

FINANCE AND AUDIT COMMITTEE

(Following the Academic Affairs Committee)

Friday, June 18, 2010

J. S. Clark Administration Building – Second Floor

J. S. Clark Administration Building

Southern University and A & M College

Baton Rouge, Louisiana

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Items
 - A. Admissions Fee Increase, SUSLA
 - B. Cable-Internet Fee Increase, SUBR
 - C. Use of Prior Year Auxiliary Funds from 2009-10 Athletics Budget, SUBR
 - D. BA-7 #6: Reallocation of Spending authority and Self-generated funds between SUBR and SUNO
 - E. 2010-2011 Student Insurance Increase, SU Systemwide
 - F. New Bank Account, SUSLA
6. Other Business
7. Adjournment

MEMBERS

Mr. Myron K. Lawson – Chair; Atty. Warren A. Forstall - Vice Chair; Atty. Patrick O. Jefferson, Mr. Darren G. Mire, Mr. Randale Scott, Atty. Tony M. Clayton - Ex Officio



Excellence • Integrity • Accountability • Service

Office of the Chancellor

June 3, 2010

Dr. Kassie Freeman, Interim President
S U System Office
4th Floor, J. S. Clark Administration Building
Baton Rouge, La 70813

RE: Increase in Admission Application Fee

Dear Dr. Freeman:

This correspondence comes requesting authorization to increase the Admission application fee from \$5.00 to \$20.00 for students applying for admission to Southern University at Shreveport Louisiana (SUSLA). This action would first align SUSLA's fee with other colleges in the region; and secondly would have the effect of minimizing the inordinate number of repeat applications processed on a day-to-day basis, while conversely encouraging the timely submission of said applications.

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

Thank you in advance for your kind consideration.

Respectfully submitted,

Ray L. Belton, Ph.D.
Chancellor

RLB/lw

Attachments



EXCELLENCE • INTEGRITY • ACCOUNTABILITY • SERVICE

OFFICE OF THE VICE CHANCELLOR FOR STUDENT AFFAIRS

April 29, 2010

Dr. Ray L. Belton, Chancellor
Southern University at Shreveport
3050 Martin L. King, Jr. Drive
Shreveport, LA 71107

Dear Dr. Belton:

After reviewing the enclosed documentation from the Director of Admissions and Recruitment, I seek your endorsement for an increase in the Admissions application fee from \$5.00 to \$20.00 for students applying for admissions to Southern University Shreveport. In view of the present fiscal climate where the University must cut the budget while maintaining quality in performing essential core functions, such a fee that applies only to students seeking admission would aid in increasing our processing efficiency, enhance technology, customer service, and advance our competitive edge.

Please note the chart below that delineates that SUSLA has the lowest application fee as compared to other Colleges in the region.

College	2y/4y	Application Fee
BPCC	2y	\$15
Delgado	2y	\$25
Delta CC	2y	\$15
Fletcher CC	2y	\$10
Remington	2y	\$50
Phoenix	2y/4y	\$45
Wiley	2y/4y	\$25
LSU	2y/4y	\$10

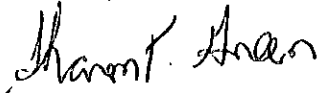
3050 Martin Luther King Drive • Shreveport, Louisiana 71107
318.670.6000 OR 800.458.1472 • (318) 670-6337 • FAX: (318) 670-6301
www.susla.edu

"An Equal Opportunity Employer By Choice, Regardless of Race, Color, Creed, Sex, Disability Or Veteran Status"

NSU	2y/4y	\$20
SUBR	4y	\$20

Though our enrollment has drastically increased, SUSLA's Admissions application fee has never increased. Consequently, our need to remain competitive as we serve more students has made this fee increase a dire necessity. I am requesting that \$10.00 of the revenue from the new fee increase will go directly back into admissions so that we may purchase much needed equipment and supplies. To this end, I seek your endorsement and ask that you forward this request to the Office of the President and Southern University Board of Supervisors.

Sincerely,



Dr. Sharon F. Green
Vice Chancellor for Student Affairs

SFG/bfp

Memorandum

To: Dr. Sharon F. Green
CC:
From: Rhalanda R. Jackson
Date: 6/2/2010
Re: Increased Processing Fee

In researching other schools, I have found that our proposed adjustment to our applications fee would enhance the University's and Department of Admissions' goals of access and success and quality and accountability in the following ways: Increased efficiency, enhanced technology, effective customer service, and advanced competitive edge.

It is imperative that we transform the admission's process at SUSLA. First, a transformation is needed in the language that we use to describe the process. The current term "application fee" should be changed to a "processing fee". I proposed that this processing fee increase to \$15.00, up from the current \$5.00 it has been since inception. Many critical incidents take place application process. These processes include: 1) Use of technology to process the application 2) Reviewing the accuracy of the information inserted. 3) Printing, ink, and paper supplies necessary for documentation 4) Mail correspondence at various points in the process.

The admissions office currently incurs many of the following costs associated with day to day operations as a result of processing applications.

- Manpower to process 3000+ applications
- Manilla Folders with labels to hold documents for 3000+ applications
- Copy paper for average folder (17 pages for each online application, 4 pages for each new student paper application, or 4+ pages for each transfer student paper application) There are days we could use 1 realm of paper per day.
- Ink for printers and toner for the copier. There are 4 printers and 1 copier in the admissions department.

- Toner and correction tape for the typewriter. Each application requires a folder therefore 3000+ folders are typed each year.
- File cabinets and storage space are needed to house each student's file that is built. We are currently at capacity and due to compliance we must acquire additional storage and locked cabinets immediately.

We currently process an unusually high number of repeat applications on a day-to-day basis. This is primarily due to the low application fee currently charged. I believe that if the fee were increased, the number of duplicated submissions would decrease. This increase would also encourage students to submit their applications in a timely fashion as they would more than likely adequately prepare financially for the amount needed to process their application as well as they would make sure they had all the needed documents to complete their application as to not forfeit their funds.

Below is a list of researched school and their respective "processing fees":

College	2y/4y	Application Fee
BPCC	2y	\$15
Delgado	2y	\$25
Delta CC	2y	\$15
Fletcher CC	2y	\$10
Remington	2y	\$50
Phoenix	2y/4y	\$45
Wiley	2y/4y	\$25
LSU	2y/4y	\$10
NSU	2y/4y	\$20
SUBR	4y	\$20

Uses for the Additional Revenue Generated

Currently, as a result of increased and consistent budget cuts, we are unable to secure the needed office supplies and additional manpower warranted for the efficient day-to-day operations of the Admissions department. There are several specific pieces of equipment that are desperately needed by the Admissions Department that work hand-in hand with Banner. Those items include: Scanner, 4 computer monitors, 2 desktop computers, Banner Workflow, and Document Management. The scanner supports the storage and efficient processing of applications while the Workflow program organizes the operations of Banner. If the proposed increase in the processing fee were approved, an additional \$60,000 in revenue could be used towards the needed operational components of the Admissions Department. In reviewing the most recent semester, if we had collected the \$15.00 proposed processing fee, there would have been \$10,000 available for usage from just this semester.

It is important to stress, this change will only affect INCOMING, FIRST-TIME students to the University.

A recent visit to Mississippi State University by the admissions department allowed them the opportunity to see how strategic business practices along with technology can purport an effortless Admissions process that in turn grows the University's enrollment. In speaking with the Director of Admissions along with the Associate Director of Operations, they saw direct positive results as a result of raising their processing fees and investing in technology that supported the Admissions process. It was a change in thinking that facilitated a change in processes that ultimately changed the Department and University's culture.

In summary, we are at a crossroad. We are in need of supplies, personnel, and advanced technology. Coupled with the mandatory furloughs being imposed due to budget cuts, we are losing work time, and thus we are not effectively maintaining the level of efficiency, customer service, and technological growth that supports increased competitive edge. If we desire to take our University to the next level, it will require investing in our infrastructure. This is a small change that can have enormous results.



Office of the Chancellor
P.O. Box 9374
Baton Rouge, Louisiana 70813

Voice: (225) 771-5020
FAX: (225) 771-5075

June 9, 2010

Dr. Kassie Freeman, Interim President
Southern University System
J. S. Clark Adm. Bldg.
Baton Rouge, LA 70813

Dear Dr. Freeman:

Attached is a letter from Huey Lawson, Executive Director of the Office of Technology and Network Services, in which he is requesting approval to increase the cable-internet fee charged to on-campus SUBR students. We are seeking authorization to increase student fees for cable-internet services at intervals indicated in the previously approved agreement with Cox Communications extending through 2012. A detailed explanation as to why we are now seeking this approval is provided in the attached letter.

I support and approve this request. I now seek your approval and the approval of the Board.

Sincerely,

Kofi Lomotey
Chancellor



Office of Technology and Network Services
 Suite 140, J. B. Moore Hall
 P. O. Box 12891
 Baton Rouge, Louisiana 70813

Voice: (225) 771-3935
 FAX: (225) 771-2883
<http://www.subr.edu>

June 8, 2010

Dr. Kofi Lomotey
 Chancellor
 Southern University and A&M College
 Baton Rouge, LA 70813

Dear Chancellor Lomotey:

This letter comes to request your support and approval to increase the Cable-Internet Fee charged to on-campus Southern University students. The fee increases (including past increases) shown in the table below are not designed to provide additional revenue to the Office of Technology and Network Services. This represents the exact fee increase charged by our cable programming provider, Cox Communications. Unfortunately, we cannot afford to provide the cable services at a rate that is below our cost. Therefore, without this fee increase cable television services to the residence halls would end. We are contractually committed to Cox as an exclusive provider for cable television programming through 2012.

The fee increases for the 8 years impacted by the Cox agreement are described below.

Academic Year	Total Fee Paid By Students Calculated Monthly	Semester Fee (4.5 x monthly Fee)	Monthly Increase in Programming Cost	Semester Increase in Programming Cost (4.5 x monthly Increase)	Amount Students will Pay Each Semester
2004-2005	\$ 23	\$ 103	-	-	\$ 103
2005-2006	\$ 27	\$ 121	\$ 4	\$ 18	\$ 121
2006-2007	\$ 29	\$ 130	\$ 2	\$ 9	\$ 130
2007-2008	\$ 29	\$ 130	\$ 0	\$ 0	\$ 130
2008-2009	\$ 32	\$ 144	\$ 3	\$ 14	\$ 144
2009-2010	\$ 32	\$ 144	\$ 0	\$ 0	\$ 144
2010-2011	\$ 37	\$167	\$ 5	\$ 23	\$ 167
2011-2012	\$ 37	\$167	\$ 5	\$ 23	\$ 167

The table below lists the 2010-2011 Cable-Internet fees with the comparable services for off-campus students purchasing the enhanced basic cable and discounted (Jag Box) high speed Internet service.

Service	Off-campus students	On-campus students	Monthly savings to on-campus students compared w/ off-campus double (2 students)	Academic Year savings to on-campus students compared w/ off-campus double (2 students)
Expanded Basic Cable	\$ 52.99	\$ 37.00		
High Speed Internet	\$ 32.99			
Totals	\$ 85.98	\$ 37.00	\$ 11.98	\$ 107.82

As the tabular data shows, our on-campus students will continue to maintain their cable television and Internet services at a cost below that of their off-campus counterparts for the next 2 years. We fully expect the magnitude of this bargain to expand as the residential cable and Jag Box fees increase each year. Documentation of the Cox fees may be found on their website at <http://www.cox.com>.

I respectfully request that you transmit this request to the System Office for appropriate action should it meet with your approval. This information has been shared with Assistant Vice Chancellor for Student Affairs and the Student Government Association President. These individuals understand that this request is made because of another prior contractual arrangement with Cox Communications.

Thank you for any assistance that you can provide by transmitting this information to the appropriate individuals and student leaders for action on this "pass-through" service fee increase. Feel free to contact me if there are any questions that I can answer about these services and associated fees.

Sincerely,



Huey Kenneth Lawson
Executive Director



Office of the Chancellor
P.O. Box 9374
Baton Rouge, Louisiana 70813

Voice: (225) 771-5020
FAX: (225) 771-5075

June 4, 2010

Dr. Kassie Freeman
Interim President
Southern University System
J. S. Clark Administrative Bldg.
Baton Rouge, LA 70813

Dear Dr. Freeman:

This communication comes to request your support to transfer \$300,000 from prior year auxiliary funds to the 2009-2010 Athletics Budget to assist in addressing the deficit resulting from the shortfall in Bayou Classic revenues.

I now request your approval and the approval of the Board.

Thank you.

Sincerely,

Kofi Lomotey
Chancellor



SOUTHERN UNIVERSITY AND A & M COLLEGE SYSTEM
BATON ROUGE, LOUISIANA 70813

OFFICE OF THE
VICE PRESIDENT FOR
FINANCE AND BUSINESS AFFAIRS
AND
COMPTROLLER

June 10, 2010

TELEPHONE: (225) 771-5550
FAX: (225) 771-2807

Dr. Kassie Freeman
Interim President
Office of the President
Southern University System
Baton Rouge, LA 70813

Dear Dr. Freeman:

Transmitted herewith is **BA-7 No. 6**, for the Southern University Board of Supervisors. This BA-7 reflects a decrease in spending authority and self-generated funds for the Southern University Baton Rouge Campus, and an increase in spending authority and self-generated funds for the Southern University New Orleans Campus for Fiscal Year 2009-2010.

Your review and approval, and the approval of the Southern University Board of Supervisors are requested. If you should have any questions, please advise.

Sincerely,

A handwritten signature in black ink that reads "Tolor E. White".

Tolor E. White
System Vice President for Finance
and Business Affairs & Comptroller

TEW:sgk/kbs

Enclosure

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

DEPARTMENT NAME: HIGHER EDUCATION
 AGENCY NAME: SU BOARD OF SUPERVISORS
 SCHEDULE NUMBER: 19-615
 SUBMISSION DATE: JUNE 8, 2010
 AGENCY BA-7 NUMBER: 6
 HEAD OF BUDGET UNIT: DR. KASSIE FREEMAN
 TITLE: *[Signature]* INTERIM SYSTEM PRESIDENT

FOR OPB USE ONLY
OPB LOG NUMBER
AGENDA NUMBER

SIGNATURE (Certifies that the information provided is correct and true to the best of your knowledge):

Tolon E. White

MEANS OF FINANCING OR EXPENDITURE	BUDGETED FY 2009-2010	ADJUSTMENT (+) OR (-)	REVISED FY 2009-2010
GENERAL FUND BY:			
DIRECT	\$ 61,879,246	\$ -	\$ 61,879,246
INTERAGENCY TRANSFERS	14,384,096		14,384,096
FEES & SELF-GENERATED	52,446,205		52,446,205
STATUTORY DEDICATIONS	5,302,514		5,302,514
INTERIM EMERGENCY BOARD			-
FEDERAL	3,036,211		3,036,211
TOTAL	\$ 137,048,272	\$ -	\$ 137,048,272

PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
PROGRAM NAME:						
SU BOARD	\$ 2,909,871	27	\$ -		\$ 2,909,871	27
SU BATON ROUGE	84,639,073		(943,293)		83,695,780	-
SU LAW CENTER	9,961,146				9,961,146	-
SU NEW ORLEANS	19,889,410		943,293		20,832,703	-
SU SHREVEPORT	12,029,884				12,029,884	-
SU AGRICULTURAL RESEARCH AND EXTENSION CENTER	7,618,888				7,618,888	-
TOTAL	\$ 137,048,272	27	\$ -	0	\$ 137,048,272	27

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

1. What is the source of funding (if other than General Fund (Direct))? Specifically identify any grant or public law and the purposes of the funds, if applicable. A copy of any grant application and the notice of approved grant or appropriation must accompany the BA-7. What are the expenditure restrictions of the funds?

This BA-7 reflects a decrease in spending authority and self-generated funds for the Southern University Baton Rouge campus, and an increase in spending authority and self-generated funds for the Southern University New Orleans campus for fiscal year 2009-2010.

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

MEANS OF FINANCING OR EXPENDITURE	CURRENT YEAR	YEAR 1	YEAR 2	YEAR 3	YEAR 4
GENERAL FUND BY:					
DIRECT	\$ -	\$ -	\$ -	\$ -	\$ -
INTERAGENCY TRANSFERS					
FEES & SELF-GENERATED	-				
STATUTORY DEDICATIONS					
INTERIM EMERGENCY BOARD					
FEDERAL					
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -

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

This BA-7 does not require additional personnel.

4. Explain why this request can't be postponed for consideration in the agency's budget request for next fiscal year.

This BA-7 reflects additional self-generated revenues for the Southern University New Orleans campus that are projected to materialize in fiscal year 2009-2010, and a decrease in projected self-generated revenues for the Southern University Baton Rouge campus for fiscal year 2009-2010.

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

This is not an after the fact BA-7.

PERFORMANCE IMPACT OF MID-YEAR BUDGET ADJUSTMENT

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

The budget for the New Orleans campus for fiscal year 2009-2010 will reflect campus wide enhancement required to meet student enrollment increase.

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

OBJECTIVE:

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE STANDARD		
		CURRENT FY 2009-2010	ADJUSTMENT (+) OR (-)	REVISED FY 2009-2010
				-

JUSTIFICATION FOR ADJUSTMENT(S): Explain the necessity of the adjustment(s).

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

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

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

Failure to approve this BA-7 will result in the agency not having sufficient authority to cover estimated self-generated revenues that will exceed the appropriation letter for fiscal year 2009-2010.

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

AGENCY NAME: SU BOARD OF SUPERVISORS

DATE PREPARED: JUNE 8, 2010

PROGRAM NAME:

AGENCY BA-7 NUMBER: 6

MEANS OF FINANCING:	CURRENT FOB	REQUESTED ADJUSTMENT	REVISED FOB
GENERAL FUND BY:			
Direct	\$ 61,879,246	\$ -	\$ 61,879,246
Interagency Transfers	14,384,096	-	14,384,096
Fees & Self-Generated	52,446,205	-	52,446,205
Statutory Dedications	5,302,514	-	5,302,514
Interim Emergency Board	-	-	-
FEDERAL FUNDS	3,036,211	-	3,036,211
TOTAL MOF	\$ 137,048,272	\$ -	\$ 137,048,272

	OUTYEAR PROJECTIONS			
	YEAR ONE	YEAR TWO	YEAR THREE	YEAR FOUR
\$ -				
\$ -	\$ -	\$ -	\$ -	\$ -

EXPENDITURES:			
Salaries	\$ 76,217,502	\$ 6,535	\$ 76,224,037
Other Compensation	346,377	-	346,377
Related Benefits	24,314,492	(6,535)	24,307,957
Travel	750,552	-	750,552
Operating Services	13,952,350	-	13,952,350
Supplies	1,445,499	-	1,445,499
Professional Services	404,668	-	404,668
Other Charges	18,458,316	-	18,458,316
Capital Outlay	-	-	-
Interagency Transfers	208,464	-	208,464
Acquisitions	940,052	-	940,052
Major Repairs	10,000	-	10,000
UNALLOTTED	-	-	-
TOTAL EXPENDITURES	\$ 137,048,272	\$ -	\$ 137,048,272

\$ -	\$ -	\$ -	\$ -	\$ -

OVER (OR UNDER)	\$ -	\$ -	\$ -
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\$ -	\$ -	\$ -	\$ -
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POSITIONS			
Classified			0
Unclassified			0
TOTAL POSITIONS	0	0	0

0	0	0	0

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

AGENCY NAME: SU BOARD OF SUPERVISORS
 PROGRAM NAME: S.U. at Baton Rouge

DATE PREPARED: JUNE 8, 2010
 AGENCY BA-7 NUMBER: 6

MEANS OF FINANCING:	CURRENT EOB	REQUESTED ADJUSTMENT	REVISED EOB	OUTYEAR PROJECTIONS:			
				YEAR ONE	YEAR TWO	YEAR THREE	YEAR FOUR
GENERAL FUND BY:							
Direct	\$ 35,191,091	\$ -	\$ 35,191,091	\$ -			
Interagency Transfers	9,837,292		9,837,292				
Fees & Self-Generated	37,321,442	(943,293)	36,378,149				
Statutory Dedications	2,289,248		2,289,248				
Interim Emergency Board							
FEDERAL FUNDS	-		-				
TOTAL MOF	\$ 84,639,073	\$ (943,293)	\$ 83,695,780	\$ -	\$ -	\$ -	\$ -
EXPENDITURES:							
Salaries	\$ 49,116,541	\$ (639,936)	\$ 48,476,605				
Other Compensation	74,477		74,477				
Related Benefits	15,760,181	(303,357)	15,456,824				
Travel	363,020		363,020				
Operating Services	9,425,406		9,425,406				
Supplies	949,415		949,415				
Professional Services	145,867		145,867				
Other Charges	8,348,695		8,348,695				
Capital Outlay			-				
Interagency Transfers			-				
Acquisitions	445,471		445,471				
Major Repairs	10,000		10,000				
UNALLOTTED			-				
TOTAL EXPENDITURES	\$ 84,639,073	\$ (943,293)	\$ 83,695,780	\$ -	\$ -	\$ -	\$ -
OVER (OR UNDER)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
POSITIONS							
Classified			0				
Unclassified			0				
TOTAL POSITIONS	0	0	0	0	0	0	0

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

AGENCY NAME: SU BOARD OF SUPERVISORS
 PROGRAM NAME: S.U. at New Orleans

DATE PREPARED: JUNE 8, 2010
 AGENCY BA-7 NUMBER: 6

MEANS OF FINANCING:	CURRENT EOB	REQUESTED ADJUSTMENT	REVISED EOB	OUTYEAR PROJECTIONS			
				YEAR ONE	YEAR TWO	YEAR THREE	YEAR FOUR
GENERAL FUND BY:							
Direct	\$ 10,118,642	\$ -	\$ 10,118,642	\$ -			
Interagency Transfers	2,256,318		2,256,318				
Fees & Self-Generated	6,808,669	943,293	7,751,962				
Statutory Dedications	705,781		705,781				
Interim Emergency Board			-				
FEDERAL FUNDS			-				
TOTAL MOF	\$ 19,889,410	\$ 943,293	\$ 20,832,703	\$ -	\$ -	\$ -	\$ -
EXPENDITURES:							
Salaries	\$ 11,852,811	\$ 646,471	\$ 12,499,282				
Other Compensation	30,000		30,000				
Related Benefits	4,165,901	296,822	4,462,723				
Travel	51,500		51,500				
Operating Services	1,566,893		1,566,893				
Supplies	166,500		166,500				
Professional Services	20,500		20,500				
Other Charges	2,035,305		2,035,305				
Capital Outlay			-				
Interagency Transfers			-				
Acquisitions			-				
Major Repairs			-				
UNALLOTTED			-				
TOTAL EXPENDITURES	\$ 19,889,410	\$ 943,293	\$ 20,832,703	\$ -	\$ -	\$ -	\$ -
OVER (OR UNDER)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
POSITIONS							
Classified			0				
Unclassified			0				
TOTAL POSITIONS	0	0	0	0	0	0	0



SOUTHERN UNIVERSITY AND A & M COLLEGE SYSTEM
BATON ROUGE, LOUISIANA 70813

OFFICE OF THE
VICE PRESIDENT FOR
FINANCE AND BUSINESS AFFAIRS
AND
COMPTROLLER

June 9, 2010

TELEPHONE: (225) 771-5550
FAX: (225) 771-2807

Dr. Kassie Freeman
Interim President
Southern University System
Baton Rouge, Louisiana 70813

Dear Dr. Freeman:

The student injury & sickness insurance plan renewal rates proposed by Monumental Life Insurance Company, administered by Bollinger, Inc., for the 2010 – 2011 school year, has been reviewed by this office. I am recommending that the Southern University System exercise the second option year of the current contract, in accordance with the existing terms and conditions, and accept the renewal rates for the 2010-2011 school year as quoted by Monumental Life Insurance Company, administered by Bollinger, Inc.

The rates for the 2010 – 2011 school year reflect a total annual increase of \$8.30 (\$4.30 Fall, and \$4.00 Spring/Summer). The proposed rates are listed below:

	Annual	Fall	Spring/Summer	Summer
Student	\$98	\$48	\$50	\$14
Spouse Only	\$315	\$132	\$132	\$82
Child Only	\$120	\$50	\$50	\$33
Spouse/Child	\$433	\$180	\$180	\$109
Spouse & Children	\$550	\$229	\$229	\$142

The student health and accident insurance coverage, per the contract, is provided as follows:

Underwriting Company: Monumental Life Insurance Company
Plan Administrator: Bollinger, Inc.
Policy Number: CLA506F
School: Southern University and A & M College System

Enclosed is the Renewal Rates Letter for renewal of the Student Accident and Health Insurance Contract with Monumental Life Insurance Company, administered by

Dr. Kassie Freeman
Page 2
June 9, 2010

Bollinger, Inc., for the 2010 – 2011 school year, which requires your approval and the approval of the Southern University Board of Supervisors.

Please advise me if you have any questions in this regard.

Sincerely,

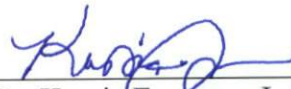


Tolor E. White
Vice President for Finance and
Business Affairs & Comptroller

TEW/pth

Enclosures

Recommended for approval per Agreement



Dr. Kassie Freeman, Interim President
Southern University and A & M College System

Michael W. Chymiy
Vice President
Phone: 973-921-8025
Fax: 973-921-2876
MichaelC@BollingerInsurance.com

April 7, 2010

Mr. Tolor E. White
Vice President for Finance & Business Affairs & Comptroller
Southern University and A&M College System
J.S Clark Administration Building – 4th Floor
Baton Rouge, LA 70813

Re: 2010-2011 Student Injury & Sickness Renewal Proposal
Policy # CLA506F

Dear Mr. White:

Bollinger, Inc. is pleased to provide a renewal proposal to insure the students of Southern University and A&M College System. Our Student Health Insurance Program is underwritten by Monumental Life Insurance Company. Monumental Life Insurance Company is rated A (Excellent, 3rd out of 16 rating categories) by A.M. Best for financial strength. Details of our proposal are listed below:

STUDENT INJURY & SICKNESS INSURANCE PLAN:

- Bollinger will duplicate all benefits of the current plan as they appear in the 2009-2010 Southern University and A&M College System Student Injury & Sickness Insurance brochure/Master Policy.
- Renewal rates are based upon the enrollment process of the current 2009-2010 Southern University and A&M College System plan (mandatory for all students – no waiving of coverage).
- Renewal rates represent an increase of 8.92% (or \$8 Student rate) from the current 2009-2010 rates*.

	Annual	Fall	Spring/Summer	Summer
Student	\$ 98	\$ 48	\$ 50	\$ 14
Spouse	\$315	\$132	\$132	\$ 82
Child Only	\$120	\$ 50	\$ 50	\$ 33
Spouse & Child	\$433	\$180	\$180	\$109
Spouse & Children	\$550	\$229	\$229	\$142

**Renewal rates do not include any administrative fees. Rates shown are net amounts due to Bollinger.*

April 7, 2010

Page 2

Plan Highlights:

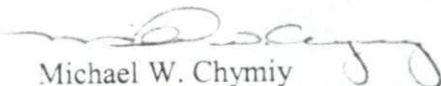
Students participating in our plan will have access to First Health, a nationwide Preferred Provider Organization network of healthcare professionals. First Health will provide discounted fees for services rendered. Utilization of First Health providers **is not mandatory.**

As you are aware, Bollinger has created an individually tailored Student Health Insurance Plan website for Southern University and A&M College System; www.BollingerInsurance.com/SUS. Via the internet, students and administrators will have access to the Student Health Insurance brochure, claim forms, commonly asked questions, answers and other information that is vital to the administration of the plan. This website will also give the students the ability to communicate with us regarding plan provisions, status of individual claims the ability to submit claims electronically. We have found that internet access to insurance information is popular with college students and helpful to college administrators.

Bollinger will be responsible for all printing costs associated with the plan (i.e. brochures, I.D. Cards, etc.).

Thank you once again for the opportunity to provide this important coverage to the students of the Southern University and A&M College System. Please contact me should you have questions or need any additional information.

Best regards,


Michael W. Chymiy
Vice President

ACCEPTANCE:

This shall serve as official notice of acceptance of this proposal for the Student Injury & Sickness Plan for 2010-2011, in accordance with the provisions stated above.

Signature for Southern University and A&M College System

Date

Please Print Name: _____

Bollinger

Bollinger, Inc.

Paid Claims by Code

Claims Paid 8/12/2009 to 5/31/2010

AccountName: **SOUTHERN UNIVERSITY AND A&M**

Policy: CLA506

Eldorado Number YBX

State: LA

Code	Description	2009-2010		Amount Paid Pct.		Amount Paid Pct.		Amount Paid Pct.	
		Amount Paid	Pct.	Amount Paid	Pct.	Amount Paid	Pct.	Amount Paid	Pct.
001	INPATIENT HOSPITAL - BASIC	20,653.89	2.3%	0.00	0.0%	0.00	0.0%	0.00	0.0%
103	OUTPATIENT MISC - BASIC	23,067.82	2.6%	0.00	0.0%	0.00	0.0%	0.00	0.0%
116	EMERGENCY ROOM-HOSP-BASI	80,185.11	8.9%	0.00	0.0%	0.00	0.0%	0.00	0.0%
117	EMERGENCY ROOM-PHYS-BASIC	13,231.37	1.5%	0.00	0.0%	0.00	0.0%	0.00	0.0%
190	AMBULANCE-BASIC	1,338.00	0.1%	0.00	0.0%	0.00	0.0%	0.00	0.0%
200	PHYSICIAN VISIT-BASIC	210,676.79	23.3%	0.00	0.0%	0.00	0.0%	0.00	0.0%
205	SPECIALIST CONSULTATIONS-B	6,948.94	0.8%	0.00	0.0%	0.00	0.0%	0.00	0.0%
211	HOSPITAL VISIT - PHYSICIAN - B	2,018.00	0.2%	0.00	0.0%	0.00	0.0%	0.00	0.0%
300	SURGERY-BASIC	52,442.07	5.8%	0.00	0.0%	0.00	0.0%	0.00	0.0%
310	ASSISTANT SURGEON-BASIC	4,574.18	0.5%	0.00	0.0%	0.00	0.0%	0.00	0.0%
320	ANESTHESIA-BASIC	4,327.86	0.5%	0.00	0.0%	0.00	0.0%	0.00	0.0%
350	INJECTIONS-BASIC	5,058.50	0.6%	0.00	0.0%	0.00	0.0%	0.00	0.0%
450	OUT PT SURGERY-FACILITY/HOS	100,161.46	11.1%	0.00	0.0%	0.00	0.0%	0.00	0.0%
540	DIAGNOSTIC XRAY & LAB-BASIC	347,145.34	38.4%	0.00	0.0%	0.00	0.0%	0.00	0.0%
545	DIAGNOSTIC LAB/X-RAY-PROFES	7,356.07	0.8%	0.00	0.0%	0.00	0.0%	0.00	0.0%
580	DURABLE MEDICAL EQUIPMENT/	4,878.57	0.5%	0.00	0.0%	0.00	0.0%	0.00	0.0%
660	PHYSICAL THERAPY-BASIC	7,093.45	0.8%	0.00	0.0%	0.00	0.0%	0.00	0.0%
700	PHARMACY-BASIC	1,431.31	0.2%	0.00	0.0%	0.00	0.0%	0.00	0.0%
764	M/N PHYSICIAN OFFICE VISIT - B	824.00	0.1%	0.00	0.0%	0.00	0.0%	0.00	0.0%
796	WELLNESS PROGRAM - FEMALE	2,063.00	0.2%	0.00	0.0%	0.00	0.0%	0.00	0.0%
798	WELLNESS PROGRAM - FEMALE	150.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
875	ACCIDENTAL DISMEMBERMENT	2,500.00	0.3%	0.00	0.0%	0.00	0.0%	0.00	0.0%
902	DENTAL TREATMENT - BASIC	2,371.62	0.3%	0.00	0.0%	0.00	0.0%	0.00	0.0%
915	M/N MEDICAL CARE	709.00	0.1%	0.00	0.0%	0.00	0.0%	0.00	0.0%
950	VENDOR FEE	2,762.38	0.3%	0.00	0.0%	0.00	0.0%	0.00	0.0%
Total Claims		903,968.73		0.00		0.00		0.00	
Runout Factor		1.8544		0.0000		0.0000		0.0000	
Projected Claims		1,676,319.61		0.00		0.00		0.00	

Bollinger, Inc.

Paid Claims by Code

Claims Paid 8/12/2009 to 4/30/2010

AccountName: **SOUTHERN UNIVERSITY AND A&M**

Policy: **CLA506**

Eldorado Number **YBX**

State: **LA**

2009-2010

Code	Description	Amount Paid	Pct.	Amount Paid	Pct.	Amount Paid	Pct.	Amount Paid	Pct.
001	INPATIENT HOSPITAL - BASIC	12,032.59	1.5%	0.00	0.0%	0.00	0.0%	0.00	0.0%
103	OUTPATIENT MISC - BASIC	18,721.35	2.4%	0.00	0.0%	0.00	0.0%	0.00	0.0%
116	EMERGENCY ROOM-HOSP-BASI	64,843.29	8.2%	0.00	0.0%	0.00	0.0%	0.00	0.0%
117	EMERGENCY ROOM-PHYS-BASIC	10,620.71	1.3%	0.00	0.0%	0.00	0.0%	0.00	0.0%
190	AMBULANCE-BASIC	1,338.00	0.2%	0.00	0.0%	0.00	0.0%	0.00	0.0%
200	PHYSICIAN VISIT-BASIC	194,603.79	24.6%	0.00	0.0%	0.00	0.0%	0.00	0.0%
205	SPECIALIST CONSULTATIONS-B	6,688.94	0.8%	0.00	0.0%	0.00	0.0%	0.00	0.0%
211	HOSPITAL VISIT - PHYSICIAN - B	2,018.00	0.3%	0.00	0.0%	0.00	0.0%	0.00	0.0%
300	SURGERY-BASIC	45,431.07	5.7%	0.00	0.0%	0.00	0.0%	0.00	0.0%
310	ASSISTANT SURGEON-BASIC	4,504.18	0.6%	0.00	0.0%	0.00	0.0%	0.00	0.0%
320	ANESTHESIA-BASIC	3,975.66	0.5%	0.00	0.0%	0.00	0.0%	0.00	0.0%
350	INJECTIONS-BASIC	4,465.50	0.6%	0.00	0.0%	0.00	0.0%	0.00	0.0%
450	OUT PT SURGERY-FACILITY/HOS	98,296.93	12.4%	0.00	0.0%	0.00	0.0%	0.00	0.0%
540	DIAGNOSTIC XRAY & LAB-BASIC	298,917.11	37.7%	0.00	0.0%	0.00	0.0%	0.00	0.0%
545	DIAGNOSTIC LAB/X-RAY-PROFES	6,999.71	0.9%	0.00	0.0%	0.00	0.0%	0.00	0.0%
580	DURABLE MEDICAL EQUIPMENT/	1,933.10	0.2%	0.00	0.0%	0.00	0.0%	0.00	0.0%
660	PHYSICAL THERAPY-BASIC	5,659.56	0.7%	0.00	0.0%	0.00	0.0%	0.00	0.0%
700	PHARMACY-BASIC	1,326.22	0.2%	0.00	0.0%	0.00	0.0%	0.00	0.0%
764	M/N PHYSICIAN OFFICE VISIT - B	824.00	0.1%	0.00	0.0%	0.00	0.0%	0.00	0.0%
796	WELLNESS PROGRAM - FEMALE	1,429.00	0.2%	0.00	0.0%	0.00	0.0%	0.00	0.0%
798	WELLNESS PROGRAM - FEMALE	150.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
875	ACCIDENTAL DISMEMBERMENT	2,500.00	0.3%	0.00	0.0%	0.00	0.0%	0.00	0.0%
902	DENTAL TREATMENT - BASIC	2,371.62	0.3%	0.00	0.0%	0.00	0.0%	0.00	0.0%
915	M/N MEDICAL CARE	535.00	0.1%	0.00	0.0%	0.00	0.0%	0.00	0.0%
950	VENDOR FEE	2,203.78	0.3%	0.00	0.0%	0.00	0.0%	0.00	0.0%
Total Claims		792,389.11		0.00		0.00		0.00	
Runout Factor		2.2394		0.0000		0.0000		0.0000	
Projected Claims		1,774,476.17		0.00		0.00		0.00	

Bollinger, Inc.

Paid Claims by Code

Claims Paid 8/12/2009 to 3/31/2010

AccountName: **SOUTHERN UNIVERSITY AND A&M**

Policy: **CLA506**

Eldorado Number **YBX**

State: **LA**

2009-2010

Code	Description	Amount Paid	Pct.	Amount Paid	Pct.	Amount Paid	Pct.	Amount Paid	Pct.
001	INPATIENT HOSPITAL - BASIC	9,533.47	1.5%	0.00	0.0%	0.00	0.0%	0.00	0.0%
103	OUTPATIENT MISC - BASIC	16,518.35	2.5%	0.00	0.0%	0.00	0.0%	0.00	0.0%
116	EMERGENCY ROOM-HOSP-BASI	49,547.36	7.6%	0.00	0.0%	0.00	0.0%	0.00	0.0%
117	EMERGENCY ROOM-PHYS-BASIC	7,781.63	1.2%	0.00	0.0%	0.00	0.0%	0.00	0.0%
190	AMBULANCE-BASIC	687.00	0.1%	0.00	0.0%	0.00	0.0%	0.00	0.0%
200	PHYSICIAN VISIT-BASIC	141,782.79	21.9%	0.00	0.0%	0.00	0.0%	0.00	0.0%
205	SPECIALIST CONSULTATIONS-B	5,647.24	0.9%	0.00	0.0%	0.00	0.0%	0.00	0.0%
211	HOSPITAL VISIT - PHYSICIAN - B	2,018.00	0.3%	0.00	0.0%	0.00	0.0%	0.00	0.0%
300	SURGERY-BASIC	40,010.57	6.2%	0.00	0.0%	0.00	0.0%	0.00	0.0%
310	ASSISTANT SURGEON-BASIC	3,869.18	0.6%	0.00	0.0%	0.00	0.0%	0.00	0.0%
320	ANESTHESIA-BASIC	3,161.02	0.5%	0.00	0.0%	0.00	0.0%	0.00	0.0%
350	INJECTIONS-BASIC	3,731.50	0.6%	0.00	0.0%	0.00	0.0%	0.00	0.0%
450	OUT PT SURGERY-FACILITY/HOS	96,330.39	14.9%	0.00	0.0%	0.00	0.0%	0.00	0.0%
540	DIAGNOSTIC XRAY & LAB-BASIC	249,107.25	38.4%	0.00	0.0%	0.00	0.0%	0.00	0.0%
545	DIAGNOSTIC LAB/X-RAY-PROFES	5,623.55	0.9%	0.00	0.0%	0.00	0.0%	0.00	0.0%
580	DURABLE MEDICAL EQUIPMENT/	1,444.26	0.2%	0.00	0.0%	0.00	0.0%	0.00	0.0%
660	PHYSICAL THERAPY-BASIC	3,442.56	0.5%	0.00	0.0%	0.00	0.0%	0.00	0.0%
700	PHARMACY-BASIC	855.31	0.1%	0.00	0.0%	0.00	0.0%	0.00	0.0%
764	M/N PHYSICIAN OFFICE VISIT - B	505.00	0.1%	0.00	0.0%	0.00	0.0%	0.00	0.0%
796	WELLNESS PROGRAM - FEMALE	798.00	0.1%	0.00	0.0%	0.00	0.0%	0.00	0.0%
798	WELLNESS PROGRAM - FEMALE	150.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
875	ACCIDENTAL DISMEMBERMENT	2,500.00	0.4%	0.00	0.0%	0.00	0.0%	0.00	0.0%
902	DENTAL TREATMENT - BASIC	552.00	0.1%	0.00	0.0%	0.00	0.0%	0.00	0.0%
915	M/N MEDICAL CARE	448.00	0.1%	0.00	0.0%	0.00	0.0%	0.00	0.0%
950	VENDOR FEE	2,203.78	0.3%	0.00	0.0%	0.00	0.0%	0.00	0.0%
Total Claims		648,248.21		0.00		0.00		0.00	
Runout Factor		2.6562		0.0000		0.0000		0.0000	
Projected Claims		1,721,876.90		0.00		0.00		0.00	

/o=Southern University System/ou=First Administrative Group/cn=Recipients/cn=tolor_white

From: Michael Chymiy [mailto:michael.chymiy@bollingerinsurance.com]
Sent: Wednesday, June 02, 2010 7:55 AM
To: Tolor White
Cc: Helen Carter
Subject: RE: Request for Paid Claims Report for the period 8/12/09 - 5/21/10

Good morning Mr. White,

I hope you had a nice holiday weekend!

As requested, attached is the updated claim report showing claims paid as of 5/31/2010. As you will see, claims spiked up a bit over the past month by just over \$111,000.

Please contact me with any questions.

Thanks,
 -Mike

From: Tolor White [mailto:tolor_white@sus.edu]
Sent: Monday, May 24, 2010 5:20 PM
To: Michael Chymiy
Cc: Helen Carter
Subject: RE: Request for Paid Claims Report for the period 8/12/09 - 5/21/10

Hello Mr. Chymiy:

A claims paid report as of 5/31/2010 would be helpful to me in the review process. All consideration given by you in this matter will be greatly appreciated.

Thanks,

Tolor E. White
 System Vice President for Finance and Business Affairs
 and Comptroller
 Phone: 225-771-5550
 Email: tolor_white@sus.edu

From: Michael Chymiy [mailto:michael.chymiy@bollingerinsurance.com]
Sent: Monday, May 24, 2010 12:39 PM
To: Tolor White
Cc: Helen Carter
Subject: RE: Request for Paid Claims Report for the period 8/12/09 - 5/21/10

Good afternoon Mr. White,

As requested, please find the attached report reflecting claims paid as of 4/30/2010. Our claims system is updated on a monthly basis. As such, I can provide you with an updated report next week showing claims paid as of 5/31/2010.

As always, please do not hesitate to contact me with any questions.

Michael W. Chymiy
 Vice President

Bollinger Insurance
 101 JFK Parkway
 Short Hills, NJ 07078

Phone: 800-350-8005 Ext. 8025
Fax: 973-921-2876
Email: MichaelC@BollingerInsurance.com

From: Helen Carter [mailto:Helen_Carter@sus.edu]
Sent: Monday, May 24, 2010 12:09 PM
To: Michael Chymiy
Cc: Tolor White
Subject: Request for Paid Claims Report for the period 8/12/09 - 5/21/10

Michael, I reviewed a copy of Bollinger's renewal proposal for the 2010-2011 school year. Mr. White is requesting an updated Paid Claims Report for the period 8/12/09 - 5/21/10. Please let me know how long it will take for the requested report to be generated and forwarded. Please cc me on the report.

Thanks,

*Helen A. Carter
 Administrative Assistant
 Assistant Coordinator of the Student Insurance Program
 Office of the Vice President for Finance & Business Affairs
 Southern University System
 J. S. Clark Administration Building - 4th Floor
 Baton Rouge, Louisiana 70813
 Tele: (225) 771-3475/5550
 Fax: (225) 771-2807*

6/2/2010

E-mail: helen_carter@sus.edu

This message and any accompanying documents are intended only for the use of the individual to whom they are addressed and may contain infor

This email is being sent to you by Bollinger, Inc. with its headquarters

located at 101 JFK Parkway, Short Hills, NJ, 07078. Should you wish

to stop receiving email communication from Bollinger please advise us

by replying to this email with your request, or by emailing your request

to opt-out@BollingerInsurance.com.

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to opt-out@BollingerInsurance.com.

STUDENT INJURY AND SICKNESS INSURANCE PLAN
PREMIUM RATES FOR THE
2009-2010 SCHOOL YEAR

BASIC PLAN

(ALL ENROLLED STUDENTS AND OPTIONAL DEPENDENT COVERAGE)

	ANNUAL	FALL	SPRING/SUMMER	SUMMER
Student	\$89.70	\$43.70	\$46.00	\$13.00*
Spouse Only	\$290.00	\$121.00	\$121.00	\$75.00
Child Only	\$110.00	\$46.00	\$46.00	\$30.00
Children Only	\$110.00 (Per child)	\$46.00 (Per child)	\$46.00 (Per child)	\$30.00 (Per Child)
Spouse/Child	\$398.00	\$165.00	\$165.00	\$100.00
Spouse/Children	\$505.00	\$210.00	\$210.00	\$130.00

*The \$13.00 Summer rate covers all students who were not enrolled in the Spring/Summer period, but enrolled ONLY for the Summer Session(s). They are covered through the end of the Contract year.

2009-2010 SCHOOL YEAR
**PREMIUM RATES FOR SUMMER PROGRAMS/
OTHER INSTITUTES**

\$4.00 PER STUDENT



SOUTHERN UNIVERSITY AND A & M COLLEGE SYSTEM
BATON ROUGE, LOUISIANA 70813

OFFICE OF THE
VICE PRESIDENT FOR
FINANCE AND BUSINESS AFFAIRS
AND
COMPTROLLER

June 10, 2010

TELEPHONE: (225) 771-5550
FAX: (225) 771-2807

Dr. Kassie Freeman
Interim President
Southern University System
Baton Rouge, LA 70813

Dear Dr. Freeman:

Per the attached letter, I am requesting your approval to establish a new bank account for Southern University-Shreveport (SUSLA).

Your review and approval of the Southern University Board of Supervisors are requested. If you should have any questions, please advise.

Sincerely,

A handwritten signature in cursive script that reads "Tolor E. White".

Tolor E. White
Vice President for Finance and
Business Affairs & Comptroller

TEW/pth

Enclosure



EXCELLENCE · INTEGRITY · ACCOUNTABILITY · SERVICE

OFFICE OF THE VICE CHANCELLOR FOR FINANCE & ADMINISTRATION

June 7, 2010

Mr. Tolor E. White
Vice President for Finance & Business Affairs
3rd Floor, J. S. Clark Administration Bldg.
Baton Rouge, LA 70813

RECEIVED
2010 JUN 10 AM 9:30
VP/FINANCE & BUSINESS
AFFAIRS & COMPTROLLER
1894

Dear Mr. White:

The purpose of this correspondence is to request retroactive approval of a new bank account for Southern University-Shreveport (SUSLA).

The below-listed account was a replacement for our general operating account that was recommended for closure by the bank due to fraudulent banking activities by unknown individuals. The information for the new bank account is as follows:

Name: Southern University Shreveport-Bossier General Operating Account
Account #: 5720446261
Bank: Capital One

Due to the urgency in establishing this new account, my office inadvertently failed to request System and Board of Supervisors' approval. As you are aware, Board approval is a pre-requisite to gaining approval from the Cash Management Review Board (CMRB).

Should you have questions or concerns, please contact me at (318) 670-6481.

Sincerely,

Benjamin W. Pugh
Vice Chancellor for Finance & Administration

cc: Ray L. Belton, Chancellor – SUSLA
Brandy Jacobsen, Comptroller - SUSLA