

SOUTHERN[®] UNIVERSITY SYSTEM

BATON ROUGE • NEW ORLEANS • SHREVEPORT

BOARD OF SUPERVISORS MEETING

Board of Supervisors' Meeting Room
J. S. Clark Administration Bldg. 2nd Floor
Baton Rouge, LA.
May 20, 2022
9:00 a.m.

ACADEMIC AFFAIRS COMMITTEE

Friday, May 20, 2022

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

AGENDA

1. Call to Order
2. Invocation and Pledge of Allegiance
3. Roll Call
4. Adoption of the Agenda
5. Public Comments
6. Special Presentations
 - A. Recognition of SU Laboratory School Student(s) of the Year & Cheerleaders
 - B. Top Jags Presentation
7. Action Item(s)
 - A. Request Approval of Spring 2022 Commencement Resolutions (SULC)
 - B. Request Approval to award a Posthumous Juris Doctor Degree to Angelo Corceone (SULC)
 - C. Request approval of the Recommended Curriculum Changes in the College of Agricultural, Family and Consumer Sciences, Humanities and Interdisciplinary Studies and the Nelson Mandela College of Government and Social Sciences (SUBR)

The following are recommended curriculum changes in the College of Agricultural, Family and Consumer Sciences, Humanities and Interdisciplinary Studies, and the Nelson Mandela College of Government and Social Sciences.

 - ***In the College of Agricultural, Family & Consumer Sciences there will be a Culinary/Food Management Certificate, along with a Minor in Child Development and a Minor in Apparel and Textiles added to the curriculums.***
 - ***The College of Humanities and Interdisciplinary Studies is recommending changing the prefix and credit hours for CRIR 201 (Introduction to Interdisciplinary Studies Seminar) and CRIR 499 (Capstone Seminar). These courses will now be listed under the Department of Interdisciplinary Studies.***
 - ~CRIR 201 to INDS 201 (Introduction to Interdisciplinary Studies Seminar)
 - ~CRIR 499 to INDS 499 (Capstone Seminar)

The following changes in credit hours correlate with the aforementioned recommendations:

 - ~Increase credit hours (INDS 201 from 1 to 3 credit hours)
 - ~Increase credit hours (INDS 499 from 2 to 3 credit hours)

- ***The Nelson Mandela College of Government & Social Sciences is introducing SOCW 397 (Generalist Practice III) as a new course. This new course incorporates the content of three other courses into this one new Generalist Practice III course (Deleting SOCW 310; SOCW 394; and SOCW396).***

D. Request Approval to offer the B.A. in Psychology program at SUNO Online (SUNO)
Approval of this request will authorize the currently approved B.A. in Psychology program at SUNO to now be offered fully online in an exclusive format. No changes to the current curriculum will be made.

E. Request Approval for Substantive Change to Offer the Public Administration Degree as a 100% online program (SUNO)
The purpose of this submission is to request approval for substantive change to offer the already approved undergraduate Public Administration (PADM) degree as a 100% online program. The online degree program will provide an additional option to the already existing PADM program.

F. Request Approval of Articulation Agreement between Southern University and A&M College (SUBR) and Southern University at Shreveport (SUSLA) for an online Registered Nurse (RN) to Baccalaureate of Science in Nursing (BSN) (2+2) program (SUBR)
The proposed partnership described in the enclosed Articulation Agreement details the pathway for registered nurses who have earned the Associate of Science in Nursing degree at SUSLA to have the opportunity to advance their career by transferring credit hours and seamlessly enrolling in the online RN to BSN program at SUBR. Additionally, the proposed partnership will serve constituency needs, promote the academic development of students, and meet the growing demands for academically prepared clinicians to serve the citizens of our state.

G. Request Approval of Articulation Agreement between Southern University and A&M College (SUBR) and Baton Rouge Community College (BRCC) for an online Registered Nurse (RN) to Baccalaureate of Science in Nursing (BSN) (2+2) program (SUBR)
The proposed partnership described in the enclosed Articulation Agreement details the pathway for registered nurses who have earned the Associate of Science in Nursing degree at BRCC to advance their career by transferring credit hours and seamlessly enrolling in the online RN to BSN program at SUBR. Additionally, the proposed partnership will serve constituency needs, promote the academic development of students, and meet the growing demands for academically prepared clinicians to serve the citizens of our state.

H. Request Approval of Tenure Track Faculty Appointments for the 2022-2023 Academic Year (SULC)

Name	Position	Recommended Action of the Committee
1. Michael Bell	Assistant Professor Tenure Track (SULC)	Approved
2. Donna Garbarino Schwab	Assistant Professor Tenure Track (SULC)	Approved
3. E.F. Guerra-Pujol	Associate Professor Tenure Track (SULC)	Approved

4. Michael Harris	Assistant Professor Tenure Track (SULC)	Approved
5. Carlo Pedrioli	Full Professor Tenure Track (SULC)	Approved
6. Judd Sneirson	Associate Professor Tenure Track (SULC)	Approved
7. Jason Thrower	Assistant Professor Tenure Track (SULC)	Approved

8. Other Business

9. Adjournment

MEMBERS

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



SOUTHERN UNIVERSITY LAW CENTER

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POST OFFICE BOX 9294

BATON ROUGE, LOUISIANA 70813-9294

OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

April 14, 2022

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

RE: Resolution

Dear Dr. Belton:

The Southern University Law Center has enclosed a resolution to confer 155 Juris Doctor Degrees to candidates on May 21, 2022, at 10:00 a.m. in the J. S. Clark Activity Center.

The faculty of the Law Center has approved the candidates. Therefore, to grant the degrees at the Southern University Law Center's Commencement Ceremony, we are requesting approval from you and the Southern University Board of Supervisors.

Sincerely,

John K. Pierre

Chancellor and Vanue B. Lacour Endowed Law Professor



RESOLUTION

WHEREAS, *Law Center Commencement Exercises is scheduled on the campus of Southern University and A&M College at Baton Rouge on Saturday, May 21, 2022 at 10:00 a.m. in the F. G. Clark Activity Center; and*

WHEREAS, *there are approximately 155 prospective graduates at Southern University Law Center at Baton Rouge, who are to receive the Juris Doctor degree; and*

NOW, THEREFORE IT IS RESOLVED *that the degree conferred upon the candidates for graduation at the Commencement Exercises for Southern University Law Center at Baton Rouge submitted by President Chancellor Ray Belton and Chancellor John K. Pierre, upon the approval and recommendation of the Faculty, and appropriate administration officers be, and they are hereby approved.*

BE IT FURTHER RESOLVED *that the list of graduates may be supplemented and modified as is necessary to carry out the intent of this resolution.*

CERTIFICATE

We the duly qualified and acting officers of the Board of Supervisors of the Southern University and Agricultural and Mechanical College, do hereby certify the foregoing is a true and correct copy of a resolution adopted by the Southern University Board of Supervisors at the regular meeting on the 8th day of April 2022.

*Ray L. Belton, Ph.D. President, Secretary Board of Supervisors
Southern University and Agricultural and Mechanical College*

*Edwin Shorty, Chair
Board of Supervisors*



Office of the Executive Vice Chancellor & Provost

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

May 4, 2021

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

Dear Dr. Belton:

The University Curriculum Committee has granted me the authority to sign the approval of the documents attached to this letter informing you that all recommendations have been made relative to the following:

- 1) College of Agricultural, Family & Consumer Sciences
 - Culinary/Food Management Certificate
 - Minor in Child Development
 - Minor in Apparel and Textiles

- 2) College of Humanities and Interdisciplinary Studies
 - Change prefix and credit hours
 - CRIR 201 to INDS 201
 - CRIR 499 to INDS 499
 - Increase credit hours (INDS 201 from 1 to 3 credit hours)
 - Increase credit hours (INDS 499 from 2 to 3 credit hours)

- 3) Nelson Mandela College of Government & Social Sciences
 - Introduce SOCW 397 - New course
 - Delete three courses (SOCW 310; SOCW 394; and SOCW396)

The criteria for this curricular has been met and ready for your approval. The Dean of the Colleges of Agricultural, Family & Consumer Sciences, Humanities and Interdisciplinary Studies, and Nelson Mandela College of Government and Social Sciences, the Curriculum Committee Members, and the Academic Council have also given approval.

If further information is needed before your approval is given, I will be happy to respond in a timely manner.

Sincerely,



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

Enclosure: Curriculum Documents

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

MEMORANDUM

TO: Bijoy K. Sahoo, PhD.
Executive Vice Chancellor and Provost

FROM: Ashagre “Ashe” Yigletu, Ph.D.
Chair, SUBR Curriculum Committee

DATE: May 9, 2022

SUBJECT: Rationale for Recent Curriculum Changes

As requested, the following additional information are given for each recommended curriculum change submitted by the three academic units.

A. Rationale for Recent Curriculum Changes

1. The College of Agricultural, Family and Consumer Sciences

a. Introducing two Minors in i) Apparel Merchandising and Textiles; and, ii) Child Development

- Introducing the two Minors is designed to attract and help students in the College of Agriculture and other areas such as Nursing, Education, Interdisciplinary Studies, and social sciences. Minors supplement students' majors passionate about apparel and textile or child development by taking a few additional 18 cr. Hours.
- Minors help students brand themselves in the job market and admission to postgraduate programs.
- The Board of Supervisors decides on the introduction of Minors without the approval of the BOR.

b. Certificate in Culinary/Food Management

- **Offering certificate programs and other badges in areas of high-demand and high paying jobs is increasingly practiced by different higher educational institutions.**
- The Certificate in Culinary/Food Management proposed by the Department of Family and Consumer Sciences is timely, if not overdue. The initiative is in line with Louisiana's workforce development strategies.
- The program will expose students who have a passion for the art and science of cooking and food management. It will also open doors to many exciting fields in the food industry.
- Upon completing the certificate program, students will have immense employment opportunities in the ever-growing hospitality and entertainment industry.
- Students interested in continuing their master's program will have the opportunity to enroll in the online Masters in Hospitality and Food Industry Management Program expected to start by Fall 2022 in the Family and Consumer Sciences Department.
- The proposed Certificate in Culinary/Food Management Program must be approved at a campus level and by the Board of supervisors and submitted to the BOR to be added to the Board of Regents Curriculum inventory before implementation.

2. The College of Humanities and Interdisciplinary Studies

a. Request to change course prefix from "CRIR" to "INDS"

- Before the Department of Interdisciplinary Studies was created, two of the College's courses - CRIR 202 and CRIR 499 were listed under Education. These two courses are currently listed in students' study plans in the Interdisciplinary Studies Department. Thus, the College recommended changing the two courses' prefixes from CRIR to INDS.
- The Curriculum Committee approved the change since it will provide appropriate information to students and other stakeholders.

3. Nelson Mandela College of Government and Social Sciences - Department of Social Work

- a. It is a general practice by academic units to continuously review and revise their curricula to maintain currency and continuous improvement. The Department of Social Works has done just that. After reviewing its curriculum, the Departmental and College Curriculum Committees approved the deletion of three courses, integrating their content into existing courses, and introduction of one new course - SOCW 397. Such curriculum changes are approved at a campus level by the SUBR Executive Vice Chancellor and Provost and President-Chancellor.



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CURRICULUM CHANGE RECOMMENDATION FORM

College/School: College of Agricultural, Family and Consumer Sciences

Department: Family and Consumer Sciences

Course Title: Minor - Child Development

Course Number:

CIP Code: 190101

Credit Hours: 19

Course Contact Hours:

Course/Concentration/Minor/Program Description: The child development minor is designed to provide students with an interdisciplinary education emphasizing experiential learning opportunities in Child Development. This program builds on a solid foundation established in the FCS department.

Course/Concentration/Minor/Program Description Goal(s): Upon completion of this minor, students will be able to explain child development and its benefits to the family, community and both national and international contributions.

Course/Concentration/Minor/Program Description Objectives: Attached

Rationale for the Course/Concentration/Minor/Program: This minor has been designed to give students a look at child development; the mental and physical growth development process of young children and the impact the ecological systems has on their development.

PLEASE ANSWER THE FOLLOWING QUESTIONS

1. Has the course/concentration/program been reviewed by the Department and College Curriculum Committees?

YES x _____ NO _____

Please attach copies of the curriculum committees' reports, if any.

2. Are there similar courses in the present curriculum? YES _____ NO x _____

Title	Number
_____	_____
_____	_____

3. What is the projected enrollment for the course per semester? 25

4. How often will the course be offered? FALL x _____ SPRING x _____ SUMMER x _____

5. Is this a required or elective course and for what curriculum?

REQUIRED _____ ELECTIVE _____ CURRICULUM ^{MI} NOR _____

6. What is the impact of adding this course/concentration/minor on the total number of credit hours required to complete the existing degree program?

No impact on the total number of credit hours to complete the existing degree program

7. Do you have faculty on your staff to teach the course? YES NO

If the answer is no, please state the additional funds needed to hire new faculty members,

8. What is the minimum rank required of the faculty member who will teach this course?

Adjunct

9. What are the qualifications required of the faculty member who will teach the course (degrees, certifications, professional experience, scholarly research, etc.)?

MS degree

10. What is the total amount of funds needed to implement this course/concentration, minor, program?

\$0

11. Please attach a copy of the detailed course syllabus and the reading list.

Comments:

Signatures:

Kenyetta Nelson-Smith
Department Chairperson

2/14/2022
Date

Bernestine McGee
College Curriculum Committee, Chair

2/21/2022
Date



College Dean

2/14/2022
Date

Graduate School Dean (If graduate course/program)

Date



SUBR Curriculum Committee, Chair

04/25/2022
Date



Ex. Vice President - Ex. Vice Chancellor

5/4/22
Date

President-Chancellor

Date

To: SUBR Curriculum Committee

RE: Minor in Child Development

The Child Development minor is designed to provide students with an interdisciplinary education emphasizing experiential learning opportunities as it relates to early childhood education. This program builds on a solid foundation of child development within the college of Family and Consumer Sciences, while providing courses and professional development opportunities in the educational, social, and experiential elements of developing young children.

Learning Outcomes

Students will demonstrate:

- An ability to think critically in relation to developing young children.
- Knowledge of physical and mental wellbeing of developing young children.
- An expertise in child development that transcends disciplinary boundaries.
- An appreciation of the intellectual history of efforts to improve early childhood education settings.
- An ability to work interdependently and collaboratively across disciplines.
- An ability to critique various problem-solving methods and approaches and recognize and display visionary leadership with moral and ethical integrity.

Justification: The child development minor curriculum is composed of 19 hours to provide students with a clear understanding and skillset of child development from ages birth to eight (8). The one extra credit hour is the addition of the Orientation to Family and Consumer Sciences (FCSC 140) which will introduce students to the department and various career paths available prior to taking the selected area-specific courses.

Child Development Minor Requirements

Course Title	Credits
FCSC 140 Orientation to Family and Consumer Sciences	1
FCSC 220 Fundamentals of Food	3
FCSC 362 Children's Literature	3
FCSC 375 Child Development	3
FCSC 433 Nutrition for Children	3
FCSC 470 Child Guidance	3
FCSC 492 Health & Safety of Teaching Young Child	3
Total	19

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2022 MAY 2 PM2:24

CURRICULUM CHANGE RECOMMENDATION FORM

College/School: College of Agricultural, Family and Consumer Sciences

Department: Family and Consumer Sciences

Course Title: Minor - Apparel Merchandising and Textiles (AMTX)

Course Number:

CIP Code: 19.0901

Credit Hours: 18 hours

Course Contact Hours: See Attached

Course/Concentration/Minor/Program Description: Apparel Merchandising and Textiles (AMTX) minor is designed to provide students with an interdisciplinary education emphasizing experiential learning opportunities as it relates to retail, textile, promotion, and manufacturing aspects of apparel industries.

Course/Concentration/Minor/Program Description Goal(s): Upon completion of this minor, students will acquire the competencies needed for their professional future in fashion, textiles, and retailing industries.

Course/Concentration/Minor/Program Description Objectives: Attached

Rationale for the Course/Concentration/Minor/Program: The AMTX minor has been designed to provide students with the fashion knowledge, skills and experience necessary to compete for professional positions in the field of fashion, textiles, retailing and manufacturing industries.

PLEASE ANSWER THE FOLLOWING QUESTIONS

1. Has the course/concentration/program been reviewed by the Department and College Curriculum Committees?

YES x NO _____

Please attach copies of the curriculum committees' reports, if any.

2. Are there similar courses in the present curriculum? YES NO x

Title	Number
_____	_____
_____	_____

3. What is the projected enrollment for the course per semester? ²⁵ _____

4. How often will the course be offered? FALL x SPRING x SUMMER x

5. Is this a required or elective course and for what curriculum?

REQUIRED ELECTIVE CURRICULUM ^{MI} NOR _____

6. What is the impact of adding this course/concentration/minor on the total number of credit hours required to complete the existing degree program?

No impact on the total number of credit hours to complete the existing degree program

7. Do you have faculty on your staff to teach the course? YES NO

If the answer is no, please state the additional funds needed to hire new faculty members,

8. What is the minimum rank required of the faculty member who will teach this course?

Adjunct Faculty (at least MS degree)

9. What are the qualifications required of the faculty member who will teach the course (degrees, certifications, professional experience, scholarly research, etc.)?

The instructor must earn a master degree from an accredited university within clothing textiles, fashion merchandising, or

closely related area.

10. What is the total amount of funds needed to implement this course/concentration, minor, program?

None

11. Please attach a copy of the detailed course syllabus and the reading list.

Comments:

Signatures:

Kenyetta Nelson-Smith
Department Chairperson

Digitally signed by Kenyetta Nelson-Smith
DN: cn=Kenyetta Nelson-Smith, o=KDFCL, email=kenyetta.nelson@kdfcl.edu,
c=US
Date: 2022.02.14 10:31:00 -0507

2/14/2022
Date

Bernastine McGee

College Curriculum Committee, Chair

2/21/2022
Date

Kenita Marshall

College Dean

2/14/2022
Date

Graduate School Dean (If graduate course/program)

Date

Richard C. Fisher

SUBR Curriculum Committee, Chair

04/25/2022
Date

R. G. [Signature]

Ex. Vice President -Ex. Vice Chancellor

5/4/22
Date

President-Chancellor

Date



COLLEGE OF
**Agricultural, Family
 and Consumer Sciences**

Southern University and A & M College System
SOUTHERN UNIVERSITY – BATON ROUGE CAMPUS
 Fisher Hall
 P. O. Box 10010
 Baton Rouge, LA 70813
 (225) 771-3660
 www.subr.edu
 www.suagcenter.com

To: SUBR Curriculum Committee

RE: Minor in Apparel Merchandising and Textiles (AMTX)

Students from any department in the Southern University and A & M College can register the Apparel Merchandising and Textiles (AMTX) minor courses. The AMTX minor is designed to provide students with an interdisciplinary education emphasizing experiential learning opportunities as it relates to retail, textile, promotion, and manufacturing aspects of apparel industries. AMTX program builds on a solid foundation of fashion design and merchandising within the College of Agricultural, Family and Consumer Sciences, while providing courses and professional development opportunities in the variety of practical trainings and hands-on experiences.

Learning Outcomes

Students will demonstrate:

- knowledge of textile fibers, yarns, and fabrics by recalling information on tests and examination.
- an ability to identify commonly used textiles and apply knowledge of textile characteristics to consumer use.
- knowledge of the industry, ethical behavior, industry specification, non-discrimination, and diversity in the workplace.
- an ability to identify how history and society changes fashion trends.
- a comprehensive knowledge of the apparel and fashion by product development processes.
- the acquisition of industry jargon by recognizing industry terminology when provided with its definition.

Justification: Minor in Apparel Merchandising and Textiles (AMTX) requires a minimum 18 credit hours, which must be selected from the following courses: FCSC 250, 302, 304, 340, 351, 412, and 454. The AMTX minor courses provide students with a clear understanding of a broad scope of fashion, textiles, retailing and manufacturing industry information.

Apparel Merchandising and Textiles Minor Requirements:

Course Title	Credits
FCSC 250 Principles of Arts and Design	3
FCSC 302 Apparel Construction and Evaluation	3
FCSC 304 Fashion Merchandising	3
FCSC 340 Textiles	3
FCSC 351 History of Fashion	3
FCSC 412 Apparel and Human Behavior	3
FCSC 454 Apparel Promotion	3

#GrowJags



College of Agricultural, Family and Consumer Sciences
 Department of Family and Consumer Sciences
APPAREL MERCHANDISING AND TEXTILES

Course Requirement for Minor*
STUDENTS MUST COMPLETE 18 HOURS FROM CONTENT AREA

Student Name: _____ Signature: _____ ID#: _____

Major: _____ College: _____

PROGRAM REQUIREMENTS	CREDIT HOURS	COURSE NUMBER	Course Titles	GRADE	TERM
Minimum 18 Credit Hours Required	3	FCSC 250B	Principles of Arts and Design		
	3	FCSC 302B	Apparel Construction and Evaluation		
	3	FCSC 304B	Fashion Merchandising		
	3	FCSC 340B	Textiles		
	3	FCSC 351B	History of Fashion		
	3	FCSC 412B	Apparel and Human Behavior		
	3	FCSC 454B	Apparel Promotion		

TOTAL HOURS: **18 Hours**

OTHER REQUIRED EXAMS: **DEPARTMENTAL COMPREHENSIVE EXAM**

*Minors must be advised each semester by an assigned FCS/AMTX advisor.

Minimum grade of "C" is required for all courses taken. (See catalog course descriptions for pre-requisites.)

Approved: _____
 Advisor (PRINT NAME) Signature Date

Approved: _____
 Department Chair (PRINT NAME) Signature Date

Approved: _____
 Dean (PRINT NAME) Signature Date

**SOUTHERN UNIVERISTY and A&M COLLEGE
CURRICULUM COMMITTEE**

CURRICULUM CHANGE RECOMMENDATION FORM

College/School: College of Agricultural, Family and Consumer Sciences

Department: Family and Consumer Sciences

Course Title: Culinary/Food Management Certificate

Course Number:

CIP Code: 20.01.08 Food and Nutrition

Program/Course Credit Hours: 16 hours

Program/Course Contact Hours:

Program/Course Description:

The C/FM Certificate program is designed for students who have sufficient work experience in the production and service areas of the food industry and who would like to gain a deeper insight into culinary/food management areas for job enrichment, promotional consideration, or possible future positions.

Instructional focus will include essential concepts and operational functions, strategies, and practical skills necessary for managing and operating food and beverage business for restaurants and catering companies.

Program/Course Goal(s):

The goal of the Culinary/Food Management (C/FM) Certificate Program is to provide specialized course work and fieldwork to equip students with the knowledge and experience necessary for managing, owning, and operating a successful food and beverage business.

Program/Course Objectives:

The objectives of the C/FM Certificate Program are to:

1. Expand knowledge of key operational functions including menu design, food preparation, implementation of food safety standards, food waste management, and utilization of best-practice food service principles.
2. Provide coursework to prepare graduates to qualify for American Culinary Federation (ACF) Chef's Certification.
3. Prepare graduates to assume leadership roles in operating restaurants, catering companies, and institutional food service suppliers.

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Rationale for the Program/Course:

The C/FM Certificate Program is designed to provide a pathway for entry-level positions in the ever-expanding food service industry. It is designed to give students working knowledge of the policies, procedures, and industry-specific knowledge needed to successfully enter the food service industry. Students will be prepared for entry-level positions in restaurants, contract food service and supportive service industry, and event operations. This C/FM Certificate program provides prerequisite course work and may serve as a feeder to enter the B. S. degree program in Culinary/Food Management Concentration in the Department of Family and Consumer Sciences.

PLEASE ANSWER THE FOLLOWING QUESTIONS

1. Has the course been reviewed by the curriculum committee of the Department?
YES X NO

Please attach copies of the curriculum committee's reports, if any.

2. Are there similar courses in the present curriculum? YES NO

Title	Number

3. What is the projected enrollment for the course per semester? 15
4. How often will the course be offered? FALL X SPRING X SUMMER _____
5. Is this a required or elective course and for what curriculum?
REQUIRED X ELECTIVE X

6. CURRICULUM:

What is the impact of adding this course on the total number of credit hours required to complete the existing degree program?

This is certification program which will incorporate existing courses taught in the Human Nutrition and Food Program

7. Do you have faculty on your staff to teach the course? YES X NO _____
If the answer is no, please state the additional funds needed to hire new faculty members.

8. What is the minimum rank required of the faculty members who will teach this course?

Signatures:

Bernestine McGee
College Curriculum Committee,
Chair

3/3/2022
Date

J. Mars Smith
Department Chair

3/16/2022
Date

Kenita Marshall
College Dean

3/17/2022
Date

Graduate School (If Graduate course)

Date

Richard C. [Signature]
SUBR Curriculum Committee-Chair

04/25/2022
Date

[Signature]
Ex. Vice President - Ex. Vice Chancellor

5/4/22
Date

President-Chancellor

Date

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

Date:

<p>Campus: Southern University and A&M College</p>	<p>Program: <u>CIP, Certificate Designation, Title</u> 19.05.05 Food Systems Administration 12.05.04 FOOD AND BEVERAGE/RESTAURANT OPERATIONS MANAGER</p>
<p>Institutional Contact Person & Contact Info (if clarification is needed) Bernestine McGee, PhD, RDN, LDN, FAND Professor and Program Leader, Human Nutrition and Food Department of Family and Consumer Sciences College of Agricultural, Family and Consumer Sciences 225-771-4289 bernestine_mcgee@subr.edu</p>	

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. ****

Culinary/Food Management (C/FM) Certificate Program

The restaurant industry continues to explode around the globe, requiring educated and experienced professionals who are ready to take on leadership positions. According to the National Restaurant Association (NRA), the food and beverage industry is the largest U.S. employer besides the government. (<https://restaurant.org>)

The purpose of the Culinary/Food Management (C/FM) Certificate Program is to provide specialized coursework and experiential learning opportunities to equip students to successfully manage, own and operate a food and/or beverage business. The major focus of the certificate program is to provide instruction on key concepts, operational functions, strategies, and practical skills necessary for managing and operating food and beverage production operations within restaurants, catering companies, and other food and/or beverage establishments. The C/FM Certificate program is designed for the student who has sufficient work experience in the production and service areas of the food industry and who would like to gain a deeper insight into the management arena for entrepreneurial endeavors, job enrichment, promotional consideration, or possible future positions.

The C/FM Certificate Program will provide specialized course work required to achieve the professional American Culinary Federation (ACF) Certification. ACF Certification adds value to the individuals, employers, and the public. For aspiring chefs competing in the job market, this certification will increase culinary competency. This certification can lead to career advancement, higher pay and stimulation of the local and global economy.

Rationale for the Program/Course:

The C/FM Certificate Program is designed to provide a pathway for entry-level positions in the ever-expanding food service industry. It is designed to give students working knowledge of the policies,

procedures, and industry-specific knowledge needed to successfully enter the food service industry. Students will be prepared for entry-level positions in restaurants, contract food service and supportive service industry, and event operations. This C/FM Certificate program provides prerequisite course work and may serve as a feeder to enter the B. S. degree program in Culinary/Food Management Concentration in the Department of Family and Consumer Sciences.

Objectives:

The objectives of the C/FM Certificate Program are to:

1. Increase knowledge of key operational functions including menu design, food preparation, implementation of food safety standards, food waste management, and utilization of best-practice food service principles.
2. Provide coursework to prepare graduates to qualify for American Culinary Federation (ACF) Chef's Certification.
3. Prepare graduates to assume leadership roles in operating restaurants, catering companies, and institutional food service suppliers.

Program Learning Outcomes:

1. Demonstrate the ability to apply proper food handling techniques.
2. Apply different cooking techniques and predict their outcome on objective and sensory characteristics.
3. Discuss current trends in the food service industry from a menu planning perspective.
4. Assess the factors that influence healthy food choices throughout the life cycle.
5. Demonstrate knowledge and application of basic fundamental principles of food preparation in a professional kitchen.
6. Provide basic supervision of employees in food service industry.
7. Demonstrate basic skills of financial management including food and beverage cost control, accounting, and supply chain management.
8. Increase knowledge of the scope and variety of operations found in the food service industry which can lead to a management career in the food service industry.

Curriculum

The program's curriculum is designed to prepare students to enter leadership roles in one of the world's largest and most diverse industries. The campus-based C/FM Certificate Program includes 16 hours of courses taught in the traditional on-site modality. These are existing courses in the Culinary/Food Management Concentration offered during the fall and spring semesters. The length of the program is nine (9) months. The time length for program completion will vary depending upon the number of courses taken per semester. The curriculum courses can be applied to the B.S. degree by completing additional coursework.

Courses:

FCSC 220 Fundamentals of Food

FCSC 230 Essentials of Nutrition and Wellness

FCSC 346 Food Service Systems

FCSC 425 Food & Beverage Management

FCSC Electives: Student will choose one of following courses based on their preference

- FCSC 348 Customer Relations
- FCSC 427 Event management.
- FCSC 480 Food Design Merchandizing, and Catering
- FCSC 498 Problems in Food Service Systems

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.

America's hospitality industry, especially lodging and food service, is experiencing tremendous growth. Louisiana is a state rich in culture and tourism. Tourism plays a major part in the state's economy, with visitors drawn particularly to the urban areas of New Orleans and Baton Rouge and the more rural deltas, which house one of the most diverse selections of plant and animal life in the country. Louisiana attracted a record 51.3 million visitors in 2018, according to the Lieutenant Governor's office, up 9% from the previous year. Some 237,200 jobs were the result of visitor spending in Louisiana last year, according to the U.S. Bureau of Labor Statistics. That's an increase of 2,600 new tourism-related jobs over 2017. Since 2016, a total of 6,700 new tourism-related jobs have been added statewide. (<https://www.businessreport.com>, 5/10/19 (accessed 11/4/19))

The key to success in the restaurant business falls squarely on the shoulders of the workforce. In the age of social media domination, it's more important than ever to employ a highly-skilled and knowledgeable staff, making proper training more important than ever. Despite the food service industry devastation due to 2020 COVID-19 pandemic restaurateurs' do show resiliency, innovation and commitment. ([restaurant-trends-2021-national-restaurant-association.pdf](#)) (accessed 4/25/22)

Opportunities in Louisiana's restaurants, hotels and attractions are plentiful. In every city, town and community, there are help wanted signs for eager and enthusiastic individuals who enjoy a rewarding career serving others. ([Louisiana Hospitality Jobs - Louisiana Restaurant Association \(lra.org\)](#))

Southern University can contribute to the tourism industry and economic growth in Louisiana by adding to the workforce qualified Louisiana residents to enter management roles in one of the state's largest and most diverse industries. C/FM Certificate Program will assist in meeting the workforce development needs of Louisiana's tourism/restaurant industry

Louisiana Culinary/Food Management Certificate Programs

School Name	School Type and Setting	Program
Delgado Community College	2-year, public	Certificate of Technical Studies in Culinary Arts Associate of Applied Science in Hospitality Management
Louisiana State University Eunice	2-year, public	Certificate of Technical Studies in Hospitality and Tourism Management Associate of Applied Science in Management with a concentration in Hospitality Management
Southern University at Shreveport	2-year, public	Certificate of Technical Studies in Event Management, Certificate in Food and Beverage Management

		Associate of Science in Event Management
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The one (1) year Certificate Program will be the only one in the state of Louisiana. Other certificate programs are two years in length. Coursework will be provided to prepare graduates to qualify for American Culinary Federation (ACF) Chef's Certification.

3. Students

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

While an exhaustive survey to determine interest in the program was not completed, we have asked different constituents informally and there does seem to be interest in the program. Hospitality and tourism has been and remains a major contributor to Louisiana's economy. The skills and talent the hospitality and food industry seek in their workforce will evolve to support a new technology ecosystem (including technology and off-premises business, labor, and menu trends).

Prospective students must apply for admission and be formally admitted to Southern University prior to taking any courses provided by SUBR.

The major student pipelines for the proposed certificate program include:

- ProStart High School Programs
- Traditional High Schools
- Currently enrolled/transfer students
- Nontraditional adults
- Culinary/food and beverage entrepreneurs

Projected Enrollment

Students	Year 1	Year 2	Year 3	Year 4	Year 5
ProStart High School Programs Traditional High Schools	2	4	4	4	4
Nontraditional adults	2	2	2	2	2
Currently enrolled/transfer students	2	4	4	4	6
Culinary/food and beverage entrepreneurs	2	5	8	10	14
Total	8	16	18	20	26

4. Accreditation

Describe plan for achieving program accreditation.

Accreditation is not required for this 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?

C/FM courses will be delivered by faculty having either an extensive professional background and/or a scholarly focus in the discipline. Additional faculty who possess a unique combination of academic excellence and industry knowledge will be recruited as well for course delivery. Currently there is one vacant faculty position in the Human Nutrition and Food Program (HNFP). A Position Vacancy Authorization and Position Vacancy Announcement has been submitted to Academic Affairs for approval. One additional faculty position will be requested at the Assistant/Associate Professor level.

Faculty Name	Rank	Relevant Degree	Courses Taught
Melissa Johnson	Assistant Professor	Ph.D., Integrative Biosciences Tuskegee University	FCSC 230 Essentials of Nutrition and Wellness FCSC 332 Human Nutrition FCSC 410 Advanced Human Nutrition FCSC 422 Experimental Foods FCSC 429 Seminar in Food and Nutrition FCSC 495 Community Nutrition
Bernestine McGee	Professor	Ph.D., Nutrition, Adult Education, Higher Education University of Iowa Registered Dietitian	FCSC 230 Essentials of Nutrition and Wellness FCSC 338 Nutrition Assessment FCSC 435 Nutrition and Disease I FCSC 435 Nutrition and Disease II FCSC 439 Food and Nutrition Communications FCSC 450 Practicum
Sungpo Yi	Assistant Professor	Ph.D. Foodservice Management Texas Tech University	FCSC 220 Fundamentals of Food FCSC 322 Food Production Management FCSC 346 Food Service Management

			FCSC 348 Customer Relations Management FCSC Food and Beverage Management FCSC 432 Multicultural Foods FCSC 480 Food Design, Merchandising and Catering FCSC 498 Problems in Foodservice Management
Kaala Lawla	Adjunct Professor	M.S Hospitality Business Management University of Delaware	FCSC 346 Food Service Management FCSC 432 Multicultural Foods

Facilities

The Human Nutrition and Food Program is housed in P.E. Thrift Hall. Two food production laboratories, a food production management laboratory, and a computer laboratory will support the C/FM Certification program. The facilities include Café Lacumba, a 50-seat dining area.

The C/FM Certificate program will be housed in Pinkie Thrift Hall. To improve the functionality of the food production management laboratory approximately \$10,000.00 are needed for essential repairs.

Equipment

A proposal has been submitted to the Southern University Agricultural Research and Extension Center (SUAREC) to secure State of Louisiana Land-Grant funds (\$57,000) to purchase equipment to upgrade the Food Production Management laboratory.

Library Resources

Students will have access to culinary/food management learning resources through the Southern University Library.

Access to Electronic Resources in the Library

The library continues to improve service by increasingly adding various components of information technology for access and delivery of electronic content. In this process the library seeks to execute the latest emerging technologies and provides a variety of services in an evolving continuum. The library's website gives access to the following services: online catalog, electronic databases, departmental subject guides (LibGuides), document delivery services, chat services, archival documentation, reference sources, dissertation and theses, and more.

Databases

John B. Cade Library subscribes to over [100 databases](#) covering specialized and multiple disciplines. Off-campus access is restricted to the current Southern University community (students, faculty, and staff). EZ Proxy is the service used to provide off-campus access to databases. Southern University Students can access databases off-campus, by logging-on providing a username and password from the Library's Website.

Library Databases/Hospitality and Food Industry Leadership

<i>*Hospitality and Tourism Index</i>	<i>Credo General Reference</i>	<i>Human Resources Abstracts</i>
<i>*Business Source Complete</i>	<i>Dissertation Abstracts Online</i>	<i>JSTOR</i>
<i>EBSCO Discovery Service</i>	<i>eBook Academic Collection</i>	<i>Legal Source</i>
<i>Academic Search Complete</i>	<i>Family Studies Abstracts</i>	<i>SocIndex</i>
<i>Access world News Collection</i>	<i>Funk and Wagnalls New World Encyclopedias</i>	<i>Public Administration</i>
<i>Advocate Collection</i>	<i>GPO Access</i>	<i>Urban Studies Abstracts</i>
<i>AGRICOLA</i>	<i>GreenFile</i>	
<i>CQ Researcher</i>	<i>Health Source</i>	

*Business Source Complete Content Include:

- More than 2,000 active full-text journals and magazines
- More than 1,200 active full-text peer-reviewed journals
- More than 740 active full-text peer-reviewed journals with no embargo
- More than 820 active full-text journals indexed in Web of Science or Scopus

Document Delivery Services

Books and articles owned by the library will be shipped or delivered electronically to students enrolled in online classes. Requested materials not owned by the library can be ordered via Interlibrary Loan. Books received in print format are shipped via courier as soon as they are received. Articles received electronically are emailed to distanced students.

Document Delivery Options consist of the following library services:

- The library's existing collection
- Interlibrary Loan
- IngentaConnect
- Get it Now Service

Open Educational Resources (OER) and Hospitality and Food Industry Leadership

OER are teaching, learning, and research resources that reside in the public domain or have been released under an intellectual property license that permits their free use and re-purposing by others.

This is a sample of several OER **Hospitality and Food Industry Resources**

- [Introduction to Tourism and Hospitality in BC](#)

This textbook is an introduction to the tourism and hospitality industry in British Columbia and is written with a first-year college and university audience in mind.

- [Food and Beverage Management](#)

This introductory textbook provides a thorough guide to the management of food and beverage outlets, from their day-to-day running through to the wider concerns of the hospitality industry.

Principles of Food, Beverage, and Labor Cost Controls

- [Food and Beverage Cost Control](#)

This textbook helps students and professionals alike understand and apply practical techniques to effectively manage food and beverage costs. It examines the entire cycle of cost control, including purchasing, production, sales analysis, product costing, food cost formulas, and much more.

Future Library Budget Needs

To ensure currency with the collection in this subject area, the Library requests an annual budget of \$2,500 to acquire necessary resources.

Program Management

The C/FM Certificate program will be housed in the College of Agricultural, Family and Consumer Sciences, Department of Family and Consumer Sciences, and the Human Nutrition and Food Program (HNFP). The HNFP Program Leader will oversee the certificate 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).

Additional resources will be needed for normal laboratory upgrades. Currently there is one vacant faculty position in the Human Nutrition and Food Program. A Position Vacancy Authorization and Position Vacancy Announcement has been submitted to Academic Affairs for approval. One additional faculty position will be requested at the Assistant/Associate Professor level. The salary for these positions will range from \$70,000-\$75,000. Funds will be needed to fund essential faculty overloads as needed.

A Laboratory assistant (part-time) position is needed to assist with the operation of foods laboratory classes. Responsibilities include:

- Maintain standard laboratory operating procedures
- Maintain and enhance laboratory organization
- Procurement of food supplies for laboratory exercises
- Assist in organizing laboratory exercises
- Maintain sanitation and cleaning procedures including all laboratory equipment
- Perform other related duties as needed

Salary: \$15.00/hour

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 and A&M College

Date: 4/25/2022

Certificate Program, Unit: Culinary/Food Management

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	\$75,000	1	\$80,000	1	\$88,000	1	\$96,000	1
Graduate Assistants	0.00		0.00		0.00		0.00	
Support Personnel	10,800	.5	11,438	.5	12,113	.5	12,828	.5
Fellowships and Scholarships	0.00		0.00		0.00		0.00	
SUB-TOTAL EXPENSES	\$85,800	1.5	\$91,438	1.5	\$100,113	1.5	\$108,828	1.5
	AMOUNT		AMOUNT		AMOUNT		AMOUNT	
Facilities	\$10,000		\$5,000		\$5,000		\$5,000	
Equipment	57,000		10,000		10,000		10,000	
Travel	0.00		0.00		0.00		0.00	
Supplies	5,000		5,000		5,000		5,000	
SUB-TOTAL	\$72,000		\$20,000		\$20,000		\$20,000	
GRAND TOTAL EXPENSES	\$157,800		\$111,438		\$120,113		\$128,828	
REVENUES								
Amount & Percentage of Total Anticipated From:	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
State Appropriations	\$0.00		\$0.00		\$0.00		\$0.00	
Federal Grants/Contracts	0.00		0.00		0.00		0.00	
State Grants/Contracts	0.00		0.00		0.00		0.00	
Private Grants/Contracts	0.00		0.00		0.00		0.00	
Tuition	28,448		56,896		64,008		71,120	
Fees								
Other (specify)								
TOTAL	\$28,448		\$56,896		\$64,008		\$71,120	

College of Agricultural, Family and Consumer Sciences
Department: Family and Consumer Sciences
Human Nutrition and Food Program
Culinary/Food Management Certificate Program

Catalog Description of Courses

FCSC 220. FUNDAMENTALS OF FOOD (Credit, 3 hours) (Lec., 2 Hour; Lab., 3 hours). Applications of basic principles in the selection, preparation, and management of food. Food in different cultures.

FCSC 230. ESSENTIALS OF NUTRITION AND WELLNESS (Credit, 3 hours). Emphasis on health promotion and wellness. Current nutrition and health issues; nutrition needs and approaches to meeting these needs for individuals. Application of contemporary nutrition research to improve health. Not accepted for credit toward a concentration in food and nutrition or a major in nursing. Can serve as an alternative to fulfill the General Education requirement of health/physical education.

FCSC 346. FOOD SERVICE MANAGEMENT (Credit, 4 hours) (Lec., 3 hours; Lab., 3 hours). Managerial and systems approach in food service operations with emphasis on management of human and financial resources; application of managerial and administrative principles to food service operations. Food facilities planning and design and equipment selection. Prerequisites: FCSC 220.

FCSC 425. FOOD AND BEVERAGE MANAGEMENT (Credit, 3 hours). (Lec., 2 hours; Lab., 3 hours). Discussion and preparation of elegant gourmet foods in an institutional setting for regular food plans and or those requiring modifications according to one's health, religion, or cultural specifications. Prerequisite: FCSC 220, 322, or consent of Division.

FCSC Electives: Student will choose one of following courses based on their preference

- FCSC 348. Customer Relations (Credit, 3 hours)
Principles and techniques for providing customer service in a variety of workplace situations. Emphasizes the experiential aspect of services. Customer service philosophy and techniques. Services marketing, quality issues, service design and delivery, customer interaction systems, complaint handling and service recovery, customer relationships, loyalty management, and operations are addressed.
- FCSC 427. Event management (Credit, 3 hours)
Foundational skills of event management; overview of the event industry including seminars, conventions, conferences, expositions, trade shows and special events and their operational requirements; discuss current and best practices in the design, planning, and execution of successful events and meetings; acquire skills to conduct effective event and meeting management research, including needs assessments, site analyses, situation analyses and feasibility studies.
- FCSC 480. FOOD DESIGN, MERCHANDISING AND CATERING (Credit, 3 hours) (Lec., 2 hours; Lab, 3 hours). Discussion, demonstration, styling, and presentations in catering merchandising techniques of various foods for selected occasions; organization of a catering business; garnishing and selection of equipment for food design. Prerequisite: FCSC 220, 346.
- 498. PROBLEMS IN FOOD SERVICE SYSTEMS (Credit, 3 hours) (Lec., 3 hours; Lab., 2 hours).
Development and organization of food service information systems. Laws relating to ownership and operation of food service establishments. The responsibility of management and employees to

guests and the public. Intensive work on specific problems in food service management. Discussion and analysis of food service case studies.



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**OFFICE OF ACADEMIC AFFAIRS
CURRICULUM CHANGE RECOMMENDATION FORM**

College/School: Humanities and Interdisciplinary Studies

Department: Interdisciplinary Studies

Course Title: Capstone Seminar (Research Project)

Course Number: INDS 499

(Course Rubric change; was CRIR)

CIP Code: INDS 309999

Credit Hours: 03

Course Contact Hours: 03

Course Description:

In this three-hour course, students will examine various interdisciplinary career paths while developing their own individualized interdisciplinary research project. Students are responsible for conducting research on their future career path that will be formatted into a research paper. Students will also present their findings in a formal oral presentation.

Course Goal(s):

This course is designed to prepare students for a career in their chosen interdisciplinary fields. Students will utilize the previous information they learned in INDS 201, to create a research project and develop a capstone. Both research paper and capstone will be reflective of their career choices.

Course/Concentration/Minor/Program Description Objectives:

After successful completion of the course students will:

- A. Demonstrate effective research skills
- B. Successfully complete a capstone
- C. Exhibit proficient presentation skills
- D. Identify career options of their future

Rationale for the Course/Concentration/Minor/Program:

The Interdisciplinary Studies degree allows students to customize their education through their selection of programs from multiple disciplines, specifically two minors. As such, students who are undecided regarding a potential major or who choose not to continue pursuing a previously selected major are able to blend two programs that reflect their personal interests and/or career goals.

PLEASE ANSWER THE FOLLOWING QUESTIONS

- 1. Has the course/concentration/program been reviewed by the Department and College Curriculum Committees?

YES X NO

Please attach copies of the curriculum committees' reports, if any.

- 2. Are there similar courses in the present curriculum? YES NO X

Title	Number
_____	_____
_____	_____

- 3. What is the projected enrollment for the course per semester? 20
- 4. How often will the course be offered? FALL X SPRING X SUMMER X
- 5. Is this a required or elective course and for what curriculum?

REQUIRED X ELECTIVE CURRICULUM: Interdisciplinary Studies

- 6. What is the impact of adding this course/concentration/minor on the total number of credit hours required to complete the existing degree program?

The rationale for increasing the credit hours from 2 to 3 is to account for the unique and in-depth research projects students will be completing as they construct their Capstone Projects.

Do you have faculty on your staff to teach the course? YES X NO

If the answer is no, please state the additional funds needed to hire new faculty members,

- 7. What is the minimum rank required of the faculty member who will teach this course?

 Master's Degree

- 8. What are the qualifications required of the faculty member who will teach the course (degrees, certifications, professional experience, scholarly research, etc.)?

Teaching experience (2-5 years)

What is the total amount of funds needed to implement this course/concentration, minor, program?

\$0.00

9. Please attach a copy of the detailed course syllabus and the reading list.

Comments:

Students will research career opportunities related to their selected disciplines, as well as develop a professional portfolio. Students will also conduct professional presentations, learn interview skills, and employ advanced writing and research skills. The expectations and requirements of the revised course justify an increase in credit hours from 2 to 3.

Signatures:

Department Curriculum Committee Chair

College Curriculum Committee Chair

Date



College Dean



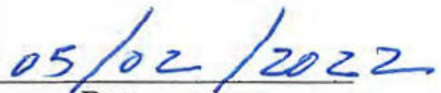
Date

Graduate School Dean (If graduate curriculum change)

Date



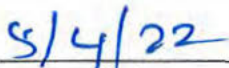
SUBR Curriculum Committee, Chair



Date



Ex. Vice President -Ex. Vice Chancellor



Date

President-Chancellor

Date

**SOUTHERN UNIVERSITY And A&M College
College of Humanities & Interdisciplinary Studies**

Fall 2022

COURSE SYLLABUS

Course Title: Capstone Seminar

Course Number: 499

CIP Code:

Credit Hours: 3

Course Prerequisite(s): INDS 201

Class Date & Time: Online

Instructor: Jennifer Robertson

Office Location and #: W.W. Stewart Hall Rm 117

Office Hrs.: Monday-Friday 1pm-3pm or by appointment

Phone #: 225-771-2901

E-mail: jennifer.robertso@sus.edu

I. Catalog Description:

In this three-hour course, students will examine various interdisciplinary career paths while developing their own individualized interdisciplinary research project. Students are responsible for conducting research on their future career path to be formatted into a research paper. Students will also present their findings in a formal oral presentation.

II. Course Goal(s):

This course is designed to prepare students for a career in their chosen interdisciplinary fields. Students will utilize the reach and information they learned in INDS 201, to create a research project and develop a capstone. Both research paper and capstone will be reflective of their career choices.

III. Course Objectives:

After successful completion of the course students will:

- A. Demonstrate effective research skills
- B. Successfully complete a capstone
- C. Exhibit proficient presentation skills
- D. Identify career options for their future

IV. Teaching Approach/Methodology:

This course will be taught 100% online via Moodle. The instructional week will begin on Monday and all work for the respective Module is due by 11:59 p.m. CST on Sunday. Your initial discussion post is due no later than Tuesday by 11:59 p.m. CST and your response to a peer's posting is due by Friday no later than 11:59 p.m. CST.

A. Required Text:

(ebook)

Authors: Koen van der Gaast, Laura Koenders, & Ger Post

Title And Edition #: Academic skills for interdisciplinary studies (2nd Revised edition)

Publisher: Amsterdam University Press

B. Supplementary Readings (Journals, Periodicals, Website Links and other Sources)

V. Course Requirements:

- A. Weekly Discussion Posts (Initial and Response to a Peer)
- B. Assignments
- C. Tests, Quizzes and Exam
- D. Research Projects and Presentations
- E. Group Projects (as needed)

VI. Administrative Requirements:

- A. According to the Southern University policy, class attendance and active participation in the classroom are strictly part of the course requirements (See the Southern University current Catalog).

- B. All students must take examinations and submit assignments in a timely manner. If students do not complete exams or submit assignments **on the due date**, they must contact the instructor immediately about **making up the work**. If a student is 3 absent, it is his/her responsibility to ask the professor for the missing assignment(s). Students will be allowed to complete missing assignments if the submitted documentation warrants an **Excused Absence**. The professor has the discretion to determine if a student will be given an opportunity to complete assignments due to an **Unexcused Absence**. All missed class activities must be made up within the timeframe specified by the instructor. Examinations and assignments may be administered via Moodle.
- C. Academic dishonesty will be administered on the basis of the University policy stipulated in the current Catalog.

VII. GRADING:

A. Grade Determination

Mid - Term and Final Grades will be based on the total points possible in the course. Points can be earned in the following areas:

B. Grading Scale & Performance Evaluation

- Introductory Post= 20points
- Initial Post =40points (weekly posts 8 in total)
- Responding to Peer=20points (Respond to at least on peer 8 in total)
- Personality Test and Reflection Paper=50 points
- Learning Inventory Assignment= 10 points
- Interdisciplinary Studies Paper= 50 points
- Annotated Citations = 30 points
- Quantitative Instrument = 10 points
- Qualitative Instrument = 10 points
- Midterm Examination= 100 points
- Reflection Writings=20 points
- Peer Evaluations= 30 points
- Oral Presentation = 100 points
- Capstone Project = 200 points

Total Points Possible = at least 1,110

<u>Points</u>	<u>Percentage</u>	<u>Letter Grade</u>
720 - 800	90 - 100	A
640 - 719	80 - 89	B
560 - 639	70 - 79	C
480 - 559	60 - 69	D
<480	Below 60	

VIII. ADA Compliance:

Southern University does not discriminate on the basis of disability in the recruitment and admission of Students, in the recruitment and employment of faculty and staff, or in the operation of any of its Programs and activities, as specified by federal laws and regulations. The designated coordinator for Compliance with Section 504 of the Rehabilitation Act of 1973, as amended, is Patricia Hebert, Coordinator of Student Services, 246 Augustus C. Blanks Hall, (225) 771-3950.

IX. LiveText Subscription:

Southern University and A&M College-Baton Rouge has entered into partnership with LiveText, Inc. to provide online academic resources for student collaboration and learning outcomes assessment. Therefore, all students enrolled in this course are required to purchase a subscription from LiveText, Inc. through the Southern University Bookstore. LiveText, Inc. provides students with the electronic tools and services needed to serve them in their courses and in their career or academic pursuits beyond graduation.

X. **Session at a Glance**

****Subject to Change****

WEEK	TOPIC	CLASS ACTIVITIES
Week 1: Aug. 15 th - Aug. 19 th	Introduction to the Course	See Moodle for the Weekly Agenda
Week 2: Aug. 22 nd - Aug. 26 th	Educational Research	See Moodle for the Weekly Agenda
Week 3: Aug. 29 th - Sept. 2	Possible Research Topics	See Moodle for the Weekly Agenda
Week 4: Sept. 5 th - Sept. 9 th	Conducting a Literature Review	See Moodle for the Weekly Agenda
Week 5: Sept. 12 th – Sept. 16 th	Quantitative Research Design	See Moodle for the Weekly Agenda
Week 6: Sept. 19 th - Sept. 23 rd	Qualitative Research	See Moodle for the Weekly Agenda

Week 7: Sept. 26 th Sept. 30 th	Peer Evaluation: Data Collection Instruments	See Moodle for the Weekly Agenda
Week 8: Oct. 5 th – Oct. 7 th	Data Collection	See Moodle for the Weekly Agenda
Week 9: Oct. 10 th – Oct. 14 th	Midterm Exams	See Moodle for the Weekly Agenda
Week 10: Oct. 17 th Oct. 21 st	Data Collection	See Moodle for the Weekly Agenda
Week 11: Oct. 24 th Oct. 28 th	Analyze Results	See Moodle for the Weekly Agenda
Week 12: Oct. 31 st – Nov. 4 th	Discussion of Results	See Moodle for the Weekly Agenda
Week 13: Nov. 7 th – Nov. 11 th	Finalizing Capstone Project	See Moodle for the Weekly Agenda

Week 14: Nov. 14 th – Nov. 18 th	Final Paper Submission	See Moodle for the Weekly Agenda
Week 15: 11/28th- 12/2 nd	FINAL/Oral Presentation	See Moodle for the Overview and Scoring Rubric



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**OFFICE OF ACADEMIC AFFAIRS
CURRICULUM CHANGE RECOMMENDATION FORM**

College/School: College of Humanities and Interdisciplinary Studies

Department: Interdisciplinary Studies Program

Course Title: Introduction to Interdisciplinary Studies Seminar
(Title change; was Interdisciplinary Seminar)

Course Number: INDS 201
(Course Rubric change; was CRIR)

CIP Code: INDS 309999

Credit Hours: 03

Course Contact Hours: 03

Course Description:

INDS 201 is a three-hour course that will strengthen students' research abilities, information organization skills, and oral presentation skills. Students will engage in collaborative activities, diverse presentations, small group discussions, problem development, literature reviews, and independent research. Students will work with an advisor to develop an individualized degree plan. In addition, this course will prepare students for a research project that will be completed in INDS 499.

Course/Concentration/Minor/Program Description Goal(s):

This course is designed to provide learners with an introduction to the Interdisciplinary Studies Program by exploring the history and origins of the field, disciplines available as minor programs, possible career options, and various options of summative assessments learners will design in INDS 499.

Course/Concentration/Minor/Program Description Objectives:

After successful completion of this course students will be able to:

- A. Explain the meaning of Interdisciplinary Studies.
- B. Identify the necessary steps in developing a research project.
- C. Differentiate between formative and summative assessments.
- D. Develop a timeline for proposed research projects.

Rationale for the Course/Concentration/Minor/Program:

To prepare students for succeeding in more than one concentration, while developing a portfolio of skills and knowledge.

PLEASE ANSWER THE FOLLOWING QUESTIONS:

1. Has the course/concentration/program been reviewed by the Department and College Curriculum Committees?

YES: NO

Please attach copies of the Curriculum Committee's reports, if any.

2. Are there similar courses in the present curriculum? YES NO

Title _____ Number _____

3. What is the projected enrollment for the course per semester? 20

4. How often will the course be offered? FALL SPRING SUMMER

5. Is this a required or elective course and for what curriculum?

REQUIRED ELECTIVE CURRICULUM: Interdisciplinary Studies

6. What is the impact of adding this course/concentration/minor on the total number of credit hours required to complete the existing degree program?

The Interdisciplinary Studies Program is growing and evolving. As such, it is important to increase the credit hours assigned to INDS 201. Doing so will broaden the relevance of the subject matter pursued, and account for the increased semester workload that students will be assigned, including development of a LiveText portfolio that reflects an understanding of a student's selected Interdisciplinary Studies disciplines.

7. Do you have faculty on your staff to teach the course? YES NO

If the answer is no, please state the additional funds needed to hire new faculty members,

8. What is the minimum rank required of the faculty member who will teach this course?

Master's Degree

9. What are the qualifications required of the faculty member who will teach the course (degrees, certifications, professional experience, scholarly research, etc.)?

Teaching Experience (2-5 years)

10. What is the total amount of funds needed to implement this course/concentration, minor, program?

\$0.00

11. Please attach a copy of the detailed course syllabus and the reading list.

Comments:

Students will be committing an immense amount of time to completing research and analyzing data and work collaboratively. Therefore, we feel it is just to increase the amount of hours earned for this course.

—

—

Signatures:

Department Curriculum Committee Chair

College Curriculum Committee Chair

Date



College Dean



Date

Graduate School Dean (If graduate curriculum change)

Date



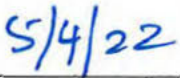
SUBR Curriculum Committee, Chair



Date

✓ 

Ex. Vice President -Ex. Vice Chancellor



Date

President-Chancellor

Date

**SOUTHERN UNIVERSITY AND A&M COLLEGE
College of Humanities & Interdisciplinary Studies**

**FALL 2022
COURSE SYLLABUS**

Course Title: Interdisciplinary Studies

Course Number: 201

CIP Code: INDS

Credit Hours: 03

Course Prerequisite(s): N/A

Class Date & Time: Online

Instructor: Jennifer Robertson

Office Location and #: W.W. Stewart Hall Rm 117

Office Hrs.: Monday-Friday 1pm-3pm or by appointment

Phone #: 225-771-2901

E-mail: jennifer.robertso@sus.edu

I. Catalog Description:

This three-hour course will strengthen students research abilities, information organization and effective presentation skills. Students will conduct collaborative activities, diverse presentations, small group discussions, problem development, conduct a literature review, and independent research. Students will work with their advisor to develop an individualized degree plan.

II. Course Goal(s):

This course is designed to provide learners with an introduction to the Interdisciplinary Studies Program by exploring the history and origins of the field, the areas available to minor/major, possible career options, and the various options of summative assessments learners will design in CRIR 499B.

III. Course Objectives:

After successful completion of the course students will:

- A. Explain the meaning of interdisciplinary studies
- B. Identify the steps of the research process
- C. Differentiate between formative and summative assessments
- D. Develop a timeline for the proposed research

IV. Teaching Approach/Methodology:

This course will be taught 100% online via Moodle. The instructional week will begin on Monday and all work for the respective Module is due by 11:59 p.m. CST on Sunday. Your initial discussion post is due no later than Tuesday by 11:59 p.m. CST and your response to a peer's posting is due by Friday no later than 11:59 p.m. CST.

A. Required Text:

Author (S): Allen F. Repko, Rick Szostak, & Michelle P. Buchberger
Title and Edition #: Introduction to Interdisciplinary Studies (3rd edition)
Publisher: Sage
ISBN: 13: 978-1544379401
ISBN10: 1544379404

B. Supplementary Readings – (Journals, Periodicals, Website Links and other Sources)

V. Course Requirements:

- A. Weekly Discussion Posts (Initial and Response to a Peer)
- B. Assignments
- C. Tests, Quizzes and Exam
- D. Research Projects/ Group Assignments and Presentations (as needed)

VI. Administrative Requirements:

- A. According to the Southern University policy, class attendance and active participation in the classroom are strictly part of the course requirements (See the Southern University current Catalog).
- B. All students must take examinations and submit assignments in a timely manner. If students do not complete exams or submit assignments **on the due date**, they must contact the instructor immediately about **making up the work**. If a student

is 3 absent, it is his/her responsibility to ask the professor for the missing assignment(s). Students will be allowed to complete missing assignments if the submitted documentation warrants an **Excused Absence**. The professor has the discretion to determine if a student will be given an opportunity to complete assignments due to an **Unexcused Absence**. All missed class activities must be made up within the timeframe specified by the instructor. Examinations and assignments may be administered via Moodle.

C. Academic dishonesty will be administered on the basis of the University policy stipulated in the current Catalog.

VII. GRADING:

A. Grade Determination

Mid - Term and Final Grades will be based on the total points possible in the course. Points can be earned in the following areas:

B. Grading Scale & Performance Evaluation

- Introductory Post= 20points
- Initial Post =20points
- Responding to Peer=10points
- Personality Test and Reflection Paper=50 points
- Learning Inventory Assignment= 10 points
- Interdisciplinary Studies Paper= 50 points
- Reading Comprehension Quiz= 50 points
- Midterm Examination= 100 points
- Reflection Writings=20 points
- Video Reflections=50 points
- Peer Evaluations= 30 points
- Final Examinations=200 points

Total Points Possible = at least 740

Points	Percentage	Letter Grade
720 - 800	90 - 100	A
640 - 719	80 - 89	B
560 - 639	70 - 79	C
480 - 559	60 - 69	D
<480	Below 60	

VIII. ADA Compliance:

Southern University does not discriminate on the basis of disability in the recruitment and admission of Students, in the recruitment and employment of faculty and staff, or in the operation of any of its Programs and activities, as specified by federal laws and regulations. The designated coordinator for Compliance with Section 504 of the Rehabilitation Act of 1973, as amended, is Patricia Hebert, Coordinator of Student Services, 246 Augustus C. Blanks Hall, (225) 771-3950.

IX. LiveText Subscription:

Southern University and A&M College-Baton Rouge has entered into partnership with LiveText, Inc. to provide online academic resources for student collaboration and learning outcomes assessment. Therefore, all students enrolled in this course are required to purchase a subscription from LiveText, Inc. through the Southern University Bookstore. LiveText, Inc. provides students with the electronic tools and services needed to serve them in their courses and in their career or academic pursuits beyond graduation.

X. **Session At A Glance**

****Subject to Change****

WEEK	TOPIC	CLASS ACTIVITIES
Week 1: Aug. 15 th - Aug. 19 th	Introductions & Learning Inventory	See Moodle for the Weekly Agenda
Week 2: Aug. 22 nd - Aug. 26 th	Chapter 1: What is Interdisciplinary Studies?	
Week 3: Aug. 29 th - Sept. 2 nd	Chapter 2: The Rise of the Modern Disciplines & Interdisciplinary	See Moodle for the Weekly Agenda
Week 4: Sept. 5 th - Sept. 9 th	Chapters 3: Interdisciplinary Studies Defined	
Week 5: Sept. 12 th – Sept. 16 th	Chapter 4: Interdisciplinary Studies “Cognitive Thinking”	See Moodle for the Weekly Agenda
Week 6: Sept. 19 th - Sept. 23 rd	Chapters 5: Academic Disciplines	

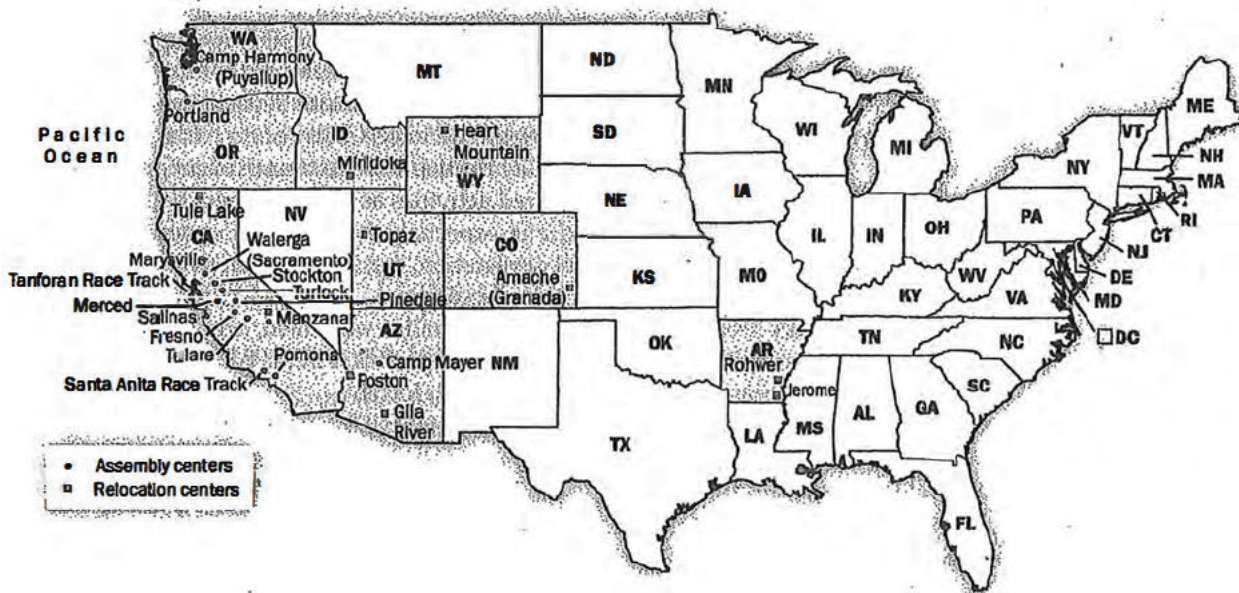
Week 7: Sept. 26 th - Sept. 30 th	Chapter 6: The “DNA” of Interdisciplinary Studies	See Moodle for the Weekly Agenda
Week 8: Oct. 5 th - Oct. 7 th	Chapters 7: Thinking Critically About Disciplinary Perspectives	
Week 9: Oct. 10 th – Oct. 14 th	Midterm	See Moodle for the Overview and Scoring Rubric
Week 10: Oct. 17 th – Oct. 21 st	Chapter 8: Thinking Critically About Disciplinary Insights	
Week 11: Oct. 24 th – Oct. 28 th	Chapters 9: Thinking Critically About Disciplinary Insights	See Moodle for the Weekly Agenda
Week 12: Oct. 31- Nov. 4 th	Chapter 10: An Interdisciplinary Research “Road Map”	
Week 13: Nov. 14 th - 11-18 th	Chapter 11: Identifying Relevant Discipline and Gathering Information About the Problem	See Moodle for the Weekly Agenda

Week 14: Nov. 28 th – Dec. 2 nd	Chapter: 12: Analyzing Insights and Reflecting Process	
Week 15: Dec. 15 th - Dec. 9 th	FINAL Final Paper Submission and Oral Presentation	See Moodle for the Overview and Scoring Rubric

Figure 13.1 Japanese American Internment Camps

Japanese Americans were first ordered to report to assembly centers, from which, after a few weeks or months, they were resettled in internment camps or relocation centers. Ten camps were established in seven states.

SOURCE: Data from National Park Service 2012.





**OFFICE OF ACADEMIC AFFIARS
CURRICULUM CHANGE RECOMMENDATION FORM**

College/School: College of Government and Social Sciences

Department: Social Work

Course Title: Generalist Practice III

Course Number: SOCW397

CIP Code: 440701

Credit Hours: 3

Course Contact Hours: 3

Course/Concentration/Minor/Program Description:

SOCW397 is taught concurrently with the SOCW395, and it provides students with experiences that incorporate a professional practice frame of reference. The content of SOCW397 provides students with knowledge about core social work competencies (engagement, assessment, intervention, evaluation) as applied to groups, organizations, and communities; opportunities to use research findings to improve policy, practice, and service delivery; and to enhance knowledge and skills to advance human rights and social, economic, and environmental justice.

SOCW 397 focuses on social work with the range of social systems in which people live: groups, organizations, and communities. The course builds on the practice frame of reference, problem-solving approach, psychosocial and ecosystem perspectives, and strengths orientation to which the student was introduced in SOCW 393, the first course in the sequence. SOCW 395 and SOCW 397 taken together provide and reinforce generalist knowledge, values, and skills to work with various-size systems, while responding to evolving organizational, community, and societal contexts at all levels of practice. Content for this course emphasizes strengths, capacities, and resources of diverse groups, organizations and communities. The course is centered around engagement skills that prepare students for action with larger systems, such as groups, organizations, and communities; assessment knowledge and skills that teach students to collect, organize, and interpret client data and to identify strengths and limitations; intervention knowledge and skills that prepare students to resolve problems and enhance capacities; evaluation knowledge and skills to enhance effectiveness. The importance of employing evidence-informed interventions to improve practice, policy, and social services is emphasized, as is the importance of developing, analyzing, and advocating for social policies that advance human rights and social and economic justice.

Course/Concentration/Minor/Program Description Goal(s) and Objectives:

Goal ?	Objective/Program Learning Outcome (Practice Behaviors)
Competency 1: Demonstrate Ethical and Professional Behavior	CSWE 1.1 Make ethical decisions by applying the standards of the NASW Code of Ethics, relevant laws and regulations, models for ethical decision-making, ethical conduct of research, and additional codes of ethics as appropriate to context
	CSWE 1.2 Use reflection and self-regulation to manage personal values and maintain professionalism in practice situations;
	CSWE 1.3-4 Demonstrate professional demeanor in behavior; appearance; and oral, written, and electronic communication; and ethical use of technology and documentation
Competency 2: Engage Diversity and Difference in Practice	CSWE 2.1 Apply and communicate understanding of the importance of diversity and difference in shaping life experiences in practice at the micro, mezzo, and macro levels;
	CSWE 2.2 Present themselves as learners and engage clients and constituencies as experts of their own experiences;
Competency 3: Advance Human Rights and Social, Economic, and Environmental Justice	CSWE 3.2 Engage in practices that advance social, economic, and environmental justice.
Competency 4: Engage in Practice-informed Research and Research-informed Practice	CSWE 4.2 Apply critical thinking to engage in analysis of quantitative and qualitative research methods and research findings; and
	CSWE 4.3 Use and translate research evidence to inform and improve practice, policy, and service delivery.
Competency 5: Engage in Policy Practice	CSWE 5.1 Identify social policy at the local, state, and federal level that impacts well-being, service delivery, and access to social services;
	CSWE 5.2 assess how social welfare and economic policies impact the delivery of and access to social services;
	CSWE 5.3 apply critical thinking to analyze, formulate, and advocate for policies that advance human rights and social, economic, and environmental justice.
Competency 6: Engage with Individuals, Families, Groups, Organizations, and Communities	CSWE 6.1 Apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks to engage with clients and constituencies;
Competency 7: Assess Individuals, Families, Groups, Organizations, and Communities	CSWE 7.1 Collect and organize data, and apply critical thinking to interpret information from clients and constituencies;
	CSWE 7.2 Apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks in the analysis of assessment data from clients and constituencies;
	CSWE 7.3 Develop mutually agreed-on intervention goals and objectives based on the critical assessment of strengths, needs, and challenges within clients and constituencies; and

	CSWE 7.4 Select appropriate intervention strategies based on the assessment, research knowledge, and values and preferences of clients and constituencies.
Competency 8: Intervene with Individuals, Families, Groups, Organizations, and Communities	CSWE 8.1 Critically choose and implement interventions to achieve practice goals and enhance capacities of clients and constituencies;
	CSWE 8.3 Use inter-professional collaboration as appropriate to achieve beneficial practice outcomes;
Competency 9: Evaluate Practice with Individuals, Families, Groups, Organizations, and Communities	CSWE 9.1 select and use appropriate methods for evaluation of outcomes;
	CSWE 9.2 apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks in the evaluation of outcomes;
	CSWE 9.3 critically analyze, monitor, and evaluate intervention and program processes and outcomes; and
	CSWE 9.4 apply evaluation findings to improve practice effectiveness at the micro, mezzo, and macro levels.

Rationale for the Course/Concentration/Minor/Program:

This course, in conjunction with SOCW393-Practice I and SOCW395-Practice II, will more closely align with CSWE’s 2022 Educational Policies and Accreditation Standards (EPAS) and the way the practice sequence is “packaged” within many BSW programs. The course will specifically focus on evolving organizational, community, and societal contexts at all levels of practice. Content for the course will emphasize strengths, capacities, and resources of diverse groups, organizations, and communities.

PLEASE ANSWER THE FOLLOWING QUESTIONS

- Has the course/concentration/program been reviewed by the Department and College Curriculum Committees?
YES _____ **NO** _____

Please attach copies of the curriculum committees’ reports, if any.

- Are there similar courses in the present curriculum? **YES** _____ **NO** **X** _____

Title	Number
_____	_____
_____	_____

- What is the projected enrollment for the course per semester? 40
- How often will the course be offered? FALL _____ **SPRING** **X** SUMMER _____
- Is this a required or elective course and for what curriculum?

REQUIRED **X** **ELECTIVE** _____ **CURRICULUM** Social Work _____

6. What is the impact of adding this course/concentration/minor on the total number of credit hours required to complete the existing degree program?

None. The total number of credit hours for the program will remain at 120.

7. Do you have faculty on your staff to teach the course? YES NO

If the answer is no, please state the additional funds needed to hire new faculty members,

8. What is the minimum rank required of the faculty member who will teach this course?

Instructor

9. What are the qualifications required of the faculty member who will teach the course (degrees, certifications, professional experience, scholarly research, etc.)?

MSW from an CSWE accredited program, 2-years post-master's degree practice experience, Licensed or registered by the LA State Board of Social Work Examiners

10. **Will this course/minor/program create a need for:**

Yes / No

No	Space/Renovations (office or classroom)?
No	Additional staffing (new course offerings or hiring of instructional or administrative staff)?
No	Additional budgetary needs (for equipment, supplies, etc.)?

11. What is the total amount of funds needed to implement this course/concentration, minor, program?

No additional funds are needed.

12. Please attach a copy of the detailed course syllabus and the reading list.

Comments:

The detailed course syllabus is attached.


Signatures:

Roslyn Richardson
Department Curriculum Committee, Chair

March 22, 2022
Date

Erma J. Borskey
Department of Social Work, Chair

March 22, 2022
Date


College Dean

24 March 2022
Date

Graduate School Dean (If graduate course/program)

Date


SUBR Curriculum Committee, Chair

04/25/2022
Date


Executive Vice Chancellor and Provost

5/4/22
Date

President-Chancellor

Date



Baton Rouge

Course Title: Generalist Social Work Practice III

Course Number: SOCW 397

CIP Code: 440701

Credit Hours: 3

Course Prerequisite(s): SOCW 393

Class Date & Time: TBD

Instructor: Tangela Colson, LCSW, BACS

Office Location: Department of Social Work
Higgins Hall
3rd Floor
Suite 307 – Office B

Office Hours: TBA

Phone: 225.771.0218

E-mail: Tangela_Colson@Subr.edu

I. Catalog Description:

SOCW 397 is taught concurrently with the SOCW 395, and it provides students with experiences that incorporate a professional practice frame of reference. The content of SOCW 397 provides students with knowledge about core social work competencies (engagement, assessment, intervention, evaluation) as applied to groups, organizations, and communities; opportunities to use research findings to improve policy, practice, and service delivery; and to enhance knowledge and skills to advance human rights and social, economic, and environmental justice.

COURSE

DESCRIPTION:

SOCW 397 focuses on social work with the range of social systems in which people live: groups, organizations, and communities. The course builds on the practice frame of reference, problem-solving approach, psychosocial and ecosystem perspectives, and strengths orientation to which the student was introduced in SOCW 393, the first course in the sequence. SOCW 395 and SOCW 397 taken together provide and reinforce generalist knowledge, values, and skills to work with various-size systems, while responding to evolving organizational, community, and societal contexts at all levels of practice. Content for this course emphasizes strengths, capacities, and resources of diverse groups, organizations and communities. The course is centered around engagement skills that prepare students for action with larger systems, such as groups, organizations, and communities; assessment knowledge and skills that teach students to collect, organize, and interpret client data and to identify strengths and limitations; intervention knowledge and skills that prepare students to resolve problems and enhance capacities; evaluation knowledge and skills to enhance effectiveness. The importance of employing evidence-informed interventions to improve practice, policy, and social services is emphasized, as is the importance of developing, analyzing, and advocating for social policies that advance human rights and social and economic justice.

**II – IV. GOALS, OBJECTIVES
AND LEARNING
OUTCOMES**

Goals:

- 1) Apply knowledge of theories of group development and functioning and an ability to conceptualize frameworks to guide the processes of assessment, intervention, and evaluation with groups and organizations.
- 2) Communicate an understanding of the importance of diversity and difference in shaping life experiences in practice at the micro, mezzo, and macro levels of practice.
- 3) Use critical thinking skills to apply knowledge and skills needed to promote sustainable changes in service delivery and practice to improve the quality of social services.

Southern University Department of Social Work integrates the CSWE (Council on Social Work Education) standards/competencies within its curriculum. Successful completion of this course suggests the student has achieved competency in the following practice behaviors:

Goal #1: Apply knowledge of theories of group development and functioning and an ability to conceptualize frameworks to guide the processes of assessment, intervention, and evaluation with groups and organizations.			
Objectives		Assessment/measure	Learning Outcome
The student will	BY:		
CSWE 4: Engage in Practice-informed Research and	4.2 Applying critical thinking to engage in analysis of quantitative and qualitative		80% of the students will be able analyze a

Research-informed Practice, by:	research methods and research findings; and 4.3 Using and translate research evidence to inform and improve practice, policy, and service delivery.	Activity: Macro Practice Reading Reflection Activity: Group Project	selected theory/model, and support analysis using article from peer reviewed journal and discuss the findings in the reading reflection.
CSWE 6: Engage with Individuals, Families, Groups, Organizations, and Communities	6.1 Applying knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks to engage with clients and constituencies; and		80% of the students will be able analyze a selected macro practice theory/model, and support analysis using article from peer reviewed journal and discuss the findings in the reading reflection; and demonstrate how the theory/model is applied in the change process
CSWE 7: Assess Individuals, Families, Groups, Organizations, and Communities	7.1 Collecting and organizing data, and applying critical thinking to interpret information from clients and constituencies;	Activity: Macro Group Project- A Plan for a Community Needs Assessment Activity: Reading reflection Experiential Learning	80% of the students will be able to develop plan to collect and organize data; and present the data to the community constituencies in a clear/ informative manner.
	7.2 Applying knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks in the analysis of assessment data from clients and constituencies;		80% of the students will be able present/demonstrate how a theoretical framework is applied/guided the data assessment process and data interpretation the impact on the change process.
	7.3 Developing mutually agreed-on intervention goals and objectives based on the critical assessment of strengths, needs, and challenges within clients and constituencies; and		80% of students will demonstrate how to actively engage constituency in developing strengths-based intervention goals.
CSWE 9: Evaluate Practice with Individuals, Families, Groups, Organizations, and Communities	9.1 Selecting and using appropriate methods for evaluation of outcomes; 9.2 Applying knowledge of human behavior and the social environment, person-in-	Activity: Macro Group Project- A Plan for a Community Needs Assessment	80% of the students will develop a plan to monitor and evaluate the community change

	environment, and other multidisciplinary theoretical frameworks in the evaluation of outcomes;	Activity: Reading reflection	process and outcomes; and will be able to (a) identify and discuss the theory/framework that supports the plan (b) identify social work practice skills used in evaluation (c) discuss how the findings can be used to facilitate best practices in the profession.
	9.3 critically analyzing monitoring, and evaluating interventions and programs processes and outcomes; and	Experiential Learning	
	9.4 apply evaluation findings to improve practice effectiveness at the micro, mezzo, and macro levels.		

Goal #2: Communicate an understanding of the importance of diversity and difference in shaping life experiences in practice at the micro, mezzo, and macro levels of practice.

Objectives The student will	BY:	Assessment/measure	Learning Outcome
CSWE 2: Engage Diversity and Difference in Practice	2.1 Apply and communicate understanding of the importance of diversity and difference in shaping life experiences in practice at the micro, mezzo, and macro levels;	Activity: Macro Practice Reading Reflections	80% of the students will appropriately identify three strengths and challenges related to the identified communities/population in the Macro Practice project; including new information (what the student learned) about power, privilege, oppression, marginalization related to the community in the macro practice project
	2.2 Present themselves as learners and engage clients and constituencies as experts of their own experiences;		
CSWE 3: Advance Human Rights and Social, Economic, and Environmental Justice	3.2 Engage in practices that advance social, economic, and environmental justice.	Activity: Macro Practice Reading Reflection Activity: Group Project	80% of the students will identify at least three theories and models of social work practice in community/ organizations in the reading reflection.

Goal #3: Use critical thinking skills to apply knowledge and skills needed to promote sustainable changes in service delivery and practice to improve the quality of social services.

Objectives The student will	BY:	Assessment/measure	Learning Outcome
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CSWE 1: Demonstrate Ethical and Professional Behavior	1.1 Make ethical decisions by applying the standards of the NASW Code of Ethics, relevant laws and regulations, models for ethical decision-making, ethical conduct of research, and additional codes of ethics as appropriate to context	Activity: Macro Practice Reading Reflections Activity: Group Project	80% of the students will be able to apply strategies of ethical reasoning to arrive at principled decisions when working with groups, communities, and organizations.
	1.2 Using reflection and self-regulation to manage personal values and maintain professionalism in practice situations;		80 % of the students will be able to identify personal biases and the impact on working with diverse groups/ intersectionality and discuss ways to eliminate negative effects.
	1.3-4 Demonstrating professional demeanor in behavior; appearance; and oral, written, and electronic communication; and ethical use of technology and documentation		80% of the students will use acceptable oral and written communication skills and techniques to gather data and present findings.
CSWE 5: Engage in Policy Practice	5.1 Identifying social policy at the local, state, and federal level that impacts well-being, service delivery, and access to social services;	Activity: Macro Group Project- A Plan for a Community Needs Assessment Activity: Reading reflection Experiential Learning	Using the community assessment, 80% of the students will be able to identify the local, state and federal social policies that impact social service and discuss in the reading reflection.
	5.2 Assessing how social welfare and economic policies impact the delivery of and access to social services:		Same as above.
	5.3 Applying critical thinking to analyze, formulate, and advocate for policies that advance human rights and social, economic, and environmental justice.		Using the two items above the 80% of the student will identify the social work practice skills, values and knowledge base

			appropriate for a successful community change advocacy campaign.
CSWE 7: Assess Individuals, Families, Groups, Organizations, and Communities	7.4 Selecting appropriate intervention strategies based on the assessment, research knowledge, and values and preferences of clients and constituencies.	Activity: Macro Group Project- A Plan for a Community Needs Assessment Activity: Reading reflection Experiential Learning	80% of students will identify appropriate intervention strategies and tactics applicable to the community change effort.
CSWE 8: Intervene with Individuals, Families, Groups, Organizations, and Communities	8.1 Critically choose and implement interventions to achieve practice goals and enhance capacities of clients and constituencies;	Activity: Macro Group Project- A Plan for a Community Needs Assessment Activity: Reading reflection Experiential Learning	80% of the students will identify and illustrate the social work practice skills, values and knowledge used for a successful intervention.
	8.3 Use inter-professional collaboration as appropriate to achieve beneficial practice outcomes;		80% of the students will develop an inter-professional collaborative plan to facilitate a systems approach to successful community change.

V. Required Text, Supplementary Readings and References:

Required Texts

Netting, E., Kettner, P.M., & McMurtry, S.L. (2017). Social Work Macro Practice (6th Edition)
Pearson Education: Needham Heights MA.

Recommended References:

NASW Code of Ethics - <https://www.socialworkers.org/About/Ethics/Code-of-Ethics/Code-of-Ethics-English>

SUPPLEMENTAL READING LIST:

Listed on Moodle (where applicable)

VI. Course Requirements:

ASSIGNMENT INSTRUCTIONS

This course covers **macro-level social work practice**

Learning for this course centers around assessment (community or organizational) and a plan for macro change (community or organizational). Readings directly related to this project will be given to ensure that students are prepared for the discussions and activities that follow. The instructor will lecture, present case examples and facilitate individual and group activities to enhance learning of concepts and skills. Students will work in small groups to complete this project. This will involve class discussions, class exercises and readings/reflection.

ASSIGNMENT #1 MACRO PRACTICE Reading Reflections

Purpose: This assignment provides student-colleagues with an opportunity to demonstrate their knowledge of macro social work practice and application of critical thinking to macro practice concepts in social work. This assignment promotes self- reflection and independent thinking, encouraging students to articulate connections of key social work macro practice concepts to personal and professional experience and demonstration of skill competencies.

Description: Assignment must be typed, complete sentences in paragraph format and professional language. **The journals entries will be completed & uploaded to Moodle each week on the required chapter readings (outlined on syllabus)** This will ensure that you keep you with your readings for maximum competency building:

Reading Reflections: Student-colleagues will develop and maintain a diary-style journal that correspond to the weekly assigned readings from the course textbook, *Social work macro practice* (6th ed.) (Netting, Kettner, McMurtry, & Thomas, 2017).

For each individual journal entry **on each chapter**, students will **provide a heading** that identifies the date and chapter covered, followed by an overview of the main topics covered in the week's assigned reading by responding to the following questions for each chapter (**10 entries** and template on Moodle):

1. Define and discuss 4 new terms you learned from your chapter reading.
2. Summarize 3 new concepts, interventions or theories that influence organizational or community change.
3. Reflect on professional strengths you identify that will impact working with groups & communities.
4. Reflect on areas for professional growth to effectively work with groups & communities.

For each journal entry, students will answer each of the above questions, demonstrating familiarity with the topic and critical thinking about application of key concepts to actual social work practice. A high-quality journal entry is one that is comprehensive, succinct, and well written, as well as shows depth and breadth of reflection. The completed

Macro Practice Reflection Journal should **include 10 entries** (*except chapter 2*) that correspond to each chapter of the class required readings devoted to Netting et al. (2017). There are also Power Point outlines of each chapter's reading that can be incorporated.

ASSIGNMENT #2: MACRO CHANGE PROJECT- Plan for A Community Needs Assessment (Group Project)

Purpose: This assignment provides student-colleagues with an opportunity to demonstrate their knowledge of macro social work practice and application of critical thinking to macro practice concepts in social work. This assignment promotes social and environmental justice, promotes independent thinking, uses research to improve policy and service delivery, and encourages students to articulate connections of key social work macro practice concepts to personal and professional experience via the demonstration of skill competencies.

Description: Groups of student-colleagues will develop a double-spaced 4-5-page Plan for a Community Needs Assessment (excluding reference list if needed) for a specific community. Student groups will demonstrate the ability to identify community teams, describe the scope of community assessments, evidence the ability to list questions to ask, select sites, identify key informants, and determine data collection methods and sources. Plans for Community Needs Assessments follow Tasks 1 & 2 of Community Needs Assessment, 2013 **and** Netting, Kettner, McMurtry, & Thomas, 2017, *Assessing Communities. Social Work Macro Practice* (pp 159-187). Subscribe to the headings in the outline below.

Planning for a Community Needs Assessment Includes:

1. Identify a focal community
2. Identify and assemble a diverse community team
3. Develop a team strategy
4. Define the community to assess (e.g., physical: school district, city limits, social: religion, race, profession, political: governance, civil societies, religious group to engage in action)
5. Identify community sectors to assess (e.g., health care, schools)
6. Identify community components to assess (e.g., nutrition, tobacco use)
7. Develop questions to ask for each component, including how the response will be measured
8. Select sites and number of sites to visit within each sector
9. Determine existing data to use or methods for collecting new data
10. Identify key informants to contact

Identifying 10-12 individuals' maximum for your community team is recommended to ensure the size is manageable and to account for attrition of members.

A community needs assessment should focus on a particular geographic area, sectors within that area such as health care and work sites, and community components to assess within each sector such as nutrition, chronic disease management, and tobacco use.

A combination of 2 or more data-collection methods is recommended at each site to confirm or support initial findings.

Keep a comprehensive file of all sources of information, key contacts, and data to review at a later date or to share with coalition members.

Test

Mid-Semester Exam on Required Readings

There will be a mid-semester online administered test with 25 true/false & multiple-choice questions (2 points for each question) from required readings from micro content. Dates listed in course outline.

Final Exams on Required Readings

There will be a final online administered test with 25 true/false & multiple-choice questions each (2 points for each question) from required readings from macro content. Dates listed in course outline.

VII. Administrative Requirements:

DEPARTMENT OF SOCIAL WORK AND UNIVERSITY and COURSE POLICIES

Academic Integrity

Students should make themselves familiar with the *Code of Student Conduct* and the National Association of Social Workers' (NASW) *Code of Ethics* (<http://www.naswdc.org>) and adhere to such ethical conduct in all activities and behaviors associated with this course. A student who has committed an act of academic dishonesty has failed to meet a basic requirement of satisfactory academic performance. Thus, academic dishonesty is not only a basis for disciplinary action, but it is also relevant to the evaluation of student's performance levels. Academic dishonesty cases are handled in accordance with the Southern University and A&M College Code of Student Conduct.

Writing Skills

Students are expected to submit well-written work that reflects correct spelling and grammar, sentence structure, and an overall mastery of the mechanics of writing that reflective of a collegiate level of skill attainment. Competent writers always examine what they put down. Great writers develop sentences that have meaning, formative power, and new insights.

VIII. Grading: A. Grade Determination

50 pts Mid-Semester Exam on Required Readings

There will be a mid-semester online administered test with 25 true/false & multiple-choice questions (2 points for each question) from required readings from micro content. Dates listed in course outline.

50 pts Assignment #1: Macro Practice Reading Reflections

100 pts Assignment #2: Macro Group Project- A Plan for A Community Needs Assessment

50 pts Final Exams on Required Readings

There will be a final online administered test with 25 true/false & multiple-choice questions each (2 points for each question) from required readings from macro content. Dates listed in course outline.

Total Course Point = 250 points

B. GRADING SCALE AND TOTAL POINTS POSSIBLE (250) =

Letter Grade	+
A	225-250
B	200-224
C	175-199
D	150-174
F	149 & below

SCALE:	
A	90 – 100 percent
B	80 to 89 percent
C	70 to 79 percent
D	60 to 69 percent
F	59 percent & below

C. Sequence of Lectures and Topics to be covered:

See section XI.

IX.

ADA Compliance:

ADA Compliance/Disability Services Southern University Baton Rouge is committed to providing reasonable accommodations for students with documented disabilities in compliance with the American with Disabilities Act (ADA). Students may request accommodations by registering with the Coordinator for Disability Services. It is important to do this early each semester because ADA accommodations are not retroactive. Upon completion of the

application, the Coordinator will be responsible for forwarding the letter of accommodations to the students' professors. Accommodations will begin upon acknowledgement that the professor has received the letter of accommodations. All discussions with the faculty/student/Coordinator will remain confidential.

Contact Information

The Office of Disability Services is in Office # 246, A. C. Blanks Hall
 Southern University Office of Disability Services Jada J. Netters, Coordinator
 P.O. Box 11298 Baton Rouge, LA 70813

Phone: (225) 771-3546 (V/TTDD)

Email: ods@subr.edu Website: www.subr.edu/ods

The Office of Disability Services (ODS), under the auspices of the University Counseling Center, assists students in meeting their unique academic/educational, personal, vocational and social needs that would otherwise prove to be an obstacle to educational pursuits. The Office of Disability Services (ODS) provides confidential services to those students who, in this post-secondary setting, must request and provide the necessary documentation to verify a special needs request. Diagnostic educational evaluations/examinations are not conducted through ODS. Academic accommodations are made based on a student's documented disabilities.

X. LiveText Subscription:

Southern University and A&M College-Baton Rouge has entered into partnership with LiveText, Inc. to provide online academic resources for student collaboration and learning outcomes assessment. Therefore, all students enrolled in this course are required to purchase a subscription from LiveText, Inc. through the Southern University Bookstore. LiveText, Inc. provides students with the electronic tools and services needed to serve them in their courses and in their career or academic pursuits beyond graduation.

XI. Class Sessions, Quiz, Assignments, Tests and Final Exam Schedule

COURSE OUTLINE

Session	Date	TOPICS	READINGS
1		Overview of Syllabus Introductions	
2		Lecture: Overview of Macro-Practice Understanding Problems and Populations	Netting, Kettner & McMurty Chapter 1 - An Introduction

			to Macro Practice in Social Work
3		Lecture: Understanding Problems and Populations	Chapter 3 – Understanding Community and Organizational Problems
4		Lecture: Understanding Populations	Chapter 4 - Understanding Populations
5		Lecture: Understanding Community	Chapter 5: Understanding Communities
6 & 7		Lecture: Assessing Community	Chapter 6: Assessing Communities
8		<p>EXAM #1 on Macro content from Netting, Kettner, & McMurty. Exam will open at 8:00 a.m. CST and close at 10:00 p.m. CST, covers chapters 1 & 3-6.</p> <p>Assignment #1, Due Wednesday Throughout Course (see Moodle First 5 Chapters Macro Practice Reading Reflections should be uploaded to Moodle</p>	
9 & 10		Lecture: Building Support for Proposed Change	Netting, Kettner & McMurty Chapter 9 – Building Support for Proposed Change
11		Lecture: Selecting Appropriate Strategies and Tactics	Chapter 10 Selecting Appropriate Strategies and Tactics
12		Lecture: Organizations	Netting, Kettner & McMurty Chapter 7: Understanding Organizations
13		Lecture: Human Service Organizations	Chapter 8 - Assessing Human Service Organizations
14		Lecture: Implementing, Monitoring and Evaluating	Netting, Kettner & McMurty Chapter 11–Planning, Implementing, Monitoring and Evaluating
15		<p>EXAM #2 on Macro content from Netting, Kettner, & McMurty. Exam will open at 8:00 a.m. CST and close at 10:00 p.m. CST, covers chapters 7-11.</p>	

		Assignment #1 Due Weekly Throughout Course (see Moodle) Last 5 Chapter Macro Practice Reading Reflections should be uploaded to Moodle	
		Assignment #2 Due: MACRO PRACTICE PROJECT DUE	



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

May 5, 2022

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

Dear Dr. Belton:

This proposal is to formally request authorization to offer the currently approved undergraduate B.A. in Psychology program at Southern University at New Orleans (SUNO) fully online in an asynchronous format. This online option is slated to serve as another delivery route for the existing on-ground program. The program will continue to be housed in the College of Arts and Sciences within the Department of Social Sciences. No changes to the current curriculum will be made; however, all required courses for the B.A. in Psychology degree will be offered in an online asynchronous format. The additional general education courses outside the Psychology curriculum that are required for the degree will also be offered by their respective departments fully online.

The fully online program will target individuals who are not able to participate in the traditional on-ground program due to medical challenges that may place them in a high-risk category as it relates to Coronavirus, employment scheduling conflicts with on-ground course offerings, disabilities, inadequate childcare, and lack of adequate transportation to the campus for on-ground courses. Additional efforts will be made to reach underrepresented communities who traditionally have had a difficult time accessing higher education. Establishing an asynchronous online option is imperative for the continued success of the Psychology program. An asynchronous online program will increase enrollment by targeting students who may reside outside of the state of Louisiana. According to the SUNO: Online Strategic Plan the projected Psychology program growth is 10% each year for the next five years beginning Fall, 2022.

With kind regards,

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

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

Approved:

Dr. Ray L. Belton
President-Chancellor
Southern University and A&M College System

"An Equal Educational Opportunity Institution"



SOUTHERN UNIVERSITY AT NEW ORLEANS

6400 Press Drive

New Orleans, LA 70126

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www.suno.edu

Office of the Chancellor

May 5, 2022

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

Dear Dr. Belton:

The purpose of this submission is to request approval for substantive change to offer the already approved undergraduate Public Administration (PADM) degree as a 100% online asynchronous program. The online degree program will provide an additional option to the already existing PADM on-ground program. The program will use the same courses as the current Public Administration program. The PADM online program is intended to start in Fall Semester 2022. The aim is to give an option for those who are not able to attend class on campus.

The two full-time faculty are well versed in online instructional methodology and course delivery. They have completed Quality Matter (QM) and other online course delivery courses. The faculty continuously participate in various programs to improve online education, including Moodle workshops (April 2017-2018). They received a grant for using instructional technology and attended a professional conference (Online Learning Consortium Conference) and on online course delivery modes in 2020.

In fall, 2020, all PADM courses were provided online due to COVID-19. The current PADM student population is primarily non-traditional students that are parents who are also working full-time. Therefore, creating 100% online course delivery method will enhance the program and offer many non-traditional students the opportunity to enroll.

With kind regards,

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

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

Approved:

Dr. Ray L. Belton
President-Chancellor
Southern University and A&M College System

"An Equal Educational Opportunity Institution"



College of Nursing and Allied Health

Dr. Sandra C. Brown, Dean

J.K. Haynes Building 170

Post Office Box 11794

Baton Rouge, LA 70813

Phone: (225) 771-3266

Fax: (225) 771-2641

May 5, 2022

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

RE: Affiliation Agreement Between Southern University and A&M College (SUBR) and Southern University at Shreveport (SUSLA) for an online Registered Nurse (RN) to Baccalaureate of Science in Nursing (BSN) (2+2) program.

There is a great demand for registered nurses with BSN degrees to fill critical leadership positions in healthcare throughout the state of Louisiana. Southern University School of Nursing has a proven track record of educating over 2,500 BSN graduates since its inception and is the largest producer of African American nurses in the state of Louisiana.

The proposed partnership described in the attached Affiliation Agreement details the pathway for registered nurses who have earned the Associate of Science in Nursing degree at BRCC to have the opportunity to advance their career by transferring credit hours and seamlessly enrolling in the online RN to BSN program at SUBR. Additionally, the proposed partnership will serve constituency needs, promote the academic development of students, and meet the growing demands for academically prepared clinicians to serve the citizens of our state.

I respectfully request that this Affiliation Agreement be presented to the Southern University System Board of Supervisors at the meeting on May 20, 2022, for approval.

Warm regards,

A handwritten signature in blue ink that reads 'Sandra C. Brown'.

Sandra C. Brown, DNS, APRN, FNP-BC, CNE, ANEF, FAANP, FAAN
Dean and Professor, College of Nursing and Allied Health

Approved: _____ Date: _____

Bijoy Sahoo, PhD
Executive Vice Chancellor and Provost

Enclosure

AFFILIATION AGREEMENT BETWEEN
SOUTHERN UNIVERSITY and A & M COLLEGE
AND
SOUTHERN UNIVERSITY at SHREVEPORT

Southern University and A & M College (SUBR) and Southern University at Shreveport (SUSLA) have agreed to enter into an Agreement for an online Registered Nurse (RN) to Baccalaureate of Science in Nursing (BSN) (2 + 2) program between the two institutions. The 2 + 2 program will allow SUSLA students who earn the Associate of Science in Nursing (ASN) degree to complete the first two years of study at SUSLA and transfer credit hours as designated in Appendix A to SUBR for completion of the Bachelors of Science in Nursing (BSN) degree program. Students transferring to SUBR may complete the last two years of their course work at SUBR. Both institutions serve constituency needs and are responsive, student-oriented institutions that prepare students to become productive members of society as well as promote the academic development and improvement in the quality of life of citizens in their regions.

This partnership is mutually beneficial to **both institutions** for several reasons:

- Students who have earned the Associate of Science in Nursing degree at SUSLA and have an unencumbered Registered Nurse (RN) license, have the opportunity to enroll in the accredited BSN program at SUBR.
- SUBR will accept credits from SUSLA in designated courses required for completion of the BSN degree program.
- Both SUBR and SUSLA are approved by the Louisiana Board of Nursing and are accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).
- Both SUBR and SUSLA have full time faculty with advanced academic and professional credentials, and both have resources to support student success (i.e., library, and adequate administrative faculty staff support).

In accordance with this Affiliation Agreement, **Southern University at Shreveport** agrees to:

- Advise students of the opportunity to be awarded credit for designated courses completed at SUSLA as listed in Appendix A and Appendix B of the Affiliation Agreement between SUBR and SUSLA.
- Provide programmatic advising to students who plan to transfer to SUBR according to the enclosed agreement in Appendix A and Appendix B.
- Have students who intend to transfer to SUBR complete the Intent to Transfer form, Appendix C, and submit the form to the RN to BSN programmatic advisor and SUBR.
- Post information regarding the 2 + 2 agreement on the college website.
- Jointly market the 2 + 2 RN to BSN program with SUBR.

**Articulation Course Crosswalk for RN to BSN Program
Southern University at Shreveport and Southern University and A&M College**

GENERAL EDUCATION COURSES					
Southern University at Shreveport			Southern University A&M College		
SENL 101S	Freshman English I	3	SENL 101B	English Composition	3
SENL 102S	Freshman English II	3	SENL 102B	English Composition	3
SMAT 121S	Pre-Calculus Algebra	3	SMAT 121B	Pre-Calculus I	3
SMAT 130S*	Intro to Probability & Statistics	3	SMAT 130B	Elementary Statistics	3
SBIO 221S	Human Anatomy & Physiology I Lec	3	SBIO 221B	Anatomy & Physiology I	4
SBIO 221LS*	Human Anatomy & Physiology I Lab	1			
BIOL 222S	Human Anatomy & Physiology II Lec	3	SBIO 222B	Anatomy & Physiology II	4
BIOL 222LS*	Human Anatomy & Physiology II Lab	1			
SBIO 212S	General Microbiology Lecture	3	SBIO 211	Principles of Microbiology Lecture	3
SBIO 212LS*	General Microbiology Lab	1	SBIO 213	Principles of Microbiology Lab	1
SPSY 201S*	General Psychology	3	SPSY 201B	General Psychology	3
SPSY 211S	Developmental Psychology	3	PSYC 445B	Developmental Psychology	3
History*	History	3	HIST 111B HIST 112B HIST 224B HIST 225B	History World Civilization I and World Civilization II or American History I and American History II	3
SHIS 201S	American History, and				
SHIS 202S	American History, or				
SHIS 101S	History of Western Civilization, and				
SHIS 102S	History of Western Civilization, or				
HIST 211	African-American History, or				
SHIS 230S	Louisiana History				
Fine Arts/Music*	Fine Arts/Music	3	Fine Arts/Music SFIA 101B MUSC 200 (MUSC 1013) HUMN 241 HUMN 242	Fine Arts or Enjoyment of Music or (Music Appreciation) Three Arts: Elements & Prin. or Three Arts in History	3
FIAR 200	Fine Arts / Intro to Visual Arts				
MUS 1000	Music Appreciation				
General Education Credit Hours Accepted from SUSLA		21	SUBR General Education Credit Hours		36
NURSING COURSES					
Southern University at Shreveport			<p align="center">Southern University A&M College will accept</p> <div style="border: 1px solid black; padding: 10px; margin: 10px auto; width: fit-content;"> <p align="center">21 credit hours of General Education courses and 37 credit hours of Nursing courses</p> </div> <p align="center">from Southern University at Shreveport</p>		
NURS 104S	The Art of Nursing Practice	2			
NURS 125S	Basic Principles of Nursing	6			
NURS 140S	Concepts & Processes of Nursing I	4			
NURS 160S	Psychiatric-Mental Health Nursing	4			
NURS 200S	Principles of Pharmacology	2			
NURS 220S	Nursing Care of the Child	4			
NURS 225S	Nursing Care of the Childbearing Fam	4			
NURS 230S	Issues & Trends in Nursing Practice	2			
NURS 250S	Concepts & Processes of Nursing II	9			
Nursing Credit Hours Accepted from SUSLA		37			

* **Fifteen (15) credit-hours** of required General Education courses as noted above by asterisks (*) are not included in the Southern University at Shreveport Associate of Science in Nursing degree program curriculum plan. These are required courses that must be completed before enrollment in the RN to BSN Nursing program courses.

APPENDIX B

**Plan of Study for RN to BSN Program
Southern University at Shreveport and Southern University and A&M College**

SOUTHERN UNIVERSITY SCHOOL OF NURSING					
FALL					
Fall I			Fall II		
Pharmacology*/**	Nursing Pharmacology	1	PHIL 210*/**	Introduction to Logic	3
NURS 403	Health Assessment	4	SHIS 111B*/**	History of Civilization II	3
CHEM 128B*/**	General Chemistry	4	NURS 416	Transitions to Professional Nsg	3
Fall I - Credit Hours		9	Fall II - Credit Hours		9
SPRING					
Spring I			Spring II		
NURS 404	Issues in Nursing	3	SENL 240B*/**	Intro to African American Lit	3
NURS 305	Nursing Research	3	NURS 417	Community as a Client	6
FCSC 332*/**	Human Nutrition	3	SSOC 210B*/**	Introduction to Sociology	3
Spring I - Credit Hours		9	Spring II - Credit Hours		12
SUMMER					
Summer					
NURS 418	Nursing Leadership	5			
Free Elective*/**	Free Elective	3			
Summer - Credit Hours		8			
TOTAL CREDIT HOURS		47			

* **Twenty-three (23) credit-hours** of courses noted above by asterisks (*) are not included in the Southern University at Shreveport Associate of Science in Nursing degree program curriculum plan. These are required courses that must be completed to earn the Bachelor of Science Nursing degree.

** **Course Substitution** initiated by Southern University and A&M College Undergraduate Nursing department will be accepted for these courses.

APPENDIX C

INTENT TO TRANSFER

Southern University at Shreveport Associate of Science in Nursing Program

Southern University A&M College Bachelor of Science in Nursing Program

Student Name: _____

Address: _____

Phone: _____

Email: _____

Upon completion of the Associate of Science in Nursing at Southern University at Shreveport, I intend to enter Southern University to pursue the Baccalaureate degree in Nursing.

I expect to enter Southern University (Semester/Year) _____

The SUBR catalog under which I intend to graduate from SUBR is _____

I understand that by signing this statement of intent, the SUBR BSN program requirements I must satisfy to complete my degree will be those in the catalog in effect on the date this form is signed by me and the SUBR representative. I also understand that I must complete the curriculum within seven (7) years. If I fail to meet any of these requirements in seven (7) years, I will be subject to the curriculum requirements in the catalog at the time I return to school.

Student:

My signature below acknowledges that I understand the conditions as stated above.

Student Signature

Date

SUSLA Representative Signature

Date

SUBR Representative Signature

Date



College of Nursing and Allied Health

Dr. Sandra C. Brown, Dean

J.K. Haynes Building 170
Post Office Box 11794
Baton Rouge, LA 70813
Phone: (225) 771-3266
Fax: (225) 771-2641

May 5, 2022

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

RE: Affiliation Agreement Between Southern University and A&M College (SUBR) and Baton Rouge Community College (BRCC) for an online Registered Nurse (RN) to Baccalaureate of Science in Nursing (BSN) (2+2) program.

There is a great demand for registered nurses with BSN degrees to fill critical leadership positions in healthcare throughout the state of Louisiana. Southern University School of Nursing has a proven track record of educating over 2,500 BSN graduates since its inception and is the largest producer of African American nurses in the state of Louisiana.

The proposed partnership described in the attached Affiliation Agreement details the pathway for registered nurses who have earned the Associate of Science in Nursing degree at BRCC to have the opportunity to advance their career by transferring credit hours and seamlessly enrolling in the online RN to BSN program at SUBR. Additionally, the proposed partnership will serve constituency needs, promote the academic development of students, and meet the growing demands for academically prepared clinicians to serve the citizens of our state.

I respectfully request that this Affiliation Agreement be presented to the Southern University System Board of Supervisors at the meeting on May 20, 2022, for approval.

Warm regards,

A handwritten signature in blue ink that reads 'Sandra C. Brown'.

Sandra C. Brown, DNS, APRN, FNP-BC, CNE, ANEF, FAANP, FAAN
Dean and Professor, College of Nursing and Allied Health

Approved: _____ Date: _____

Bijoy Sahoo, PhD
Executive Vice Chancellor and Provost

Enclosure

AFFILIATION AGREEMENT BETWEEN
SOUTHERN UNIVERSITY and A & M COLLEGE
AND
BATON ROUGE COMMUNITY COLLEGE

Southern University and A & M College (SUBR) and Baton Rouge Community College (BRCC) have agreed to enter into an Agreement for an Online Registered Nurse (RN) to Baccalaureate of Science in Nursing (BSN) (2 + 2) program between the two institutions. The 2 + 2 program will allow BRCC students who complete the Associate of Science in Nursing (ASN) degree to complete the first two years of study at BRCC and transfer credit hours as designated in Appendix A to SUBR for completion of the Bachelors of Science in Nursing (BSN) degree program. Students transferring to SUBR may complete the last two years of their course work at SUBR. Both institutions serve constituency needs and are responsive, student-oriented institutions that prepare students to become productive members of society as well as promote the academic development and improvement in the quality of life of citizens in their regions.

This partnership is mutually beneficial to **both institutions** for several reasons:

- Students who have earned the Associate of Science in Nursing degree at BRCC and have an unencumbered Registered Nurse (RN) license, have the opportunity to enroll in the accredited BSN program at SUBR.
- SUBR will accept credits from BRCC in courses required for completion of the BSN degree program.
- Both SUBR and BRCC are approved by the Louisiana Board of Nursing and are accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).
- Both SUBR and BRCC have full-time faculty with advanced academic and professional credentials, and both have resources to support student success (i.e., library, and adequate administrative-faculty-staff support).

In accordance with this Affiliation Agreement, **Baton Rouge Community College** agrees to:

- Advise students of the opportunity to be awarded credit for designated courses completed at BRCC as listed in Appendix A and Appendix B of the Affiliation Agreement between SUBR and BRCC.
- Provide programmatic advising to students who plan to transfer to SUBR according to the enclosed agreement in Appendix A and Appendix B.
- Have students who intend to transfer to SUBR complete the Intent to Transfer form, Appendix C, and submit the form to the RN to BSN programmatic advisor and SUBR.
- Post information regarding the 2 + 2 agreement on the college website.
- Jointly market the 2 + 2 RN to BSN program with SUBR.

**Articulation Course Crosswalk for RN to BSN Program
Baton Rouge Community College and Southern University and A&M College**

GENERAL EDUCATION COURSES					
Baton Rouge Community College			Southern University and A&M College		
ENGL 1013	English Composition I	3	SENL 101B	English Composition	3
ENGL 1023	English Composition II	3	SENL 102B	English Composition	3
MATH 1113 or MATH 1213	College Algebra	3	SMAT 121B	Pre-Calculus I	3
HIST 1113 HIST 1123 HIST 2013 HIST 2023	Humanities Elective/History World Civilization I or World Civilization II or American History I or American History II or	3	HIST 111B HIST 112B HIST 224B HIST 225B	History World Civilization I or World Civilization II or American History I or American History II or	3
BIOL 2214	Anatomy and Physiology I	4	SBIO 221B	Anatomy & Physiology I	4
BIOL 2224	Anatomy and Physiology II	4	SBIO 222B	Anatomy & Physiology II	4
MATH 1303	Elementary Statistics	3	SMAT 130B	Elementary Statistics	3
BIOL 2104	General Microbiology	4	SBIO 211	Principles of Microbiology Lec	3
			SBIO 213	Principles of Microbiology Lab	1
PSYC 2013	Introduction to Psychology	3	SPSY 201B	General Psychology	3
ARTS 1023 MUSC 1013	Fine Arts Elective Introduction to Fine Arts or Music Appreciation	3	SFIA 101B MUSC 200 (MUSC 1013) HUMN 241 HUMN 242	Fine Arts or Enjoyment of Music or (Music Appreciation) Three Arts: Elements & Prin. or Three Arts in History	3
PSYC 2113	Psychology of Development	3	PSYC 445B	Developmental Psychology	3
General Education Hours Accepted from BRCC		36	Total General Education Hours		36
NURSING COURSES					
Baton Rouge Community College			<p align="center">Southern University A&M College will accept</p> <div style="border: 1px solid black; padding: 10px; margin: 10px auto; width: fit-content;"> <p align="center">36 credit hours of General Education courses and 36 credit hours of Nursing courses</p> </div> <p align="center">from Baton Rouge Community College</p>		
NURS 1106	Fundamentals of Nursing	6			
NURS 2106	Adult Nursing I	6			
NURS 2124	Mental Health Nursing	4			
NURS 2206	Adult Nursing II	6			
NURS 2226	Maternal Child Nursing	6			
NURS 2307	Adult Nursing III	7			
NURS 2401	Senior Capstone	1			
Nursing Credit Hours Accepted from BRCC		36			



APPENDIX B



Articulation Agreement for Online RN to BSN Program Between
Baton Rouge Community College and Southern University and A&M College

SOUTHERN UNIVERSITY SCHOOL OF NURSING

FALL					
Fall I			Fall II		
HLSC 120*/**	Orient. to Nsg & Health Careers	2	PHIL 210*/**	Introduction to Logic	3
NURS 403	Health Assessment	4	SHIS 111B*/**	History of Civilization II	3
CHEM 128B*/**	General Chemistry	4	NURS 416	Transitions to Professional Nsg	3
Fall I - Credit Hours		10	Fall II - Credit Hours		9
SPRING					
Spring I			Spring II		
NURS 404	Issues in Nursing	3	SENL 240B*/**	Intro to African American Lit	3
NURS 305	Nursing Research	3	NURS 417	Community as a Client	6
FCSC 332*/**	Human Nutrition	3	SSOC 210B*/**	Introduction to Sociology	3
Spring I - Credit Hours		9	Spring II - Credit Hours		12
SUMMER					
Summer					
NURS 418	Nursing Leadership	5			
Free Elective */**	Free Elective	3			
Summer - Credit Hours		8			
TOTAL CREDIT HOURS		48			

* **Twenty-two (22) credit-hours of courses** noted above by asterisks (*) are not included in the Baton Rouge Community College Associate of Science in Nursing degree program curriculum plan. These are required courses that must be completed to earn the Bachelor of Science Nursing degree.

** **Course Substitution** initiated by Southern University and A&M College Undergraduate Nursing department will be accepted for these courses.

APPENDIX C

INTENT TO TRANSFER

Baton Rouge Community College Associate Degree Nursing Program

Southern University A&M College Bachelor of Science in Nursing Program

Student Name: _____

Address: _____

Phone: _____

Email: _____

Upon completion of the Associate of Science in Nursing at Southern University at Shreveport, I intend to enter Southern University to pursue the Baccalaureate degree in Nursing.

I expect to enter Southern University (Semester/Year) _____

The SUBR catalog under which I intend to graduate from SUBR is _____

I understand that by signing this statement of intent, the SUBR BSN program requirements I must satisfy to complete my degree will be those in the catalog in effect on the date this form is signed by me and the SUBR representative. I also understand that I must complete the curriculum within seven (7) years. If I fail to meet any of these requirements in seven (7) years, I will be subject to the curriculum requirements in the catalog at the time I return to school.

Student:

My signature below acknowledges that I understand the conditions as stated above.

Student Signature

Date

SUSLA Representative Signature

Date

SUBR Representative Signature

Date



SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL

POST OFFICE BOX 9294

BATON ROUGE, LOUISIANA 70813-9294

OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

April 27, 2022

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

RE: Tenure Track Faculty Appointments for the 2022-2023 Academic Year

Dear Dr. Belton:

The Southern University Law Center (SULC) advertised opportunities for faculty tenure track positions during the 2022-2023 academic year. The SULC Faculty Appointment, Retention, Promotion, and Tenure (FARPT) committee reviewed the credentials of candidates and conducted interviews. Based upon their review and interviews, it was recommended that the following candidates be presented to the Southern University Board of Supervisors for appointment as tenure track faculty members for the 2022-2023 academic year: 1) Jason B. Thrower, 2) Judd F. Sneirson, 3) Carlo A Pedrioli, 4) F. E. Guerra-Pujol, 5) Michael R. Bell, 6) Donna Garbarino Schwab, and 7) Michael L. Harris.

Jason B. Thrower is a 2006 graduate of the Southern University Law Center earning a Juris Doctor (J.D.) degree, and a 1997 graduate of Florida A&M University earning a B.S. in Business Administration. He has years of experience as an attorney, judicial administrator, financial underwriter, administrator, and adjunct professor. My recommendation would be to appoint Mr. Thrower as an Assistant Professor on tenure track with a 9-month salary of \$103,500.00.

Judd F. Sneirson is a 1996 graduate of the University of Pennsylvania Law School earning a Juris Doctor (J.D.) degree, and a 1992 graduate of Williams College with a B.A. in Political Science. He has served as a judicial clerk for a federal judge, an attorney in a large law firm, and has over twenty-years of teaching experience at various law schools in the United States. He has an extensive publication record for scholarly articles and book chapters. My recommendation is to appoint him as an Associate Professor on tenure track with a 9-month salary of \$121,500.00.

Donna Garbarino Schwab is a 1987 Loyola School of Law graduate earning a Juris Doctor (J.D.) degree, and has earned a master's degree in Journalism, and a B.S. in English Education. She has served a judicial law clerk, a practicing attorney, and an adjunct law professor. My recommendation is to appoint her as an Assistant Professor on tenure track with a 9-month salary of \$112,500.00.

Michael Bell is a Tulane Law School graduate earning a Juris Doctor (J.D.) degree and a graduate of Howard University earning a B.A. degree in Economics from Howard University. He has been a practicing attorney, a banking officer, and an undergraduate business law professor. My recommendation is to appoint him as an Assistant Professor, on tenure track with a 9-month salary of \$108,000.00.

F. E. Guerra-Pujol is a 1993 graduate of Yale Law School earning a Juris Doctor (J.D.) degree and earned a B.A. in Spanish Literature and Political Science. He has been an undergraduate professor in Puerto Rico and Florida and has an extensive publication record. My recommendation is to appoint him as an Associate Professor, on tenure track with a 9 month salary of \$117,000.00.

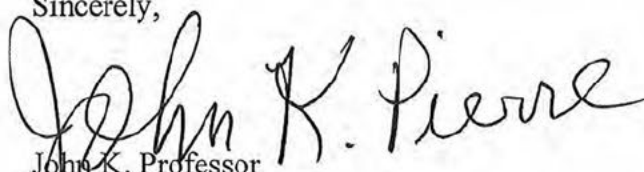
Carlo Pedrioli has earned a Ph.D. and M.A. in Speech Communication/Rhetoric from the University of Utah, a Juris Doctor (J.D.) degree from the University of the Pacific, McGeorge School of Law, and a B.A. in Communication and English from California State University, Stanislaus. He has taught at law schools in the United Kingdom and the United States. He has an extensive research and publication record. My recommendation is to appoint him as a Full Professor, on tenure track with a 9-month salary of \$130,500.00.

Michael L. Harris is a 1987 graduate of the Southern University Law Center earning a Juris Doctor (J.D.) degree, and a 1984 graduate of Southern University A&M College earning a B.S. in Accounting. He has been a practicing attorney, administrator, adjunct law professor, and a visiting law professor. My recommendation is to appoint him as an Assistant Professor on tenure track with a 9-month salary of \$112,500.00.

Attached is a resume/curriculum vitae for each candidate for the Southern University Board of Supervisors to review. I respectfully request the Board's approval of these recommendations made by the FARPT Committee and myself, and that these recommendations be presented to the Board at its May 21, 2022, board meeting.

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

Sincerely,



John K. Pierre

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

FACILITIES AND PROPERTY COMMITTEE

(Following Academic Affairs Committee)

Friday, May 20, 2022

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

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Informational Item(s)

Southern University Agricultural and Research Extension Center

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

Southern University – Baton Rouge Campus

- **School of Business/Professional Accountancy** (\$35,500,000) - Pre-design Kick-off meeting held March 17th. Requested \$10M in supplemental funding (not included in Capital Outlay bill – Re-engrossed HB2) this legislative session.
- **New STEM Complex Building** (\$68,500,000) – Design continues. \$18M in supplemental funding included in Capital Outlay bill (Original HB2).
- **Stewart Hall Wall Mounted HVAC Units 1st, 2nd and 3rd Floors** (\$1,800,000) – In design -Eyre Engineering
- **Honors Dormitory Project** (\$36,000,000) - Preliminary Programming Underway
- **New Student Life Center/Union** (\$45,000,000) - Preliminary Programming Underway
- **DOTD Ravine Erosion Control & Road Improvements** (\$8,000,000) \$32,000,000 included in HB2 re-re-engrossed- Currently in Progress

- ***J.W. Fisher Renovations Phase 1 Classroom & Labs, Mechanical, Electrical, Window Systems, Interior Finishes Upgrades (\$8,500,000) - Currently in Progress***
- ***Demolition of Jesse Owens Hall, Dairy Barn (\$388,202) – Received Notice to Proceed Currently in progress***
- ***Global Innovation Center \$5,000,000 -Preliminary programming in progress***
- ***SU Laboratory School Additions and Upgrades (\$8,006,400) – Replaced with New Southern University Laboratory School***
- ***New Southern University Laboratory School (\$54,000,000) - \$54M in Capital Outlay bill, HB2 re-re-engrossed. Design to proceed in July 2022 provided funding remains in enacted Capital Outlay bill.***
- ***Administration Building Waterproofing (\$635,000) – Architect reviewing selective demolition for evaluation of design.***
- ***Southern University Museum of Art/National Historic District Building (\$5,625,876) - Construction in Progress***
- ***Modify or Replace Lift Station #2 (\$1,398,962) – Ready to bid***
- ***Reroof J.B. Moore Hall & Preservation of Ronald E. McNair Office (\$515,000) - NTP issued 3/14/22.***

Southern University Law Center

- ***Renovations and Addition to Existing Law Library (\$11,400,000) – Designer selection pending; scheduled for May 2022 Architect Selection Board***

Southern University – New Orleans Campus

- ***ADA Compliant Restroom and Public Accommodations. (\$1,650,000) – In design phase***
- ***Campus Exterior Lighting Upgrades \$1,000,000. New Project***

Southern University – Shreveport Campus

- ***Louis Collier Hall Science Building Renovation (\$4,200,000) – In design phase***
- ***Health & Physical Education Building Demolition (\$510,000) – Designer direct appointed Newman Marchive Inc.***

- *New Workforce training and Technology Center (\$19,200,000) - \$18.5M in supplemental funding included in the Capital Outlay bill, Re-re-engrossed HB2*
- *Restoration of Atrium Glass Dome and Associated Roof Repairs and Waterproofing, Metro Building (\$635,000) – In design phase*

REQUESTED PROJECTS

Projects below are all requested this legislative session. NOT IN CAPITAL OUTLAY BILL HB2 Re-re-engrossed. Projects are in eCorts and Legislative Delegation is working to place in HB2.

Southern University – Baton Rouge Campus

- *Renovation and Additional to J.K. Haynes Hall School of Nursing (\$ 38,500,000)*

Southern University – New Orleans Campus

- *New Cafeteria (\$7,000,000)*
- *New Nursing Building (\$25,000,000)*
- *New Academic Building (\$22,000,000)*

Southern University – Shreveport Campus

- *New Health and Physical Education Building (\$9,000,000)*

6. Other Business

7. Adjournment

MEMBERS

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



Office of Facilities Planning Update
May 2022

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Office of Facilities Planning Update

May 2022

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Southern University – New Orleans Campus

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Southern University – Shreveport Campus

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Southern University – New Orleans Campus

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- **New Academic Building** (\$22,000,000)

Southern University – Shreveport Campus

- **New Health and Physical Education Building** (\$9,000,000)

FINANCE COMMITTEE
(Following Facilities and Property Committee)
Friday, May 20, 2022
Southern University System Board Room
J. S. Clark Administration Building 2nd Floor
Baton Rouge, LA 70813

AGENDA

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

MEMBERS

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

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

	FY22 Budget	Actual	Projected	Total FY22	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 51,673,797	\$ 42,852,153	\$ 8,821,644	\$ 51,673,797	\$ -	82.9%
Statutory Dedicated	4,250,997	2,534,361	1,716,636	4,250,997	-	59.6%
Federal	6,154,209	3,454,417	1,050,994	4,505,411	(1,648,798)	56.1%
Self Generated						
Tuition - Fall 2021	35,526,881	35,696,168	116,375	35,812,543	285,662	100.5%
Tuition - Spring 2022	32,248,362	30,411,250	51,331	30,462,581	(1,785,782)	94.3%
Tuition - Summer	7,121,013	2,239,928	4,002,385	6,242,312	(878,701)	31.5%
Out-of-State Fees	13,889,411	15,624,914	164,587	15,789,501	1,900,090	112.5%
Other	22,401,939	18,433,949	9,668,044	28,101,993	5,700,054	82.3%
Interagency Transfer	3,869,822	2,851,762	1,052,972	3,904,734	34,912	73.7%
Total Revenues	\$ 177,136,431	\$ 154,098,901	\$ 26,644,967	\$ 180,743,868	\$ 3,607,437	87.0%
Expenditures						
Salaries	\$ 80,384,524	\$ 70,877,666	\$ 11,225,650	\$ 82,103,315	\$ 1,718,791	88.2%
Other Compensation	425,877	85,000	29,500	114,500	(311,377)	20.0%
Related Benefits	35,096,842	29,663,578	5,626,954	35,290,532	193,690	84.5%
Total Personal Services	\$ 115,907,243	\$ 100,626,243	\$ 16,882,104	\$ 117,508,348	\$ 1,601,105	86.8%
Travel	1,168,170	454,887	600,895	1,055,782	(112,388)	38.9%
Operating Services	15,747,105	13,196,773	3,562,870	16,759,643	1,012,538	83.8%
Supplies	1,951,288	1,185,220	589,495	1,774,715	(176,573)	60.7%
Total Operating Expenses	\$ 18,866,563	\$ 14,836,881	\$ 4,753,259	\$ 19,590,140	\$ 723,577	78.6%
Professional Services	3,714,627	1,557,184	2,134,836	3,692,020	(22,607)	41.9%
Other Charges	18,288,815	6,123,024	6,329,659	12,452,683	(5,836,132)	33.5%
Debt Services						
Interagency Transfers	6,762,089	4,653,524	2,108,565	6,762,089	-	68.8%
Total Other Charges	\$ 28,765,531	\$ 12,333,732	\$ 10,573,060	\$ 22,906,792	\$ (5,858,739)	42.9%
General Acquisitions	3,341,363	370,499	5,313,038	5,683,536	2,342,173	11.1%
Library Acquisitions	662,649	513,520	119,279	632,798	(29,851)	77.5%
Major Repairs	1,301,794	795,196	500,000	1,295,196	(6,598)	
Total Acquisitions/Major Repairs	\$ 5,305,806	\$ 1,679,214	\$ 5,932,317	\$ 7,611,531	\$ 2,305,725	31.6%
Scholarships	8,291,288	12,592,606	534,452	13,127,058	4,835,770	151.9%
Total Expenditures	\$ 177,136,431	\$ 142,068,676	\$ 38,675,192	\$ 180,743,868	\$ 3,607,437	80.2%

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

	FY22 Budget	Actual	Projected	Total FY22	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 3,673,376	\$ 2,989,707	\$ 683,669	\$ 3,673,376	\$ -	81.4%
Statutory Dedicated		-	-			
Federal		-	-			
Self Generated						
Tuition - Fall 2021		-	-			
Tuition - Spring 2022		-	-			
Tuition - Summer		-	-			
Out-of-State Fees		-	-			
Other		-	-			
Interagency Transfer		-	-			
Total Revenues	\$ 3,673,376	\$ 2,989,707	\$ 683,669	\$ 3,673,376	\$ -	81.4%
Expenditures						
Salaries	\$ 1,846,338	\$ 1,693,091	\$ 153,247	\$ 1,846,338	\$ -	91.7%
Other Compensation	64,500	43,333	21,167	64,500	-	67.2%
Related Benefits	733,663	627,295	106,368	733,663	-	85.5%
Total Personal Services	\$ 2,644,501	\$ 2,363,718	\$ 280,783	\$ 2,644,501	\$ -	89.4%
Travel	176,000	44,031	131,969	176,000	-	25.0%
Operating Services	171,100	83,558	87,542	171,100	-	48.8%
Supplies	80,000	15,283	64,717	80,000	-	19.1%
Total Operating Expenses	\$ 427,100	\$ 142,872	\$ 284,228	\$ 427,100	\$ -	33.5%
Professional Services	63,000	8,950	54,050	63,000	-	14.2%
Other Charges	473,775	-	473,775	473,775	-	0.0%
Debt Services						
Interagency Transfers		-	-			
Total Other Charges	\$ 536,775	\$ 8,950	\$ 527,825	\$ 536,775	\$ -	1.7%
General Acquisitions	65,000	8,448	56,552	65,000	-	13.0%
Library Acquisitions		-	-			
Major Repairs		-	-			
Total Acquisitions/Major Repairs	\$ 65,000	\$ 8,448	\$ 56,552	\$ 65,000	\$ -	13.0%
Scholarships		-	-			
Total Expenditures	\$ 3,673,376	\$ 2,523,988	\$ 1,149,388	\$ 3,673,376	\$ -	68.7%

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

	FY22 Budget	Actual	Projected	Total FY22	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 21,703,631	\$ 17,938,769	\$ 3,764,862	\$ 21,703,631	\$ -	82.7%
Statutory Dedicated	1,608,944	913,388	695,556	1,608,944	-	56.8%
Federal	-	-	-	-	-	-
Self Generated						
Tuition - Fall 2021	21,709,761	22,644,494	-	22,644,494	934,733	104.3%
Tuition - Spring 2022	19,487,148	17,983,259	-	17,983,259	(1,503,890)	92.3%
Tuition - Summer	4,963,498	1,217,207	3,457,933	4,675,140	(288,358)	24.5%
Out-of-State Fees	8,349,603	10,395,719	112,837	10,508,556	2,158,953	124.5%
Other	7,671,356	5,730,348	6,432,782	12,163,130	4,491,774	74.7%
Interagency Transfer	3,869,822	2,851,762	1,052,972	3,904,734	34,912	73.7%
Total Revenues	\$ 89,363,763	\$ 79,674,946	\$ 15,516,941	\$ 95,191,886	\$ 5,828,123	89.2%
Expenditures						
Salaries	\$ 42,454,990	\$ 37,467,790	\$ 5,285,118	\$ 42,752,908	\$ 297,918	88.3%
Other Compensation	201,377	-	-	-	(201,377)	0.0%
Related Benefits	18,796,927	16,826,623	2,879,014	19,705,637	908,710	89.5%
Total Personal Services	\$ 61,453,294	\$ 54,294,413	\$ 8,164,132	\$ 62,458,545	\$ 1,005,251	88.4%
Travel	325,870	62,353	76,016	138,368	(187,502)	19.1%
Operating Services	8,080,389	6,178,903	1,874,627	8,053,530	(26,859)	76.5%
Supplies	937,411	518,949	344,413	863,362	(74,049)	55.4%
Total Operating Expenses	\$ 9,343,670	\$ 6,760,204	\$ 2,295,056	\$ 9,055,261	\$ (288,409)	72.4%
Professional Services	1,101,480	766,028	207,522	973,550	(127,930)	69.5%
Other Charges	5,980,700	4,271,304	1,736,981	6,008,285	27,585	71.4%
Debt Services	-	-	-	-	-	-
Interagency Transfers	4,343,650	2,667,733	1,675,917	4,343,650	-	61.4%
Total Other Charges	\$ 11,425,830	\$ 7,705,065	\$ 3,620,420	\$ 11,325,485	\$ (100,345)	67.4%
General Acquisitions	62,032	209,307	130,389	339,696	277,664	337.4%
Library Acquisitions	137,649	144,402	5,865	150,267	12,618	104.9%
Major Repairs	-	-	-	-	-	-
Total Acquisitions/Major Repairs	\$ 199,681	\$ 353,709	\$ 136,255	\$ 489,964	\$ 290,283	177.1%
Scholarships	6,941,288	11,592,632	270,000	11,862,632	4,921,344	167.0%
Total Expenditures	\$ 89,363,763	\$ 80,706,023	\$ 14,485,863	\$ 95,191,886	\$ 5,828,123	90.3%

The Southern University Baton Rouge Campus have allocated \$4.2 million in HEERF funds to ensure the budget remains balanced and operations continue due to revenue shortfall.

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

	FY22 Budget	Actual	Projected	Total FY22	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 4,927,259	\$ 4,010,222	\$ 917,037	\$ 4,927,259	\$ -	81.4%
Statutory Dedicated	174,344	98,224	76,120	174,344	-	56.3%
Federal	-	-	-	-	-	-
Self Generated						
Tuition - Fall 2021	5,016,672	5,011,430	-	5,011,430	(5,242)	99.9%
Tuition - Spring 2022	4,719,970	4,695,674	-	4,695,674	(24,296)	99.5%
Tuition - Summer	882,945	758,931	-	758,931	(124,014)	86.0%
Out-of-State Fees	4,615,144	4,614,750	-	4,614,750	(394)	100.0%
Other	8,815,126	6,510,403	2,300,000	8,810,403	(4,723)	73.9%
Interagency Transfer		-	-			
Total Revenues	\$ 29,151,460	\$ 25,699,634	\$ 3,293,157	\$ 28,992,791	\$ (158,669)	88.2%
Expenditures						
Salaries	\$ 12,771,842	\$ 10,541,583	\$ 2,230,259	\$ 12,771,842	\$ -	82.5%
Other Compensation	-	-	-	-	-	-
Related Benefits	4,714,564	3,528,950	1,185,614	4,714,564	-	74.9%
Total Personal Services	\$ 17,486,406	\$ 14,070,533	\$ 3,415,873	\$ 17,486,406	\$ -	80.5%
Travel	515,000	128,381	386,619	515,000	-	24.9%
Operating Services	2,759,603	2,246,210	513,393	2,759,603	-	81.4%
Supplies	375,000	323,605	51,395	375,000	-	86.3%
Total Operating Expenses	\$ 3,649,603	\$ 2,698,196	\$ 951,407	\$ 3,649,603	\$ -	73.9%
Professional Services	2,320,590	427,363	1,734,558	2,161,921	(158,669)	18.4%
Other Charges	526,186	238,838	287,348	526,186		45.4%
Debt Services				-	-	-
Interagency Transfers	568,675	426,506	142,169	568,675	-	75.0%
Total Other Charges	\$ 3,415,451	\$ 1,092,708	\$ 2,164,075	\$ 3,256,782	\$ (158,669)	32.0%
General Acquisitions	3,100,000	-	3,100,000	3,100,000	-	-
Library Acquisitions	350,000	236,586	113,414	350,000	-	67.6%
Major Repairs	500,000	-	500,000	500,000	-	-
Total Acquisitions/Major Repairs	\$ 3,950,000	\$ 236,586	\$ 3,713,414	\$ 3,950,000	\$ -	6.0%
Scholarships	650,000	609,348	40,652	650,000	-	93.7%
Total Expenditures	\$ 29,151,460	\$ 18,707,371	\$ 10,285,421	\$ 28,992,791	\$ (158,669)	64.2%

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

	FY22 Budget	Actual	Projected	Total FY22	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 6,851,532	\$ 5,576,361	\$ 1,275,171	\$ 6,851,532	\$ -	81.4%
Statutory Dedicated	506,477	275,975	230,502	506,477	-	54.5%
Federal	-	-	-	-	-	
Self Generated						
Tuition - Fall 2021	5,051,510	4,674,915	116,375	4,791,290	(260,220)	92.5%
Tuition - Spring 2022	4,577,842	4,605,172	-	4,605,172	27,330	100.6%
Tuition - Summer	429,999	236,080	250,000	486,080	56,081	54.9%
Out-of-State Fees	517,807	432,120	42,000	474,120	(43,687)	83.5%
Other	4,370,387	5,002,225	-	5,002,225	631,838	114.5%
Interagency Transfer		-	-			
Total Revenues	\$ 22,305,554	\$ 20,802,848	\$ 1,914,048	\$ 22,716,896	\$ 411,342	93.3%
Expenditures						
Salaries	\$ 10,354,998	\$ 10,153,170	\$ 1,477,308	\$ 11,630,478	\$ 1,275,480	98.1%
Other Compensation	75,000	-	-	-	(75,000)	
Related Benefits	4,649,692	4,167,263	615,236	4,782,499	132,807	89.6%
Total Personal Services	\$ 15,079,690	\$ 14,320,433	\$ 2,092,544	\$ 16,412,977	\$ 1,333,287	95.0%
Travel	21,000	18,709	2,291	21,000	-	89.1%
Operating Services	1,922,500	2,109,328	252,000	2,361,328	438,828	109.7%
Supplies	180,500	52,989	-	52,989	(127,511)	29.4%
Total Operating Expenses	\$ 2,124,000	\$ 2,181,026	\$ 254,291	\$ 2,435,317	\$ 311,317	102.7%
Professional Services	13,000	51,018	-	51,018	38,018	
Other Charges	3,412,723	13,959	2,280,527	2,294,486	(1,118,237)	0.4%
Debt Services						
Interagency Transfers	1,101,141	915,552	185,589	1,101,141	-	83.1%
Total Other Charges	\$ 4,526,864	\$ 980,529	\$ 2,466,116	\$ 3,446,645	\$ (1,080,219)	21.7%
General Acquisitions	-	-	-	-	-	0.0%
Library Acquisitions	175,000	132,531	-	132,531	(42,469)	75.7%
Major Repairs	-	-	-	-	-	
Total Acquisitions/Major Repairs	\$ 175,000	\$ 132,531	\$ -	\$ 132,531	\$ (42,469)	75.7%
Scholarships	400,000	289,426	-	289,426	(110,574)	72.4%
Total Expenditures	\$ 22,305,554	\$ 17,903,945	\$ 4,812,951	\$ 22,716,896	\$ 411,342	80.3%

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

	FY22 Budget	Actual	Projected	Total FY22	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 6,112,438	\$ 5,030,653	\$ 1,081,785	\$ 6,112,438	\$ -	82.3%
Statutory Dedicated	163,377	98,224	65,153	163,377	-	60.1%
Federal		-	-			
Self Generated						
Tuition - Fall 2021	3,748,938	3,365,329	-	3,365,329	(383,609)	89.8%
Tuition - Spring 2022	3,463,402	3,127,145	51,331	3,178,476	(284,926)	90.3%
Tuition - Summer	844,571	27,710	294,452	322,162	(522,409)	3.3%
Out-of-State Fees	406,857	182,325	9,750	192,075	(214,782)	44.8%
Other	1,545,070	1,190,973	935,262	2,126,235	581,165	77.1%
Interagency Transfer		-	-			
Total Revenues	\$ 16,284,653	\$ 13,022,359	\$ 2,437,733	\$ 15,460,092	\$ (824,561)	80.0%
Expenditures						
Salaries	\$ 7,755,534	\$ 6,337,806	\$ 1,142,872	\$ 7,480,678	\$ (274,856)	81.7%
Other Compensation	-	-	-	-	-	0.0%
Related Benefits	3,712,410	2,656,660	465,984	3,122,644	(589,766)	71.6%
Total Personal Services	\$ 11,467,944	\$ 8,994,466	\$ 1,608,856	\$ 10,603,322	\$ (864,622)	78.4%
Travel	35,300	10,925	4,000	14,925	(20,375)	30.9%
Operating Services	2,342,955	1,973,372	671,482	2,644,854	301,899	84.2%
Supplies	153,200	112,378	17,722	130,100	(23,100)	73.4%
Total Operating Expenses	\$ 2,531,455	\$ 2,096,675	\$ 693,204	\$ 2,789,879	\$ 258,424	82.8%
Professional Services	181,557	48,069	35,683	83,752	(97,805)	26.5%
Other Charges	1,055,074	25,080	609,436	634,516	(420,558)	2.4%
Debt Services			-			
Interagency Transfers	748,623	643,733	104,890	748,623	-	86.0%
Total Other Charges	\$ 1,985,254	\$ 716,882	\$ 750,009	\$ 1,466,891	\$ (518,363)	36.1%
General Acquisitions	-	-	300,000	300,000	300,000	0.0%
Library Acquisitions	-	-	-	-	-	0.0%
Major Repairs	-	-	-	-	-	0.0%
Total Acquisitions/Major Repairs	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ 300,000	0.0%
Scholarships	300,000	76,200	223,800	300,000	-	25.4%
Total Expenditures	\$ 16,284,653	\$ 11,884,223	\$ 3,575,869	\$ 15,460,092	\$ (824,561)	73.0%

The Southern University Shreveport Campus have allocated \$1.75 million in HEERF funds to ensure the budget remains balanced and operations continue due to revenue shortfall.

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

	FY22 Budget	Actual	Projected	Total FY22	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 8,405,561	\$ 7,306,441	\$ 1,099,120	\$ 8,405,561	\$ -	86.9%
Statutory Dedicated	1,797,855	1,148,550	649,305	1,797,855	-	63.9%
Federal	6,154,209	3,454,417	1,050,994	4,505,411	(1,648,798)	56.1%
Self Generated						
Tuition - Fall 2021		-	-			
Tuition - Spring 2022		-	-			
Tuition - Summer		-	-			
Out-of-State Fees		-	-			
Other		-	-			
Interagency Transfer		-	-			
Total Revenues	\$ 16,357,625	\$ 11,909,408	\$ 2,799,419	\$ 14,708,827	\$ (1,648,798)	72.8%
Expenditures						
Salaries	\$ 5,200,822	\$ 4,684,226	\$ 936,845	\$ 5,621,071	\$ 420,249	90.1%
Other Compensation	85,000	41,667	8,333	50,000	(35,000)	49.0%
Related Benefits	2,489,586	1,856,787	374,738	2,231,525	(258,061)	74.6%
Total Personal Services	\$ 7,775,408	\$ 6,582,680	\$ 1,319,917	\$ 7,902,597	\$ 127,189	84.7%
Travel	95,000	190,489	-	190,489	95,489	200.5%
Operating Services	470,558	605,402	163,826	769,228	298,670	128.7%
Supplies	225,177	162,017	111,247	273,264	48,087	72.0%
Total Operating Expenses	\$ 790,735	\$ 957,907	\$ 275,073	\$ 1,232,980	\$ 442,245	121.1%
Professional Services	35,000	255,756	103,023	358,779	323,779	730.7%
Other Charges	6,840,357	1,573,843	941,592	2,515,435	(4,324,922)	23.0%
Debt Services			-			
Interagency Transfers	-	-	-	-	-	0.0%
Total Other Charges	\$ 6,875,357	\$ 1,829,599	\$ 1,044,615	\$ 2,874,214	\$ (4,001,143)	26.6%
General Acquisitions	114,331	152,744	1,726,096	1,878,840	1,764,509	133.6%
Library Acquisitions		-	-	-		
Major Repairs	801,794	795,196	-	795,196	(6,598)	99.2%
Total Acquisitions/Major Repairs	\$ 916,125	\$ 947,940	\$ 1,726,096	\$ 2,674,036	\$ 1,757,911	103.5%
Scholarships	-	25,000	-	25,000	25,000	
Total Expenditures	\$ 16,357,625	\$ 10,343,126	\$ 4,365,701	\$ 14,708,827	\$ (1,648,798)	63.2%

GOVERNANCE COMMITTEE
(Following Finance Committee)
Friday, May 20, 2022
Board of Supervisors' Meeting Room
J. S. Clark Administration Bldg. 2nd Floor
Baton Rouge, LA. 9:00 AM

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Item(s)
 - A. Request Approval of Revised Tuition Waiver for Employees' Immediate Family Members (SUS)
During the February board meeting the Tuition Waiver for Employees' Immediate family members policy was approved with incorrect terms (instituting caps on the credit hours for tuition waivers). Approval of this action would revise the policy to reflect that the total cost of tuition for employees and the employees' immediate family be fully waived. It is important to note that the waiver does not apply to any applicable fees.
 - B. Request Approval of SUS Cybersecurity Plan and Procedures for Management of Cash Assets (SUS)
Approval of this policy would provide enhanced protection of confidential/sensitive online cash management data from malicious digital cyber-attacks which includes accessing, changing, or deleting sensitive data, as well as, gaining access to online banking modules for the purpose of stealing or manipulating cash assets.
6. Other Business
7. Adjournment

MEMBERS

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



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

J.S. CLARK ADMINISTRATION ANNEX BUILDING
1 ST FLOOR
BATON ROUGE, LOUISIANA 70813

HUMAN RESOURCES OFFICE
P. O. Box 10400
BATON ROUGE, LA 70813

OFFICE: (225) 771-2680
FAX: (225) 771 5617

TO: Southern University System Board of Directors

From: Tracie J. Woods, Esq.
Associate Vice President for Human Resources

Date: April 19, 2022

RE: Revised Tuition Waiver for Employees' Immediate Family Members

The Tuition Waiver for Employees' Immediate Family Members policy member 7-003 was approved at the February Board Meeting. At that meeting, the Board approved the following tuition benefit:

- Fall and Spring semester six (6) credit hours
- Summer semester – three (3) credit hours

However, the correct benefit should be:

- The total cost of tuition is waived. The waiver does not apply to any applicable fees.

As such, we request the Board approve the revised attached policy.

Thanks.

Attachment

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

WWW.SUS.EDU



REVISED
POLICY TITLE

Tuition Waiver for Employees' Immediate Family Members

POLICY NUMBER
7-003

Responsible Unit: <i>Southern University System Office for Human Resources</i>	Effective Date: <i>06/01/2022</i>
Responsible Official: <i>Associate Vice President for Human Resources</i>	Last Reviewed Date: <i>04/18/2022</i>
Policy Classification: <i>Human Resources</i>	Origination Date: <i>06/24/2016</i>

I. POLICY STATEMENT AND RATIONALE

The Southern University System supports its employees by continuing to provide benefits for employees and employee's immediate families. To that end, the System will offer a tuition benefit for full-time employees' immediate family members.

II. POLICY SCOPE AND AUDIENCE

This policy is for all System full-time employees and their immediate family members.

III. POLICY COMPLIANCE

All eligible full-time employees and full-time employee's immediate family members are required to comply with this policy and all the accompanying internal procedures. If employees and/or their immediate family members do not comply with this policy and/or the internal procedures, the employee and/or the immediate family member will forfeit the benefit.

IV. POLICY DEFINITIONS

System Employee: any full-time employees who works for one the following System campuses: Southern University and A&M College, Southern University Law Center, Southern University at New Orleans, Southern University Shreveport Louisiana, and the Southern University Agricultural Research and Extension Center and the College of Agricultural, Family and Consumer Sciences.

Full-time Employee: an employee working in a full-time position at a System campus. The employee works forty (40) hours a week.

One (1) year continuous employment: is calculated from the date of hire and the date the employee applies for this benefit.

Immediate family members: employee's spouse and/or qualified dependents.

Qualified dependent; as defined by Section 152 of the Internal Revenue Service.

V. POLICY IMPLEMENTATION PROCEDURES

This policy will be implemented by the System campuses' Human Resources Departments through the System internal procedures. The policy requirements are as follows:

Policy Eligibility

All full-time System employees' immediate family members who meet the definition of a qualified dependent as defined by Section 152 of the Internal Revenue Code and/or immediate family members are eligible for this benefit.

Policy Requirements

The qualified dependent/immediate family member must be admitted to a System campus to pursue an undergraduate degree, graduate degree, or an academic certification.

Policy Benefits

The cost of tuition is waived. The waiver does not apply to any applicable fees.

Continued Eligibility

The dependent and/or immediate family member will have to maintain the following GPAs:

- Undergraduate--2.0/4.0
- Graduate—3.0/4.0

VI. POLICY HISTORY AND REVIEW CYCLE

This existing policy is being updated along with the accompanying internal procedures. This policy is subject to a five-year policy review cycle.

VII. POLICY URL

www.sus.edu

VIII. POLICY APPROVAL

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

Effective Date of Policy

The Honorable Attorney Edwin Shorty
Chairperson - Southern University System Board of Supervisors

Effective Date of Policy



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

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

OFFICE OF THE
VICE PRESIDENT FOR
FINANCE AND BUSINESS AFFAIRS

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

May 2, 2022

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

**RE: SUS Cybersecurity Plan and Procedures for
Management of Cash Assets**

Dear Dr. Belton:

Attached for consideration by the Southern University Board of Supervisors is the Southern University System Cybersecurity Plan and Procedures for Management of Cash Assets. We have developed the policy and procedures for the Southern University System in accordance with Louisiana House Bill No. 128 Act 66 of the 2021 Regular Session of the Louisiana Legislature.

We are requesting your approval and the approval of the Board of Supervisors.

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

Sincerely,

A handwritten signature in blue ink, appearing to read "Flandus McClinton, Jr.", written over a horizontal line.

Flandus McClinton, Jr.
Vice President for Finance and Business Affairs, SUS

Approved:

Dr. Ray L. Belton, President-Chancellor

"An Equal Education Opportunity Institution"

WWW.SUS.EDU



POLICY TITLE

Cybersecurity Plan for Management of Cash Assets

POLICY NUMBER

5-001

Responsible Unit: <i>Office of Vice President for Finance and Business Affairs</i>	Effective Date: <i>05/20/2022</i>
Responsible Official: <i>Vice President for Finance and Business Affairs</i>	Last Reviewed Date:
Policy Classification: <i>Finance</i>	Origination Date: <i>05/20/2022</i>

I. POLICY STATEMENT AND RATIONALE

The Southern University System Board of Supervisors (System) established this policy to protect confidential/sensitive online cash management data from malicious digital cyber-attacks which includes accessing, changing or deleting sensitive data as well as gaining access to online banking modules for the purpose of stealing or manipulating cash assets in accordance with Louisiana House Bill No. 128 Act 66 of the 2021 Regular Session of the Louisiana Legislature.

II. POLICY SCOPE AND AUDIENCE

This policy applies to all employees requiring direct access to System bank accounts of the Southern University System as well as Information Technology (IT) related equipment and devices comprising the System's network. System employees shall comply with the Cybersecurity Plan (Plan) and Financial Security Procedures (Procedures) in use of System information technology systems and networks for the protection of digital data on System network(s) related to management of cash assets.

III. POLICY COMPLIANCE

Violations of this policy may result in loss of Southern University System and network usage privileges, and/or disciplinary action, up to and including termination as outlined in the applicable user policies and Handbook of University Personnel.

IV. POLICY DEFINITIONS

- a. *Southern University System IT Resources* Southern University System owned computers, networks, devices, storage, applications, or other IT equipment.

“Southern University System owned” is defined as equipment purchased or leased with either organization funding (including sources such as Foundation funds, etc.).

- b. *Networks* Include, but not limited to, hardware, software, communications networks, physical facilities, personal computers and printers, and personal handheld devices.

V. **POLICY IMPLEMENTATION PROCEDURES**

a. **Responsibilities of the System President-Chancellor**

Establishing an approved Cybersecurity Plan (Plan) and Financial Security Procedures (Procedures) and ensuring employees are fully aware of information security requirements for cash management and financial security.

Designating an administrator for the implementation and ongoing maintenance of the Plan.

Submitting revisions of the Plan and Procedures to the Cash Management Review Board for approval.

b. **Designation of an Administrator and Responsibilities**

The System President-Chancellor shall designate the System Vice President for Finance and Business Affairs as the System Administrator. The Chancellor of each institution within the System, shall designate an Administrator for each campus.

The responsibilities of the System Administrator are as follows:

- 1) Recommending to the President-Chancellor recommended updates to the Plan and Procedures to incorporate advancements in cybersecurity of cash resources of the System.
- 2) Enforcing the compliance with the Plan and Procedures.
- 3) Designating network rights to System staff based on operational needs of the System.
- 4) Notifying System Chief Information Officer of security incidents and providing recommended resolutions to the security incident.

The responsibilities of the Campuses' Administrators are as follows:

- 1) Recommending to the Chancellor and System Administrator recommended updates to the Plan and Procedures to incorporate advancements in cybersecurity of cash resources of the System.
- 2) Enforcing the compliance with the Plan and Procedures.
- 3) Designating network rights to Campus staff based on operational needs of the System or Campus.
- 4) Notifying System Chief Information Officer and Campus Information Technology Director of security incidents and providing recommended resolutions to the security incident.

c. Information Technology (IT) System Chief Information Officer (CIO) and Campus Information Technology Directors Responsibilities

The responsibilities of the IT System Chief Information Officer and Campus IT Directors are as follows:

- 1) Working with the System and Campus Administrators to setup employee online access to System's cash resources required to perform assigned duties related to cash management.
- 2) Recommending hardware, servers, cloud services, on premise software applications, software, infrastructure or platform that provides the safest online access to System's cash resources within the System's network.
- 3) Documenting and updating specific guidelines for password and network usage by incorporating System's Division of Information Technology's standards and industry best practices.
- 4) Requiring all computers connected to the System's network have current antivirus software installed and enabled and performing recurring scans for malicious viruses at least once a week.

d. System Employees Responsibilities

The responsibilities of the System employees are as follows:

- 1) Complying with the approved Cybersecurity Plan and Financial Security Procedures and taking reasonable steps to protect the System's computer systems and network.
- 2) Completing required online IT security awareness training programs.
- 3) Ensuring full protection of all assigned user ids, passwords, and bank security tokens.
- 4) Exercising caution when opening suspicious emails with links and/or attachments.
- 5) Passing periodic simulated phishing tests or similar criminal attempts to compromise the System's financial security of cash management.
- 6) Notifying IT immediately of any virus/malware/ransomware transmitted to computer.
- 7) Employees are required to immediately close websites used for bank account access after logging off and to logoff the System's network at the end of each workday.
- 8) Ensure no personal wireless devices such as personal laptops, cell phones, tablets, or similar may be accessed or connected to the System's network for the purpose of accessing System bank accounts, except in circumstances specifically authorized by the President-Chancellor, Chancellors, and/or System and Campus Administrators.

VI. POLICY RELATED INFORMATION

- Louisiana House Bill No. 128 Act 66 of the 2021 Regular Session of the Louisiana Legislature
- Cybersecurity Financial Security Procedures for Cash Management

- System Employee Acknowledgement Form

VII. POLICY HISTORY AND REVIEW CYCLE

This is a new policy. The effective date of this policy is determined by the approval date of the President-Chancellor of the Southern University and A&M College System and the Chair of the Board of Supervisors of the Southern University and A&M College System. Additionally, the policy last review and origination dates are identified. This policy is subject to a five-year policy review cycle.

VIII. POLICY URL

The approved policy will be posted to the Southern University System website under Board Policies at www.sus.edu.

IX. POLICY APPROVAL

The effective date of this policy is determined by the approval date of the President-Chancellor of the Southern University and A&M College System and the Chair of the Board of Supervisors of the Southern University and A&M College System.

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

Effective Date of Policy

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

Effective Date of Policy

ATTACHMENT A
CYBERSECURITY PLAN and
FINANCIAL SECURITY PROCEDURES
RELATED to the MANAGEMENT OF CASH ASSETS
EMPLOYEE ACKNOWLEDGEMENT

My signature hereon acknowledges that:

- 1) I have received a copy of the System's Cybersecurity Plan and Financial Security Procedures.
- 2) I have read this Plan.
- 3) I understand the content of this Plan.
- 4) I agree to comply with the terms and provisions of this Plan.
- 5) I understand that compliance with this Plan is a condition of employment/continued employment; and
- 6) I understand that disciplinary action, including the possibility of termination, will be imposed for violating the terms and conditions of this Plan.

DATE

EMPLOYEE (Signature)

EMPLOYEE (Printed Name)



POLICY TITLE
Cybersecurity Financial Security Procedures

POLICY NUMBER
5-002

Responsible Unit: <i>Office of Vice President for Finance and Business Affairs</i>	Effective Date: <i>05/20/2022</i>
Responsible Official: <i>Vice President for Finance and Business Affairs</i>	Last Reviewed Date:
Policy Classification: <i>Governance</i>	Origination Date: <i>05/20/2022</i>

I. POLICY STATEMENT AND RATIONALE

The Southern University System Board of Supervisors (System) established this policy to protect confidential and sensitive online cash management data from malicious digital cyber-attacks, which includes accessing, changing or deleting sensitive data as well as gaining access to online banking modules for the purpose of stealing or manipulating cash assets in accordance with Louisiana House Bill No. 128 Act 66 of the 2021 Regular Session of the Louisiana Legislature.

II. POLICY SCOPE AND AUDIENCE

This policy applies to all employees requiring direct access to System bank accounts of the Southern University System as well as Information Technology (IT) related equipment and devices comprising the System's network.

III. POLICY COMPLIANCE

Violations of this policy may result in loss of Southern University System and network usage privileges, and/or disciplinary action, up to and including termination as outlined in the applicable user policies and Handbook of University Personnel.

IV. POLICY DEFINITIONS

- a. *Southern University System IT Resources* Southern University System owned computers, networks, devices, storage, applications, or other IT equipment. “Southern University System owned” is defined as equipment purchased or leased with either organization funding (including sources such as Foundation funds, etc.).
- b. *Networks* Include, but not limited to, hardware, software, communications networks, physical facilities, personal computers and printers, and personal handheld devices.
- c. *ACH* Automated Clearing House (ACH) is an electronic network for financial transactions in the United States.
- d. *ACH Debit Block* An additional safeguard to keep business accounts secure. Adding a payee to the allowed payees list permits the payee to debit funds by ACH from bank accounts.
- e. *Zero Balancing Accounts (ZBA)* A ZBA is a checking account in which a balance of zero is maintained. When funds are needed in the ZBA, the exact amount of money required is automatically transferred from a central or master account.
- f. *Positive Pay Services* Positive pay is an automated cash-management service used by financial institutions employed to deter check fraud. Banks use positive pay to match the checks a company issues with those it presents for payment. Any check considered suspect is sent back to the issuer for examination.
- g. *Post No Checks Service* Completely blocks any fraudulent checks from posting to accounts that do not issue checks.

V. POLICY IMPLEMENTATION PROCEDURES

a. Responsibilities

The System Vice President for Finance and Business Affairs is responsible for the Plan’s maintenance and enforcement. System and Campus Administrators are responsible for assigning administrative rights and controls. Administrators will respond to and resolve security issues. Everyone with access to online bank accounts is responsible for adhering to this policy.

b. Safeguards Over Cash Management

All System bank accounts will have the following safeguards in place. If any exceptions are needed for business purposes, approval will be properly documented and requested from the System President-Chancellor and/or System Vice President for Finance and Business Affairs.

- ACH Debit blocks will be utilized on all Zero-Balancing Accounts (ZBAs).
- Post No Checks services, if available, will be utilized on all Deposit Only Accounts.
- Positive Pay services, if available, are required for all bank accounts disbursing funds via check.

- Wires or ACHs will not be sent from any ZBA accounts.
- All ACH files will be dated at least one day after the file is transmitted to the bank.
- ZBAs will be required to have at least two security administrators.

The following are requirements for all System employees with access to online cash assets:

- Attend online cyber training presented by JPMorgan Chase or campus banking institution on an annual basis.
- Multi-factor authentication must be used when accessing online bank accounts.
- Banking information must be kept confidential and only provided to others when necessary and upon approval of System or Campus Administrator.
- All user ids, passwords, and multi-factor authentications shall not be shared with others.
- Users shall use caution when clicking on any links in emails or other messages.
- All payment information, including any changes, should always be validated and documented before making the payment or the change in accordance with standard procedures.
- Any information, banking or payment related, sent via email should only be sent if encrypted.
- The System and Campus Administrators shall be notified of any issues or potential issues.

All bank accounts that have been dormant for more than twelve (12) months will be closed and the Cash Management Review Board (CMRB) shall be notified.

All bank accounts will be reconciled within a timely manner.

VI. POLICY RELATED INFORMATION

- Louisiana House Bill No. 128 Act 66 of the 2021 Regular Session of the Louisiana Legislature
- System Cybersecurity Plan for Cash Management
- System Employee Acknowledgement Form

VII. POLICY HISTORY AND REVIEW CYCLE

This is a new policy. The effective date of this policy is determined by the approval date of the President-Chancellor of the Southern University and A&M College System and the Chair of the Board of Supervisors of the Southern University and A&M College System. Additionally, the policy last review and origination dates are identified. This policy is subject to a five-year policy review cycle.

VIII. POLICY URL

The approved policy will be posted to the Southern University System website under Board Policies at www.sus.edu.

IX. POLICY APPROVAL

The effective date of this policy is determined by the approval date of the President-Chancellor of the Southern University and A&M College System and the Chair of the Board of Supervisors of the Southern University and A&M College System.

Ray L. Belton, Ph.D.

President-Chancellor, Southern University and A&M College System

Effective Date of Policy

The Honorable Atty. Edwin Shorty

Chair - Southern University System Board of Supervisors

Effective Date of Policy

INTERNAL AUDIT COMMITTEE

(Following Governance Committee)

Friday, May 20, 2022

Board of Supervisors' Meeting Room

J. S. Clark Administration Bldg. 2nd Floor

Baton Rouge, LA. 9:00 AM

AGENDA

1. Call to Order

2. Roll Call

3. Adoption of the Agenda

4. Public Comments

5. Action Item(s)

A. Request Approval of the Internal Audit Charter and the Realignment of the Office of Internal Audit (SUS)

Approval of this item will allow for enhanced efficiencies through the realignment of the Office of Internal Audit (IA). The SUSLA IA Director Position will now be responsible for audit functions at the Law Center and the SUNO Director position will take on audit responsibilities at the AgCenter. An additional staff auditor will also be added to the department. The System Director will now have a dual reporting structure to the President-Chancellor and Vice President of Finance and Business Affairs, along with functionally reporting to the Chairperson of the IA Committee.

6. Other Business

7. Adjournment

MEMBERS

Ms. Christy Reeves – Chairman, Dr. Leon Tarver, II – Vice Chairman

Mr. Sam Gilliam, Atty Jody Amedee, Atty Domoine Rutledge, Mr. Myron Lawson

Atty. Edwin Shorty – Ex Officio

**SOUTHERN UNIVERSITY SYSTEM
OFFICE OF INTERNAL AUDIT
INTERNAL AUDIT CHARTER**

INTRODUCTION

The Southern University System Internal Audit (IA) function is an objective assurance and consulting activity, independently managed within the Southern University System and guided by a value-driven philosophy to improve the Southern University System operations and help management accomplish its objectives by bringing a systematic disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

There are three components of IA's mission:

- To audit the governance around risk management and system of internal controls,
- To audit the system of internal controls itself, and
- To audit the risk management of operation.

Internal Audit is centrally managed by the Southern University System Internal Audit Executive Director.

ROLE

Management of each of the System's component institutions has the responsibility to ensure that assets are properly safeguarded, internal controls are established and sufficient to ensure compliance with applicable laws and regulations, and procedures are sufficient to detect errors and fraud in a timely manner. Campus management is also responsible for providing input into the annual risk assessment and audit plan and for establishing and enforcing a policy to ensure effective and timely resolutions of all audit findings.

Internal Audit's role is to measure and evaluate the effectiveness of internal controls within accounting, financial, and operating systems of the Southern University System. Internal Audit provides independent analyses, appraisals, recommendations, and pertinent comments on the business activities of the institution.

ORGANIZATION

The Southern University System Internal Audit Executive Director will continue to directly report administratively to the System President and the Vice -President of Finance and Business Affairs and functionally to the Chair ``of the Audit Committee. Campus internal audit directors will report to the System Executive Director with informational disclosure to the campus chancellors, unless directed by the System Executive Director, System President, and/or the Audit Committee Chair. Hiring, promotion, and other related personnel decisions regarding campus audit directors and staff shall be made jointly with the System President, Audit Committee Chair, and System Audit Executive Director after appropriate consultation with the affected campus chancellor.

PROFESSIONAL STANDARDS

Professionalism and commitment to excellence are facilitated by operating within a framework of professional practice. The internal audit activity will govern itself by adherence to the Institute of Internal Auditor's (IIA) Mandatory Guidance, which includes the Core Principles for the Professional Practice of Internal Auditing, the Code of Ethics, the International Standards for the Professional Practice of Internal Audit, and the Definition of Internal Auditing. The IIA's Mandatory Guidance constitutes the fundamental requirements for the professional practice of internal auditing and the principles against which to evaluate the effectiveness of the internal audit activity's performance.

In addition, Government Auditing Standards promulgated by the Comptroller General of the United States will be followed when required by law, regulation, agreement, contract, or policy. Also, Internal Audit staff members have a responsibility to act in the best interest of those they serve and should refrain from entering into any activity that may create a conflict of interest and should disclose any potential conflicts of interest to the System Executive Director. They have an obligation of self-discipline above and beyond the requirements of laws and regulations. They should demonstrate qualities to include integrity, objectivity, confidentiality, and competency consistent with the Institute of Internal Auditors' Code of Ethics.

AUTHORITY

The Southern University System Internal Audit office is authorized full and unrestricted access to all areas and information sources (i.e. records, property, and personnel, etc.) within the entire Southern University System. Documents and information given to the Internal Audit staff during an engagement are handled in the same prudent manner as by those employees normally accountable for them. The confidential and privileged character of the documents and information is not affected solely by disclosure to the Audit Staff.

Acting in the capacity of an Internal Auditor, audit staff should not perform any operational duties for the Southern University System or its component institutions, initiate or approve accounting transactions external to Internal Audit, or direct the activities of any Southern University employee not employed by Internal Audit, except to the extent such employees have been appropriately assigned to auditing teams or otherwise assist the internal auditors.

RESPONSIBILITIES

The System Executive Director with the assistance of campus directors has a responsibility to:

- Develop a flexible audit plan using an appropriate risk-based methodology, including any risks or control concerns identified by management, and submit that plan to the President and Audit Committee for review and approval, as well as periodic updates.
- Implement the audit plan, as approved, including as appropriate any special tasks or projects requested by management and the Board of Supervisors.
- Maintain a professional audit staff with sufficient knowledge, skills, and experience.

- Issue periodic reports to the Board of Supervisors and management summarizing results of audit activities.
- Keep the Board of Supervisors and President informed of emerging trends and successful practices in internal auditing.
- Implement a follow-up process to monitor and ensure that management actions have been effectively implemented or that management has accepted the risk of not taking action.
- Determine University controls are adequate, effective, and functioning by conducting audits on a periodic basis so that all major systems are reviewed.
- Determine reliability and accuracy of accounting, financial, and reporting systems and procedures.
- Determine on a test basis grants and contracts received are made in conformance with University policies and procedures, state and federal laws and regulations, contractual obligations, Board Rules, and good business practices.
- Determine if assets are accounted for and safeguarded against losses of all kinds and as appropriate verify on a test basis the existence of such assets.
- Evaluate operational procedures to determine whether results are consistent with established objectives and goals and whether the procedures are being carried out as planned.
- Evaluate the design of major electronic data processing systems and major modifications to existing systems.
- Perform consulting services beyond the traditional assurance services provided by Internal Audit to assist management in meeting objectives. Examples may include facilitating process design, training advisory service, etc.
- Conduct investigations as required or directed related to the general objectives previously stated.

IRREGULARITIES, ILLEGAL ACTS, AND OTHER NONCOMPLIANCE

The responsibilities of IA for these areas are clearly defined in the professional standards, previously mentioned in this document.

IA has the responsibility for assisting in the deterrence of fraud by examining and evaluating the adequacy and the effectiveness of control, commensurate with the extent of the potential exposure/risk in the various systems of operations. In carrying out this responsibility, we will determine whether the Southern University System and its component institutions achieve and/or accomplish the following:

- Organizational environment fosters control consciousness.
- Realistic organizational goals and objectives are set.
- Written policies (code of conduct) exist that describe prohibited activities and the action required whenever violations are discovered.
- Appropriate authorization policies for transactions are established and maintained.
- Policies, practices, procedures, reports, and other mechanisms are developed to monitor activities and safeguard assets, particularly in high risk areas.
- Communication channels provide management with adequate and reliable information.
- Recommendations are made for the establishment or enhancement of cost-effective controls to help deter fraud.

If our investigations should reveal dishonest or fraudulent activities, reports will be issued to the System

President and the appropriate campus chancellor. In addition, through coordination with Southern University System Legal Counsel (internal and external), the appropriate law enforcement and/or regulatory agencies will be notified for their independent investigation and final determination. The University is required to immediately notify the Louisiana Legislative Auditor of any occurrence of suspected and/or known fraudulent activity.

All employees of IA will be expected to adhere to the professional standards. This will provide reasonable assurance of detecting irregularities, illegal acts, or other types of noncompliance which are material to the financial statements of the Southern University System.

MANAGEMENT REQUEST

IA is expected to be a constructive service, engaging in activities which will be of measurable benefit to the Southern System. Consequently, sufficient flexibility is to be maintained to be responsive to management requests for services that are consistent with the objectives and priorities of IA.

PLANNING

An internal audit plan based on a facilitated risk assessment process shall be systematically developed annually for the System as a whole. The risk assessment shall consider risks within and across all components of the System. Each campus audit director is responsible for soliciting input from appropriate members of management at the respective campus for this purpose. The data will be used to develop a risk-based audit plan for each campus. Each campus plan will be reviewed and approved by the System Executive Director and incorporated into the System plan. The System plan will be submitted to the President and Executive Officers for review and additional input. The System plan will then be submitted to the Audit Committee for review and approval and reported to the Board of Supervisors. The objective is to continually assess all high-risk areas of the Southern University System and to evaluate critical business processes throughout the System as resources permit. When special projects are requested by campus management, the campus internal audit director shall notify the System Executive Director who will consult with the affected campus chancellor in establishing the scope, objectives, and methodology to be employed related to the proposed special project.

When demands for services exceed available resources that would significantly impact the approved work plan, each director will establish project priorities subject to the approval of the System Executive Director, or if the changes to the plan are substantial, the approval of the System President and Audit Committee.

REPORTING

Internal Audit ensures that the results of audits and other services are properly communicated to the appropriate management or operating personnel in the form of written reports, consultation advice, or any other means. Written reports include, or will be followed by, management comments itemizing specific actions taken or planned to resolve the reported finding(s) and to ensure that operational objectives are achieved. All internal audit reports will be issued by the authorization of the System

Executive Director. The System Executive Director shall distribute copies of all reports issued to the Southern University Board of Supervisors Chair, Audit Committee Chair, and the Southern University President upon initial release.

RELATIONSHIPS WITH EXTERNAL AUDITORS AND CONSULTANTS

Internal Audit works cooperatively with external auditors and consultants to avoid duplication of efforts to ensure optimum audit coverage is obtained.

CONTINUING PROFESSIONAL DEVELOPMENT

Audit work will be conducted by a staff of recognized professional auditors who possess a high level of technical knowledge of, or experience in, internal auditing techniques. Professional development activities will be planned and carried out by both Internal Audit offices and the auditor. In addition to on-the-job guidance, each director will provide for training through courses offered by internal and external sources, in appropriate circumstances. Also, auditors with professional certifications should obtain sufficient continuing professional education to satisfy requirements related to the professional certification(s) held. Those auditors not presently holding appropriate certifications are encouraged to pursue an educational program that supports efforts to obtain professional certification(s).

STAFFING

The administrative office of the Internal Audit Services will be located on the 4th floor of the J. S. Clark Administration building on the Baton Rouge campus. The exception being the New Orleans and Shreveport campuses, where the primary auditor will continue to be domiciled. Based on specific audit engagement, auditors may be assigned to the various campuses within the System that may not be their primary domiciled.

QUALITY ASSURANCE AND IMPROVEMENT PROGRAM

Internal Audit will maintain a quality assurance and improvement program that covers all aspects of the internal audit activity. The program will include an evaluation of the internal audit activity's conformance with the Definition of Internal Auditing and the Standards and an evaluation of whether Internal Audit applies the Code of Ethics. The program also assesses the efficiency and effectiveness of the internal audit activity and identifies opportunities for improvement. The System Executive Director will communicate to management and the Board on the internal audit activity's quality and improvement plan.

Approved this _____ day _____, _____

President
Ray Belton

Chairperson, Internal Audit Committee
Christy Reeves

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS

(Following Personnel Affairs Committee)

Friday, May 20, 2022

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

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Special Presentation
 - A. Above and Beyond Award
6. Action Item(s)
 - A. Request Approval of Minutes of the April 18, 2022 SUS Board of Supervisors Meeting
 - B. Request Approval of Committee Reports and Recommendations
 - C. Request approval of Resolution between Louisiana Energy Partners (LAEP) and Southern University and A&M College Baton Rouge landmass (SUS)
The proposed resolution will lock-in funding to execute an agreement for thermal energy services.
 - D. Request Approval of MOU between SUAREC and LSU Ag Center (SUAREC)
Approval of this request will solidify the partnerships between the SU and LSU Ag centers and the College of Agriculture, Family and Consumer Science. Specifically, the areas of extension, research, and teaching will be enhanced to cooperatively form and execute the mission of the Louisiana Land-Grant Agricultural System (LLAS).
 - E. Request Approval of Cooperative Endeavor Agreement between Southern University at New Orleans and Department of Children and Family Services and Cooperative Endeavor Agreement document. (SUNO)
Approval of this request will provide access for DCFS in an operational capacity to continue providing services to families that may be impacted by

disasters in the Greater New Orleans and surrounding areas.

- F. Request Approval of Contract between Southern University at New Orleans and Louisiana Department of Veterans Affairs and LaVet Corp Contract (SUNO)

The LaVet Corp Navigators serve as peer mentors which assist student veterans on campus and veterans in the local community. Approval of this action will formalize the agreement between both parties.

- G. Request Approval of Memorandum of Understanding between United States Department of Agriculture, Office of General Counsel and Southern University Law Center (SULC)

The purpose of this MOU is to provide a cooperative framework for the parties to develop and maintain an unpaid legal internship program. Through this program a number of SULC students will have the opportunity to become USDA legal interns and gain valuable agriculture-related, governmental legal experience under the guidance and tutelage of OGC attorneys.

7. Resolutions

8. Informational Items

- a. Legislative Update
- b. President's Report
- c. Chancellor's Report

9. Other Business

10. Adjournment

ACADEMIC AFFAIRS COMMITTEE

Friday, April 8, 2022

Southern University at New Orleans

Millie Charles School of Social Work

6801 Press Drive, New Orleans, LA 70128

9:00 AM

MINUTES

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

The invocation was given by Bishop Leroy Phoenix who is the Pastor of New Home Family Worship Center of Algiers in New Orleans, LA

The Pledge of Allegiance was led by a representative from the Honore' Center

AGENDA ITEM 3: Special Presentations

Dr. Sahoo introduced Dr. Derrick Warren who introduced Ms Valinda who will present the checks to three students (SU) - out of 16 student. \$12,500 per student

- A. Recognition of IBM Masters Fellowship Winners and Recognition of IBM donation of software license agreement (SUBR)

The agreement renewal is the equivalent of a \$15,000,000 gift in software and services.

Mr. Markeith Phillips gave the presentation and introduced the men who are affiliated and members of the Honore' Center.

- B. Honore' Center Update (SUNO)

This presentation will highlight some of the accomplishments occurring at the Honore' Center in New Orleans.

Dr. Ammons introduced Dr. Rugon who introduced Mr. Tracey Turner who gave brief remarks and presented SUNO with a check.

- C. Check Presentation of \$250,000 to SUNO by Mr. Tracey D. Turner, President and Founder of Turner Development, LLC., Washington, D.C. (SUNO)

Board Chairman Atty Edwin Shorty announced the convening of the Academic Affairs Committee. Chair

Mr. Sam Gilliam called the committee meeting to order.

AGENDA ITEM 4: Roll Call

Roll Call by Dr. Ray Belton

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

Absent: None

AGENDA ITEM 5: ADOPTION OF THE AGENDA

There was a motion by Ms. Arlanda Williams and second by Ms. Ann Smith the agenda was recommended for adoption.

Motion Approved.

AGENDA ITEM 6: PUBLIC COMMENTS

None

AGENDA ITEM 7: ACTION ITEM(S)

Global Motion Action Item 7A and 7B - Motion by Ms. Christy Reeves and second by Ms. Ann Smith to change words for Action Item 7B

Motion Approved

A. Request Approval of Spring 2022 Commencement Resolutions

1. SUBR
2. SUSLA
3. SUNO

B. ~~Request Approval to Consider~~ Issuing **approved** an Honorary Degree to Mr. Jerome Smith (SULC)

Chancellor Pierre introduced representatives from SULC to give brief history of Mr. Jerome Smith who is a Civil Rights Leader

There was a motion by Mr. Lawson and second by Ms. Arlanda Williams to approve Action Item 7C.

C. Request Approval for the Conferral of a Posthumous Degree in the Name of JaVonte Barber from the Southern University (SUBR)

Dr. Belton gave a summary of the degree.

There was a motion by Ms. Arlanda Williams and second by Ms. Ann Smith to approve Action Item 7D.

D. Request Approval to Establish the Roy Griggs School of Business First Generation Endowed Scholarship (SUSLA)

Approval is requested for the establishment of an endowment made possible with a \$30k private donation from Griggs Enterprise, Inc. and McDonald's USA. The donation has been matched with ancillary funding to fully endow the fund at \$100k.

Dr. Appeaning gave a summary of the \$100k Endowment.

E. Request Approval of Tenure and Promotion from Associate Professor to the Rank of Full Professor (SUAREC)

<i>Name</i>	<i>Current Title</i>	<i>New Title</i>	<i>Recommended</i>
<i>Devaiah Kambiranda</i>	<i>Assoc Professor</i>	<i>Full Professor</i>	<i>Yes</i>

F. Request Approval of Tenure and Promotion from Associate Professor to the Rank of Full Professor (SULC)

<i>Name</i>	<i>Current Title</i>	<i>New Title</i>	<i>Recommended by FARPT Committee</i>
<i>Angela Bell</i>	<i>Assoc Professor of Law</i>	<i>Full Professor of Law</i>	<i>Yes</i>
<i>Regina Ramsey</i>	<i>V/C of Evening Division and Emerging Programs Associate Professor</i>	<i>V/C of Evening Division and Emerging Programs Full Professor</i>	<i>Yes</i>
<i>Shawn Vance</i>	<i>V/C for Academic Affairs Associate Professor</i>	<i>V/C for Academic Affairs Full Professor</i>	<i>Yes</i>

AGENDA ITEM 8: OTHER BUSINESS

None

AGENDA ITEM 9: ADJOURNMENT

Ms. Arlanda Williams made motion to adjourn the meeting.

FACILITIES AND PROPERTY COMMITTEE

(Following Academic Affairs Committee)

Friday, April 8, 2022

Southern University at New Orleans

Millie Charles School of Social Work

6801 Press Drive, New Orleans, LA 70128

MINUTES

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

Roll Call by Dr. Belton

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

Absent: None

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Mr. Rani Whitfield and second by Mr. Myron Lawson the agenda was recommended for adoption.

Motion passed.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

Mr. Kenneth Dawson gave brief summary.

AGENDA ITEM 5: INFORMATIONAL ITEM:

3. Adoption of the Agenda

4. Public Comments

5. Informational Item

Southern University Agricultural and Research Extension Center

- **A.O. Williams Hall Renovations** – (\$5,600,400) – West wing now occupied. East wing under construction. Estimated construction completion Spring 2023

- **Mega Disaster Relief Shelter** (\$23,375,000) – Design continues. Estimated construction completion December 2023

Southern University – Baton Rouge Campus

- **School of Business/Professional Accountancy** (\$35,500,000) - Pre-design Kick-off meeting held March 17th. Need to request \$10M in supplemental funding (not included in Capital Outlay bill - Original HB2) this legislative session.
- **New STEM Complex Building** (\$68,500,000) – Design continues. \$18M in supplemental funding included in Capital Outlay bill (Original HB2).
- **New STEM Complex Building, Phase II** (\$40,000,000) – Needs to be requested this legislative session (Not in Capital Outlay bill, Original HB2). Proposed to be 50/50 split with capital outlay and fees and self-generated revenues
- **Stewart Hall Wall Mounted HVAC Units 1st, 2nd and 3rd Floors** (\$1,800,000) – Design continues
- **Honors Dormitory Project** (\$36,000,000) – To be combined with New Student Life Center/Union. Preliminary programming underway.
- **New Student Life Center/Union** (\$45,000,000) – To be combined with Honors Dormitory Project. Preliminary programming underway.
- **DOTD Ravine Erosion Control & Road Improvements** (\$8,000,000) - Currently in Progress
- **J.W. Fisher Renovations Phase 1 Classroom & Labs, Mechanical, Electrical, Window Systems, Interior Finishes Upgrades** (\$8,500,000) - Currently in Progress
- **Demolition of Jesse Owens Hall, Dairy Barn** (\$388,202) – Awaiting Notice to Proceed
- **New Welcome Center** (TBD) – Need to confirm funding and scope
- **SU Laboratory School Additions and Upgrades** (\$8,006,400) – Replaced with New Southern University Laboratory School
- **New Southern University Laboratory School** (\$56,000,000) - \$54M in Capital Outlay bill, Original HB2. Design to proceed in July 2022 provided funding remains in enacted Capital Outlay bill.
- **Administration Building Waterproofing** (\$635,000) – Preparing to go out to bid
- **Southern University Museum of Art/National Historic District Building** (\$5,625,876) - Construction in Progress
- **Modify or Replace Lift Station #2** (\$1,398,962) – Ready to bid

- **Reroof J.B. Moore Hall & Preservation of Ronald E. McNair Office** (\$515,000) - NTP issued 3/14/22.

Southern University Law Center

- **Renovations and Addition to Existing Law Library** (\$11,400,000) – Designer selection pending; scheduled for May 2022 Architect Selection Board

Southern University – New Orleans Campus

- **ADA Compliant Restroom and Public Accommodations.** (\$1,650,000) – In design phase

Southern University – Shreveport Campus

- **Louis Collier Hall Science Building Renovation** (\$4,200,000) – In design phase
- **Health & Physical Education Building Demolition** (\$510,000) – In design phase
- **New Health and Physical Education Building** (\$9,000,000) – Need to request this legislative session. NOT IN CAPITAL OUTLAY BILL, ORIGINAL HB2. REQUEST IS IN ECORTS, AND LEGISLATIVE DELAGATION IS WORKING TO PLACE IN HB2.
- **Workforce Development Center** (\$19,200,000) - \$18.5M in supplemental funding included in the Capital Outlay bill, Original HB2
- **Restoration of Atrium Glass Dome and Associated Roof Repairs and Waterproofing, Metro Building** (\$635,000) – In design phase

AGENDA ITEM 6: OTHER BUSINESS

Chairman Shorty informed Mr. Dawson that he would get him a meeting with the Council members.

AGENDA ITEM 7: ADJOURNMENT

Dr. Rani Whitfield made motion to adjourn the meeting.

FINANCE COMMITTEE
(Following Facilities and Property Committee)
Friday, April 8, 2022
Southern University at New Orleans
Millie Charles School of Social Work
6801 Press Drive, New Orleans, LA 70128

MINUTES

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

Roll Call by Dr. Belton

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

Absent: None

AGENDA ITEM 3: ADOPTION OF THE AGENDA

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

Motion passed.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: ACTION ITEM(s):

There was a motion by Mr. Sam Gilliam and second by Ms. Christy Reeves to approve Action Item 5A.

A. Request approval for Mid-Year Budget Adjustments (FY22 BA-7 #2) Revised

AGENDA ITEM 6: INFORMATIONAL ITEM(s):

A. Update on Campus Austerity Plans (SUBR, SUNO, SUSLA)
The Baton Rouge, New Orleans and Shreveport campuses will provide an update on austerity plans. These plans will cover cost saving measures to ensure fiscal stability and enhanced budgetary efficiencies.

AGENDA ITEM 7: OTHER BUSINESS:

None

AGENDA ITEM 8: ADJOURNMENT

Mr. Sam Gilliam made motion to adjourn the meeting.

GOVERNANCE COMMITTEE

(Following Finance Committee)

Friday, April 8, 2022

Southern University at New Orleans

Millie Charles School of Social Work

6801 Press Drive, New Orleans, LA 70128

MINUTES

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

Roll Call by Dr. Belton

Present: Mr. Myron Lawson, Dr. Leon Tarver, II, Dr. Leroy Davis, Ms. Christy O. Reeves, Mr. Kevin Taylor-Jarrell, II, Atty. Edwin Shorty

Absent: None

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Dr. Leon Tarver and seconded by Dr. Leroy Davis the agenda was recommended for adoption.

Motion passed.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: ACTION ITEM(S):

Motion was made by Dr. Leon Tarver and second by Dr. Leroy Davis to approve Action Item A.
Motion Approved

- A. Request Approval for Southern University System Intercollegiate Athletics Travel Policy (SUS)

Per the request of the Division of Administration, this recommended policy provides guidelines relative to travel, and is applicable to all athletic departments within the System.

Mr. McClinton gave a summary of the policy.

AGENDA ITEM 6: OTHER BUSINESS

None

AGENDA ITEM 7: ADJOURNMENT

Dr. Leroy Davis made motion to adjourn the meeting.

PERSONNEL AFFAIRS COMMITTEE

(Following Governance Committee)

Friday, April 8, 2022

Southern University at New Orleans

Millie Charles School of Social Work

6801 Press Drive, New Orleans, LA 70128

AGENDA

Board Chair Atty. Edwin Shorty announced the convening of the Personnel Affairs Committee. Chair Dr. Leon Tarver, II called the committee meeting to order.

Roll Call by Dr. Belton

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

Absent: None

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Ms. Arlanda Williams and seconded by Mr. Raymond Fondel the agenda was recommended for adoption.

Motion passed.

AGENDA ITEM 4: PUBLIC COMMENTS

None

AGENDA ITEM 5: ACTION ITEM(S)

There was a motion by Ms. Arlanda Williams and second by Mr. Raymond Fondel to approve action item 5 (A1 – A17) in global. Mr. Kevin Taylor-Jarrell II won't be included in the voting.

Motion Passed

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

Name	Position/Campus	Salary	Funding Source
1. Precious Aldridge	Associate Vice-Chancellor for Student Affairs and Enrollment Management New Appointment (SUNO)	\$90,000.00	State

2.	Tyra Banks	LA MBDA Center Coronavirus Program Director New Appointment (SULC)	\$75,000.00	State/Grant
3.	Angela Bell	Full Professor of Law Tenure and Promotion (SULC)	\$134,934.00	State
4.	Stephenne Calhoun	Mental Health Therapist II New Appointment (SUBR)	\$60,000.00	Federal
5.	Jeffery Conyers	Head Tennis Coach Additional Duties (SUBR)	\$68,000.00	State
6.	Marla Dickerson	Associate Vice Chancellor for Innovation and Strategic Partnerships / Attorney Salary Adjustment/Additional Duties (1yr) (SULC)	\$147,000.00	State
7.	Angela Gaines	Director of Facilities Salary Adjustment/Additional Duties (1yr) (SULC)	\$117,000.00	State
8.	Brunetta Gamble-Dillard	Vice Chancellor of Finance Salary Adjustment (SUAREC)	\$162,000.00	State
9.	Alycia Grace-O'Bear	Asst. Professor of Clinical Education/Disaster Relief Salary Adjustment/Additional Duties (1yr) SULC	\$92,896.00	State
10.	Tracey Taylor-Jarrell	Coordinator of Board Relations Salary Adjustment (SUS)	\$74,984.00	State
11.	Devaiah Kambrinda	Full Research Professor Tenure and Promotion (SUAREC/SUBR)	\$97,500.00	Federal/State
12.	Terri Mayes	Strategic Partnership Coordinator Salary Adjustment/Additional Duties (1yr) (SULC)	\$69,950.00	State
13.	Regina Ramsey	V/C of Evening Division and Emerging Programs Full Professor Tenure and Promotion (SULC)	\$200,340.00	State
14.	Alberta Robertson	Online Program Coordinator Salary Adjustment/Additional Duties (SUBR)	\$68,200.00	State
15.	Ajohnee Rodney	Dept of Athletics Chief of Staff Salary Adjustment/Additional Duties (SUBR)	\$77,000.00	State
16.	Terry Steward	Director of Purchasing Salary Adjustment/Additional Duties (1yr) (SULC)	\$92,360.00	State
17.	Shawn Vance	Vice Chancellor for Academic Affairs Full Professor Tenure and Promotion (SULC)	\$200,340.00	State

B. Request Approval of Equity Salary Adjustments for Southern University and A&M College at Baton Rouge Deans (SUBR)

Upon review of SREB/CUPA data specific to peer/aspirate institutions, this request seeks equity salary adjustments to mitigate significant disparities.

There was a motion by Mr. Raymond Fondel and second by Ms. Arlanda Williams to approve action item 5B.

Motion passed

- C. Request Approval of Southern University at Shreveport Incentive Retirement Plan (SUSLA)
 - a. Retirement Incentive Plan for Eligible Faculty
 - b. Retirement Incentive Plan for Eligible Unclassified Staff

This action is to approve the SUSLA Retirement Incentive Plan for eligible Faculty and Unclassified Staff. SUSLA Administration is working with associated parties for an incentive plan for civil service employees.

There was a motion by Ms. Christy Reeves and second by Ms. Arlanda Williams to approve action item 5C.

Motion passed

AGENDA ITEM 6: Other Business

Chairman Edwin Shorty mentioned ways to measure employee happiness in work environment. Dr. Tarver recommend deferring to Tracie Woods for evaluation forms. There were comments from Dr. Davis and Ms. Ann Smith in reference to pay vs commitment.

AGENDA ITEM 7: ADJOURNMENT

Ms. Christy Reeves made motion to adjourn the meeting.

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS

(Following Personnel Affairs Committee)

Friday, April 8, 2022

Southern University at New Orleans

Millie Charles School of Social Work

6801 Press Drive, New Orleans, LA 70128

MINUTES

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

PRESENT

Atty. Jody Amedee, Mr. John Barthelemy, Dr. Leroy Davis, Mr. Raymond Fondel, Mr. Sam Gilliam, Mr. Richard Hilliard, Mr. Myron Lawson, Ms. Christy Reeves, Atty Domoine Rutledge, Atty Edwin Shorty, Mrs. Ann A. Smith, Dr. Leon R. Tarver II, Mr. Kevin Taylor-Jarrell II, Rev. Samuel Tolbert, Dr. Rani Whitified, and Ms. Arlanda Williams

ABSENT

None

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Dr. Rani Whitfield and second by Ms. Arlanda Williams, the agenda was recommended for adoption.

Motion passed.

AGENDA ITEM 4: PUBLIC COMMENTS

None

AGENDA ITEM 5: SPECIAL PRESENTATION

A. Above and Beyond Award

Dr. Ammons and Dr. Kim Rugon presented the Above and Beyond Award to Ms.

Regine Williams, the Director of Communications and Public Relations.

AGENDA ITEM 6: ACTION ITEM(S):

Motion was made by Mr. Raymond Fondel and second by Ms. Arlanda Williams to approve Action Item A.

Motion Approved

- A. Request Approval of Minutes of the March 18, 2022, SUS Board of Supervisors Meeting

Motion was made by Dr. Rani Whitfield and second by Mr. Myron Lawson to approve Action Item B. Kevin Taylor-Jarrell II will not vote on Action Item B

Motion Approved

- B. Request Approval of Committee Reports and Recommendations

Motion was made by Dr. Leon Tarver and second by Dr. Rani Whitfield to approve Action Item C.

Motion Approved

- C. Request Approval of Articulation Agreement Between Tougaloo College and the Southern University Law Center (SULC)
Approval of this articulation agreement established a collaborative working relationship to offer accelerated academic programs to highly qualified and motivated students so that they are able to achieve a Bachelor's Degree and a Juris Doctorate.

Motion was made by Mr. John Barthelemy and second by Ms. Arlanda Williams to approve Action Item D.

Motion Approved

- D. Recommendation Letter of Approval for Memorandum of Understanding between Southern University at New Orleans and Danubius University of Galati and Memorandum of Understanding document (SUNO)
This MOU establishes a partnership to enhance academic partnership in the framework of higher education in Europe.

Motion was made by Mr. John Barthelemy and second by Ms. Arlanda Williams to approve Action Item E.

Motion Approved

- E. Request Approval of Memorandum of Understanding between Southern University of New Orleans, New Orleans Police Dept., and New Orleans Family Justice Center (SUNO)
This MOU seeks to establish a collaboration in order to complete and submit an application for the Office on Violence Against Women (OVW) Grant to Reduce Sexual Assault, Domestic Violence, Dating Violence, and Stalking on Campus Program.

Motion was made by Dr. Leon Tarver and second by Ms. Arlanda Williams to approve Action Item F.

Motion Approved

- F. Request Approval of Articulation Agreement between Southern University at New Orleans and Xavier University College of Pharmacy (SUNO)
This articulation agreement is to provide the necessary requirements for a student to complete the dual degree program established between Xavier and SUNO (BS Biology).

AGENDA ITEM 7: RESOLUTIONS

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

Resolutions

- Mrs. Carolyn Marie Saizon Albert
- Mr. Freddie “Grampie” Douglas
- Mrs. Virginia Valdry

Commendations

- Mr. Keith Bynam

There was a motion by Dr. Leroy Davis to approve the read resolutions and Mr. Richard Hilliard second the motion.

Motion approved.

AGENDA ITEM 8: INFORMATIONAL ITEMS

- a. Consideration of Possible Merger/Dissolution of SUNO Foundation (SUNO)
This item is to consider the possible merger/dissolution of the SUNO Foundation and Direct System and/or SUNO Personnel to Provide Options Regarding the Future of SUNO’s Relationship with its Foundation.

b. Medical Marijuana Update

c. Legislative Update

AGENDA ITEM 9: OTHER BUSINESS

None

AGENDA ITEM 10: ADJOURNMENT

Dr. Rani Whitfield made motion to adjourn the meeting.



Southern University and A&M College System

J.S. Clark Administration Building

4th Floor

Baton Rouge, Louisiana 70813

Office of The
President-Chancellor
(225) 771-4680

Fax Number
(225) 771-5522

May 5, 2022

Southern University Board of Supervisors
J.S. Clark Administration Building
4th Floor
Baton Rouge, LA. 70813

Re: *Request for approval of resolution between Louisiana Energy Partners (LAEP) and Southern University and A&M College Baton Rouge landmass*

Dear Honorable Board Members:

During the October 2020 Board of Supervisors meeting, you authorized myself, along with legal counsel, to negotiate an agreement for thermal energy services and when appropriate, and with the Chairman's concurrence, authority to execute an agreement for thermal services. On behalf of Southern University and A&M College Baton Rouge landmass, I am requesting that the Board approve a formal resolution memorializing its decision during the October 2020 Board meeting.

The resolution is needed in order to lock-in funding for the endeavor, if the terms can be agreed upon. It is for these reasons that I request the Board's approval of the resolution to memorialize previous authority to execute an agreement for thermal services.

Sincerely,

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

RESOLUTION
BY THE BOARD OF SUPERVISORS OF THE SOUTHERN UNIVERSITY
SYSTEM AUTHORIZING KEY PERSONNEL TO NEGOTIATE AND EXECUTE THERMAL
ENERGY CONTRACT

WHEREAS, the Board of Supervisors of the Southern University System (the “Board”) has the responsibility and authority to manage and direct the affairs of Southern University and A&M College (the “University”); and

WHEREAS, Article VII, Section 14(C) of the Constitution of the State of Louisiana provides that “for a public purpose, the state and its political subdivisions may engage in cooperative endeavors with each other, with the United States or its agencies, or with any public or private association, corporation, or individual”;

WHEREAS, University issued a request for proposal (“RFP”) for energy services and accepted the proposal from Louisiana Energy Partners (“LAEP”), but never formalized an agreement;

WHEREAS, the Division of Administration (“DOA”) executed a Cooperative Endeavor Agreement (“CEA”) with LAEP for energy services that included an opt-in provision for other state-owned buildings;

WHEREAS, the University has been performing its due diligence in determining which agreement would best fulfill the University’s thermal service needs; and

WHEREAS, during the October 2020 Board of Supervisors meeting, the Board authorized President-Chancellor Belton with legal counsel to negotiate an agreement for thermal energy services and when appropriate, and with the Chairman’s concurrence, authority to execute an agreement for thermal services.

THEREFORE, BE IT RESOLVED, by the Board as follows:

The University, acting through its President-Chancellor and legal counsel is hereby authorized to continue negotiations for a thermal service contract, and when appropriate, and with the Chairman’s concurrence, execute an agreement for thermal services.

CERTIFICATE

I, Secretary of the Board of Supervisors of Southern University System, hereby certify that the foregoing Resolution was adopted by the Board, at its regular meeting on the 20th day of May, 2022, such Resolution has not been rescinded or modified, and is still in full force and effect.

Baton Rouge, East Baton Rouge Parish, Louisiana, this day of , 2022.

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



Louisiana Land-Grant Agricultural System *Memorandum of Understanding*



Mission

The cooperative agriculture land-grant mission is inclusive of teaching, research, and extension programs. The program areas are crosscutting and work collectively to enhance the well-being of Louisiana citizens and beyond. The global mission is accomplished through the Louisiana State University System and the Southern University System. The systems are comprised of the LSU AgCenter, LSU College of Agriculture, and the SU Ag Center and SU College of Agricultural, Family and Consumer Sciences. The ag centers and colleges work together in the areas of extension, research, and teaching to cooperatively form and execute the mission of the Louisiana Land-Grant Agricultural System (LLAS).

- ❖ The teaching mission is to develop the future leaders needed to solve the local, state, national, and global issues that encompass the agriculture, food, and fiber industries.
- ❖ The research mission includes the development of new science and technologies that help to ensure that agricultural producers have the tools they need to maintain sustainable production systems and provide citizens, and the global community with a vast array of food, fiber, and fuel.
- ❖ The extension mission is to bring the land-grant university system to the citizens of Louisiana through comprehensive and diverse, research-based educational programs.

Background

As land-grant universities, Louisiana State University and Southern University were originally established to educate the masses in areas such as agriculture, home economics, science, and engineering. The land-grant mission and the mission of each university have not changed but have evolved to accommodate the educational needs of the citizens of Louisiana.

Both universities embrace the threefold mission of teaching, research, and extension. Under the first Morrill Act in 1862, authorization provided a vehicle to assure equal educational access for all citizens. Southern states chose not to take full advantage of the Morrill Act of 1862 and in 1890, the Second Morrill Act provided equal educational access to black students. These acts help, then and now, that all Americans have equal access to higher education.

Federal funds provided to the universities through the Hatch Act (1887) and Smith Lever Act (1914) established a framework for research and extension programs, respectively, as well as bringing results

to the end users respectively. Today, each university receives annual federal appropriations to conduct research and support extension initiatives to ensure dissemination of research-based information. Federal funds are distributed based on the condition that the federal funds are matched by state funds.

Today, Louisiana State University Agricultural and Mechanical College and Southern University Agricultural and Mechanical College offer many of the same degree programs. The LSU AgCenter and the SU AgCenter are the agricultural arm of each university, respectively, with similar missions of conducting research and extension programs to enhance economic viability and improve the overall quality of life for Louisiana's citizens and beyond.

Organization and Administration

The Vice President of Agriculture serves as the head administrator of the LSU AgCenter, which entails the duties of Director of Extension, Director of Research, and the Dean of the LSU College of Agriculture. The Associate Vice Presidents (AVP) directly administer the extension and research programs and report to the VP of Agriculture. Department Heads, School Directors, and Regional Directors work cooperatively with AVPs to ensure efficiency of the extension and research programs. The Associate Dean, Assistant Deans, and Student Services staff members work cooperatively to annually review academic programs and strategic student initiatives.

The Chancellor of Southern University Agricultural Research and Extension Center serves as the Research Director, Extension Administrator, and Dean of the College of Agricultural, Family and Consumer Sciences. The Executive Vice Chancellor/Director of Special Projects work with the Chancellor/Dean for the fruition of the Southern University and A & M College land-grant missions of extension, research, and teaching. The Vice-Chancellor for Extension and Outreach directly administers the extension programs and reports to the Chancellor/Dean. The Vice Chancellor for Academic & Student Services/Associate Dean works cooperatively with the Department Heads and key staff members to annually review academic programs, strategic student initiatives, and reports to the Chancellor/Dean. The Vice Chancellor for Research directly administers the research programs and reports to the Chancellor/Dean.

Each of the three missions (teaching, research and extension) have individual objectives which lend themselves to the overall mission of the LLAS. The objectives for each of the land-grant functions will be delineated in this memorandum of understanding (MOU).

Teaching

Mission

The teaching mission is just one integral piece of the land-grant model for both the 1862 and 1890 institutions, but is key in developing the future leaders needed to solve the local, state, national, and global issues that encompass the agriculture, food, fiber, and natural resource industries.

As stated in both college missions, our focus on providing innovative academic experiences is key to collaboratively moving forward:

- The LSU College of Agriculture provides innovative academic programs, creates essential knowledge, advances collaborative research, and drives outreach to solve local and global agricultural challenges.
- The SU College of Agricultural, Family and Consumer Sciences (CAFCS) embraces a mission consistent with the University's tripartite mission of teaching, research, and public service. The academic program prepares students for professional careers in food, fiber, natural resources, family and consumer sciences using innovative strategies, up-to-date technologies, and current information.

To strengthen the academic experience as we prepare our future leaders, Southern University and Louisiana State University have outlined specific teaching objectives to maximize our resources and build on each other's strengths. Through this partnership in academic planning, we will create opportunities for more collaboration among both our faculty and our students as we develop innovative ways to create an impactful academic experience.

History

In 1981, a consent decree was established between Louisiana State University and Southern University regarding the implementation and coordination of joint academic programs, faculty and student exchanges. The initial discussions of these proceedings organized a foundation to set a structured path for how the campuses could collaborate within the academic setting.

The overall arching goals and objectives of the joint teaching initiatives are:

- Increase options for the strategic promotion of cross-listed courses for both institutions to expand academic opportunities for students.
- Create partnerships focused on innovative programming with staff members dedicated to building student collaborations and professional development experiences.
- Develop opportunities for student research explorations and collaborations with faculty to create opportunities for expanding graduate programs enrollment.
- Align strategic efforts for recruitment and hiring of key faculty positions on both campuses.

To accomplish the teaching mission, the following initiatives have been identified as benchmark goals:

- **Strategic Academic Partnerships**
 - LSU Department of Agricultural Economics & Agribusiness will organize an option to jointly teach an Ag Law course with Southern University CAFCS in Fall 2022.
 - LSU Agricultural and Extension Education and Evaluation Department will assist Southern University CAFCS with the initiative of reestablishing the Ag Education program.
 - Exploration of strategic cross-listing of courses by the schools and departments of both Southern University and LSU will be reviewed annually to promote the academic opportunities for students on both campuses.
- **Student Collaboration and Professional Development**
 - With the focus on creating key development opportunities for students, staff, and leadership from both campuses will work towards intentional ways to create partnership opportunities for students to collaborate and network for both professional and personal success.
- **Graduate Student Recruitment & Internship Opportunities**
 - In working with current initiatives, a priority will be made to create support for undergraduate internship and graduate assistantship opportunities at LSU and SU.
- **Communication and Reporting**
 - Each fall and spring semester a formal meeting will be organized for the leadership involved in academic initiatives from both campuses (Deans, Directors and Department Heads).
- **Strategic Hiring Across Campuses**
 - As faculty hires are planned across both campuses, discussions amongst the Department Heads and Deans will be encouraged to provide a more cohesive long-term planning process for leveraging how to strengthen academic programs on both campuses.

Research

Mission Statement

To develop new scientific knowledge and technology to help Louisiana citizens and communities enhance their general well-being. The research conducted by faculty and research associates at both institutions contributes substantially to economic development in our state.

History

Louisiana State University research activities had its beginning around 1862 to 1886 when funding was provided under the First Morrill Act of 1862 by Congress. Southern University agricultural research had its beginning around 1972 (prior to the creation of the SU Ag Center) when funding was provided under the Second Morrill Act of 1890 by Congress. Both LSU and SU Ag Centers agricultural research programs have a statewide mission.

LSU and SU Ag Centers missions are to provide the people of Louisiana with research-based educational information that will improve their lives and economic well-being. The LSU AgCenter includes the Louisiana Agricultural Experiment Station, which conducts agricultural-based research. Agricultural research in Louisiana is dynamic and its breadth is extensive. The traditional areas remain the core programs in the Louisiana Agricultural Experiment Station. These areas are plant variety development, improved animal and plant production, environmentally sound pest management, forest management and wood product development, natural resources conservation and management, food technology and safety, and agricultural economics.

SU Ag Center research areas (agricultural and family and consumer sciences) have achieved great success since its inception as a center in 2001. The Center has expanded the breadth and depth of its research portfolio and strengthened its research unit.

Over the last 20 years, both agricultural centers have had a history of collaborations. The research collaborations included areas such as (1) climate change, (2) meat science, (3) integrated pest management, (4) forages and pastures, (5) beef cattle, (6) food safety, and (7) hibiscus.

The overall arching goals and objectives of the joint research programs are:

- Development of a research database (contact information and photo) depicting pedagogy, research areas, research interest(s), collaboration interest(s), and departments/areas.
- LSU and SU Ag Centers have a website linkage depicting successful collaborations.
- Annual engagement in grant collaborations with entities such as (USDA, NIH, DOD, etc.).

- Seeking state legislative support for increased funding for agricultural land-grant programs (research, extension, and teaching) via bills and line items for strengthening both universities land grant missions.
- Seek and provide opportunities for research faculty to serve on graduate theses at both universities.
- Seek and provide for research learning opportunities at the undergraduate and graduate levels.

To accomplish the research mission the following statements have been identified as benchmark goals.

- Extend scientific knowledge and solve problems related to nutrition, food safety and quality; animal production and protection; natural resources and sustainable agricultural systems; and crop production and protection.
- Establish collaborative cross-disciplinary efforts to achieve sustainable agricultural improvements to meet global food demand.
- Development of partnerships with private industry to increase likelihood for adoption of early stage technologies.

Extension

Mission Statement

The extension mission is to bring the land grant university system to the citizens of Louisiana through comprehensive and diverse, research-based educational programs.

History

For well over 100 years, extension programs housed with both Louisiana's Land-grant universities have worked together to complement and leverage funds, people, programs, and leadership to benefit the people of the state. Both organizations are committed to continuing this relationship and further expanding the collaborative relationship to include teaching and research missions.

In order to ensure efficient and effective use of resources to provide maximum services to the citizens of Louisiana, and reduce duplication of efforts, both institutions have been jointly planning and reporting research and extension accomplishments to the USDA/NIFA since fiscal year 2007.

Administrative leadership will commit to meeting on a regular basis to aid in the coordination efforts, foster collaborative programs, training, activities, and leverage resources and assets to benefit the people of Louisiana and beyond.

The overall arching goals and objectives of the joint extension programs are:

- Increase and improve the agricultural production efficiency and sustainability using relevant research.
- Develop essential life-skills, abilities, leadership, and citizenship in Louisiana youth through real-world experiences.
- Increase the community health, well-being and nutrition of citizens through broad-based health and wellness and family focused programs. Develop the leadership potential of Louisiana citizens to empower the solving of problems.
- Provide outreach education to assist agricultural producers and all citizens in creating maximum efficiency in managing resources on-farm, in their homes as well as in business and employment.
- Help Louisiana citizens address issues related to natural disasters, environmental concerns, and community health concerns; and support education related to attaining higher levels of living, stability, and emotional security.

To accomplish the Extension mission the following statements have been identified as benchmark goals.

- Strengthening the profitability of production agriculture through the use of the most current technologies and the use of innovative and diverse marketing and management systems.
- Increase the diversity of agriculture products and product uses based on new and/or expanding national and internationally market demand.
- Increase the economic and emotional stability of Louisiana citizens, especially in the areas of financial planning and management, coping with family dynamics to strengthen family structure.
- Increase the health and well-being of all ages through the adoption of improved quality of nutritional foods.
- Assist in the identification and reduction of food deserts throughout the state.
- Building human resources by developing leadership skills, renewing volunteerism, preparing youth for responsibility, , and decision-making skills.
- Management of natural resources and the environment to assure adequate supplies of acceptable quality water essential to human health and to agriculture, silviculture, aquaculture and seafood production, and waste and energy management.

Partnership

The partnership is defined by a democratic and open collaboration between programs and activities within the LLAS. Leadership is committed to meeting quarterly, to coordinate efforts, foster collaborative programs, plan training activities, and leverage assets to benefit extension programs, and ultimately all citizens of Louisiana.

Employee Recruitment and Selection

(LLAS) leadership will share posted job announcements and if needed a discussion will take place prior to the announcements. SU AgCenter Vice Chancellor for Extension will discuss job announcements with the Associate Vice President and/or Regional Director to ensure overall coordination of educational programs offered to the citizens of Louisiana. The same level of qualifications for parish level extension positions will be maintained for extension employees at both institutions. When and where appropriate the interview team will review applications for designated parish positions and as deemed appropriate at regional and state level.

The interview and selection process of an employee at the parish level will be made by an interview team consisting of designated state and parish staff from both institutions, as needed.

Advisory Councils

Both Ag Centers use the extension advisory process at parish level. The **Advisory Leadership Council System (ALCS)** is used as one method of responding to the needs of the people of Louisiana. ALCS provide a mechanism for stakeholder involvement to ensure that education, outreach, and research programs conducted are relevant and timely and aligned with stakeholder needs and the mission, vision, and goals of the Ag Centers. Advisory Leadership Councils are made up of members of the community who advise faculty on program direction for a more effective and efficient delivery of services.

PROGRAMS

The Louisiana Cooperative Extension Service includes offices in all of Louisiana's 64 parishes. Educational opportunities offered through these offices include online and in-person classes, seminars, workshops, field days, publications, and news releases. In addition, extension agents provide one-on-one advice, work across traditional, and virtual platforms to disseminate educational information. Program areas and topics covered include agriculture and natural resources; lawns and gardens; environmental protection and resource conservation; family life; health and nutrition; housing and emergency preparedness; and 4-H youth development programs.

The Southern University Ag Center has a statewide mission. The Southern University Ag Center's programs are multidisciplinary with collaboration among research scientists and cooperative extension personnel from Southern University, the Louisiana State University Agricultural Center, and other entities. Currently, programs in the SU Ag Center focus on, but are not limited to, the following areas: Sustainable Agriculture; Nutrition, Health and Wellness; Family and Human Development; Agriculture and Natural Resources; Youth Development and Community and Economic Development.

State Conference and Regional Training

Both LSU and SU Ag Centers may jointly sponsor an annual conference. Staff development, regional trainings, and web-based interaction are handled separately and jointly, according to the needs of the clientele served.

4-H Camp and Facilities

LSU AgCenter's 4-H Camp Grant Walker Educational Center offers opportunities in fields ranging from science and technology to food and fitness. Campers enjoy interactive recreational activities such as swimming, canoeing, archery, volleyball, line dancing, arts, and crafts. Camp participants enjoy outdoors activities while learning how to get along with others and appreciating different interests and backgrounds. LSU AgCenter's 4-H Camp Grant Walker Educational Center is accessible and provide opportunities for LSU and SU Ag Centers to conduct and host trainings, professional development experiences, and other youth focused programming events throughout the year when summer camp is not being hosted.

PROGRAM BRANDING AND MARKETING

Branding and marketing are independently addressed by the LSU and SU Ag Centers. At the parish level where both LSU and SU Ag Centers are located, the answering of phone, stationary, and any promotion of joint programs, will reflect both institutions. When appropriate, new external and internal signage will reflect both logos signifying programming effort.

COMMUNICATION (VIDEO/PRINT/SOCIAL MEDIA)

Communication is independently managed by the LSU and SU Ag Centers. The LSU and SU Ag Centers will review the press release and/or articles whereby information is identified as collaborative programs and activities prior to the distribution.

Extension and research publications will be available to all extension personnel to use in execution of educational programs.

DATA COLLECTIONS AND REPORTING

Although the LSU AgCenter and SU Ag Center comprise the Louisiana Cooperative Extension Service, both entities operate with their own data collection and reporting systems. These systems both provide a comprehensive reporting system which tracks programming efforts, employees' time, expense, and outreach efforts. Access to information for employees co-located in parish offices is readily shared between institutions.

With funding coming from local, state, and federal government, Microsoft Dynamics provides a comprehensive reporting system and/or tracking employees' time, expense, and outreach efforts. All agents at the parish level are assigned an LSU AgCenter email address whereas a SU Ag Center email address will be assigned to the employee of SU AgCenter.

PARISH ADMINISTRATION

The Parish Chairperson will have a local and primary role to supervise daily employees of LSU and SU Ag Centers. The Regional Directors and Coordinators will monitor employee's programmatic role, professional development and alignment with program priorities of the LSU AgCenters. The SU Vice Chancellor for Extension and Specialists will administer SU Ag Center employee's programs priorities and professional development. If needed, additional assistance through the existing channels for field supervision which includes Regional Directors will be executed.

All staff in the office will communicate their work schedule to the Parish Chairperson so that it can be communicated with those seeking assistance.

Subject matter specialists of LSU and SU Ag Centers will be utilized by all extension personnel as required. Opportunities for shared faculty, specialists, and agent positions will be considered.

COMPUTER HARDWARE OR SOFTWARE AND SUPPORT (Parish Level)

Each institution will provide computer hardware or software for designated personnel. LSU AgCenter regional tech personnel provide technical support for all parish employees.

ADMINISTRATIVE SUPPORT AND OFFICE SPACE (Parish Level)

Agents are co-located and administrative support such as answering the phone, taking messages, greeting visitors, and assistance with correspondence, and document preparation will be provided based on number of parish staff and administrative support. Where possible, all arrangements for housing in the parish extension office will be made by the Parish Chairperson and the Regional Directors. Prior to advertising for parish positions, a discussion with the Regional Director to assess space allocation for employees is beneficial.

POSTAGE (Parish Level)

LSU and SU Ag Centers will handle postage separately.

TRAVEL

LSU and SU Ag Centers will provide travel and professional development resources based on respective guidelines established.

FINANCIAL MANAGEMENT OF PARISH OFFICES

An operational contract will be established, as deemed necessary and appropriate, and reviewed annually, between Ag Centers, regarding financial support of administrative coordinators, parish support for agents, supplies, equipment and other items as determined appropriate.

Review Procedure

- The Vice President//Dean and Chancellor/Dean agree to review this memorandum annually and at any other time at which either feels that the operating procedures need to be reconsidered.
- The MOU may be amended at any time by mutual agreement of the parties in writing.
- The MOU may be terminated by either party upon ninety (90) days written notice to the other party.
- The MOU will be effective DATE and YEAR and will supersede and cancel all previous existing Memoranda of Understanding between the parties. This agreement will be in effect for a period of five years and may be renewed and extended in one-year increments by mutual written agreement between the parties.

SIGNATURE AND DATE

The parties hereby agree to the terms and conditions set forth in the agreement and their signature demonstrates such.

NAME: Lucien P. Laborde, Jr. Ph.D.

NAME: Orlando F. McMeans, Ph.D.

Signature _____

Signature _____

Lucien P. Laborde, Jr., Ph.D.
Interim Vice President for Agriculture
Dean of the College of Agriculture
LSU AgCenter

Orlando McMeans, Ph.D.
Chancellor - Dean, SU Ag Center
and Dean of the College of Agriculture
Family and Consumer Sciences

DATE _____

DATE _____

SOUTHERN UNIVERSITY AT NEW ORLEANS

6400 Press Drive

New Orleans, LA 70126

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

www.suno.edu



Office of the Chancellor

May 5, 2022

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

Dear Dr. Belton:

Southern University at New Orleans is seeking your support and approval from the Southern University and A&M College System Board of Supervisors to establish a Cooperative Endeavor Agreement between the Department of Children and Family Services (DCFS) and Southern University at New Orleans (SUNO).

The purpose of this Agreement is to provide site(s)/(facilities) for Louisiana citizens that are impacted by a disaster to be immediately moved out of harm's way. Based on the Agreement, the facilities can be used for any of the following: Critical Transportation Needs Shelters (CTNS), Medical Special Needs Shelters (MSNS), Temporary Medical Operation and Staging Areas (TMOSA) and Federal Medical Stations (FMS), which are operated by the U.S. Department of Health and Human Services; and/or Disaster Supplemental Nutrition Assistance Program (DSNAP) site. A daily rental rate will be established to compensate for such utilization.

If approved, this MOU becomes effective, May 2022.

With kind regards,

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

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

Approved:

Dr. Ray L. Belton
President-Chancellor
Southern University and A&M College System

"An Equal Educational Opportunity Institution"

SOUTHERN UNIVERSITY AT NEW ORLEANS

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New Orleans, LA 70126

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Office of the Chancellor

May 5, 2022

Dr. Ray L. Belton
President-Chancellor
Southern University System, 4th floor
J. S. Clark Administration Building
Baton Rouge, LA 70126

Dear Dr. Belton:

Southern University at New Orleans has collaborated with the Louisiana Department of Veteran Affairs LaVet Corp program since it began in 2019. The LaVet Corp Navigators serve as peer mentors and help student veterans on campus and veterans in the local community. During the past three years, we have had Navigators at the institution who were involved with the military community. During the past year, they have assisted in finding temporary housing for displaced veterans and even aided in finding funding for burial expenses.

Since 2019, Navigators at SUNO have been an integral conduit in the transition from military to higher education for our student veterans. As peer mentors, they have assisted our growing population of veterans to be successful college students. They have been a vital part of the Student Veterans of America Chapter and created partnerships with organizations in the area, such as the American Legion. In addition, they have also assisted in providing resources to veterans by being a direct connection to the Louisiana Department of Veteran Affairs. This connection provides student veterans with real-time answers to questions about their benefits, such as education, healthcare, and other quality of life issues.

The LaVet Corp program is an asset to this institution, and I look forward to the many contributions this program will provide in the future with your support.

With kind regards,

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

James H. Ammons, Jr., PhD
Executive Vice President – Chancellor
Southern University at New Orleans

Approved:

Dr. Ray L. Belton
President-Chancellor
Southern University and A&M College System

"An Equal Educational Opportunity Institution"



SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL

POST OFFICE BOX 9294

BATON ROUGE, LOUISIANA 70813-9294

OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

May 3, 2022

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

RE: Memorandum of Understanding between United States Department of Agriculture,
Office of General Counsel and Southern University Law Center.

Dear Dr. Belton:

The United States Department of Agriculture is responsible for providing leadership on food, agriculture, natural resources, and related issues based on sound public policy, the best available science, and efficient management.

The Southern University Law Center (SULC) and the United States Department of Agriculture (USDA) wish to engage in a collaborative working relationship to help provide a cooperative framework for the parties to develop and maintain an unpaid legal internship program.

I hereby request that this proposed Memorandum of Understanding is presented for approval to the Southern University System Board of Supervisors at its May 2022, board meeting. If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in cursive script that reads "John K. Pierre".

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



SOUTHERN UNIVERSITY
LAW CENTER

Experiential Learning Program

Office of General Counsel

MEMORANDUM OF UNDERSTANDING BETWEEN

United States Department of Agriculture, Office of General Counsel

AND THE

Southern University Law Center

I. Parties

The parties to this Memorandum of Understanding (MOU) are the United States Department of Agriculture, Office of the General Counsel, and the Southern University Law Center.

The United States Department of Agriculture (USDA) is responsible for providing leadership on food, agriculture, natural resources, and related issues based on sound public policy, the best available science, and efficient management.

The USDA Office of General Counsel (OGC) is an independent legal office, within USDA, whose mission is to provide the legal services and legal oversight required by the Secretary of Agriculture and USDA to achieve the Department's mission and deliver programs and services to the American people.

Southern University Law Center (SULC) is a public ABA-accredited law school with the explicit mission to, *inter alia*, provide access to underrepresented students and "train a cadre of lawyers equipped with the skills necessary for the practice of law and for positions of leadership in society

II. Purpose

The purpose of this MOU is to provide a cooperative framework for the parties to develop and maintain an unpaid legal internship program. Through this program a number of SULC students will have the opportunity to become USDA legal interns and gain valuable agriculture-related, governmental legal experience under the guidance and tutelage of OGC attorneys.

Through the agreed upon cooperative framework OGC will help students achieve educational excellence and further develop legal talent in the agricultural law field. The students will also further the USDA mission. This collaborative framework will focus on promoting agriculture, food and environmental sciences and other agriculture-related legal careers. The students will be gain legal experience and develop skills to become successful lawyers in the agriculture-related fields.

The parties recognize that a law student-focused partnership between OGC and SULC will develop legal talent in the agricultural law field, further enhance the mission and operation of each institution, and better serve the long-term interests of the nation's diverse agricultural community.

Therefore, OGC and SULC agree to establish and implement an unpaid internship partnership.

III. Joint Obligations

Each semester (fall, spring, and summer) both parties will determine the number of interns who will participate in this MOU program.

Before the start of each internship, the intern and OGC will set the duration of the internship. The term of the internship must be for a period necessary to fulfill the requirements associated with the semester in which the SULC student is working.

Before the start of the internship, the intern and OGC will determine if the intern will work remotely or within an OGC office.

To support the goals of this internship program, SULC and USDA OGC will collaborate to schedule informational webinars on careers within the USDA OGC.

IV. Responsibilities

A. Duties of OGC:

During the internship period, the intern will serve at the direction of the OGC. Some of the duties may entail the following:

- (1) Reviewing investigative reports, preparing draft complaints and other draft pleadings in judicial and/or administrative proceedings;
- (2) Preparing exhibits and/or witnesses in the preparation for trial or hearing of such matters;
- (3) Providing a full array of legal services including legal research, preparation and review of legal documents;
- (4) Drafting memoranda of law, legal opinions, legal analyses, or pleadings for Federal or administrative tribunals;
- (5) Meet with agency clients to discuss ongoing legal matters; and
- (6) Other duties as assigned.

On each workday of the internship, OGC will provide interns with an opportunity for a video meeting with a member of the OGC staff. To the extent possible, the students will be afforded more than one type of work experience within their internship in order to encourage their exposure to multiple areas of practice within OGC.

OGC will provide interns with unlimited access to a suite of internal training recordings, updated annually and covering all aspects of OGC practice including, administrative rulemaking, appropriations law, practice before administrative courts, food and nutrition programs, marketing and food regulatory practice, animal welfare, international trade, natural resources, bankruptcy, commercial law, and rural development funding.

OGC will also support any intern who seeks course credit for work done during the internship period. OGC will provide the necessary challenging and comprehensive assignments, supervisory oversight, reporting, and feedback to support the students who choose to earn academic credit of up to three (3) semester hours for their legal internships in accordance with the applicable internship rules and policies of the law school in which the intern is enrolled.

B. Duties of Sponsoring Organization

SULC will interview, screen, and recommend students to serve as legal interns within the OGC internship program.

The sponsoring organization will determine that all applicants will meet the following standards:

- (1) all JD applicants will have completed or be enrolled in, their first full year of law school or beyond; and will have finished at least their first full year of law school by the time the internship commences;
- (2) a faculty advisor is assigned to monitor the internship;
- (3) if interns work during the summertime frame (generally mid-May through mid-August) they agree to work at least 184 hours over the internship, working typically eight (8) hours a day for a combined;
- (4) if the interns work outside the summertime frame (generally mid-August through mid-May) they will work at least 140 hours over the internship, working typically 12 hours per week.
- (5) if interns are seeking academic credit for the internship, credit will be contingent upon working a minimum number of required hours and the completion of all assigned tasks; a faculty advisor shall collaborate with the intern's supervisor to verify that the intern worked all assigned hours and completed assigned projects.

V. Effective Date

This MOU becomes effective on the date of the last signature and shall remain in effect for an initial period of two (2) years from the date of execution. The MOU may be amended by mutual written agreement at any time during the period in which the MOU is in effect. Either party, upon 60 days written notice to the other, may terminate the MOU at any time, with or without cause. If the MOU is terminated, any student who has begun an internship and is complying with OGC and UNM Law requirements will be allowed to complete the internship.

VI. Third Party Beneficiary Status

This MOU is not intended to, and does not, create any right, benefit, or trust responsibility, substantive or procedural, enforceable at law or equity, against either party, its respective units or agencies, officers or employees, or any person.

VII. General Provisions

Students are not considered to be Federal employees for any purpose other than the following:

(1) Compensation for injuries sustained during the performance of work assignments in accordance with the provisions of 5 U.S.C. Chapter 81.

(2) Federal Tort Claims provisions of 28 U.S.C. 2671 and 2680.

Neither party to this MOU will compensate students for work performed pursuant to this agreement. Therefore, no payments under state or local workers' compensation laws, under federal or state Social Security laws, or under other applicable laws will be required of either party.

SULC students may apply for the summer public service stipend if offered a position with USDA OGC. SULC students will have to adhere to the requirements of the public service public stipend as published by the SULC Office of Career Services.

Nothing in this MOU shall require OGC or SULC to obligate or transfer any funds. OGC and SULC and their respective agencies and offices will handle their own activities and utilize their own resources, including the expenditure of their own funds, in pursuing the objectives under this MOU. Specific activities or internships that involve the obligation of funds by the various USDA agencies and offices will require execution of separate agreements with SULC or with the individual participants and be contingent upon the availability of appropriated funds. Such activities or internships must be independently authorized by appropriate statutory authority. This MOU does not provide such authority. Negotiation, execution, and administration of each such agreement must comply with all applicable statutes and regulations and is subject to review and approval by the Office of Human Resource Management.

This MOU in no way restricts OGC from participating in similar activities or internship programs with other public or private agencies, organizations, and individuals. Nothing in his agreement may be interpreted to imply that OGC endorses any product, service, or policy of SULC.

In Witness Whereof, the parties hereto have executed this Memorandum of Understanding as of the last signature date written below.

UNITED STATES DEPARTMENT OF AGRICULTURE OFFICE OF THE GENERAL COUNSEL

Janie Simms Hipp
General Counsel
USDA, Office of the General Counsel

Date

Southern University Law Center

John K. Pierre
Chancellor

Date