by fp&c and after P-2 funding is approved (\$420,000) Nov. 2020
SUSLA	Gymnasium roof replacement	\$ 400,000.00	State	Nov. 2019	in planning phase by fp&c
SUSLA	Library Building Roof Replacement Building	\$ 160,000.00	State	Nov. 2019	pending proj# to proceed by fp&c
SUSLA	Mechanical/HVAC System Repairs - Controls - WBS:F.19002199	\$ 476,000.00	State	7/27/2018	Active - pending planning & bidding - Purtle & Assoc. Eng. - planning Des. Dev. phase - bid date pending
SUSLA	ADA Restrooms upgrades Downtown Metro 3rd & 4th floors - WBS:F.19002255	\$ 117,873.00	State	2/8/2019	Active - pending planning by Fp&c - Designer McNew Architects (Brian McNaw 315-219-7388) - pending completion
SUSLA	Install keyless Entry Locks on MLK, Incubator and Metro Campus'	\$ 50,000.00	Title III	2018	Active - construction in progress
SUSLA	Campus Building Direction Signage	\$ 15,000.00	Title III	2018	Active - planning phase
SUSLA	Adm. Building Admissions Office Renovations	\$ 20,000.00	Title III	2018	Active - Planning Phase
SUSLA	MLK Restrooms Renovations / ADA upgrades	\$ 50,000.00	Title III	2018	Active - construction in progress
SUSLA	Adm. Building Welcome Center Renovations	\$ 125,000.00	Title III	2019	Active - construction pending completion
SUSLA	Louis Collier Hall (Site campus drainage upgrade throughout the main campus) WBS:F.19002260	\$ 47,828.00	State	2018	Active - planning by The 3-KLW Company Inc. - pending additional funds
SUSLA	Mechanical System - Replace Air Handler Units and Duct system, Fan Coils, Exhaust Fans (Science Building (S07505), (Fine Arts, S07509 & Jesse Stone, S07511) Server Unit Repair (JT, Main Campus, S07503), Replace Fan Coil Unit Motors and (Administration S07503), Replace Pumps (Administration S07503) - WBS:F.19002261	\$ 515,000.00	State	2018	Active - planning by Purtle & Associates Sept 2019 - pending bid date
Total amount		\$ 126,144,268.46			