

SOUTHERN[®] UNIVERSITY SYSTEM

BATON ROUGE • NEW ORLEANS • SHREVEPORT

BOARD OF SUPERVISORS MEETING

9:00 a.m.

October 23, 2020

Smith-Brown Student Union
Cotillion Ball Room
Baton Rouge, LA

Academic Affairs Committee

ACADEMIC AFFAIRS COMMITTEE

Friday, October 23, 2020
Smith-Brown Student Union
Cotillion Ball Room
Baton Rouge, Louisiana
9:00 a.m.

AGENDA

1. Call to Order
2. Invocation / Pledge of Allegiance
3. Roll Call
4. Adoption of the Agenda
5. Public Comments
6. Action Item(s):
 - A. Consideration of Appeal for Denial of Tenure- Dr. Keytunda Ogunkoya (SUBR)** (***denotes executive session may be required*)
7. Informational Item(s):
 - A. Update on Online Learning Degree Programs
 1. Southern University at Baton Rouge
 2. Southern University at New Orleans
 3. Southern University at Shreveport
 4. Southern University Law Center
 - B. Update on Executive Ph.D. Program in Public Policy
8. Other Business
9. Adjournment

MEMBERS

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

**Southern University and A&M College
Fall 2020 Enrollment Report**

The Office of E-Learning is responsible for the administration of Southern University Online. Considering the objective for online education established by the Imagine 20K Strategic Plan (the “Plan”), a two-pronged approach has been adopted to 1) build capacity and improve operations, and 2) increase the number of students and online degree programs. The Plan outlines 24 strategies that will lead to achievement of the goal. Appendix A outlines the strategies and their status. While all are important, the strategies below are mission critical to meet the goal:

- **Strategy I.3.1:** Build, scale, and sustain new online programs and certificates.
- **Strategy I.3.4:** Develop a detailed enrollment plan of action for online education.

Current Online Programs

Program Inventory

The current degree inventory and enrollments per degree programs are listed below in Tables 1 and 2 below. Enrollment is stable across degree programs. The BS in Computer Science has no students currently enrolled. The enrollment in the degree programs is evenly dispersed. There are no low enrollment degree programs.

Undergraduate	Graduate
<ul style="list-style-type: none"> • BS Criminal Justice • BS Psychology • Bachelor of Interdisciplinary Studies • BS Computer Science * 	<ul style="list-style-type: none"> • Master of Business Administration • Executive Master of Public Administration • Executive Master of Criminal Justice • Certificate in Supply Chain Management
Undergraduate Degree Programs Pending for Fall 2021	
<ul style="list-style-type: none"> • RN to BSN (preparing Prospectus for SACSCOC) • Hospitality and Food Industry Leadership (Pending decision from the Board of Regents) 	

Table 1 Southern University Online Degree Inventory

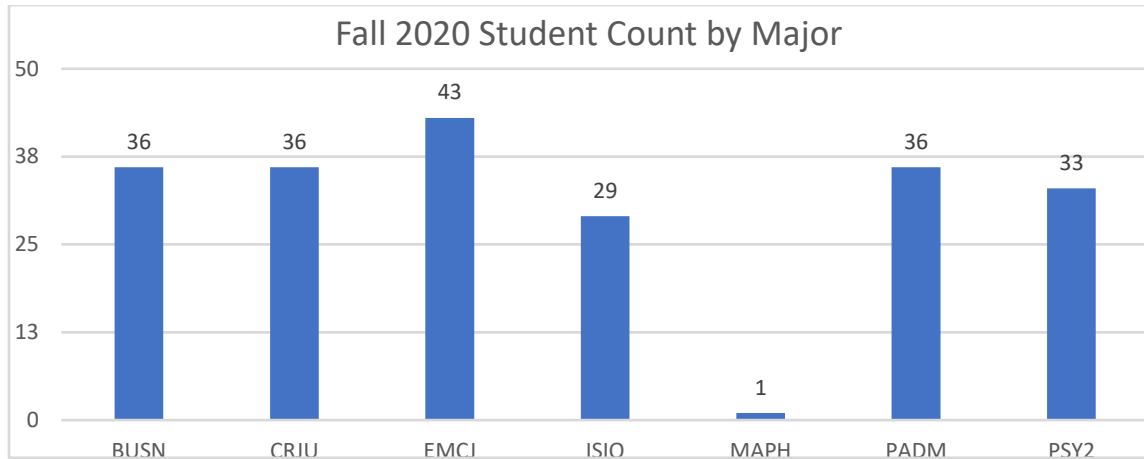


Table 2 SU Online Fall 2020 Student Count by Major

Enrollment, Retention, and Graduation

Enrollment Growth

There has been overall growth since inception of the online degree programs in Fall 2013. In the years since the implementation of the Plan, Table 3 illustrates the actual increase from program inception to Fall 2020.

- Fall 2013 to Fall 2020 increased by 133.69%
- Fall 2018 to Fall 2019 increased by 32.43%
- Fall 2019 to Fall 2020 increased by 9.69%

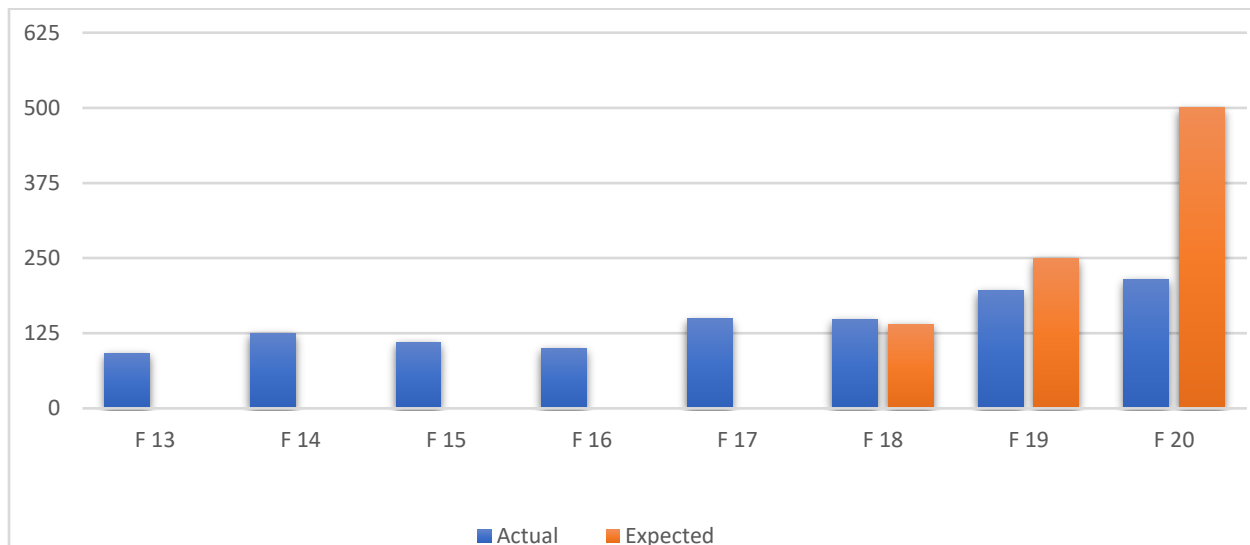


Table 3 Southern University Online Enrollment Trends Fall 2013 – Fall 2020

Tables 4 and 5 below detail the count of students by type for Fall 2019 and Fall 2020. These reports give an indication where there are markets for growth based on existing enrollment trends.

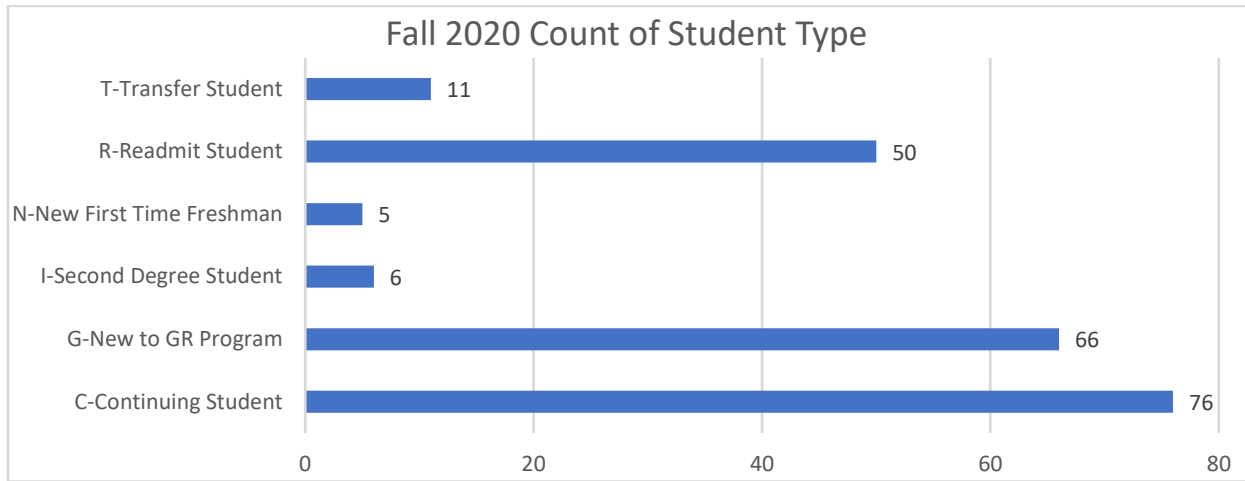


Table 4 Fall 2020 Count by Student Type

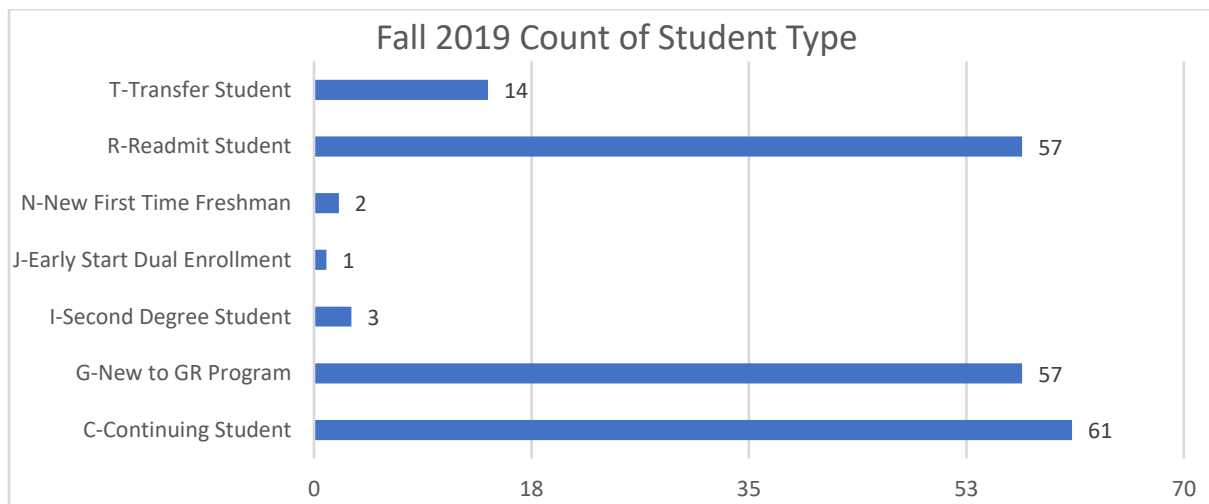


Table 5 Fall 2019 Count of Student Type

Retention

Our focus on improved student services is helping our retention rates. Adult students need support and engagement. Our current retention rates reflect the level of care and attention in this area. The dedicated online program coordinators provide personalized and engaged student support to students. A coordinated effort between the Office of E-Learning, program coordinators and the departments to develop and publish Curriculum Plans also facilitate students' early decisions regarding school selection. Curriculum planning also impacts retention and graduation. The newly developed curriculum plans provide for better cost controls, revenue generation and revenue projections.

Challenges to Program and Enrollment Growth, and Sustainability

New Program Development

The timeline for onboarding time is generally 12-18 months. We have streamlined the process to reduce the onboarding time. In addition, discussions are underway to position the University to bear the costs of new programs, including new faculty and special technologies. Discussions and planning are underway for the new degree and certificate programs in the Table 6.

Proposed New Programs		
Program	Level/Degree	Year
Speech Language Pathology	Certificate	Fall 2021
Speech Language Pathology	BS	Spring 2023
Speech Language Pathology	Post Baccalaureate	Spring 2022
Speech Language Pathology	Post Baccalaureate	Fall 2022
Electrical Engineering Solar Energy	Certificate	Fall 2021
Business Administration 2+3	BS to MBA	Fall 2023
Social Work 2+3 (SUBR and SUNO)	BS to MSW	Fall 2023
Multi-disciplinary Project Management	Certificate	Fall 2021

Table 6 Proposed New Programs

Financial Investment

Given the dramatic increase in expected enrollment, the University is developing strategies to meet the capital investment needs for growth of the online program. Without an investment that is commensurate with the projected annual goals, it will be extremely difficult to achieve 20K in 2030. For example, in Fall 2020 according to the Strategic Plan, online enrollment comprised 7% of total headcount, but in 2030 it is projected to be 40%. Considering the projected annual enrollment increases, it is critical that we make significant annual investments to cover the cost of services, new programs and the cost of student acquisition. The recommendations section offers suggestions for addressing the funding.

Access and Opportunity

As indicated in Table 7, in Fall 2020 86% of the SU Online students live in Louisiana. This is consistent with the national search indicating that students generally choose a school within 90 miles of home. For Southern University, this presents a particular problem. Of the 623 U.S. cities and “Census designated places” with populations of 65,000 or more, the National Digital Inclusion Association’s (NDIA) *2018 American Community Survey One Year Estimates*, ranked four Louisiana locations in the top 100 least connected cities in the country. A total of seven are in the top 200 least connected cities and eight are in the top 50% of least connected cities (See Table 8). Given this lack of connectivity, the Southern University marketing and recruitment must be expanded regionally and nationally.

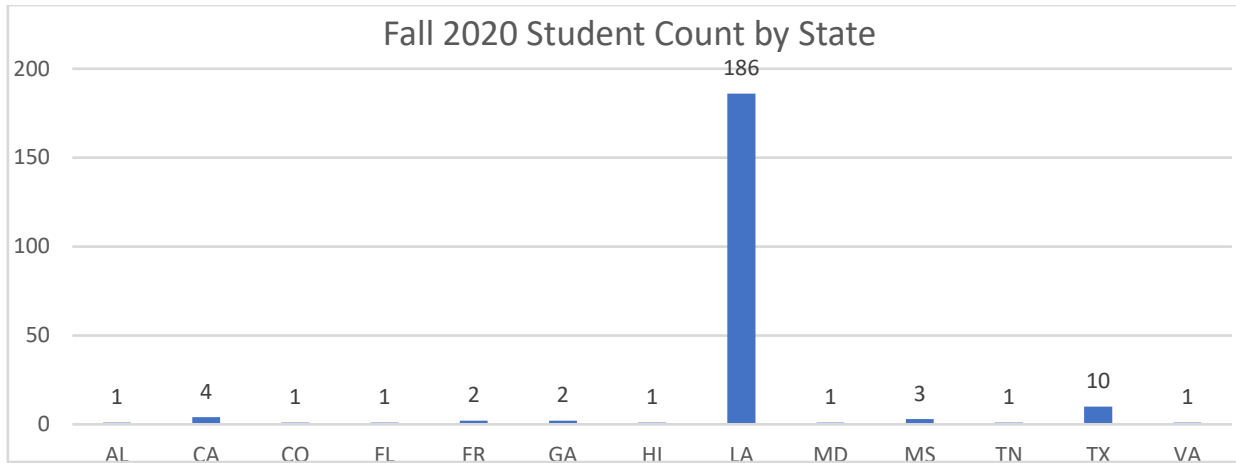


Table 7 Fall 2020 Student Count by State

City, State	Total households	Households without broadband of any type	Households without broadband of any type (%)	Rank (No Broadband)	Households without cable, DSL or fiber broadband	Households without cable, DSL or fiber broadband (%)	Rank (No Wireline)
Bossier City	27128	12290	45.30%	3	15520	57.21%	5
Shreveport	74650	26494	35.49%	8	37656	50.44%	13
New Orleans	155104	34191	22.04%	65	63590	41.00%	57
Lake Charles	32981	8448	25.61%	38	12935	39.22%	71
Kenner	26412	5144	19.48%	102	8874	33.60%	141
Baton Rouge	85723	14207	16.57%	183	28667	33.44%	147
Metairie	57822	10311	17.83%	143	18746	32.42%	170
Lafayette	51596	6086	11.80%	324	10833	21.00%	426

Table 8 NDIA Louisiana Data

Plans for Growth

To increase the number of programs and grow the enrollment, the following activities need to be undertaken:

New Programs

- BoR- establish programs that are unduplicated and have labor market demand
- Work with the campus Program Prioritization Committee to develop at least two new programs each year (see table above)
- Develop partnerships with community colleges to create AA to Masters' degree pathways (ex. 2+3 Associates to MSW)
- Develop micro-credential and certificate programs with pathways to graduate degrees

Increase Enrollment

- Expand channels of marketing

- Expand recruitment regionally and nationally based on market analysis
- Allocate adequate resources for the students' cost of acquisition
- Improve student support service to meet adult students' engagement needs

Recommendations

To meet the strategic goals for online enrollment, the University must make a significant financial commitment. The following are recommendations:

- Invest resources to sustain marketing and recruitment for the next four years.
- Approve a Distance Learning Course Fee to cover the cost of academic support, student support, and other associated costs.
- Reinvest a portion of earned revenue annually.
- Invest an amount adequate to fund faculty for new degree programs.

Appendix A
Goal I: Commitment to Student Access and Affordability

Objective I.3:

To increase **100% Online Enrollment** by 5,305% from baseline 148 in Fall 2017 to 8,000 in Fall 2030.

o **Key Performance Indicator:** Total number of students enrolled in 100% Online programs

- ✓ **Strategy I.3.1:** Build, scale, and sustain new online programs and certificates.
 - ✓ **Strategy I.3.3:** Target marketing to special populations –Professionals in Specific Industries.
 - ✓ **Strategy I.3.4:** Develop a detailed enrollment plan of action for online education.
 - ✓ **Strategy I.3.5:** Identify a campus leader for online education.
 - ✓ **Strategy I.3.7:** Collaborate with the Office of the Registrar to remove barriers for online students when completing the registration process.
 - ✓ **Strategy I.3.8:** Provide guidance for training topics and opportunities concerning instructional technology and sound pedagogy.
 - ✓ **Strategy I.3.9:** Scale resources - online faculty, students, technology, and staff support - to meet the growing needs of online courses and programs.
 - ✓ **Strategy I.3.10:** Provide initial and continuous training opportunities for online faculty.
 - ✓ **Strategy I.3.11:** Evaluate the current online course rubric and revise as necessary according to best practices.
 - ✓ **Strategy I.3.13:** Work with faculty and departments to convert courses and programs to 100% online.
 - ✓ **Strategy I.3.14:** Outline additional budget requirements needed by departments and support units as courses and programs are converted to an online platform.
 - ✓ **Strategy I.3.15:** Identify and convert courses that can be used across multiple degrees and programs.
 - ✓ **Strategy I.3.16:** Evaluate current policies and plans for online learning.
 - ✓ **Strategy I.3.17:** Continuously assess all online courses and programs.
 - ❖ **Strategy I.3.19:** Provide equitable, engaging, and comprehensive student support for online learners.
 - ❖ **Strategy I.3.20:** Create opportunities for online learners to become involved in campus activities.
 - ❖ **Strategy I.3.23:** Collaborate with specific Student Affairs entities to offer workshops, career fairs, and student organization memberships for online learners.
 - ❖ **Strategy I.3.24:** Strengthen the online presence in the Student Government Association and offer voting opportunities for online students.
- **Strategy I.3.2:** Target marketing to special populations – Military Personnel.

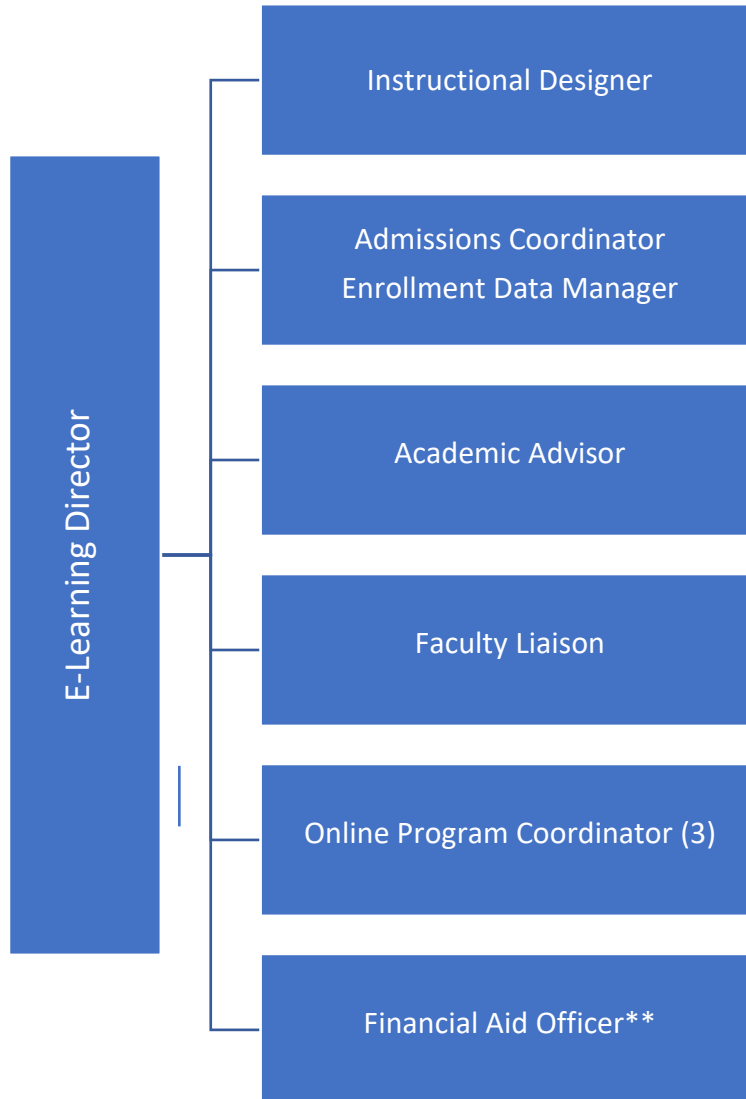
- **Strategy I.3.6:** Establish a dynamic and efficient digital marketing plan for recruiting students to online programs and courses to include the use of digital advertising, email marketing, social media, blogging, and promotional videos.
- **Strategy I.3.12:** Identify programs where at least 50% of their major plan of study is currently being offered online. Once these programs are identified, approach department chairs/directors about offering a fully online degree option in addition to the face-to-face degree.
- **Strategy I.3.18:** Provide equitable, engaging, and comprehensive academic support for online learners.
- **Strategy I.3.21:** Initiate peer mentoring for online learners.
- **Strategy I.3.22:** Increase availability of online tutoring in online courses.

Key

- Ongoing and focus areas for 2020-2021
- ❖ Need to be reevaluated because of fee model
- ✓ Completed or significantly engaged in 2019-2020

Appendix B

Office of E-Learning Organization Chart for SU Online



Southern University and A&M College

Online Enrollment Report
Fall 2020



Strategic Goals

Goal 1

Commitment to Student Access and Affordability

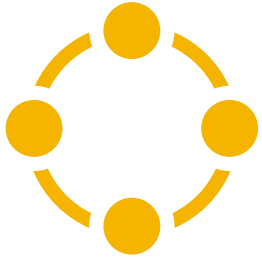
Objective 1.3:

Increase 100% Online Enrollment

Strategy 1. 3.1: Build, scale, and sustain new online programs and certificates.

Strategy 1.3.4: Develop a detailed enrollment plan of action for online education.

E-Learning Functional Responsibilities



Administration

Integration

Compliance

Innovation

Finance

Faculty

Recruitment

Retention

Training/Support

Compensation

Students

Recruitment

Retention

Support

Graduation

Programming

Credentials

Degrees

Pathways

Financial

Operations Model

Non-Integrated

- ❑ Develop Office Staff
 - ❑ Scale to projected student capacity
 - ❑ Add staff
 - ❑ Add services
- ❑ Improve outcomes
 - ❑ Improve retention
 - ❑ Increase enrollment

Academic Programs

Undergraduate

- BS Criminal Justice
- BS Psychology
- Bachelor of Interdisciplinary Studies
- BS Computer Science *

Graduate

- Master of Business Administration
- Executive Master of Public Administration
- Executive Master of Criminal Justice
- Certificate in Supply Chain Management

Academic Programs

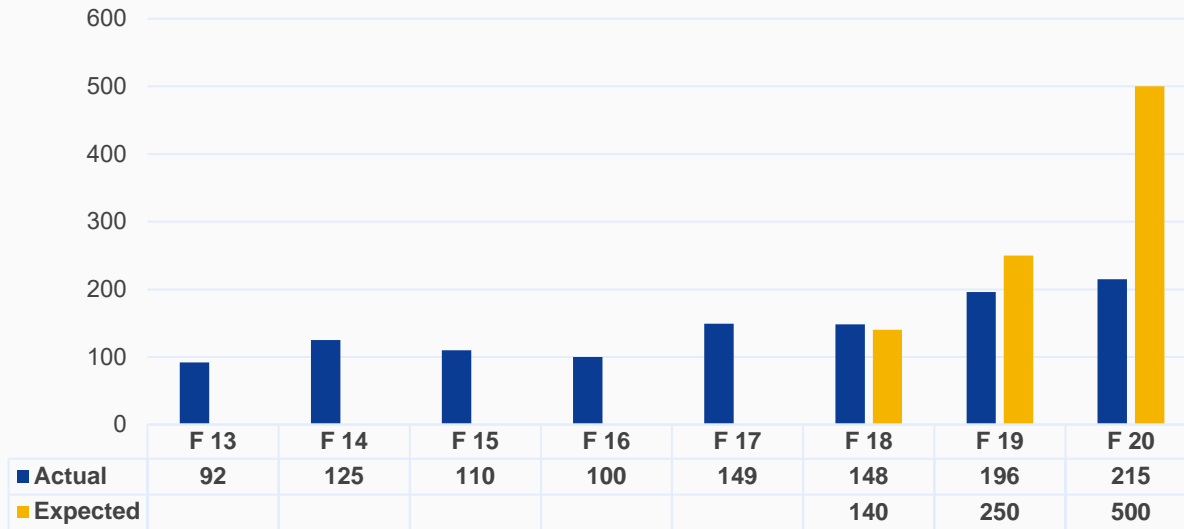
Pending Fall 2021-Spring

- RN to BSN (SACSCOC)
- Hospitality and Food Industry Leadership (BoR)

Proposed for Spring 2022 and Fall 2022

- Speech Pathology (3)
- Business Administration 2+3
- Social Work 2+3 (SUBR and SUNO Collaboration)

Enrollment Trends 2013-2020

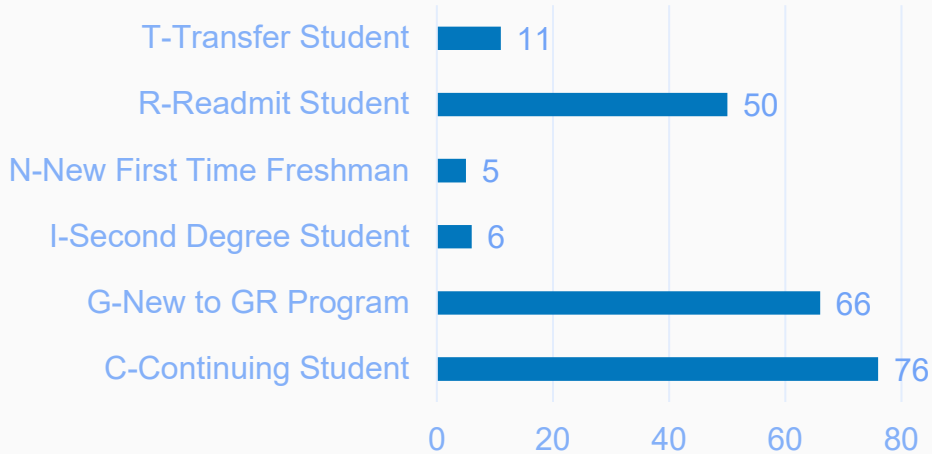


2013-2020 133.69% Inc.
2018-2019 32.43% Inc.
2019-2020 9.69% Inc.

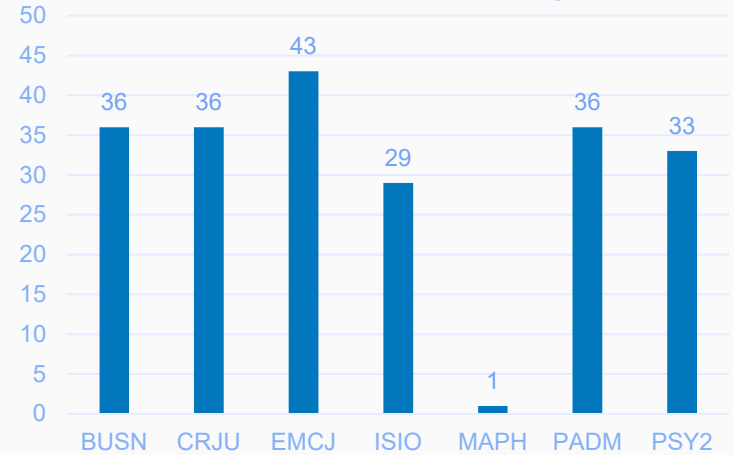
■ Actual ■ Expected

Fall 2020 Enrollment Demographics

Fall 2020 Count of Type



Fall 2020 Count of Major



Marketing

Recruitment

Retention

Marketing

- Free
- Virtual/Digital
- Awareness

Recruitment

- Virtual events
- Inquiry leads
- Direct email

Retention

- Advisement
- Academic Support
- Student Support
- Curriculum planning

Challenges

Program and Enrollment Growth
&
Sustainability

2020 and Beyond

- New Program Development
 - Prioritization, demand, unduplicated
- Investment Commitment
 - New program costs
 - Comprehensive marketing strategy
 - Enhance workflow processes
 - Student support staff
- Enrollment Projections
 - Louisiana access gaps – LA ACT 16

Plans for Growth

New Programs

- Establish credentials and certificate programs that lead to graduate
- Develop partnerships with community colleges to create accelerated AA to Masters degree pathways (ex. 2+3 Associates to MSW)

Increase Enrollment

- Expand and diversify channels of marketing
- Expand recruitment regionally and nationally based on market analysis
- Focus on graduate, transfers and “stop-out” students



Recommendations

- Increase investment
 - Distance Learning course fee
 - Reinvest % of earned revenue
 - Invest in faculty for new programs

Southern University at New Orleans



Online Strategic Plan

SOUTHERN UNIVERSITY AT NEW ORLEANS

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October 8, 2020

Dear Honorable Members of the Board of Supervisors and President-Chancellor Belton:

I am pleased to present the Strategic Plan for Online Programs for Southern University at New Orleans (SUNO). This plan will serve as a guidepost for development of an exciting new frontier for SUNO. By implementing this plan, SUNO will reach new heights and expand our academic footprint to a much broader extent than it is today. While we are under no illusion that this will be easy, we know that the venture is worthwhile and will lead to an even brighter future.

Thank you for the opportunity to present this bold new plan. I look forward to engaging the entire community of stakeholders in a vibrant discussion on the details of this ambitious plan and what it means for our institution.

Sincerely,

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

James H. Ammons, Jr., PhD
Interim Chancellor at SUNO

SUNO Online: The Way Forward

Overview

Southern University at New Orleans (SUNO) currently has three approved online programs; however, the implementation of these programs to date has been very limited. The current portfolio of online programs consists of Museum Studies (MA), General Studies (BS), and Criminal Justice (BS). Of the three programs, only Museum Studies has been active over the past five years and currently has 27 students enrolled. There are a variety of reasons why these programs are where they are currently, but the purpose of this report is to look forward rather than backwards. The preponderance of distance education to date has been largely the development of mostly hybrid courses, i.e., courses that are a combination of web-enabled courses to augment classroom teaching. Such hybrids currently exist to varying degrees but are essentially main campus courses that use our current learning management system (LMS), Moodle, as a teaching aid. There are, however, some courses that are officially designated as “online”. These online courses are offered to students that are currently enrolled at SUNO and provide students with an alternative to face-to-face delivery.

While the goal of accelerating the development and growth of online programs has been around for years, the Coronavirus pandemic has highlighted the need for a more vigorous online footprint. COVID-19 has certainly brought many challenges, but it has also enabled certain opportunities. We can leverage some of the investments to enhance our academic and technology capabilities around developing and delivering online education in the midst of COVID-19 and to reimagine our longer-term goals in relation to offering fully online programs.

The new paradigm envisioned for SUNO is a dramatic break from the existing view of distance education, into a far more comprehensive and robust fully online program and course delivery mechanism, fully outfitted with the appropriate supports that would enable students to complete their education at SUNO without ever attending the main campus or any satellite location. Our existing online support apparatus will continue to support current online and hybrid courses; however, a new and significantly upgraded Online Program Office will be the formal replacement to organize, implement and to sustain a dramatically enhanced online posture. The emphasis will shift to development and support of fully online programs and course offerings and providing assistance to online course content development. It can also



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serve as a center of excellence to support online programs and main campus digital content courses as well.

The purpose of this strategic plan is to convey the refocus emphasis on online distance education programs and to create a clear picture of the associated mind shift that must occur at the leadership levels in order to fully embrace this bold redirection. If the plan is undertaken as conceived, a dramatically different future is ahead for SUNO; one that includes top-notch online programs that render not only tremendous value for students, but also provides an additional funding model that supports traditional academic programs and institutional stability. This report depicts the development of our online programs in two phases that encompass the strategic challenge we face on the road to fulfillment of our vision for online programs at SUNO.

As an outline, four main components provide an overarching view of our challenge: (1) the compelling need to change, (2) what does the change look like, (3) what does it take to get there, and (4) what does this mean to SUNO.

The Compelling Reason to Change

There is somewhat of a revolution occurring in higher education. Much of the angst is currently below the radar but it will soon burst forth with the potential to overwhelm colleges and universities that have not sufficiently diversified and modernized their programs to take into account the new realities. What are these new realities one might ask? They include:

- Greater concerns by consumers of education on concepts of return on investment.
- Greater scrutiny of education by the federal government in terms of tuition and fee rates, level of student indebtedness, and job placement rates.
- Enhanced oversight by boards and external funders for more measurement-based data for decision making purposes.
- Greater oversight by accrediting organizations to ensure program outcomes as well as academic and financial soundness.
- For public institutions, shrinking or stagnant funding from state legislatures.
- Greater pressure from traditional sources like research grants because of federal budget considerations.
- Increased competition from for-profit educational institutions that are more nimble and flexible than traditional colleges and universities thus forcing them to become more entrepreneurial and market focused.



SUNO: ONLINE STRATEGIC PLAN

- Greater need for colleges and universities to right-size their operations, particularly in terms of overhead, and ensuring that their operations are as efficient and effective as possible.
- Enhanced focus on customer service and value for students as a means of competing more effectively with peer institutions.

These are only some of the key drivers that are expected to influence the delivery of education now and well into the foreseeable future and have been dramatically accentuated because of the COVID-19 pandemic. The colleges and universities that proactively prepare for these new realities position themselves to be able to withstand the inevitable shakeout that will occur among colleges and universities. These realities are even more acute for historically black colleges and universities (HBCUs) because of the often-tenuous financial condition that plague such institutions and the lack of resources and reserves that many of the well-funded primarily white institutions (PWIs) enjoy.

A recent study by Bain and Company showed that about one-third of colleges and universities are in financial trouble. The cost of operating is increasing at a faster rate than their available funding, particularly endowment funding. This is particularly inauspicious for HBCUs because they usually cannot rely on endowments as a primary source of funding. What does Bain recommend? -- "That will require having a clear strategy, streamlined operations, a strong financial foundation, trust and accountability, and a willingness to invest only in innovations that truly create value for the institution."

In December of last year, Moody's maintained their negative outlook for the higher education sector for the second consecutive year. They said, "for fiscal 2019, we preliminarily project that 15-20 percent of universities will have grown reserves above our 3 percent estimate for higher education inflation while over 30 percent will have had greater than 3 percent declines in cash and investment levels." Moreover, the report states, "as a result, there will continue to be a high focus on cost containment over the next year, with continued program rationalizations and potentially more colleges considering merging, collaborating or in some cases closing."

Further, a fairly recent New York Times article said that "only 500 or so of the 4,000 plus colleges and universities appear to be financially stable enough to be relatively safe." Given these environmental headwinds, now is a propitious opportunity to position SUNO to withstand these challenges by creating a new paradigm for an important segment of its operations--- distance education and online learning. One of the main drivers of peril that Bain & Company mentioned is that expenses are growing far faster than revenue. Key infrastructure and maintenance decisions are being deferred because of the lack of debt capacity. An excellent way to mitigate the need for physical infrastructure is to augment existing infrastructure with virtual infrastructure. Investments, and they are investments, in online capabilities have the potential to mitigate the need for costly capital projects and provide an opportunity to

SUNO: ONLINE STRATEGIC PLAN

strategically allocate limited resources for expansion into those programs that are most promising and strategically aligned with the vision of the college or university.

One way that SUNO can achieve an expanding student body without the associated physical infrastructure demands is to grow through distance education. A general scalability example can help to frame the point; what would it cost to be able to support growth of 2,000 additional students? What would it cost in terms of dormitories, auxiliary services, classroom space, technology, and physical infrastructure? Sure, there would be additional revenue, but there would be massive increases in fixed costs as well. On the distance education side, through our existing technical infrastructure we currently support roughly 2,000 students, with varying levels of engagement with our online services. We can accommodate additional students far more flexibly using online platforms at dramatically less costs relative to what we would experience if we brought that many students to campus. In other words, the incremental costs associated with growth online are far less than the fixed and variable costs related to face-to-face students. Clearly, it makes economic sense to embark on this journey towards a far greater online presence, but it is also in our enlightened self-interests to pursue this as well.

Our current strategic plan offers guidance in this regard. The Southern University System (SUS) strategic goals provide a compelling rationale for moving in this direction. The following SUS and SUNO goals and objectives (Appendix A and B) create a vibrant opportunity for the University:

SUS: Strategic Goals

Goal 1: Commitment to Student Access and Affordability

Objective 1.3: To increase 100% Online Enrollment by 1,856% from baseline 202 in Fall 2017 to 3,951 in Fall 2025 - SUNO Online Projections (Baseline: Fall 2017 (34 FTEs) to Fall 2025 (603 FTEs))

Strategies	1.3.1	Build, scale, and sustain new online programs and certificates.
	1.3.4	Develop a detailed enrollment plan of action for online education
	1.3.6	Scale resources - online faculty, students, technology, and staff support - to meet the growing needs of online courses and programs
	1.3.10	Provide initial and continuous training opportunities for online faculty

SUNO: Strategic Goals

Goal 1: Continuing to Develop and Expand the Student Recruitment, Admissions and Enrollment Strategies

Objective 1.4: To increase SUNO Online Enrollment by 1,668% from baseline 34 in Fall 2017 to 601 in Fall 2025.

Strategies	1.4.1	Provide continuous training opportunities for online faculty
	1.4.3	Develop and implement a marketing plan with strategies to promote online/distance education across the globe.
	1.4.5	Create a position to Coordinate Online Enrollment, courses, etc. and hire
	1.4.7	Ensure that online faculty, students, technology and staff support scales that appropriately meets the needs of online courses and program growth

With this overall guidance from the SUS, we have the organizational imperative that we need to inspire creative leadership towards fulfillment of these worthwhile goals. There are enormous potential advantages to developing a robust distance education capability. Among the benefits include:

- Greater ability to focus resources in areas that are of strategic importance to the university.
- The opportunity to build on signature programs.
- Greater ability to expand into niches that are uniquely open to HBCUs because of the significant minority populations within the greater New Orleans area.
- Development of a new funding model without the associated cost structure of traditional growth.
- Ability to standardize the curriculum and program/course offerings thereby assuring credible program assessment standards in accordance with accrediting bodies.
- Ability to leverage world-class faculty as a draw for online programs.

According to Allen and Seaman (2018), the number of distance education students grew by 5.6% from Fall 2015 to Fall 2016 to reach 6,359,121 who are taking at least one distance course, representing 31.6% of all students. Total distance enrollments are composed of 14.9% of students (3,003,080) taking exclusively distance courses, and 16.7% (3,356,041) who are taking a combination of distance and non-distance courses. It is clear that the growth

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opportunities for colleges and universities are online. I believe that the colleges and universities that have physical campuses and strong academic programs on which to anchor online programs are the ones that will be able to withstand the forces highlighted at the beginning of this report. Not only can SUNO overcome the coming challenges, with smart investments in online capabilities and embracing this new paradigm, it can thrive in this environment.

What Does Change Look Like?

A review of our current state of readiness and a corresponding assessment of the antecedents to a reimagined future for SUNO, there are several areas of consideration:

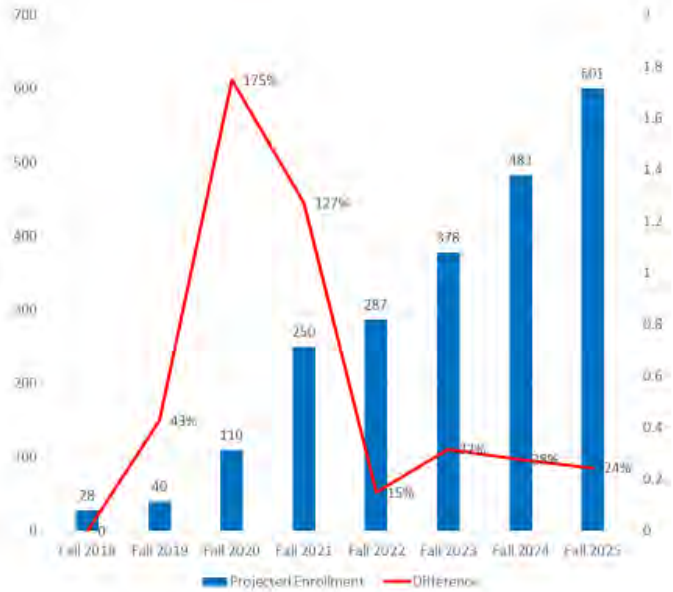
1. There must be a formal organization established with responsibility for growing our online programs. (see proposed organizational structure)



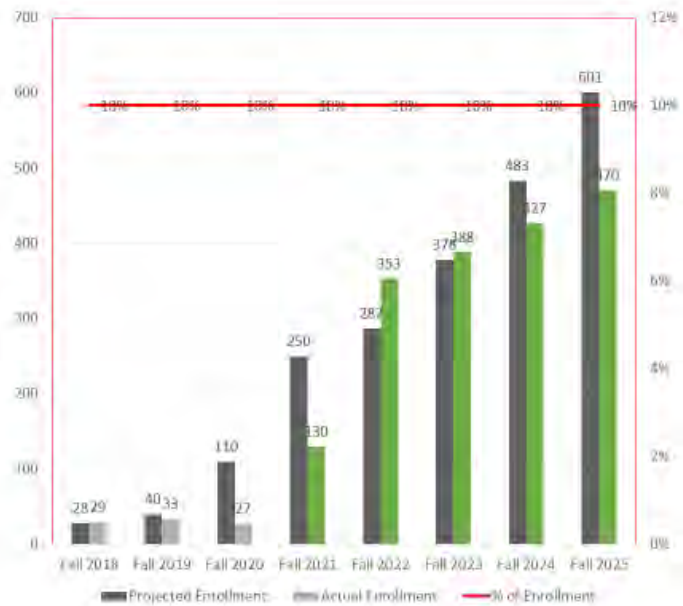
2. We need to consider a far more robust LMS that can assist the development and growth of our online and web-enhanced programs and courses. The current Moodle system is adequate for our current needs, but our vision will require a more sophisticated LMS, such as Blackboard or some other similar system. We will also need 24/7 technical support.
3. At this point there is very limited course development and support available. We will have to invest in more resources to support development of quality online course content.

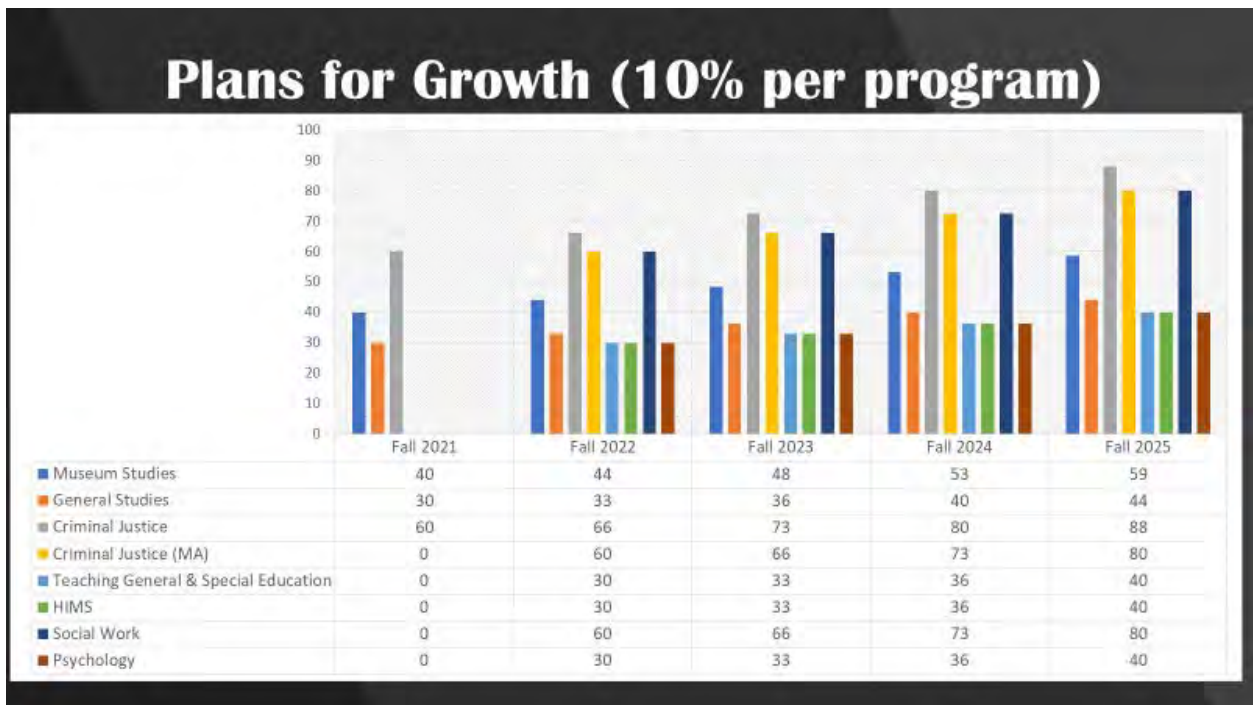
4. Revise or Revisit our current strategic plan for growth (see projections below) to a more conservative obtainable enrollment based on the new rebuilt structure of current and future programs:

Current Strategic Plan for Growth



Conservative Plans for Growth





Our vision is that the operational model to support online programs will establish a support ecosystem that will enable growth and development of our online programs. We further envision a vibrant partnership between this entity and the academic community to help us to realize our goals.

So What Things Have to Change?

SUNO Online will need a student-centric approach that showcases convenience, customer service, high faculty engagement and interaction, and high levels of student support structures. The table below gives a glimpse of the old world vs. new world.

SUNO Online

SUNO: ONLINE STRATEGIC PLAN

Old Thinking	New Thinking
Accommodate internal system capabilities	Accommodate students
8:30 – 4:30 Service Hours	Available When Students Need It
Check with for help	Click on needed resource
Department Focused	One-Stop Shop Focused
People related service provision	Automated services
Physical access to support	Virtual access to support
Individual Faculty Dependent	Department/Program Area Dependent

Our view is that the new online organization will be the nucleus for providing these highly student-centric services to support our online programs.

What Does It Take to Get There?

This new SUNO Online Strategic Plan takes bold new steps in a way that is calibrated to ensure the strong likelihood of success. There are two distinct phases that will focus on leveraging existing capabilities that are described above that will support enhancements to the current online capabilities as well as building in sufficient lead time to bring new capabilities onboard.

[Phase I – Timeline: October 2020 through March 2021](#)

Phase I is designed to get revenue generating online courses that can work within the existing support system. The features in phase I would focus on the following items:

1. Course Development - Building out existing courses to support our current online program offerings. We will focus heavily of general education and majors within the various curricula.

SUNO: ONLINE STRATEGIC PLAN

2. Operating Structure - We will work through the Office of the Vice Chancellor for Administration and Finance to setup the operating structure for online programs. This will include:
 - A separate profit center designation for online programs.
 - Restructured tuition and fees that are competitive in the marketplace

Establishment of our organizational design as one-stop support for all applicants who apply for the online program. As the program grows, we will add staff in areas that will maintain the high-level of service that is needed to successfully operate online programs. Most notably those enhanced features include:

- a) Powerful LMS capabilities with 24/7 technical support.
- b) Coordinated front-end processes including admissions, registrations, and financial aid support.
- c) A comprehensive marketing plan that promotes all online program and course offerings
- d) Student advising geared to online students.
- e) Availability of and access to institutional resources like tutoring, library, and career planning and placement.

Phase II – Timeline : Summer/Fall 2021 to Fall 2025

This is the phase that represents a dramatic break from the past. In this phase we roll out new fully online programs in an accelerated format that will allow students to complete their degree in a manner that is convenient for them and comports with their lifestyles. These programs are geared to adult learners who are either pursuing a bachelor's degree or an advanced degree. These degree programs will build on high potential programs on main campus that can be converted to an online format. All of the initial programs are in high demand and would be well received in the marketplace. To be successful, these programs must be built around the characteristics identified earlier that support successful fully online programs, i.e. a strong technical environment with 24/7 support, integrated front-end processes, capable and enthusiastic advising, and a vigorous marketing program that uses a multi-pronged approach to attracting identified student populations that want the experience of attending a high quality HBCU but in an online program.

Phase II Elements:

- Roll out new fully online programs in an accelerated format
- Create 8-week format rather than full semester
- Create one-stop virtual process/center capabilities (Student-focused processes and procedures that facilitate online learning)
- Continue vigorous and comprehensive marketing and recruitment efforts
- Micro-site

- Measure student engagement (recruitment to graduation and beyond)
- Recruitment and Marketing
 - Determine Value Proposition
 - Free Internal Marketing (YouTube, Instagram, Facebook, LinkedIn, Podcast, Webinar, etc.)
 - Analytics
 - Personalize messaging to targeted demographics
 - Online Chat
 - Online incentives (i.e., free e-books, scholarships)
- Retention
 - Virtual Student Support
 - Virtual Advisors
 - Retention / Early Alert Software

What Does This Mean to SUNO?

Building and sustaining a vibrant and robust distance education program at SUNO will require a reorientation around the systems that support this learning modality. University leadership must embrace this new paradigm that is focused externally rather than internally—this refocus recognizes that to the online student, their perceptions of our program are based on the extent to which our systems meet their needs. In other words, our systems will need to support student needs to a far greater extent than is typically realized for main campus students. This entails tremendous organizational commitment. How is this commitment exemplified? By:

- Top leadership support
- Student-focused processes and procedures that facilitate online learning
- Vigorous and comprehensive marketing and recruitment efforts
- Paying attention to all aspects of student engagement from the time that they inquire about a program until the time that they graduate...and beyond!

In order to realize the desired vision for online learning at SUNO there will be a need for organizational commitment to ensuring that the appropriate levels of resources are applied. This will necessitate developing a dedicated budget for online learning that can be applied to continuously improve services and operations. A distance education fee or similar type of institutionalized funding model would help with strategic planning for online services in support of the University's mission. Having a dedicated budget would also provide certainty and uniformity of planning and operations.

What's the Payoff?

Not only would this new paradigm present students with a wider array of options for gaining a superior education, there would also be economic benefits that would accrue to the University. This new model assumes that the systems would generate far more revenue than is used in the provision of online learning. It should provide net proceeds sufficient not only to repay the institution's support and overhead, but also be a net generator of liquid resources to provide additional funding for academic programs. Below is a rather conservative estimate of the financial contribution of online learning in the new paradigm.

Below is an [estimate/example](#) of the potential revenue from the Phase II model. New models will be built reflecting revised tuition and fees approved by the Board of Supervisors and also based on projected yield from marketing efforts.

Example, Online Proforma

SUNO Proforma for Online (EXAMPLE)
EXAMPLE

	Fall 2021	Fall 2022	Fall 2023	Fall 2024	Fall 2025	Total
Revenue						
Tuition	\$1,316,250	\$3,574,125	\$3,928,500	\$4,323,375	\$4,758,750	\$17,901,000
Fee	35,100	58,140	63,900	70,380	77,400	304,920
Investment	500,000					500,000
Total Revenue	\$1,851,350	\$3,632,265	\$3,992,400	\$4,393,755	\$4,836,150	\$18,705,920
Expense						
Faculty/Instructor Salaries	\$234,000	\$635,400	\$698,400	\$768,600	\$846,000	3,182,400
Administrative Overhead (20%)	\$370,270	\$726,453	\$798,480	\$878,751	\$967,230	3,741,184
Travel						
Operating Supplies	25,000	25,000	25,000	25,000	25,000	125,000
Other Charges (Mkt/Recruit)*	250,000	250,000	250,000	250,000	250,000	1,250,000
Investment Payback	500,000					500,000
Total Expenses	\$1,379,270	\$1,636,853	\$1,771,880	\$1,922,351	\$2,088,230	\$8,798,584
Net Revenue	\$472,080	\$1,995,412	\$2,220,520	\$2,471,404	\$2,747,920	\$9,907,336

* Co-Marketing

Assumptions: EXAMPLE

• Tuition Rate \$375/cr hr	• Fall 2021 Enrollment: 130	• Funding from: Title III
• 3/cr hr classes	• Fall 2022 Enrollment: 353	• Funding from: Admin OH
• Faculty rate \$3,000	• Fall 2023 Enrollment: 388	• Funding from: Existing GF
• 6 (8-week session)	• Fall 2024 Enrollment: 427	
• Average 1.5 classes per session	• Fall 2025 Enrollment: 470	
• DE fee of \$30	• 15 students per class	



SUNO: ONLINE STRATEGIC PLAN

In order to reach these numbers (and higher!), SUNO should also take on a recruiting role and cross-market our online programs along with traditional programs and services. The online offerings become a central aspect of SUNO's overall marketing program.

A special note should be made about a key issue with online enrollment, which is that there are often retention problems from session to session (Allan & Seaman, 2010). However, there are measures that can be taken to reduce the attrition rate. The research shows that several factors relate to retention. They include (in ranked order):

1. Course Instructor – requires high level of faculty engagement.
2. Course content – content should be meaningful and well-developed.
3. Social interaction – students desire networking and collaboration opportunities with their fellow students –being part of a community is important to building a social connection.
4. Courses should be well-designed (navigation, simplicity, etc.)
5. Personal variables – each student differs in terms of their personal needs. Depending on their level of support at home and/or work, these needs vary considerably. In general, students need supportive systems that they can readily access.

SUNO can realize this new paradigm by exercising bold leadership and embracing the new realities facing institutions of higher learning. Online learning can play an integral role in helping SUNO fulfill its mission and realize its vision with the focus on three (3) recommendations:

1. Distance Education Fee (Online Classes)
2. Market tuition prices
3. Adult Degree Market Orientation

This strategic plan hopefully sparks a much wider and comprehensive discussion of what this new paradigm requires as we implement and execute on this plan with a initial investment from the system.

APPENDIX A

Southern University System (SUS) Strategic Online Goal, Objective and Strategies

Goal 1: Commitment to Student Access and Affordability		
Objective 1.3: To increase 100% Online Enrollment by 1,856% from baseline 202 in Fall 2017 to 3,951 in Fall 2025. SUNO Online Projections (Baseline Fall 2017 [34 FTEs] to Fall 2025 [601 FTEs])		
Strategies	I.3.1	Build, scale, and sustain new online programs and certificates
	I.3.2	Target marketing to special populations – Military Personnel
	I.3.3	Target marketing to special populations – Professionals in Specific Industries
	I.3.4	Develop a detailed enrollment plan of action for online education
	I.3.5	Identify a campus leader for online education
	I.3.6	Establish a dynamic and efficient digital marketing plan for recruiting students to online programs and courses to include the use of digital advertising, email marketing, social media, blogging, and promotional videos.
	I.3.7	Collaborate with the Office of the Registrar to remove barriers for online students when completing the registration process.
	I.3.8	Provide guidance for training topics and opportunities concerning instructional technology and sound pedagogy.
	I.3.9	Scale resources - online faculty, students, technology, and staff support - to meet the growing needs of online courses and programs
	I.3.10	Provide initial and continuous training opportunities for online faculty
	I.3.11	Evaluate the current online course rubric and revise as necessary
	I.3.12	Identify programs where at least 50% of their major plan of study is currently being offered online. Once these programs are identified, approach department chairs/directors about offering a fully online degree option in addition to the face-to-face degree
	I.3.13	Work with faculty and departments to convert courses and programs to 100% online

SUNO: ONLINE STRATEGIC PLAN

I.3.14	Outline additional budget requirements needed by departments and support units as courses and programs are converted to an online platform
I.3.15	Identify and convert courses that can be used across multiple degrees and programs.
I.3.16	Evaluate current policies and plans for online learning.
I.3.17	Continuously assess all online courses and programs.
I.3.18	Provide equitable, engaging, and comprehensive academic support for online learners.
I.3.19	Provide equitable, engaging, and comprehensive student support for online learners.
I.3.20	Create opportunities for online learners to become involved in campus activities.
I.3.21	Initiate peer mentoring for online learners.
I.3.22	Increase availability of online tutoring in online courses.
I.3.23	Collaborate with specific Student Affairs units to offer workshops, career fairs, and student organization memberships for online learners.
I.3.24	Strengthen the online presence in the Student Government Association and offer voting opportunities for online students.

APPENDIX B

Southern University at New Orleans (SUNO) Strategic Online Goal, Objective and Strategies

Goal 1: Commitment to Student Access and Affordability		
Objective 1.4: To increase SUNO Online Enrollment by 1668% from baseline 34 in Fall 2017 to 601 in Fall 2025.		
Strategies	I.4.1	Provide continuous training opportunities for online faculty
	I.4.2	Continuously assess, update and market all online courses and programs
	I.4.3	Develop and implement a marketing plan with strategies to promote online/distance education across the globe
	I.4.4	Work closely with the office of Information Technology, E-Learning, Library and the faculty to determine more innovative ways to access and deliver course options to enrolled students
	I.4.5	Create a position to Coordinate Online Enrollment, courses, etc. and hire
	I.4.6	Create opportunities for online learners to become involved in campus activities
	I.4.7	Ensure that online faculty, students, technology and staff support scales that appropriately meets the needs of online courses and program growth
	I.4.8	Regularly enhance and maintain the University website

Presentation Developed and Presented to Respective Stakeholders:

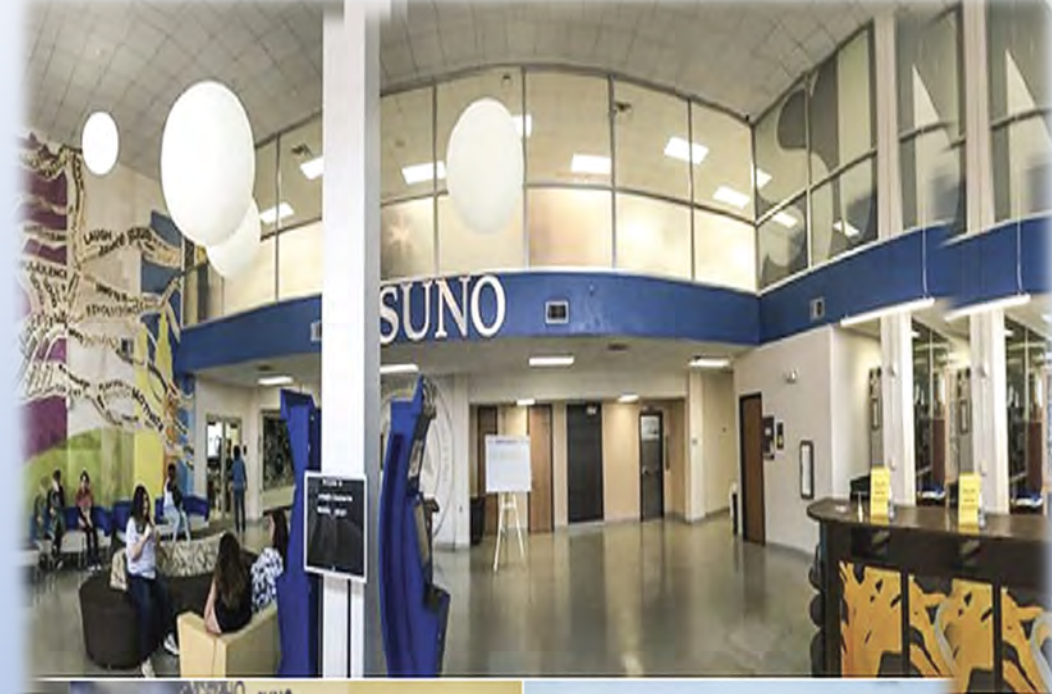
- SUNO's VC for Academic Affairs
- SUNO's Deans
- SUNO's Chairs
- SUNO's E-Learning
- SUNO's Interim VC for Administration and Finance
- Faculty Senate Leadership

Sources:

- Campus Technology
- I. Allen & J. Seaman, Learning on Demand: Online education in the United States. 2019
- S. Harris, Y. Larrier, and M. Castano-Bishop, "Development of the Student Expectations of Online Learning Survey: A Pilot Study. 2011
- US Bureau of Labor Statistics
- US News and World Report

Southern University at New Orleans

Online Strategic Plan



**Dr. James H. Ammons, Jr. PhD
Interim Chancellor**

SUS: Strategic Goals

Goal 1: Commitment to Student Access and Affordability

Objective 1.3: To increase 100% Online Enrollment by 1,856% from baseline 202 in Fall 2017 to 3,951 in Fall 2025. *SUNO Online Projections (Baseline Fall 2017 [34 FTEs] to Fall 2025 [601 FTEs])*

Strategies	1.3.1	Build, scale, and sustain new online programs and certificates.
	1.3.4	Develop a detailed enrollment plan of action for online education
	1.3.6	Scale resources - online faculty, students, technology, and staff support - to meet the growing needs of online courses and programs
	1.3.10	Provide initial and continuous training opportunities for online faculty

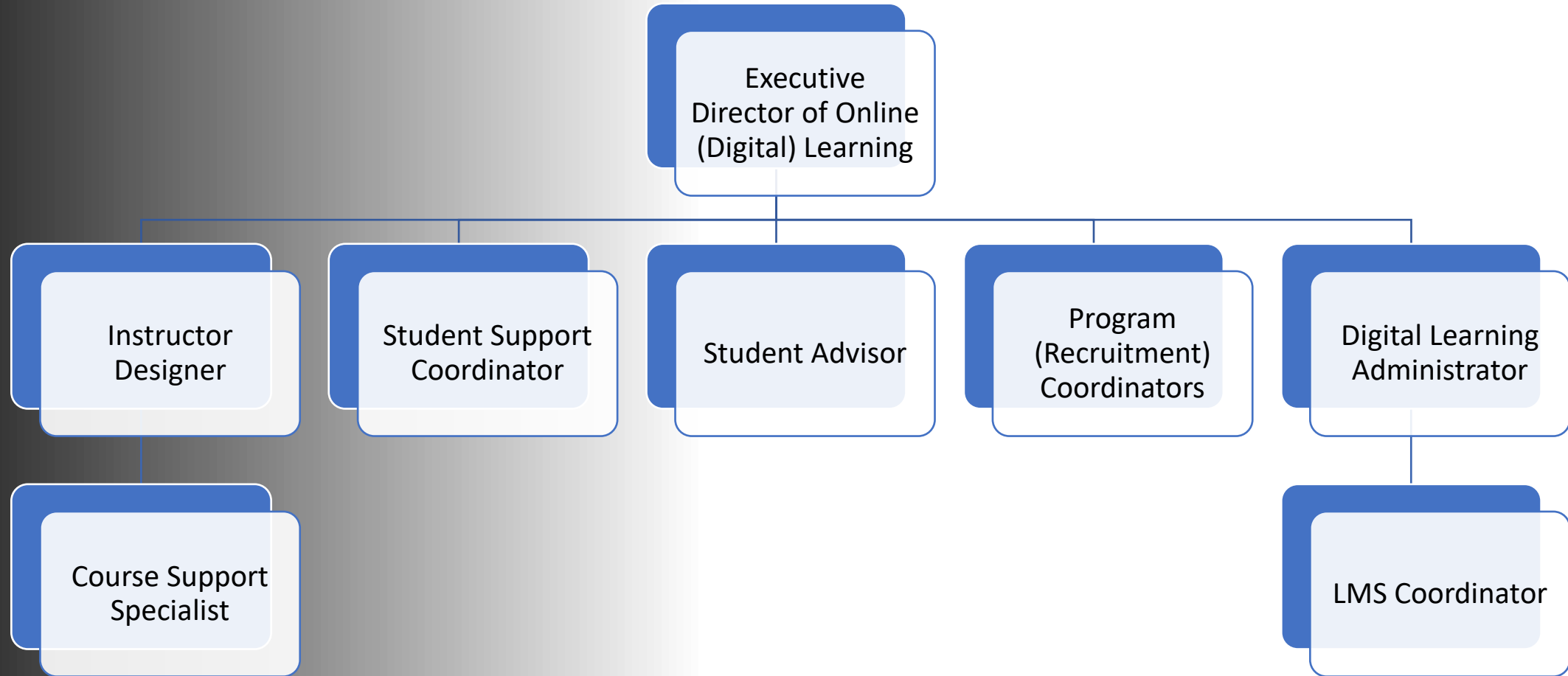
SUNO: Strategic Goals

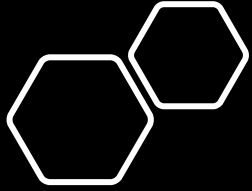
Goal 1: Continuing to Develop and Expand the Student Recruitment, Admissions and Enrollment Strategies

Objective 1.4: To increase SUNO Online Enrollment by 1,668% from baseline 34 in Fall 2017 to 601 in Fall 2025.

Strategies	1.4.1	Provide continuous training opportunities for online faculty
	1.4.3	Develop and implement a marketing plan with strategies to promote online/distance education across the globe.
	1.4.5	Create a position to Coordinate Online Enrollment, courses, etc. and hire
	1.4.7	Ensure that online faculty, students, technology and staff support scales that appropriately meets the needs of online courses and program growth

Proposed Organizational Structure





Approved Online Degree Programs

Undergraduate

- B.S. General (Interdisciplinary) Studies
- B.S. Criminal Justice

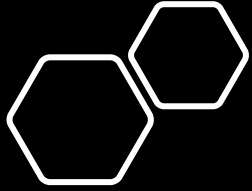
Graduate

- M.A. Museum Studies

Museum Studies* (M.A.)	30	34	34	29	29	33	39	43	27
General (Interdisciplinary) Studies* (B.S.)	0	0	0	0	0	0	0	0	0
Criminal Justice* (B.S.)	0	0	0	0	0	0	0	0	0

Current and Trend Enrollment

- [*https://www.louisianaonline.org/institution.php?id=10](https://www.louisianaonline.org/institution.php?id=10)



Future Online Degree Programs

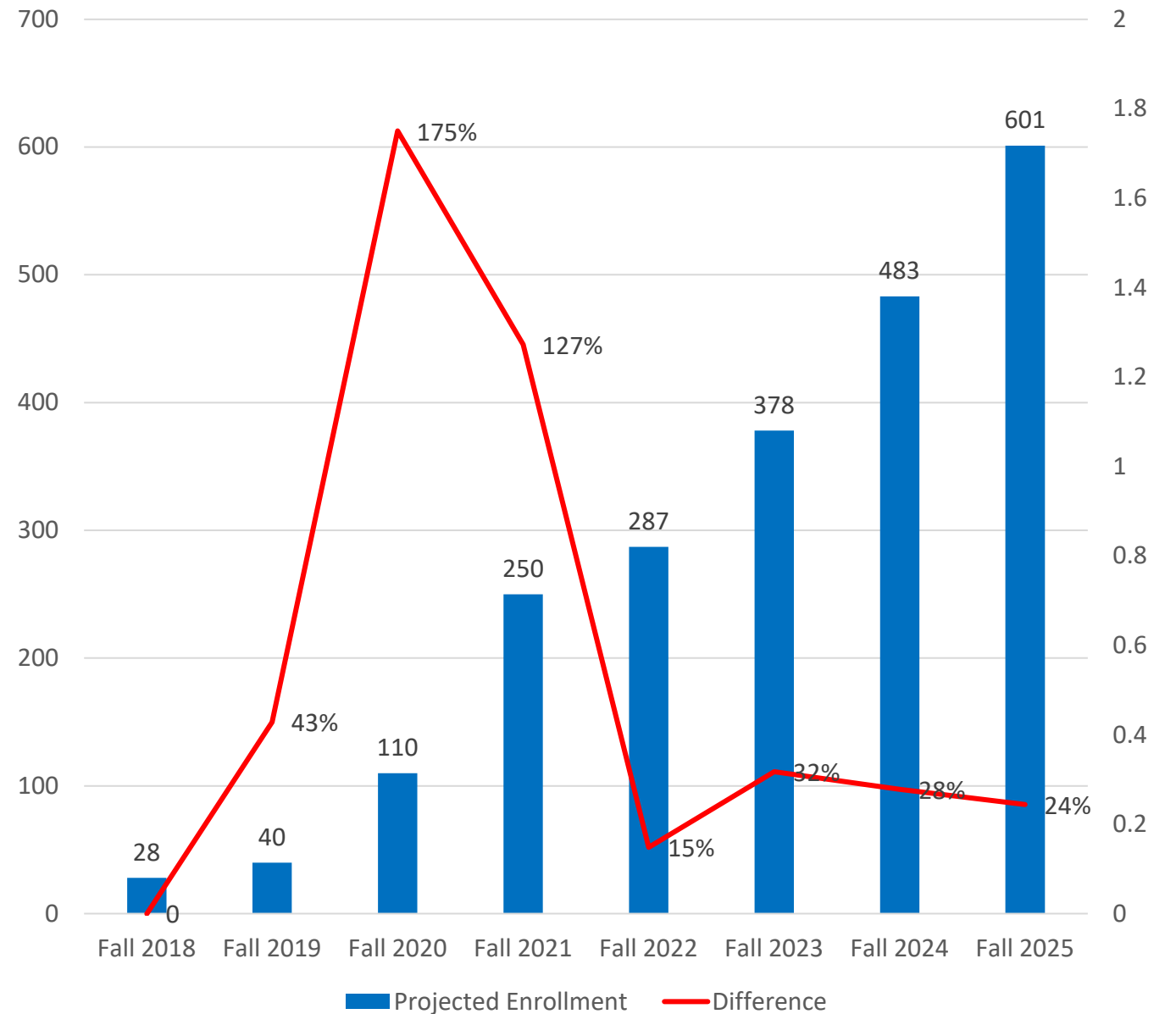
Undergraduate

- B.S. Health Information Management Systems
- B.A. Psychology

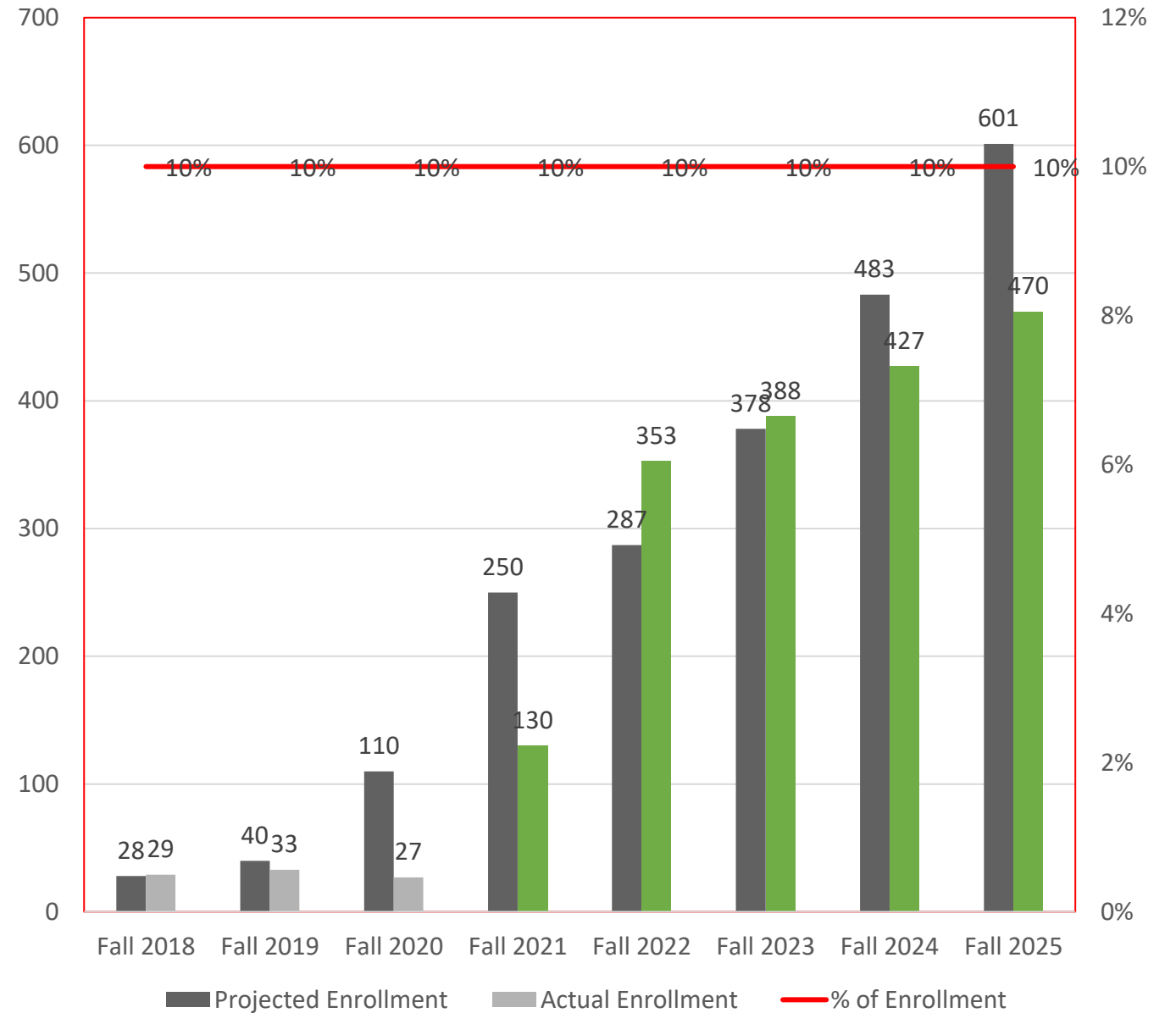
Graduate

- M.A. Criminal Justice
- M.A. Teaching (MAT) in General and Special Education
- MSW Social Work

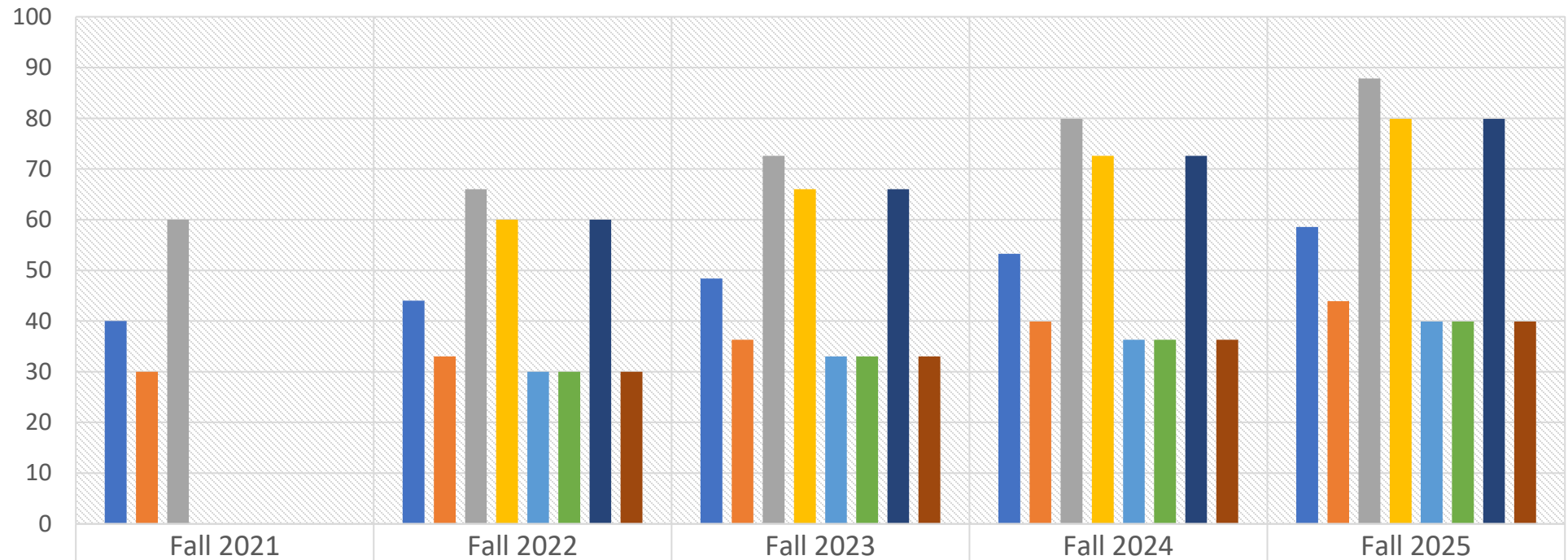
Current Strategic Plan for Growth



Conservative Plans for Growth



Plans for Growth (10% per program)



	Fall 2021	Fall 2022	Fall 2023	Fall 2024	Fall 2025
■ Museum Studies	40	44	48	53	59
■ General Studies	30	33	36	40	44
■ Criminal Justice	60	66	73	80	88
■ Criminal Justice (MA)	0	60	66	73	80
■ Teaching General & Special Education	0	30	33	36	40
■ HIMS	0	30	33	36	40
■ Social Work	0	60	66	73	80
■ Psychology	0	30	33	36	40

What Does It Take to Get There?

• Phase I

- Course Development
- Implement Proposed Organizational Structure
- Create a separate department (financial purposes) designated for online program
- Restructure tuition and fees that are competitive in the marketplace
- Powerful LMS capabilities with 24/7 technical support
- Coordinate front-end processes including admissions, registrations, and financial aid support
- A comprehensive marketing plan that promotes all online program and course offerings
- Student advising geared to online students
- Availability of and access to institutional resources like tutoring, library, and career planning and placement

What Does It Take to Get There?

• Phase II

- Roll out new fully online programs in an accelerated format
- Create 8-week format rather than full semester
- Create one-stop virtual process/center capabilities (Student-focused processes and procedures that facilitate online learning)
- Continue vigorous and comprehensive marketing and recruitment efforts
- Micro-site
- Measure student engagement (recruitment to graduation and beyond)

Recruitment, Retention & Marketing

- **Recruitment and Marketing**
 - ✓ Determine Value Proposition
 - ✓ Free Internal Marketing (YouTube, Instagram, Facebook, LinkedIn, Podcast, Webinar, etc.)
 - ✓ Analytics
 - ✓ Personalize messaging to targeted demographics
 - ✓ Online Chat
 - ✓ Online incentives (i.e., free-ebooks, scholarships)
- **Retention**
 - ✓ Virtual Student Support
 - ✓ Virtual Advisors
 - ✓ Retention / Early Alert Software



Challenge(s)

- Initial Funding for Investment
 - Personnel for Proposed Organizational Structure
 - Comprehensive Marketing Outlay
 - Course Development and Training

Example, Online Proforma

SUNO Proforma for Online (EXAMPLE) EXAMPLE

	<u>Fall 2021</u>	<u>Fall 2022</u>	<u>Fall 2023</u>	<u>Fall 2024</u>	<u>Fall 2025</u>	<u>Total</u>
Revenue						
Tuition	\$1,316,250	\$3,574,125	\$3,928,500	\$4,323,375	\$4,758,750	\$17,901,000
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Investment	500,000					500,000
Total Revenue	<u>\$1,851,350</u>	<u>\$3,632,265</u>	<u>\$3,992,400</u>	<u>\$4,393,755</u>	<u>\$4,836,150</u>	<u>\$18,705,920</u>
Expense						
Faculty/Instructor Salaries	\$234,000	\$635,400	\$698,400	\$768,600	\$846,000	3,182,400
Administrative Overhead (20%)	\$370,270	\$726,453	\$798,480	\$878,751	\$967,230	3,741,184
Travel						
Operating Supplies	25,000	25,000	25,000	25,000	25,000	125,000
Other Charges (Mkt/Recruit)*	250,000	250,000	250,000	250,000	250,000	1,250,000
Investment Payback	500,000					500,000
Total Expenses	<u>\$1,379,270</u>	<u>\$1,636,853</u>	<u>\$1,771,880</u>	<u>\$1,922,351</u>	<u>\$2,088,230</u>	<u>\$8,798,584</u>
Net Revenue	<u>\$472,080</u>	<u>\$1,995,412</u>	<u>\$2,220,520</u>	<u>\$2,471,404</u>	<u>\$2,747,920</u>	<u>\$9,907,336</u>

* Co-Marketing

Recommendations

Adult Degree
Market
Orientation

Market tuition
prices

Distance
Education Fee
(Online Classes)

Questions/Comments



Online Enrollment Report Fall 2020

Online Degree Programmatic Areas

Southern University at Shreveport Louisiana (SUSLA) received approval March 2014 from SACSCOC to offer online educational programs. SUSLA started with two online programs which are listed below:

- Business Management (AS)
- Health Information Technology (AAS)

Under the leadership of Dr. Veronica McEachin, SUSLA added four online programs with 13 concentrations and one online certificate. SUSLA currently has six online programs with 13 concentrations and one online certificate which are listed below:

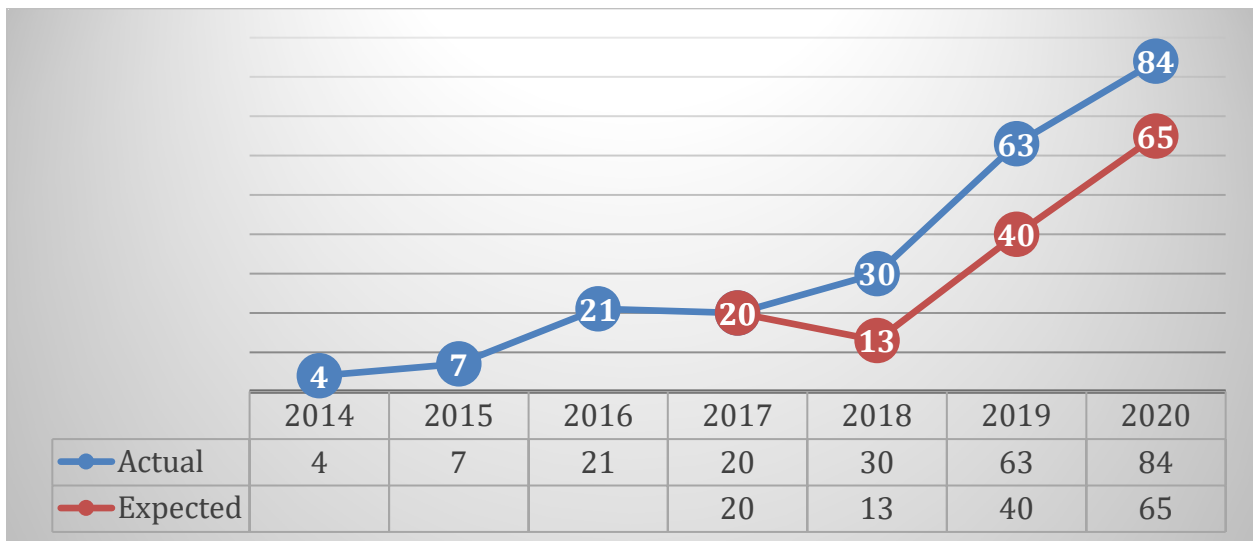
- Associate of Applied Science Criminal Justice Administration
- Associate of Science Business Management
- Associate of General Studies
 - General Education
 - Biology
 - Pre-Allied Health
 - Chemistry
 - Science/Pre-Health
 - Physical Sciences
 - Business Administration
 - Humanities
- Associate of Arts, Louisiana Transfer
 - Criminal Justice
 - Humanities
- Associate of Science, Louisiana Transfer
 - Biological Sciences
 - General Business
 - Physical Science
- Computer Networking Technology, CNET (CIS)



Current Enrollment

SUSLA began with four students in spring 2015 and currently has 84 students enrolled in 100% online programs. In addition, SUSLA has 578 students enrolled in all online classes (no face-to-face classes) and 923 students are enrolled in at least one online course.

Enrollment Trends



Strategic Goal

SUSLA strategic goal is “Cultivate a Culture of Academic Excellence” .

Strategy 1.1.2 – Promote and increase delivery of distance learning courses and program offerings.

SUSLA has significantly expanded the Number of 100% Online Programs.



Recruitment, Retention and Marketing

- Purchase a text messaging system exclusively for E-Learning
- Using digital marketing to communicate with potential students
- Enhance E-Learning Web Page
- Billboards
- Recruit Military Personnel
- Recruit students that have stopped out
- Brochures
- Provide webinar for online students to alleviate challenges and promote student success.
- Provide additional “Tips and Strategies” training to help faculty engage online students.

Challenges

- The E-Learning staff in Shreveport consist of two individuals which include the Director of E-Learning and the LMS Administrator. They are responsible for providing Moodle and course development training to faculty. They troubleshoot problems for faculty and students.
- Starting January 2020, the E-Learning staff became primarily responsible for overseeing the Moodle Help-Desk.
- From January 2020 – March 2020, the E-Learning Staff and volunteers served approximately 3,000 students, faculty and staff. The E-Learning staff trained individuals how to login and navigate the new Moodle and provided troubleshooting services.
- Unexpectedly, in March of 2020, SUSLA experienced the challenges of Covid-19. The E-Learning staff recruited campus volunteers to assist with transitioning all face-to-face classes to the virtual/online platform within a short period of time. The team worked evenings and weekends to ensure a successful transition for faculty and students.

Plans for Growth

The E-Learning Department received funds to hire two staff members which are listed below:

- Online/Distance Education Technology Support Specialist
- Instructional Designer
- The Director of E-Learning will work closely with the deans to increase online programs and certificates
- The E-Learning staff will text, email and call students that have stopped out and encourage them to complete their Associate degree at SUSLA



- The E-Learning Department will text, email and call prospective students to complete their degrees.

Any additional information that you deem appropriate

The Director, LMS Administrator, faculty and adjunct faculty were instrumental in accomplishing the following:

- Students enrolled in at least one online course increased from 4.87% to 30.00%.
- The number of online and hybrid courses developed increased from 44 courses to approximately 113 courses.
- Over 44 online courses have been developed using Open Educational Resources.
- The number of full time and adjunct faculty certified to teach online increased from 25 to approximately 85 trained faculty members.
- The number of 100% online programs increased from two online programs to six with thirteen concentrations.

With the increased demand for online course offerings and the responsibility of overseeing the Moodle Help-Desk, the Department of E-Learning still needs additional personnel to effectively serve the students and faculty. Additional personnel will increase student count and revenue exponentially.



E-LEARNING DEPARTMENT



**JAGUAR E-NATION ONLINE
ENROLLMENT REPORT
FALL 2020**

Strategic Goal

Cultivate a Culture of
Academic Excellence

Strategy 1.1.2

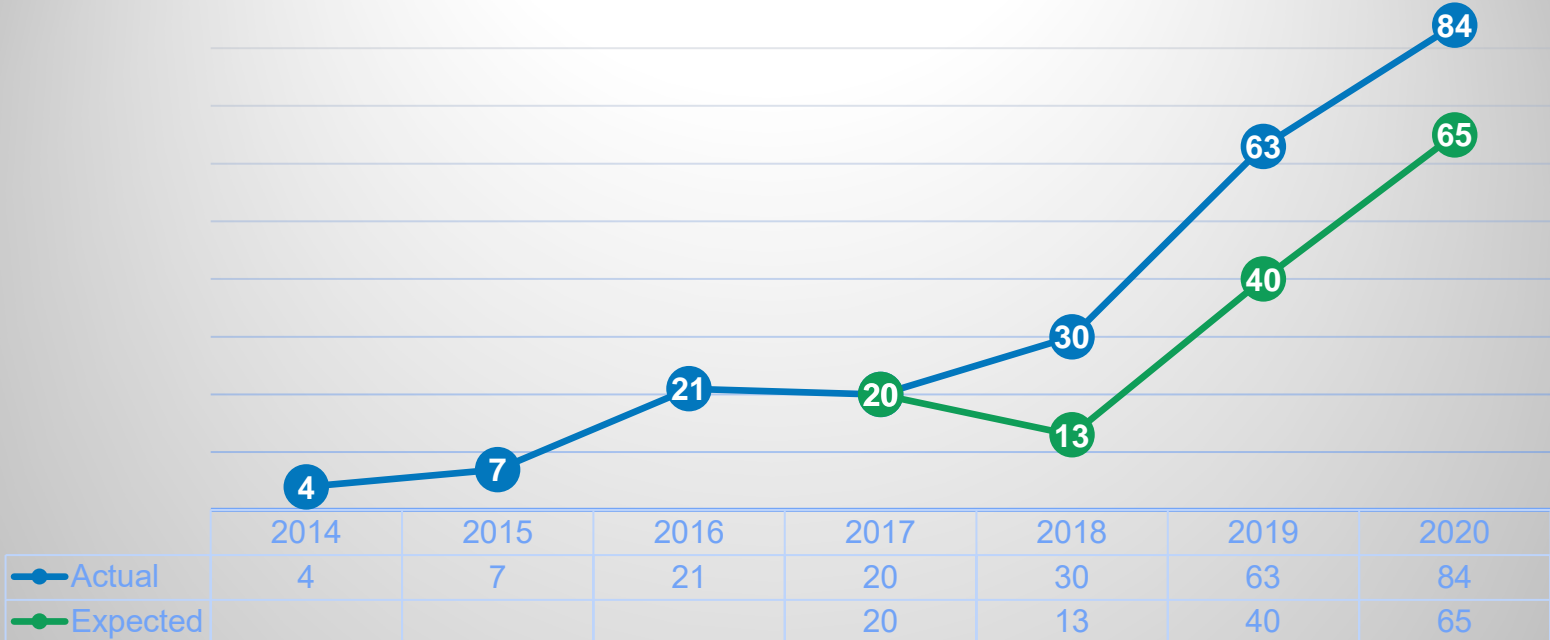
Promote and increase delivery of distance
learning courses and program offerings



Academic Programs

- **Associate of Applied Science Criminal Justice Administration**
- **Associate of Science Business Management**
- **Associate of General Studies**
 - **General Education**
 - **Biology**
 - **Pre-Allied Health**
 - **Chemistry**
 - **Science/Pre-Health**
 - **Physical Sciences**
 - **Business Administration**
 - **Humanities**
- **Associate of Arts, Louisiana Transfer**
 - **Criminal Justice**
 - **Humanities**
- **Associate of Science, Louisiana Transfer**
- **Biological Sciences**
- **General Business**
- **Physical Science**
- **Computer Networking Technology, CNET (CIS)**

Enrollment Trends 2014-2020



Marketing
Recruitment
Retention

Purchase a text messaging system exclusively for E-Learning

Using digital marketing to communicate with potential students

Enhance E-Learning Web Page

Billboards

Recruit Military Personnel

Recruit students that have stopped out

Brochures

Provide webinar for online students to alleviate challenges and promote student success.

Provide additional “Tips and Strategies” training to help faculty engage online students.

Utilize Social Media

Challenges

- Staff
 - The E-Learning staff in Shreveport consist of two individuals
 - The Director of E-Learning
 - LMS Administrator

Challenges

- E-Learning Staff Responsibilities
 - Provide Moodle and Course Development training to faculty
 - Help troubleshoot Moodle problems for faculty and students
 - Starting January 2020, the E-Learning staff became primarily responsible for overseeing the Moodle Help-Desk
 - The E-Learning Staff and volunteers served approximately 3,000 students, faculty and staff
 - The staff trained individuals how to login and navigate Moodle and provided troubleshooting services

Plans for Growth

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Thank you



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FAX (225) 771-2474

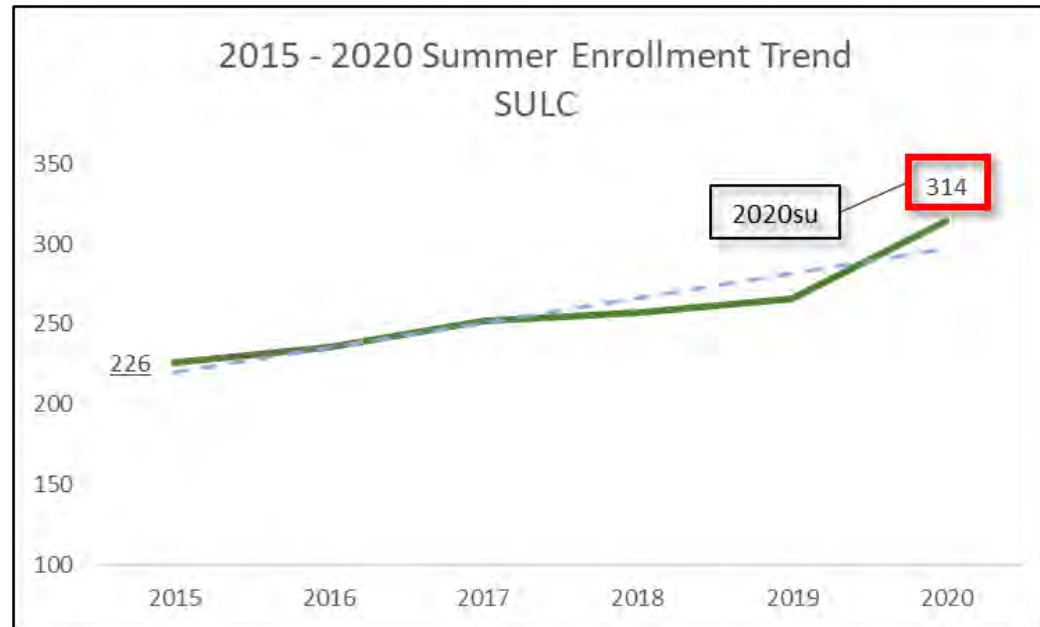
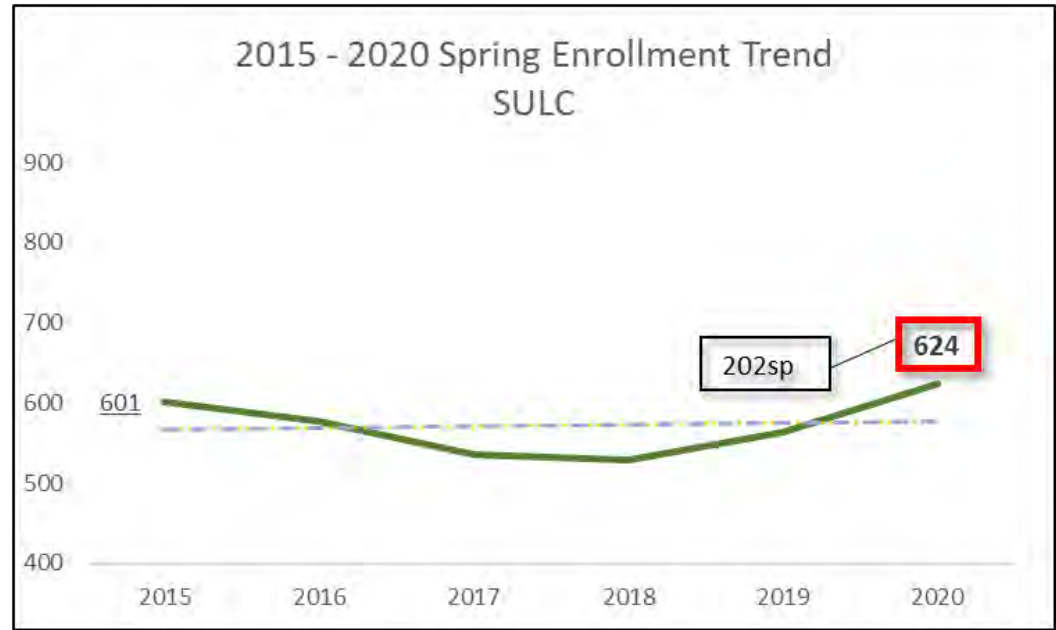
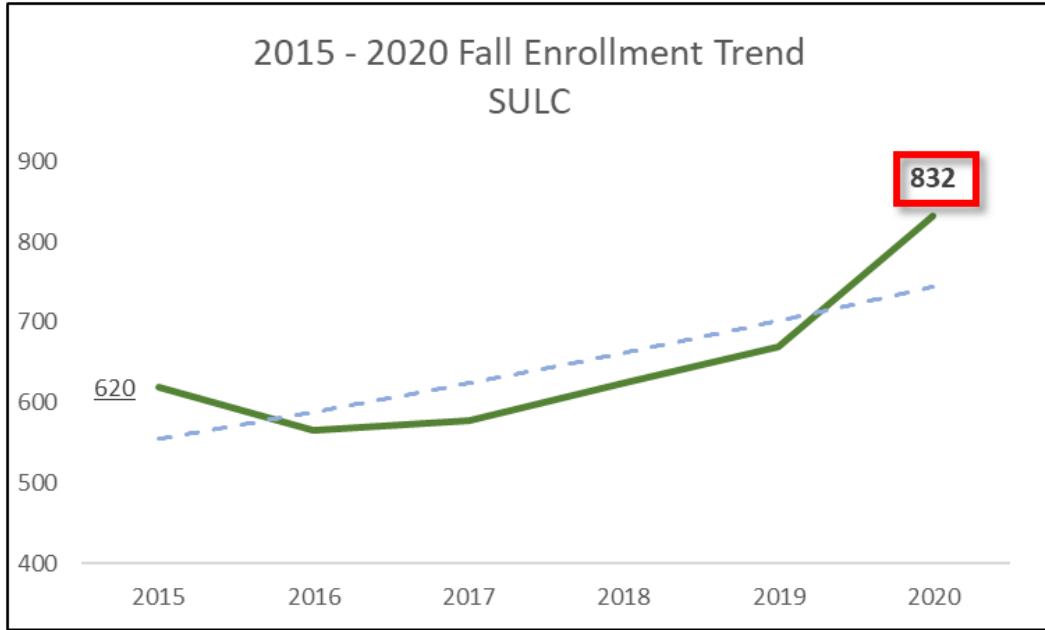
Status of Southern University Law Center (SULC) Online Degree Programs

1. Currently, the Southern University Law Center has no 100% online degree program. To date, the American Bar Association (ABA) Council on Legal Education has never accredited a Juris Doctor Degree program that is 100% online.

Despite the fact that SULC does not have any 100% online degree program, there are some potential opportunities to develop non-JD programs that could lead to stackable credentials, and certificates, on non-JD degrees.

2. Since SULC does not have any 100% campus online degree programs, there is nothing to report with respect to current enrollment for online programs, enrollment trends for online programs, strategic goals for online programs, recruitment, retention, and marketing issues related to online programs, and challenges with respect to online programs.
3. While there now are no online degree programs at SULC, and the enrollment at SULC is healthy and at an all-time high, SULC does see potential for growth opportunities related to the creation of remote distance learning educational opportunities in non-JD degree areas leading to stackable credentials and non-JD degrees. Examples of such opportunities include stackable credential or degree programs in the following areas:
 - Legal Operations
 - Title IX
 - Law and Technology
 - E-Discovery
 - E-Sports
 - Human Resources
 - Legislative Advocacy, Lobbying and Governmental Relations
 - Paralegal Studies
 - Healthcare Compliance
 - Financial Regulatory Compliance

- Insurance Regulatory Compliance
 - Entertainment Law and Business
 - Sports Compliance
 - Environmental Policy
4. In order for SULC to pursue such potential opportunities, there would be a need for an investment of approximately \$3M either in pool cost reductions or new dollars offering to cover sustained recruitment and marketing over the next three years. The national cost for recruiting graduate and professional students range from \$7,000 to \$10,000. Furthermore, SULC would have to be given broad autonomy authority to set fees related to premium specialized credential or non-JD degree programs in order to:
- Hire staff and incur costs required to administer such distance learning programs;
 - Reinvest 35% of earned revenue annually for continued marketing after the initial investment;
 - Invest in faculty required for the credentials or non-JD degree programs, and
 - Engage in branding strategies.



Southern University Law Center

Online Enrollment Options
Fall 2020

Southern University Law Center Supports Other Southern University On-Line Programs

- Joint JD-MBA program with Southern University and A&M College Baton Rouge, College of Business
- Joint JD-MPA program with Southern University A&M College of Social and Behavioral Sciences

Challenges in Moving On-Line

- Traditional ABA rules prohibit an entirely on-line JD program.
- A college degree is required for law school; college degree attainment in Louisiana is 75% of the US average.
- Faculty resources to expand a program are limited.

SULC Can Create or Partner with Other Parts of Southern University for Certificates and Other Programs

- Legal programs for medical professionals
- Legal programs for law enforcement
- Legal programs on cannabis regulation
- Others?
- Stackable certificates can build to a Master of Science in Law degree while providing benefits at each step.

SULC Online Degree Programs



ANALYSIS
MATTERS

Status of SULC Online Degree Programs

- Currently, the Southern University Law Center has no 100% online degree program. To date, the American Bar Association (ABA) Council on Legal Education has never accredited a Juris Doctor Degree program that is 100% online.
- Even though SULC does not have any 100% online degree programs, there are some potential opportunities to develop non-JD programs that could lead to stackable credentials, and certificates, on non-JD degrees.
- Since SULC does not have any 100% campus online degree programs, there is nothing to report with respect to current enrollment for online programs, enrollment trends for online programs, strategic goals for online programs, recruitment, retention, and marketing issues related to online programs, and challenges with respect to online programs.



SULC Remote Distance Learning Educational Opportunities

While there now are no online degree programs at SULC, and the enrollment at SULC is healthy and at an all-time high, SULC does see potential for growth opportunities related to the creation of remote distance learning educational opportunities in non-JD degree areas leading to stackable credentials and non-JD degrees.

Examples of such opportunities include stackable credential or degree programs in the following areas:



- Legal Operations
- Title IX

- Legislative Advocacy, Lobbying and Governmental Relations



- E-Discovery
- E-Sports

- Paralegal Studies
- Law and Technology



- Healthcare Compliance
- Human Resources

- Financial Regulatory Compliance



Future Investments Required for SULC Distance Learning Educational Opportunities

- For SULC to pursue such potential opportunities, there would be a need for an investment of approximately \$3M either in pool cost reductions or new dollars offering to cover sustained recruitment and marketing over the next three years.



Future Investments Required for SULC Distance Learning Educational Opportunities

SULC would have to be given broad autonomy authority to set fees related to premium specialized credential or non-JD degree programs in order to:

Hire staff and incur costs required to administer such distance learning programs;

Reinvest 35% of earned revenue annually for continued marketing after the initial investment;

Invest in faculty required for the credentials or non-JD degree programs;

Engage in branding strategies.



Facilities and Property Committee

FACILITIES AND PROPERTY COMMITTEE

(following the Academic Affairs Committee)

Friday, October 23, 2020
Smith-Brown Student Union
Cotillion Ball Room
Baton Rouge, Louisiana

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Item
 - A. Request Approval for SU System five-year Capital Outlay Plan
6. Information Item
 - A. Facilities Planning Project Updates
7. Other Business
8. Adjournment

MEMBERS

Dr. Rani Whitfield – Chair, Mrs. Ann Smith- Vice-Chair,
Atty. Jody Amedee, Mr. John Barthelemy, Dr. Leroy Davis,
Mr. Richard Hilliard
Atty. Domoine D. Rutledge- Ex Officio



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

J. S. CLARK ADMINISTRATION BUILDING

3TH FLOOR

166 G. LEON NETTERVILLE DR.

BATON ROUGE, LOUISIANA 70813

**OFFICE OF
FACILITIES PLANNING**

(225)771-2786 OFFICE

(225) 771-2922 FAX

Eli_Guillory@sus.edu

October 6, 2020

Hon. Dr. Ray L. Belton

President of Southern University System

4th Floor, J. S. Clark Adm. Building

Baton Rouge, Louisiana 70813

RE: Southern University System Office of Facilities Planning Project Updates

Dear Dr. Belton,

We are transmitting the attached updated facilities planning document report and SU System five year Capital Outlay Plan, which indicates the remarkable status progress of each campus building construction, renovations, building repairs/upgrades and facilities planning progress for your files.

Should you have any questions, please don't hesitate to call me. Your approval and sustained support of Southern University System Office of Facilities Planning is greatly appreciated.

Respectfully submitted,

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

Eli G. Guillory III

Director of Facilities Planning

Attachments enclosed: Progress report and construction pictures

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

WWW.SUS.EDU

SYSTEM NAME: Southern University and A&M College System

FY2021-2022 Through FY2025-2026

5 Year Capital Outlay Plan

Eli G. Guillory III September 24, 2020

Emergency Projects												
System Priority	Campus Priority	Yr. Originally Requested	Campus	Emergency Projects	Actual Previous (cash / P1 funds)	1 FY21-22	2 FY22-23	3 FY23-24	4 FY24-25	5 FY25-26	Yrs. 2-5 Remaining Subtotal	Project Total
1	1	FY 19-20	SU System 615	SU System - Major Repairs and Deferred Maintenance of Buildings and Facilities/Site Infrastructure, including ADA upgrades, Re-Roofing, Mechanical HVAC & Energy Management Controls, Mechanical Plumbing, Electrical Power/Lighting/Fire protection systems/ Streets & storm drainage upgrades (for various buildings/site locations which has not received funding) (\$76,000,000 request May 2020) July 1, 2020 received \$0	\$0	\$15,000,000	\$15,000,000	\$15,000,000	\$15,000,000	\$16,000,000	\$61,000,000	\$76,000,000
2	1	FY17-18	SUBR 616	New Campus Elevator Upgrades (ADA) - Stewart Hall, J B Moore Hall, Dunn Hall and School of Nursing , Budget \$1,250,000	\$0	\$250,000	\$1,000,000				\$1,000,000	\$1,250,000
3	1	FY 16-17	SUSLA 618	Lewis Collier Hall Science Building Renovation; re-roofing, foundation repair, site drainage, elevator upgrade, stairs upgrades, ADA upgrades, ext. concrete sun screen system, window system upgrades, Mech HVAC system, Electrical system, Architecture int. systems upgrades. Budget for \$4,200,000.	\$0	\$500,000	\$1,800,000	\$1,500,000	\$400,000		\$3,700,000	\$4,200,000
4	2	FY 13-14	SUSLA 618	NCR Classroom Building new Elevator for ADA (the building was constructed without an elevator and will have to be connected to the fire alarm system)	\$0	\$175,000	\$450,000				\$450,000	\$625,000
5	1	FY 17-18	SULC 614	Mechanical HVAC and Digital Automation energy management control system.	\$0	\$50,000	\$500,000				\$500,000	\$550,000
6	2	FY 16-17	SUBR 616	Stewart Hall Mechanical HVAC and Digital Automation energy management control system and Restrooms / ADA Upgrades.	\$0	\$450,000	\$1,500,000	\$470,000			\$1,970,000	\$2,420,000
7	1	FY 13-14	SUNO 617	New Elevators for the University Center and Health & Physical Education Buildings		\$200,000	\$1,550,000				\$1,550,000	\$1,750,000
8	1	FY 14-15	SUAG 619	A. O. Williams Hall Renovations - Phase 2 Eastside & Westside, Building Interior system, Re-Brick Masonry and Mechanical System upgrades - Budget for \$6,000,000	\$0	\$1,500,000	\$3,500,000	\$1,000,000			\$4,500,000	\$6,000,000
9	2	FY 16-17	SUNO 617	Upgrade/Repair streets, sidewalks and drainage on the Park Campus and Lake Campus.		\$250,000	\$1,000,000	\$250,000			\$1,250,000	\$1,500,000
10	3	FY 16-17	SUNO 617	Natural Gas Fired Emergency Generators for the Information Technology building & Cafeteria		\$60,000	\$450,000	\$90,000			\$540,000	\$600,000
11	5	FY 12-13	SUNO 617	Residential Housing new security gates, guard house, surveillance cameras and equipment with card access.		\$450,000					\$0	\$450,000
12	3	FY 12-13	SUSLA 618	Metro Campus window system replacement (144 frame/glass units - 25 units per floor, 6 floors) (Downtown 610 Texas St.)		\$200,000	\$800,000	\$700,000			\$1,500,000	\$1,700,000
13	3	FY 16-17	SUBR 616	Campus electrical overhead power lines upgrades to a new underground electrical system w/ new transformers (North campus site) and exterior lighting campus wide (v.o.j.) Upgrades		\$550,000	\$2,500,000	\$1,400,000			\$3,900,000	\$4,450,000
14	4	FY 13-14	SUNO 617	Cafeteria Building Replacement of Air Handling Units and Mechanical HVAC Automation Control System upgrade.		\$175,000	\$550,000				\$550,000	\$725,000
15	4	FY 13-14	SUSLA 618	Fine Arts Center Mechanical HVAC Units/System Upgrades and Plumbing Upgrades.		\$200,000	\$2,000,000				\$2,000,000	\$2,200,000

16	4	FY 16-17	SUBR 616	James Lee Mechanical HVAC, Lab Fume Hoods, natural gas & water/system upgrades Renovations- \$5,000,000 budget for 2018 phase 2		\$500,000	\$2,500,000	\$2,000,000			\$4,500,000	\$5,000,000
17	2	FY 16-17	SUAG 619	SUAG - Road/Street and Canal Soil Erosion Improvements at SUAG Experimental Farm Station 14600 Scenic Highway / US Hwy 61 (EBRP/Baker LA)		\$300,000	\$3,000,000				\$3,000,000	\$3,300,000
18	3	FY 18-19	SUAG 619	Existing Meat Processing Facility Expansion Addition		\$300,000	\$1,000,000	\$200,000			\$1,200,000	\$1,500,000
19	4	FY 18-19	SUAG 619	Fisher Hall Parking Lot Repairs and Extension		\$150,000	\$1,000,000	\$320,000			\$1,320,000	\$1,470,000
Emergency Infrastructure priority projects by Dr. Belton						\$0	\$0				\$0	\$0
		FY 19-20	SUBR	Roads, Sidewalks and Drainage projects		\$4,400,000	\$0				\$0	\$4,400,000
		FY 19-20	SUNO	Roads, Sidewalks and Drainage projects		\$1,500,000	\$0				\$0	\$1,500,000
		FY 19-20	SUSLA	Roads, Sidewalks and Drainage projects		\$1,500,000	\$0				\$0	\$1,500,000
		FY 19-20	SUBR	Lighting upgrades		\$3,500,000	\$0				\$0	\$3,500,000
		FY 19-20	SUNO	Lighting upgrades		\$500,000	\$0				\$0	\$500,000
					\$0	\$0	\$0				\$0	\$0
					\$0	\$0	\$0				\$0	\$0
					\$0	\$0	\$0				\$0	\$0
Total Emergency Projects					\$0	\$32,660,000	\$40,100,000	\$22,930,000	\$15,400,000	\$16,000,000	\$94,430,000	\$127,090,000

System Priority	Campus Priority	Yr. Originally Requested	Campus	Self Generated Projects	Actual Previous	1 FY21-22	2 FY22-23	3 FY23-24	4 FY24-25	5 FY25-26	Yrs. 2-5 Remaining Subtotal	Project Total
											\$0	\$0
											\$0	\$0
Total Self-Generated Projects					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

System Priority	Campus Priority	Yr. Originally Requested	Campus	Continuing Projects	Actual Previous (cash / P1 funds)	1 FY21-22	2 FY22-23	3 FY23-24	4 FY24-25	5 FY25-26	Yrs. 2-5 Remaining Subtotal	Project Total
2	2	FY 16-17	SUBR 616	J. W. Fisher Hall Renovations - Mechanical HVAC, Lab Fume Hoods and Architecture upgrades (1st & 2nd floors) - \$8,000,000 budget (\$2,000,000 from fp&c Major repairs)	\$8,500,000						\$0	\$8,500,000
3	1	FY 14-15	SUAG 619	SUAG - A. O. Williams Hall Renovations - Phase 1 - Part 2 Westside, roof attic insulation upgrades, mold remediation, architecture int. renovations and mechanical sys. upgrades.(budget \$2,020,400) (\$160,00 cash + \$1,660,400 p1)	\$1,820,400	\$200,000					\$0	\$2,020,400
4	1	FY 11-12	SUSLA 618	Allen Building School of Nursing Renovation (Downtown 600 Texas St.) Phase 2 basement renovations/connecting space & equip upgrades \$1,500,000 for planning and construction.		\$200,000	\$1,300,000				\$1,300,000	\$1,500,000

5	3	FY 16-17	SUBR 616	Roofing System Repairs/Replacements (see SUS Major Repairs Funding from previous years projects) 1. Smith-Brown Memorial Student Union 2. Augustus C. Blanks Hall		\$500,000	\$1,500,000					\$1,500,000	\$2,000,000
6	4	FY 14-15	SUBR 616	Campus fire alarm systems upgrades for 21 buildings - \$1,300,000	\$280,000	\$250,000	\$500,000	\$270,000				\$770,000	\$1,300,000
7	5	FY 13-14	SUBR 616	SU Laboratory School Addition and Upgrades - Phase 2 \$6,654,100	\$422,800	\$600,000	\$3,000,000	\$2,000,000	\$650,000			\$5,650,000	\$6,672,800
1	1	FY 17-18	SUBR 616	New Science Complex (140,000 sq. ft.). This new complex to replace J. Fisher Hall (51,000 sf / 1953 yr.) (Biology, Agricultural Science) and W. James Hall (61,000 sf / 1972 yr.) (Physics, Biology) review cost for fix equipment and furniture.	\$1,000,000	\$4,000,000	\$10,000,000	\$15,000,000	\$15,000,000	\$3,000,000		\$43,000,000	\$48,000,000
Total Continuing Projects					\$2,523,200	\$1,750,000	\$6,300,000	\$2,270,000	\$650,000	\$0		\$9,220,000	\$13,493,200

System Priority	Campus Priority	Yr. Originally Requested	Campus	New Projects	Actual Previous (cash / P1 funds)	1 FY20-21	2 FY21-22	3 FY22-23	4 FY23-24	5 FY24-25	Yrs. 2-5 Remaining Subtotal	Project Total
1	1	FY 17-18	SUBR 616	Ravine and Bluff - Soil Erosion/Detachment and Sloughing off Repairs/Stabilization - Phase 4 (Ravine(s) (Actual previous funding from major repairs fy 17-18)	\$6,900	\$800,000	\$3,000,000	\$2,500,000	\$1,700,000		\$7,200,000	\$8,006,900
2	2	FY 17-18	SUBR 616	Road replacement and drainage system upgrade behind Frank Hayden Hall (Performing Arts) building. Design would include parking area.		\$100,000	\$600,000	\$200,000			\$800,000	\$900,000
3	1	FY 18-19	SULC 614	Construct a New Law Center Library addition and renovations to existing building. Budget \$9,000,000SULC Library Renovation and Addition - \$9,500,000		\$1,000,000	\$4,000,000	\$3,500,000	\$500,000		\$8,000,000	\$9,000,000
4	3	FY 17-18	SUBR 616	Campus ext. lighting system upgrades (Actual previous funding from major repairs fy16-17)	\$325,000	\$350,000	\$250,000	\$250,000			\$500,000	\$1,175,000
5	1	FY 14-15	SUNO 617	ADA Compliant restrooms and other public accommodations in the Administration Bldg. Cafeteria, University Center, Health & Physical Education Building and the L. Washington Library 2nd & 3rd floors.		\$300,000	\$1,000,000	\$350,000			\$1,350,000	\$1,650,000
6	4	FY 17-18	SUBR 616	J. S. Clark Administration Building, Brick wall repairs & window system flashing repairs.		\$200,000	\$1,500,000				\$1,500,000	\$1,700,000
7	2	FY 12-13	SUNO 617	Bashful Administration Building Window system replacement 2rd & 3rd floors		\$125,000	\$875,000				\$875,000	\$1,000,000
8	1	FY 11-12	SUSLA 618	New Workforce Training & Technology Center (in P-5 \$1,500,000)	\$200,000	\$600,000	\$3,000,000	\$ 3,000,000	\$2,200,000		\$8,200,000	\$9,000,000
9	5	FY 18-19	SUBR 616	New Student Union and Bookstore (124,000 sf)		\$5,000,000	\$16,000,000	\$ 10,000,000	\$7,000,000	\$4,000,000	\$37,000,000	\$42,000,000
10	2	FY 12-13	SUSLA 618	New Student Orientation & Success Facility (Information Center)		\$700,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$4,000,000	\$4,700,000
11	3	FY 14-15	SUSLA 618	Metro Allied Health & Training Center Renovations (84,000 sf) at 610 Texas St.		\$700,000	\$3,500,000	\$3,500,000	\$1,500,000		\$8,500,000	\$9,200,000
12	4	FY 14-15	SUSLA 618	New Metro Center Parking Garage		\$700,000	\$7,000,000	\$ 1,000,000	\$583,333		\$8,583,333	\$9,283,333
13	5	FY 15-16	SUSLA 618	New Student Outdoor Intramural Sports/Recreational Facility		\$1,000,000	\$5,200,000	\$ 2,800,000	\$900,000		\$8,900,000	\$9,900,000
14	6	FY 12-13	SUSLA 618	New Main Campus Parking Lot		\$200,000	\$1,500,000	\$ 400,000			\$1,900,000	\$2,100,000
15	6	FY 17-18	SUBR 616	Campus wide pedestrian pathway repairs/additions for 2018 phase 1	\$50,000	\$150,000	\$75,000	\$75,000	\$75,000	\$75,000	\$300,000	\$500,000
16	1	FY 18-19	SUAG 619	New Parking Lot and Road Entry (68,000 s.f. football field & 1/2 size) at the Experimental Lab Farm		\$250,000	\$1,000,000	\$750,000			\$1,750,000	\$2,000,000
17	2	FY 18-19	SUAG 619	New Hi-Tec Solar Greenhouse		\$150,000	\$800,000	\$250,000			\$1,050,000	\$1,200,000

18	3	FY 18-19	SUAG 619	New Multi-Purpose Outdoor Learning Facility (Creamery, Commodity Store, etc.)		\$750,000	\$3,500,000	\$3,000,000	\$300,000		\$6,800,000	\$7,550,000
19	4	FY 18-19	SUAG 619	New Multi Institutional Research Teaching Facility		\$450,000	\$3,000,000	\$1,500,000			\$4,500,000	\$4,950,000
20	5	FY 18-19	SUAG 619	New Bioprocessing Facility		\$550,000	\$2,500,000	\$2,000,000	\$350,000		\$4,850,000	\$5,400,000
21	3	FY 13-14	SUNO 617	New parking lots on the Park Campus		\$85,000	\$100,000	\$250,000	\$500,000	\$565,000	\$1,415,000	\$1,500,000
22	4	FY 16-17	SUNO 617	New Cafeteria building on the Park Campus		\$125,000	\$500,000	\$500,000	\$1,000,000		\$2,000,000	\$2,125,000
23	5	FY 12-13	SUNO 617	New Academic Building for Student Support Services TRIO Programs		\$660,000	\$2,000,000	\$2,500,000			\$4,500,000	\$5,160,000
24	6	FY 12-13	SUNO 617	New University Conference Center (permanent structure)		\$200,000	\$1,750,000	\$2,250,000			\$4,000,000	\$4,200,000
25	7	FY 12-13	SUNO 617	New Forensic Science Program Crime Scene Investigation Facility (2,200 s.f.)		\$75,000	\$700,000				\$700,000	\$775,000
26	6	FY 19-20	SUAG 619	New Mega Shelter Safe Room Building (\$15,000,000 federal funds per Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP)) funds are available 2019 May.	\$16,000,000	\$2,275,000	\$4,050,000	\$1,050,000			\$5,100,000	\$23,375,000
27	7	FY 19-20	SUBR 616	New College of Business Building 76,000 S.F.		\$3,500,000	\$20,000,000	\$12,000,000	\$5,000,000		\$37,000,000	\$40,500,000
Total New Projects					\$16,581,900	\$20,995,000	\$88,400,000	\$54,625,000	\$22,608,333	\$5,640,000	\$171,273,333	\$208,850,233

GRAND TOTAL ALL CATEGORIES **\$19,105,100** **\$55,405,000** **\$134,800,000** **\$79,825,000** **\$38,658,333** **\$21,640,000** **\$274,923,333** **\$349,433,433**

Dr. Ray L. Belton, President of SU and A&M College System

Date: 10/05/2020

Southern University and A&M College System
Facilities and Property Report
SU System Campuses Projects

Eli G. Guillory III October 6, 2020

agency	Project Name	Project Budget	Funding Source	Approval Date	Completion Date	Comments
SUAG	SUAG Arena - building exterior painting and wall system/roof canopy repairs	\$ 200,000.00	State	2018		pending FP&C project no. to proceed
SUAG	SUAG - A. O. Williams Hall Renovations - Phase 1, Part 2 Westside Attic & interior moisture control and Mechanical System upgrades	\$ 1,660,000.00	State	2019		FP&C contract award to designer (<i>Quebedeaux Eng.</i>) Sept 2020 to proceed with planning in Oct 2020
SUAG	SUAG - A. O. Williams Hall Renovations - Phase 2 Eastside, ext. wall flashing, de-brick masonry and Mechanical System upgrades	\$ 5,660,400.00	State	2018		FP&C selection of Designer in Nov. 2020 to proceed w/ planning
SUAG	SUAG New Mega Disaster Relief Shelter (2,500 beds)	\$ 24,375,000.00	State / Federal	Jan. 2019		pending Fp&c approval of designer- p1_\$1,000,000 p5_\$8,375,000 and GOHSEP / FEMA \$15,000,000
SUAG	SUAG Urban Forestry & Natural Resources Headhouse Renovations	\$ 350,000.00	Fed. Gov.	Jan. 2020		SUBR / Modus Arch & Planners - pending to open bids in October 2020
SUBR	New Science "STEM" Complex Building	\$ 48,000,000.00	State	7/1/2017		FP&C selection of Designer in Nov. 2020 to proceed w/ planning
SUBR	Dehumidifying System Repair-Tourgee A. Debose Music Hall	\$ 225,000.00	State	10/19/2017		Active - GIS Engineers. Construction in progress at 99% complete by Blanchard Mech. Contractors, Inc. \$207,850 - completion is pending Nov 2020.
SUBR	Ruffin Paul Central Plant - Loop Pumps, Valves and VFDs upgrades	\$ 322,000.00	State	7/27/2018		Active - pre bid meeting by Fp&c Nov 2019, Henry Eyre Engineers - low bidder Gallo Mech. @ \$142,000 - pending completion Dec. 2020
SUBR	ADA Safety Compliance & Drainage Project at the Law Center	\$ 95,400.00	State	7/27/2018		The Luster Group G.C. in progress - 80% completed
SUBR	Repairs of 100ft tower and parking lot lighting upgrades to LED's - West and East of F G Clark Activity Center / Upgrade lighting system for classrooms, exits and stairwells in various buildings (<i>Disaster Relief Shelter</i>) WBS:F.19002290	\$ 291,000.00	State	2018		Planning phase in progress by ADG eng's - bidding by fp&c Nov. 2020
SUBR	J. S. Clark Adm. Building - Upgrade chill water and hot water pumps and install new automated digital controls WBS-F.19002254	\$ 160,000.00	State	2018		Active - designer: Salas O'Brien, LLC in planning phase Nov 2019 - bidding is pending by fp&c Nov. 2020
SUBR	W. W. Stewart Hall Auditorium Mech. HVAC repairs/upgrades WBS-F.19002254	\$ 255,414.00	State	2018		Active - designer: Salas O'Brien, LLC in planning phase Nov 2019 - bidding is pending by fp&c Nov. 2020

SUBR	DOTD - Ravine Erosion Control & Road Improvements	\$ 10,000,000.00	DOTD	5/25/2017	Active - construction / low bid \$5,000,000 by Merrick LLC - pre-const. meeting 3July2019 - installation of Box Culverts in Nov. 2019 - back in progress Aug 1, 2020 and Completion set for April 2021
SUBR	DOTO / FP&C Ravine Utility Line Erosion Control and Relocation	\$ 1,221,407.00	State	2016	Active - in progress - Designer AST Engineers pre-con 24June2019 - G. C. Gallo Mech. bid \$400,000
SUBR	Music Building Annex - Music & Recording Studio	\$ 325,000.00	Title 3	2018	Active - planning CD's Construction Bid Documents, out for bidding May 2020 - pre-bid conf. July 24, 2020 - rebid in Oct 2020
SUBR	J. W. Fisher Renovations Phase 1 - classroom Labs hoods, lab casework, Mech., Elect, Window sys. Interior finishes upgrades pj# 01-107-18-02 WBS-F.01003868	\$ 8,500,000.00	State / Private	2018 April / approved 2019 June	Active - planning phase - Coleman Partners Architects 6/2019 to 6/2020 planning of Phase 2 (2nd floor). Phase 2 funding approved and proceeding with the 1st floor planning
SUBR	Demolition of Jones Hall Dormitory	\$ 1,620,000.00	State	7/24/2019	Mougeot Architecture - fee \$135,133 planning 9/7/2019 - bidding date-Jan 2020 - Feb. 18, 2020 low bid by Henderson Construction Sevice at \$1,299,879 Demo in progress w/ completion set for Oct. 31, 2020
SUBR	Demolition of Architecture West & Lottie Anthony Hall	\$681,000.00	State	7/24/2019	BCB Architects (\$96,390 fee) - planning 9/7/2019 contract 10Oct2019 - bidding date 24Mar2020 - bid open Apr. 28, 2020 - General Contractor Gill Industries (\$648,820) to proceed w/ Pre-Constr. Conf. / Demo in progress w/ completion set for Dec. 19, 2020.
SUBR	Demolition of Jesse Owens Hall	\$252,664.00	State	7/1/2019	Active - Dec 2019 fp&c executed contract w/ designer - The Map Design Group, LLC - planning June2020 & bidding set for Oct. 2020
SUBR/ SUAG	Demolition of Dairy Barn/Silo(s)/Farm Slab	\$132,548.00	State	7/1/2019	Active - Dec 2019 fp&c executed contract w/ designer - The Map Design Group, LLC - planning June2020 & bidding set for Oct. 2020
SUBR	Demolition of Washington Hall and Collections & Receivables Building	\$368,816.00	State	7/1/2019	Active - Fp&c designer selection - Williams and Williams Architecture, LLC \$23,831 Nov. 4, 2019 - planning date Nov 2019-Feb 2020 & bidding date remain pending for Oct 2020 by fp&c

SUBR	SU Laboratory School Elementary Build-1 Exterior Window & Build-2 Interior, Gym Roof and North Parking Lot upgrades.	\$ 740,000.00	State	11/15/2019		Design planning phase in progress until Dec 2020, Fp&c to authorization for bidding 2Jan21, bid opening 1Feb21, Contract Award 3Mar21, Construction timeline 150 days substantial completion 31Jul21, Lien period for GC to complete punchlist 45 days closeout 14Sept21, 1 year warranty inspection 15Aug22.
SUBR	Navy ROTC (Army ROTC-review 20 year warranty) Roof Replacement	\$ 110,000.00	State	11/15/2019		pending Designer by fp&c
SUBR	J. B. Moore Hall Roof Replacement	\$ 300,000.00	State	11/15/2019		pending Designer by fp&c
SUBR	DOTD - Information Center @ SUBR Campus	\$ 5,625,876.00	State / DOTD	Aug. 1998 / Aug. 2014 / Nov. 2019		Hewitt & Washington Architects in re-planning phase for bidding by DOTD. Bidding set for October 2020
SUBR	W. W. Stewart Hall First Floor Renovations - South	\$ 150,000.00	Title 3	Nov-19		Active - June's Ceiling & Flooring Inc. & Bell's Flooring and SUN Ind.
SUBR	W. W. Stewart Hall Renovations to 3rd floor restrooms	\$ 159,000.00	Title 3	May-20	Jul-20	Completed: project is under construction, 30% complete, scheduled completion date 7/15/2020 Architect – Domain Architects Contractor – Integrity Builders Budget - \$159,000
SUBR	W. W. Stewart Hall Renovations to 3rd floor	\$ 208,000.00	Title 3	Mar-20		bid documents complete Architect – Williams and Williams Architecture \$25,000 Contractor – Luster Group \$183,000 Budget - \$150,000
SUBR	W. W. Stewart Hall Renovations to 2nd floor Restrooms Renovations	\$ 175,000.00	Title 3	Mar-20		bid documents complete Architect – Modus, Inc. \$25,000 bidding in Oct 2020
SUBR	W. W. Stewart Hall Renovations to 2nd floor - Classrooms, offices and Corridors	\$ 250,000.00	Title 3	Mar-20		bid documents complete Architect – Hewitt Washington & Associates \$25,000 AFC Budget - \$150,000 - low bid by Integrity Builders \$213,671
SUBR	W. W. Stewart Hall Auditorium new VCT flooring replacement	\$ 54,000.00	Title 3	May-20	Aug-20	100% completed - scheduled completion date 6/30/2020 Contractor – Bell's Flooring Budget - \$54,000
SUBR	W. W. Stewart Hall Light fixture replacement first floor south wing	\$ 90,433.00	Title 3	Apr-20		92% complete, scheduled completion date 6/30/2020 Contractor – Sun Electric Budget -\$90,433
SUBR	W. W. Stewart Hall 1st floor room signage installation north side	\$ 5,059.46	Title 3	Oct-19	Jun-20	project complete ASI Signage Innovations Budget - \$5,059.46
SUBR	W. W. Stewart Hall Removal/replacement of existing ceiling grid and tiles first floor south wing	\$ 79,998.00	Title 3	Feb-20	Jun-20	Contractor – June's Ceiling and Flooring, project 70% complete, scheduled completion date 6/30/2020 Budget - \$79,998

SUBR	W. W. Stewart Hall Electrical light fixture removal and replacement 2nd and 3rd floors	\$ 145,000.00	Title 3	Jun-20		60% complete, scheduled completion date 7/15/2020 Contractor – Sun Electric Budget - \$145,000
SUBR	W. W. Stewart Hall Ceiling grid and tile removal 3rd floor	\$ 37,000.00	Title 3	May-20	Jul-20	complete, scheduled completion date 6/18/2020 Contractor - June's Ceiling and Flooring Budget - \$37,000
SUBR	W. W. Stewart Hall Classroom and conference room furniture and technology installation 1st floor	\$ 74,000.00	Title 3	Apr-20	Jun-20	complete, scheduled completion date 6/18/2020 Contractor – GoMedia Budget - \$74,000
SUBR	J.B. Cade Library 4th floor Renovations (South/Westside)	\$ 92,000.00	Title 3	Feb-20	Jul-20	construction completed by Chenevert Construction
SUBR	J.B. Cade Library Renovations 4th floor elevator lobby (counter demo/vct removal and replacement)	\$ 12,000.00	Title 3	May-20	May-20	Project is complete Contractor – Bell's Flooring
SUBR	SUBR Campus signage	\$ 50,000.00	Title 3			bidding in Oct 2020
SULC	Law Center Mechanical HVAC upgrades Phase 2	\$ 390,000.00	state	Nov. 2019		pending designer to proceed by fp&c
SUNO	Natural Science 1st & 2nd Floors interior build-out spaces Phase 2	\$ 2,700,000.00	FEMA	2015		Active - planning phase by Sizeler Thompson Brown Architects w/ CD's 100% complete - bidding Jan 2020 - lowest bona fide bidder CM Combs Construction, LLC \$1,633,000 - pending completion Nov. 2020
SUNO	ADA Compliant Restrooms and Public accommodations in the Cafeteria, University Center, Health & Physical Education, Library and Administration Building, Planning and Costruction	\$ 1,650,000.00	state	Nov. 2019		pending designer to proceed by fp&c after P-2 funding is approved (\$250,000) Nov. 2020
SUNO	Campus Wide Electrical & Lighting Repairs - Phase II - WBS:F.19002262	\$ 475,399.00	State	8/31/2018		Active - GVA Engineering, LLC Designer and bidding (SUN Industries, LLC bid @ \$239,900) pre-const. meeting - const. in progress 85% complete
SUNO	Site Parking Lot Restoration Phase 1 & 2 - Demo of temporary fema trailers on the lake campus (classrooms) and park campus (conf. center).	\$ 2,154,846.00	FEMA	2015		Active - Phase 2 - 75% complete-pending additional planning meeting w/ Fp&c. All South Eng. designer -planning 10june20 w/ afc \$1,709,918
SUNO	Arts & Humanities and Social Sciences: Auditorium Buildout flooring upgrades (17,533 sf renovated flooring) Project No. 01-107-05B-13, Part No. F.01003889	\$ 400,000.00	FEMA	2019		Active - planning phase (chasm + fusion Architecture) for bidding in Oct. 2019 - L L I Environmental Construction, LLC \$307,300. notice to proceed 6Nov2019 to Feb/Mar/Oct 2020 completion - pending punch list.

SUNO	Arts & Humanities and Social Sciences - Museum Renovation 2nd floor	\$ 522,000.00	FEMA	2019		Active - (chasm + fusion Architecture) planning phase for bidding - <i>(additional displays funding of \$1,200,000 is pending)</i> bidding Jan 2020 - G.C. Industrial Mech. Contractors \$450,000 - pending completion Nov. 2020
SUNO	Campus sidewalk and parking lot upgrades / repairs for various locations on the Park Campus and Lake Campus WBS-F.19002262	\$ 145,000.00	State	2018		Active - planning by Studio Kiro Nov2019, CD planning and bidding Oct 2020
SUNO	Campus wide Mechanical HVAC System Upgrades for various buildings (Bashful Adm. Bldg) on the Park and Lake Campus WBS: F.19002259	\$ 334,307.00	State	2018		Active - planning by David Vivien Eng. and bidding Nov. 2019 - pre bid Jan 6, 2020 - Industrial Mech. Contractors \$213,900 - in progress
SUNO	Demolition of existing Buildings - New Science and Old Science Buildings	\$ 1,393,000.00	FEMA	2015		Active - planning by Manning Architects w/ pre-design meeting Oct. 2019 - bidding date is set for Sept/Oct 2020
SUNO	Administration Building - Roof upgrades	\$ 350,000.00	State	Nov. 2019		Verges Rome Architects in planning phase
SUSLA	Lewis Collier Hall Science Building Renovaion, Planning and Construction	\$ 4,200,000.00	State	Nov. 2019		pending designer to proceed by fp&c and after P-2 funding is approved (\$420,000) Nov. 2020
SUSLA	<i>Gymnasium roof replacement</i>	\$ 400,000.00	State	Nov. 2019		in planning phase by fp&c
SUSLA	<i>Library Building Roof Replacement Building</i>	\$ 160,000.00	State	Nov. 2019		pending proj# to proceed by fp&c
SUSLA	Mechanical/HVAC System Repairs - Controls - WBS:F.19002199	\$ 476,000.00	State	7/27/2018		Active - pending planning & bidding - Purtle & Assoc. Eng. - planning Des. Dev. phase - bid date pending
SUSLA	ADA Restrooms upgrades Downtown Metro 3rd & 4th floors - WBS:F.19002255	\$ 117,873.00	State	2/8/2019		Active - pending planning by Fp&c - Designer McNew Architects (Brian McNew 318-219-7388) - pending completion
SUSLA	Install keyless Entry Locks on MLK, Incubator and Metro Campus'	\$ 50,000.00	Title III	2018		Active - construction in progress
SUSLA	Campus Building Direction Signage	\$ 15,000.00	Title III	2018		Active - planning phase
SUSLA	Adm. Building Admissions Office Renovations	\$ 20,000.00	Title III	2018		Active - Planning Phase
SUSLA	MLK Restrooms Renovations / ADA upgrades	\$ 50,000.00	Title III	2018		Active - construction in progress
SUSLA	Adm. Building Welcome Center Renovations	\$ 125,000.00	Title III	2019		Active - construction pending completion
SUSLA	Louis Collier Hall (Site campus drainage upgrade throughout the main campus) - WBS:F.19002260	\$ 47,828.00	State	2018		Active - planning by The 3-KLW Company Inc. - pending additional funds
SUSLA	Mechanical System - Replace Air Handler Units and Duct system, Fan Coils, Exhaust Fans (Science Building (S07505), (Fine Arts, S07509 & Jesse Stone, S07511) Server Unit Repair (IT, Main Campus, S07503), Replace Fan Coil Unit Motors and (Administration S07503), Replace Pumps (Administration S07503) - WBS:F.19002261	\$ 515,000.00	State	2018		Active - planning by Purtle & Associates Sept 2019 - Pre Bid meeting Sept 11, 2020 and Bid open Sept 24, 2020 low bid by The Payne Company at \$399,000
Total amount		\$ 129,744,268.46				

Finance Committee

FINANCE COMMITTEE

(following the Facilities and Property Committee)

Friday, October 23, 2020

Smith-Brown Student Union

Cotillion Ball Room

Baton Rouge, Louisiana

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Item(s):
 - A. Request approval for FY 2021-2022 Budget Requests and Addenda
 1. Southern University Board and System Administration (SUS)
 2. Southern University and A&M College (SUBR)
 3. Southern University Law Center (SULC)
 4. Southern University New Orleans Campus (SUNO)
 5. Southern University Shreveport Campus (SUSLA)
 6. Southern University Agricultural Research and Extension Center (SUAREC)
6. Informational Item(s):
 - A. Interim Financial Report
7. Other Business
8. Adjournment

MEMBERS

Atty. Ed Shorty- Chair, Mr. Richard Hilliard–Vice-Chair
Dr. Curman L. Gaines, Dr. Leon Tarver, Mr. Sam Gilliam, Ms. Arlanda Williams,
Atty. Domoine D. Rutledge- Ex Officio

Southern University System
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2021
As of September 30, 2020

	FY21 Budget	Actual	Projected	Total FY21	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 43,442,284	\$ 7,170,429	\$ 36,271,855	\$ 43,442,284	\$ -	16.5%
Statutory Dedicated	4,228,516	-	4,228,516	4,228,516	-	0.0%
Federal	3,654,209	406,158	3,248,051	3,654,209	-	11.1%
Self Generated						
Tuition - Fall 2020	33,511,653	33,895,199	277,337	34,172,536	660,883	101.1%
Tuition - Spring 2021	30,632,401	(37,670)	29,926,545	29,888,875	(743,526)	-0.1%
Tuition - Summer	7,200,528	(480,252)	7,459,101	6,978,849	(221,679)	-6.7%
Out-of-State Fees	11,910,932	7,339,590	5,195,546	12,535,136	624,204	61.6%
Other	17,849,979	4,871,367	10,620,688	15,492,055	(2,357,924)	27.3%
Interagency Transfer	3,028,515	-	3,534,400	3,534,400	505,885	0.0%
Total Revenues	\$ 155,459,017	\$ 53,164,821	\$ 100,762,039	\$ 153,926,860	\$ (1,532,157)	34.2%
Expenditures						
Salaries	\$ 74,712,941	\$ 17,419,636	\$ 58,101,853	\$ 75,521,489	\$ 808,548	23.3%
Other Compensation	319,377	45,583	273,794	319,377	-	14.3%
Related Benefits	34,139,650	6,767,620	27,680,554	34,448,174	308,524	19.8%
Total Personal Services	\$ 109,171,968	\$ 24,232,840	\$ 86,056,200	\$ 110,289,040	\$ 1,117,072	22.2%
Travel	1,059,510	4,068	839,030	843,098	(216,412)	0.4%
Operating Services	14,339,492	2,836,653	10,493,414	13,330,067	(1,009,425)	19.8%
Supplies	1,900,900	160,214	1,207,454	1,367,668	(533,232)	8.4%
Total Operating Expenses	\$ 17,299,902	\$ 3,000,934	\$ 12,539,899	\$ 15,540,833	\$ (1,759,069)	17.3%
Professional Services	2,544,772	240,728	2,304,044	2,544,772	-	9.5%
Other Charges	10,714,822	22,408	7,459,474	7,481,882	(3,232,940)	0.2%
Debt Services						
Interagency Transfers	6,238,234	-	6,238,234	6,238,234	-	0.0%
Total Other Charges	\$ 19,497,828	\$ 263,136	\$ 16,001,752	\$ 16,264,888	\$ (3,232,940)	1.3%
General Acquisitions	785,382	45,329	727,053	772,382	(13,000)	5.8%
Library Acquisitions	562,649	58,009	504,640	562,649	-	10.3%
Major Repairs	-	-	-	-	-	-
Total Acquisitions/Major Repairs	\$ 1,348,031	\$ 103,338	\$ 1,231,693	\$ 1,335,031	\$ (13,000)	7.7%
Scholarships	8,141,288	5,445,043	5,052,025	10,497,068	2,355,780	66.9%
Total Expenditures	\$ 155,459,017	\$ 33,045,291	\$ 120,881,569	\$ 153,926,860	\$ (1,532,157)	21.3%

Southern University Board and System Administration
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2021
As of September 30, 2020

	FY21 Budget	Actual	Projected	Total FY21	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 3,199,565	\$ 726,177	\$ 2,473,388	\$ 3,199,565	\$ -	22.7%
Statutory Dedicated						
Federal						
Self Generated						
Tuition - Fall 2020						
Tuition - Spring 2021						
Tuition - Summer						
Out-of-State Fees						
Other						
Interagency Transfer						
Total Revenues	\$ 3,199,565	\$ 726,177	\$ 2,473,388	\$ 3,199,565	\$ -	22.7%
Expenditures						
Salaries	\$ 1,649,530	\$ 400,516	\$ 1,249,014	\$ 1,649,530	\$ -	24.3%
Other Compensation	88,000	31,000	57,000	88,000	-	35.2%
Related Benefits	769,942	135,027	634,915	769,942	-	17.5%
Total Personal Services	\$ 2,507,472	\$ 566,543	\$ 1,940,929	\$ 2,507,472	\$ -	29.2%
Travel	185,000	1,711	183,289	185,000	-	0.9%
Operating Services	171,100	16,981	154,119	171,100	-	9.9%
Supplies	80,000	27	79,973	80,000	-	0.0%
Total Operating Expenses	\$ 436,100	\$ 18,719	\$ 417,381	\$ 436,100	\$ -	4.5%
Professional Services	94,000	-	94,000	94,000	-	0.0%
Other Charges	136,993	-	136,993	136,993	-	0.0%
Debt Services						
Interagency Transfers						
Total Other Charges	\$ 230,993	\$ -	\$ 230,993	\$ 230,993	\$ -	0.0%
General Acquisitions	25,000	-	25,000	25,000	-	0.0%
Library Acquisitions						
Major Repairs						
Total Acquisitions/Major Repairs	\$ 25,000	\$ -	\$ 25,000	\$ 25,000	\$ -	0.0%
Scholarships						
Total Expenditures	\$ 3,199,565	\$ 585,262	\$ 2,614,303	\$ 3,199,565	\$ -	22.4%

**Southern University Baton Rouge Campus
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2021
As of September 30, 2020**

	FY21 Budget	Actual	Projected	Total FY21	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 18,275,725	\$ 2,851,470	\$ 15,424,255	\$ 18,275,725	\$ -	15.6%
Statutory Dedicated	1,593,248	-	1,593,248	1,593,248	-	0.0%
Federal	-	-	-	-	-	-
Self Generated						
Tuition - Fall 2020	20,958,954	21,788,539	(212,986)	21,575,553	616,599	104.0%
Tuition - Spring 2021	18,863,468	(2,425)	19,067,396	19,064,971	201,503	0.0%
Tuition - Summer	5,170,529	(773,431)	5,943,960	5,170,529	-	-15.0%
Out-of-State Fees	8,349,603	4,892,605	4,406,652	9,299,257	949,654	58.6%
Other	8,838,812	1,628,035	7,210,777	8,838,812	-	18.4%
Interagency Transfer	3,028,515	-	3,534,400	3,534,400	505,885	0.0%
Total Revenues	\$ 85,078,854	\$ 30,384,793	\$ 56,967,702	\$ 87,352,495	\$ 2,273,641	35.7%
Expenditures						
Salaries	\$ 40,572,820	\$ 9,491,322	\$ 31,336,574	\$ 40,827,896	\$ 255,076	23.4%
Other Compensation	181,377	-	181,377	181,377	-	0.0%
Related Benefits	18,747,613	3,699,788	15,146,029	18,845,817	98,204	19.7%
Total Personal Services	\$ 59,501,810	\$ 13,191,110	\$ 46,663,980	\$ 59,855,090	\$ 353,280	22.2%
Travel	288,210	98	100,000	100,098	(188,112)	0.0%
Operating Services	7,662,277	1,738,876	5,977,130	7,716,006	53,729	22.7%
Supplies	915,911	102,858	389,389	492,247	(423,664)	11.2%
Total Operating Expenses	\$ 8,866,398	\$ 1,841,832	\$ 6,466,519	\$ 8,308,351	\$ (558,047)	20.8%
Professional Services	1,126,480	-	1,126,480	1,126,480	-	0.0%
Other Charges	3,805,700	30,378	3,775,322	3,805,700	-	0.8%
Debt Services	-	-	-	-	-	-
Interagency Transfers	4,017,497	-	4,017,497	4,017,497	-	0.0%
Total Other Charges	\$ 8,949,677	\$ 30,378	\$ 8,919,299	\$ 8,949,677	\$ -	0.3%
General Acquisitions	582,032	45,329	536,703	582,032	-	7.8%
Library Acquisitions	137,649	-	137,649	137,649	-	0.0%
Major Repairs	-	-	-	-	-	-
Total Acquisitions/Major Repairs	\$ 719,681	\$ 45,329	\$ 674,352	\$ 719,681	\$ -	6.3%
Scholarships	7,041,288	5,077,171	4,442,525	9,519,696	2,478,408	72.1%
Total Expenditures	\$ 85,078,854	\$ 20,185,820	\$ 67,166,675	\$ 87,352,495	\$ 2,273,641	23.7%

Southern University Law Center
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2021
As of September 30, 2020

	FY21 Budget	Actual	Projected	Total FY21	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 3,735,319	\$ 616,538	\$ 3,118,781	\$ 3,735,319	\$ -	16.5%
Statutory Dedicated	172,939	-	172,939	172,939	-	0.0%
Federal	-	-	-	-	-	-
Self Generated						
Tuition - Fall 2020	3,823,146	4,586,938		4,586,938	763,792	120.0%
Tuition - Spring 2021	3,499,336	-	3,499,336	3,499,336	-	0.0%
Tuition - Summer	700,000	-	700,000	700,000	-	0.0%
Out-of-State Fees	2,658,500	2,064,825	593,675	2,658,500	-	77.7%
Other	3,286,762	1,824,451	1,462,311	3,286,762	-	55.5%
Interagency Transfer						
Total Revenues	\$ 17,876,002	\$ 9,092,752	\$ 9,547,042	\$ 18,639,794	\$ 763,792	50.9%
Expenditures						
Salaries	\$ 9,471,530	\$ 2,336,050	\$ 7,688,952	\$ 10,025,002	\$ 553,472	24.7%
Other Compensation	-	-	-	-	-	-
Related Benefits	3,609,686	754,053	3,065,953	3,820,006	210,320	20.9%
Total Personal Services	\$ 13,081,216	\$ 3,090,103	\$ 10,754,905	\$ 13,845,008	\$ 763,792	23.6%
Travel	385,000	1,382	383,618	385,000	-	0.4%
Operating Services	1,690,629	241,568	1,449,061	1,690,629	-	14.3%
Supplies	250,000	16,221	233,779	250,000	-	6.5%
Total Operating Expenses	\$ 2,325,629	\$ 259,171	\$ 2,066,458	\$ 2,325,629	\$ -	11.1%
Professional Services	1,220,590	219,285	1,001,305	1,220,590	-	18.0%
Other Charges	432,027	-	432,027	432,027	-	0.0%
Debt Services		-	-	-	-	-
Interagency Transfers	366,540	-	366,540	366,540	-	0.0%
Total Other Charges	\$ 2,019,157	\$ 219,285	\$ 1,799,872	\$ 2,019,157	\$ -	10.9%
General Acquisitions	-	-	-	-	-	-
Library Acquisitions	250,000	58,009	191,991	250,000	-	23.2%
Major Repairs	-	-	-	-	-	-
Total Acquisitions/Major Repairs	\$ 250,000	\$ 58,009	\$ 191,991	\$ 250,000	\$ -	23.2%
Scholarships	200,000	162,767	37,233	200,000	-	81.4%
Total Expenditures	\$ 17,876,002	\$ 3,789,335	\$ 14,850,459	\$ 18,639,794	\$ 763,792	21.2%

**Southern University New Orleans Campus
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2021
As of September 30, 2020**

	FY21 Budget	Actual	Projected	Total FY21	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 8,158,721	\$ 1,346,649	\$ 6,812,072	\$ 8,158,721	\$ -	16.5%
Statutory Dedicated	502,799	-	502,799	502,799	-	0.0%
Federal	-	-	-	-	-	-
Self Generated						
Tuition - Fall 2020	4,851,700	4,118,464	490,323	4,608,787	(242,913)	84.9%
Tuition - Spring 2021	4,577,842	(35,245)	4,193,058	4,157,813	(420,029)	-0.8%
Tuition - Summer	429,999	(13,734)	365,141	351,407	(78,592)	-3.2%
Out-of-State Fees	352,829	232,610	120,219	352,829	-	65.9%
Other	4,735,175	1,405,241	1,447,600	2,852,841	(1,882,334)	29.7%
Interagency Transfer	-	-	-	-	-	-
Total Revenues	\$ 23,609,065	\$ 7,053,986	\$ 13,931,211	\$ 20,985,197	\$ (2,623,868)	29.9%
Expenditures						
Salaries	\$ 10,111,886	\$ 2,204,741	\$ 7,907,145	\$ 10,111,886	\$ -	21.8%
Other Compensation	-	-	-	-	-	-
Related Benefits	4,740,079	\$ 975,140	\$ 3,764,939	4,740,079	-	20.6%
Total Personal Services	\$ 14,851,965	\$ 3,179,881	\$ 11,672,084	\$ 14,851,965	\$ -	21.4%
Travel	37,000	-	37,000	37,000	-	0.0%
Operating Services	2,285,294	372,602	1,912,692	2,285,294	-	16.3%
Supplies	285,500	17,710	267,790	285,500	-	6.2%
Total Operating Expenses	\$ 2,607,794	\$ 390,312	\$ 2,217,482	\$ 2,607,794	\$ -	15.0%
Professional Services	-	-	-	-	-	-
Other Charges	4,268,732	3,615	1,641,249	1,644,864	(2,623,868)	0.1%
Debt Services	-	-	-	-	-	-
Interagency Transfers	1,105,574	-	1,105,574	1,105,574	-	0.0%
Total Other Charges	\$ 5,374,306	\$ 3,615	\$ 2,746,823	\$ 2,750,438	\$ (2,623,868)	0.1%
General Acquisitions	-	-	-	-	-	0.0%
Library Acquisitions	175,000	-	175,000	175,000	-	0.0%
Major Repairs	-	-	-	-	-	-
Total Acquisitions/Major Repairs	\$ 175,000	\$ -	\$ 175,000	\$ 175,000	\$ -	0.0%
Scholarships	600,000	127,733	472,267	600,000	-	21.3%
Total Expenditures	\$ 23,609,065	\$ 3,701,541	\$ 17,283,656	\$ 20,985,197	\$ (2,623,868)	15.7%

Southern University Shreveport Campus
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2021
As of September 30, 2020

	FY21 Budget	Actual	Projected	Total FY21	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 5,158,497	\$ 818,432	\$ 4,340,065	\$ 5,158,497	\$ -	15.9%
Statutory Dedicated	162,060	-	162,060	162,060	-	0.0%
Federal						
Self Generated						
Tuition - Fall 2020	3,877,853	3,401,258	-	3,401,258	(476,595)	87.7%
Tuition - Spring 2021	3,691,755		3,166,755	3,166,755	(525,000)	0.0%
Tuition - Summer	900,000	306,913	450,000	756,913	(143,087)	34.1%
Out-of-State Fees	550,000	149,550	75,000	224,550	(325,450)	27.2%
Other	989,230	13,640	500,000	513,640	(475,590)	1.4%
Interagency Transfer						
Total Revenues	\$ 15,329,395	\$ 4,689,793	\$ 8,693,880	\$ 13,383,673	\$ (1,945,722)	30.6%
Expenditures						
Salaries	\$ 7,477,302	\$ 1,796,044	\$ 5,681,258	\$ 7,477,302	\$ -	24.0%
Other Compensation	-	-	-	-	-	0.0%
Related Benefits	3,693,095	790,892	2,902,203	3,693,095	-	21.4%
Total Personal Services	\$ 11,170,397	\$ 2,586,936	\$ 8,583,461	\$ 11,170,397	\$ -	23.2%
Travel	43,300	-	15,000	15,000	(28,300)	0.0%
Operating Services	2,186,888	289,687	834,047	1,123,734	(1,063,154)	13.2%
Supplies	145,200	20,632	15,000	35,632	(109,568)	14.2%
Total Operating Expenses	\$ 2,375,388	\$ 310,319	\$ 864,047	\$ 1,174,366	\$ (1,201,022)	13.1%
Professional Services	59,500	17,443	42,057	59,500	-	29.3%
Other Charges	647,487	(11,585)	50,000	38,415	(609,072)	-1.8%
Debt Services						
Interagency Transfers	748,623	-	748,623	748,623	-	0.0%
Total Other Charges	\$ 1,455,610	\$ 5,858	\$ 840,680	\$ 846,538	\$ (609,072)	0.4%
General Acquisitions	28,000	-	15,000	15,000	(13,000)	0.0%
Library Acquisitions	-	-	-	-	-	0.0%
Major Repairs	-	-	-	-	-	0.0%
Total Acquisitions/Major Repairs	\$ 28,000	\$ -	\$ 15,000	\$ 15,000	\$ (13,000)	0.0%
Scholarships	300,000	77,372	100,000	177,372	(122,628)	25.8%
Total Expenditures	\$ 15,329,395	\$ 2,980,485	\$ 10,403,188	\$ 13,383,673	\$ (1,945,722)	19.4%

The Southern University Shreveport Campus have allocated \$2.6 million in CARES Act funds to ensure the budget remains balanced and operations continue. The University plans to utilize CARES Act funds to cover expenses for other charges and operations.

Southern University Agricultural Research and Extension Center
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2021
As of September 30, 2020

	FY21 Budget	Actual	Projected	Total FY21	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 4,914,457	\$ 811,163	\$ 4,103,294	\$ 4,914,457	\$ -	16.5%
Statutory Dedicated	1,797,470		1,797,470	1,797,470	-	0.0%
Federal	3,654,209	406,158	3,248,051	3,654,209	-	11.1%
Self Generated						
Tuition - Fall 2020						
Tuition - Spring 2021						
Tuition - Summer						
Out-of-State Fees						
Other						
Interagency Transfer						
Total Revenues	\$ 10,366,136	\$ 1,217,321	\$ 9,148,815	\$ 10,366,136	\$ -	11.7%
Expenditures						
Salaries	\$ 5,429,873	\$ 1,190,963	\$ 4,238,910	\$ 5,429,873	\$ -	21.9%
Other Compensation	50,000	14,583	35,417	50,000	-	29.2%
Related Benefits	2,579,235	412,720	2,166,515	2,579,235	-	16.0%
Total Personal Services	\$ 8,059,108	\$ 1,618,267	\$ 6,440,841	\$ 8,059,108	\$ -	20.1%
Travel	121,000	877	120,123	121,000	-	0.7%
Operating Services	343,304	176,938	166,366	343,304	-	51.5%
Supplies	224,289	2,767	221,522	224,289	-	1.2%
Total Operating Expenses	\$ 688,593	\$ 180,581	\$ 508,012	\$ 688,593	\$ -	26.2%
Professional Services	44,202	4,000	40,202	44,202	-	9.0%
Other Charges	1,423,883	-	1,423,883	1,423,883	-	0.0%
Debt Services						
Interagency Transfers	-	-	-	-	-	0.0%
Total Other Charges	\$ 1,468,085	\$ 4,000	\$ 1,464,085	\$ 1,468,085	\$ -	0.3%
General Acquisitions	150,350	-	150,350	150,350	-	0.0%
Library Acquisitions						
Major Repairs		-				
Total Acquisitions/Major Repairs	\$ 150,350	\$ -	\$ 150,350	\$ 150,350	\$ -	0.0%
Scholarships						
Total Expenditures	\$ 10,366,136	\$ 1,802,848	\$ 8,563,288	\$ 10,366,136	\$ -	17.4%

Governance Committee

GOVERNANCE COMMITTEE

(following the Finance Committee)

Friday, October 23, 2020
Smith-Brown Student Union
Cotillion Ball Room
Baton Rouge, Louisiana

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Items
 - A. Request Approval to Extend COVID-19 Special Grading Policy to 2020-2021 Academic Year (SUS)
 - B. Request Approval of Southern University System Drug-Free Policy (SUS)
6. Other Business
7. Adjournment

MEMBERS

Mr. Sam Gilliam- Chair, Dr. Leon R. Tarver–Vice-Chair,
Atty. Jody Amedee, Atty. Patrick Magee,
Dr. Curman L. Gaines, Rev. Samuel C. Tolbert
Atty. Domoine D. Rutledge- Ex Officio



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

October 14, 2020

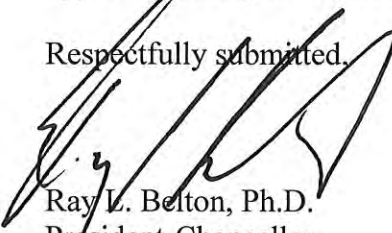
FAX NUMBER
(225) 771-5522

The Honorable Domoine D. Rutledge, Esq.
Chairman
Southern University Board of Supervisors
Post Office Box 10878
Baton Rouge, LA 70813

Dear Chairman Rutledge,

I write to request your favorable consideration to provide campus chancellors with the authority and discretion to extend the implementation of the COVID-19 Special Grading Policies the Board approved during the April 24, 2020 Board Meeting, during the 2020-2021 academic year.

Respectfully submitted,


Ray L. Belton, Ph.D.
President-Chancellor
Southern University System

Approved:

Domoine D. Rutledge, Esq.
Chairman, Southern University Board of Supervisors

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

WWW.SUS.EDU



POLICY TITLE
Drug Free Workplace and Environment

POLICY NUMBER
7-001

Responsible Unit: <i>Southern System Office of Human Resources</i>	Effective Date: <i>10/23/2020</i>
Responsible Official: <i>Associate Vice President for Human Resources</i>	Last Reviewed Date:
Policy Classification: <i>Human Resources</i>	Origination Date: <i>1998</i>

I. POLICY STATEMENT AND RATIONALE

Recognizing that drug use poses health and safety hazards to employees/students and to the community at large, Southern University and A & M System considers the abuse of drugs to be a very serious matter, one that cannot be tolerated in the workplace or classroom. Therefore, it is the policy of the Southern University and A & M System to maintain a drug free workplace and environment conducive to the learning process.

II. POLICY SCOPE AND AUDIENCE

This policy applies to all System employees, appointees and students, as well as candidates for employment, appointees, and all other persons having an employment relationship with the System. This includes but are not limited to classified, unclassified, student employees, student interns, full-time, part-time or temporary.

All employees are notified that it is unlawful to manufacture distribute, dispense, possess, or use any illegal or unauthorized drugs or alcohol or to abuse controlled substances in the workplace and classroom or other related areas associated with the learning process including dormitories. Such actions are prohibited on all System property and at any other location where employees are conducting System business.

III. POLICY COMPLIANCE

1. All System employees are expected to comply with the policy's terms. An employee who violates this Policy shall be subject to disciplinary action up to and including termination. The disciplinary actions may include but not limited to counseling, written or oral reprimands, or suspensions with or without pay in accordance with the established rights of the employee including the right to due process. All System employees paid by a grant or work under the terms of a grant from Federal government agency shall as a condition of employment be required to:
 - a. Acknowledge receipt of and comply with the terms of the System's drug-free policy;
 - b. Report to work in a condition that maximizes your ability to perform assigned tasks in a competent and safe manner. Employees are prohibited from reporting to work impaired by alcohol or drugs; and
 - c. Submit to a drug and alcohol test upon request by the appointing authority, his/her designee, or as specified by this policy.
2. System employees will be required to notify their supervisor, prior to or immediately upon reporting for duty, when he/she has reason to believe that prescribed or over the counter medication may impair his ability to perform customary job duties or otherwise create a safety hazard. Even though the employee will be required to report how long he/she is on the medication, **employees should know that it is not necessary to disclose the medication being taken nor the condition for which it was prescribed.**
3. System employees will be required to notify his/her supervisor on the first scheduled workday of any arrest or conviction for a criminal, drug related offense which occurs on or off duty, including Driving While Intoxicated (DWI) arrests and convictions;
4. When the supervisor is notified as described in #3, the supervisor will notify HR and any granting agency within ten (10) days of receiving the notice.
5. When the supervisor is notified of a conviction as listed in #3, within thirty (30) days of receiving such notice, the supervisor shall:
 - a. Notify Human Resources to impose disciplinary action up to and including termination; or,
 - b. Require the employee to satisfactorily complete a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency.
6. Civil Service employees will be subject to disciplinary action in accordance with Civil Service Rules Chapter 12 and the System's Policies and Procedures. Each violation and alleged violation of this Policy will be handled on an individual basis, considering all data, including the risk to self, fellow employees, students and the general public. The Appointing Authority may grant exceptions to this Policy for rational business reasons.
7. Any grant's principal investigator, project, or contract from a Federal agency is required to ensure that each employee working on grant be given a copy of this Policy and be required to acknowledge receipt of the policy.
8. System employees will not be allowed on System property and at any other location where employees are conducting System business under the influence of drugs, alcohol, or any abused controlled substance.

IV. POLICY DEFINITIONS

1. Drug – any substance which when inhaled, injected, consumed, or introduced into the body in any manner, alters mood or function. Includes any illegal drugs, legal drugs, prescription drugs not being used in accordance with the prescription or in excess of the prescription; or any substance which affects the employee abilities.
2. Drug Abuse – any continuing use of an illegal or unauthorized drugs, alcohol, or controlled substance which produces problems for the user, his/her family or society at large.
3. Unlawful Manufacture – to unlawfully plant, cultivate, harvest, process, make, prepare, or otherwise engage in any part of the production of a drug by propagation, extraction, chemical synthesis, compounding, or any combination of the same and includes packaging, repackaging, labeling, and other activities incidental to production.
4. Distribute – to deal in, ship, transport or deliver. This does not include the administering or dispensing of a drug by a person authorized or qualified to do so (i.e. physician, pharmacist, etc.)
5. Dispense – to sell, leave with, give away, dispose of, or deliver.
6. Possess or Possession – having control over a thing or substance. Possession may not be inferred solely from mere access to the thing or substance through ownership or occupation of the premises upon which the thing or substance is found.
7. Use – the taking, partaking or utilizing of a drug or other controlled substance.
8. Drug Abuse Offense – corrupting another with drugs, trafficking in drugs, abusing drugs (including abuse of alcohol), possessing drug abuse instruments, permitting a dangerous drug, processing drug documents illegally, abusing harmful intoxicants, or dispensing drug samples illegally; violating any state or federal law that is substantially equivalent to any of the above offenses; violating any state law in which planting, cultivating, harvesting, processing, making, manufacturing, producing, shipping, transporting, delivering, acquiring, possessing, storing, distributing, dispensing, selling.
9. Controlled Substance - a drug, compound, mixture, preparation, or other substance as defined in 40:961 to 40:995 of the Louisiana Revised Code, or as defined by applicable statutes of other states and the Federal government.
10. Reasonable Suspicion – a belief based on objective and documented facts to lead a prudent System authorized supervisor to suspect that employee is using drugs or alcohol.
11. NON-DOT Safety Sensitive Position – Contract positions in which job performance can affect the safety, security or national security of the employee or others.
12. NON-DOT employee pool – any individuals who will be considered purchased service for contracted requirements.

V. POLICY IMPLEMENTATION PROCEDURES

The System authorized supervisor has the right to conduct on the spot searches and inspections of employees and their personal effects as described above if said supervisor has a "reasonable suspicion" or the employees are in violation of this policy.

1. Drug Testing Searches and inspections under this Policy may also include unannounced Urine Drug Screening. This test may be used under the following circumstances:

- a. For pre-employment examinations.
 - b. When an authorized System supervisor has a reasonable suspicion or just cause that an employee/student is intoxicated, using or under the influence of controlled drugs.
 - c. When an employee/student is found in possession of a suspected controlled substance or a controlled substance is found in an area controlled by the employee/student.
 - d. Following a serious accident or incident in which safety precautions were violated or careless acts were performed.
2. Drug Testing for NON-DOT Safety Sensitive Positions
- a. Pre-employment: All candidates for NON-DOT safety sensitive positions must submit to pre-employment testing as a condition of employment. Negative results must be received prior to hire, transfer, or assignment to any safety-sensitive job.
 - b. Reasonable Suspicion: Employees will be subject to reasonable suspicion drug and/or alcohol testing if a manager observes physical or behavioral indicators of potential drug or alcohol impairment. Employees is lab based and employees will be removed from service and provided transportation pending results.
 - c. Random: Employees who perform safety sensitive job duties as defined above will be subject to random NON-DOT Breath Alcohol & NON-DOT Drug Testing.
 - d. Post-Accident: Employees must undergo drug and/or alcohol testing when an accident or incident has occurred.
 - e. Return-to-duty/Follow-up: Employees eligible to return to work following a drug free workplace program violation, will be required to pass a return to duty drug and/or alcohol test before being allowed to return to work. Once returned to work, they will be subject to unannounced follow-up testing.

VI. POLICY RELATED INFORMATION

The System, in adopting and implementing this policy pursuant to the Drug Free Workplace Act of 1988, further certifies that it will make a good faith effort to maintain a drug-free workplace and to respect the privacy rights of its employees. Drug Testing pursuant to this Policy shall be for the presence of drugs in accordance with La. R.S. 49:1001, et seq. All drug testing and all drug testing of samples shall be performed in SAMHSA-certified or CAP-FUDT-certified laboratories.

VII. POLICY HISTORY AND REVIEW CYCLE

This is an existing policy that was last reviewed in 1998. This policy is subject to a five-year Policy Review Cycle.

VIII. POLICY URL

The information regarding the Drug Free Workplace and Environment Policy will be posted to the System Board's 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 System and A&M College System and the Board of Supervisors of the Southern System and A&M College System.

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

Effective Date of Policy

The Honorable Attorney Domoine D. Rutledge
Chair - Southern System Board of Supervisors

Effective Date of Policy

**Personnel Affairs
Committee**

PERSONNEL AFFAIRS COMMITTEE

(Following Governance Committee)

Friday, October 23, 2020
Smith-Brown Student Union
Cotillion Ball Room
Baton Rouge, Louisiana

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Items

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

Name	Position/Campus	Salary	Funding Source
1. Marina Biragova	Executive Director – SULC Technology & Entrepreneurship Clinic (Salary Adjustment) SULC	\$66,000.00	State
2. Taisheika Davis	Director of Financial Aid (New Appointment) SUBR	\$85,000.00	State
3. Darrin Dixon	Director of Small Business Development Center (New Appointment) SUSLA	\$90,000.00	State
4. Latonya Wright	Interim Director of Records and Registration (Interim Appointment) SULC	\$79,275.00	State

6. Request Approval of Extended Medical Leave- August 11, 2020 through December 31, 2020 – Ms. D’Andrea Lee (SULC)
7. Request Approval for Extended Annual Leave- Dr. Cheryl Taylor – SU School of Nursing (SUBR)**
(*denotes executive session may be required)
8. Other Business
9. Adjournment

MEMBERS

Atty. Patrick Magee–Chair, Mr. John Barthelémy–Vice Chair, Dr. Curman L. Gaines,
Mr. Sam Gilliam, Dr. Leon R. Tarver, Ms. Arlanda Williams
Atty. Domoine D. Rutledge- Ex Officio



SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL

POST OFFICE BOX 9294

BATON ROUGE, LOUISIANA 70813-9294

October 5, 2020

OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

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

RE: Salary Adjustment for Marina Biragova

Dear Dr. Belton:

Ms. Marina Biragova has served as the Executive Director of the SULC Technology & Entrepreneurship Clinic (SULC Tech) a USPTO certified clinic. The clinic has traditionally served the small business community of the Baton Rouge region. Since 2017, SULC Tech has trained 84 students, assisted in the creation of 42 small business enterprises, and assisted 164 clients. SULC Tech has recently expanded its operations to New Orleans through collaborations with Small Business Development & Management Institute (SBDMI) at Southern University of New Orleans (SUNO), and with the University at New Orleans (UNO). UNO has also provided a small stipend of \$10,000 to support the expansion of services of SULC Tech to New Orleans, due to the efforts of Ms. Biragova. Furthermore, SULC Tech was able to secure an additional \$10,000 from Verizon to support its work.

With the expansion of services of SULC Tech to New Orleans, I believe it is appropriate that Ms. Biragova's salary be adjusted to \$66,000. I respectfully ask that my request to adjust the salary of Ms. Biragova to \$66,000 be placed on the October 2020 agenda for the Southern University Board of Supervisors meeting. The salary adjustment, if approved by the board would be effective November 1, 2020. The resume/cv of Ms. Biragova is attached for you and the board's review.

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

Sincerely,

John K. Pierre

Chancellor and Vanue B. Lacour Endowed Law Professor

JOB CLASS 3				
JOB CODE	M			
CAL ID	U			

/SOUTHERN UNIVERSITY SYSTEM/

Personnel Action Form

POSITION NUMBER	3	M	9	9	3	8
-----------------	---	---	---	---	---	---

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

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

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

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

Profile of Person Recommended

Length of Employment 11/01/2020 To 09/30/2021
 Effective Date 11/01/2020

Name Marina Biragova SS# XXX-XX-8297 Sex F Race* W
 (Last 4 digits only)

Position Title: Executive Director of SULC Technology & Entrepreneurship Clinic Department: Law Center - Clinic

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

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

Years Experience 10 Southern University Experience 3

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>L.L.M.</u>	<u>Louisiana State University</u>	<u>2017</u>
	<u>J.D.</u>	<u>Pyatigorsk Institute of Economic and Governance</u>	<u>2012</u>

Current Employer Southern University Law Center

Personnel Action

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

Recommended Salary \$ 66,000.00 Salary Budgeted \$ 66,000.00

Source of Funds Title III

Identify Budget: Grant Location 320174-31240-61002-34100
 Form Code: BOR10 Page 1 Item # 1

Change of: _____
 From _____ To _____
 Position _____
 Status _____
 Salary Adjustment \$56,200.00 \$66,000.00

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

*See Reverse Side

Comments: (Use back of form)

Source of Funds	Amount
320174-31240-61002-34100	\$56,200.00

*See Reverse Side

Graduate School signature (if, applicable):

<u>John K. Pierre</u> Supervisor Date <u>10/12/2020</u>	<u>Gerry K. Hall</u> V/C for Finance & Admin. Date <u>10/12/2020</u>
<u>Gerry K. Hall</u> Vice Chancellor Date <u>10/12/2020</u>	<u>Paul R. Fierse</u> Chancellor Date <u>10/12/2020</u>
<u>[Signature]</u> Director/Personnel Date <u>10/12/2020</u>	<u>[Signature]</u> Vice President/Finance Business Affairs/Comptroller Date _____
<u>[Signature]</u> President Date _____	<u>[Signature]</u> Chairman/S.U. Board of Supervisors Date _____

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

Kenya Smith served as a visiting professor at Southern University Law Center during the 2018-2019 academic year. The Faculty Appointments, Retention, Promotion and Tenure (FARPT) Committee at SULC has recommended that Kenya Smith be appointed to the professor tenure tract position at SULC for the 2019-2020 academic year.

EMPLOYEE REGULAR WORK SCHEDULE:

Daily

EMPLOYEE DIRECT SUPERVISOR:

Chancellor, John Pierre

NUMBER OF EMPLOYEES SUPERVISED, (if any)

225.00

HR USE ONLY:

STATUS (circle one):

EXEMPT

NON-EXEMPT

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE

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

SOUTHERN UNIVERSITY LAW CENTER

~~ENCLOSURE~~ / FUNDS AVAILABLE

DOC. I.D. #

US

DAREA

H1

BY: JJ

F1

F0

10/14/2020
DMB 2019

Do Not Write Below This Area

For Human Resource and Budgetary Control Use Only!

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

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

Marina A. Biragova, J.D., LL.M.



EDUCATION

2007-2012 J.D. (Highest Honors) Pyatigorsk Institute of Economics and Governance (Russia)

Degree: Juris Doctorate GPA 3.97

Concentration: Corporate Law, International Law

2015- 2017 LL.M. Louisiana State University, Paul M. Hebert Law Center (U.S.)

Degree: LL.M. in Comparative Law

Concentration: Corporate Law, Energy Law

EMPLOYMENT HISTORY

2018 – Current

Clinic Director/Adjunct

**Southern University Law Center
Technology & Entrepreneurship Clinic (U.S.)**

- Shape and manage the overall vision and operations of the Clinic, design its curriculum, develop training, instructional, and educational materials for students and Clinic constituents;
- Ensure professional, high-quality representation of Clinic clients;
- Engage in area-of expertise development, including monitoring of IP and innovation-related legal, business, and technical developments; reaching out to potential collaborators; and maintaining relationships with partners such as advocacy organizations, industry groups, and government agencies;
- Give regular, detailed oral and written feedback to students on their performance; delivering instruction in and modeling core lawyering and practice skills;
- Pursue (often with students) client development, including maintaining relationships with ongoing clients;
- Manage SULC Tech outreach programs

Notable Achievements:

- Through the Clinic assisted almost 200 small businesses;
- Established Partnerships with HP Inc. and HP Foundation. As a result the Clinic has received over \$85,000 in tech supplies for students and clients.
- Launched “Legal Wednesday with SULC Tech” (Series of free workshops for small businesses);
- Established Annual SULC Tech Award honoring the Louisiana Small Business Community;
- Co-Established Annual *Blue Light Reaux* event to provide North Baton Rouge Businesses with a platform to grow and scale their ventures;
- Developed invaluable connections with the Louisiana Small Business Community;
- Created a network of various Small Business resource partners including but not limited to: LSBDC (across Louisiana), SBA, USPTO Texas Regional Office, USPTO Silicon Valley Office, LED, LA Department of Insurance, BRAC, Local Colleges and Universities;
- Coached #1 Team - Texas Regional Patent Drafting Competition
- Coached #2 Team – National Patent Drafting Competition

2016 – 2018

Visiting Attorney/Law Clerk

Koerner Law Firm (U.S.)

- Provided litigation and mediation support in a wide variety of legal areas, including Admiralty and Maritime Law, Environmental Disputes, Contracts, Commercial Agreements, and Employment Law, Maintenance and Cure cases under the Jones Act, and Seamen’s Benefit Recovery Disputes under the Longshore and Harbor Worker’s Compensation Act.
- Drafted pleadings (State and Federal courts, including administrative courts, district courts and appellate courts).
- Actively contributed to the trial preparation process, oral arguments assessment, and legal briefing.
- Attended hearings, key depositions, and settlement conferences.

2013 –2016

Administrative Legal Coordinator

Louisiana Office of the Lt. Governor

- Assisted the Director of Special Projects, General Counsel and/or other departmental managers on a broad range of administrative, legislative, and policy matters.
- Prepared initial drafts of various types of agreements, including grant agreements, commercial and residential lease agreements, grant agreements, and agreements relating to other transactional matters.
- Coordinated with the Attorney General's Office with regard to departmental litigation.
- Assisted the General Counsel in preparing for State Boards meetings.
- Actively contributed to the Agency's work with UNESCO in connection with the newly designated World Heritage Site.
- Drafted and promulgated Louisiana Seafood Promotion and Marketing Board Bylaws.
- Drafted and promulgated The Department's Guide to the Rulemaking Process.

08/2013 – 12/2013

Legal Assistant

Dodson, Hooks and Frederick (U.S.)

- Assisted supervising attorney in representing Eastern-European seafarers involved in a dispute with a U.S. or foreign ship owner in connection with a severe injury and/or wrongful withholding of wages.
- Coordinated with the International Transport Worker's Federation.
- Coordinated with Russian Seafarers' Professional Unions and Organizations.
- Performed complex legal translations and interpretations (Russian – English).

03/2010 – 04/2011

Assistant Attorney

**Law Office of K.A. Kachalov
(Russia)**

- Provided legal advice concerning business transactions;
- Assisted with the representation of clients before courts or agencies;
- Gathered evidence to formulate defenses or to initiate legal actions;
- Assisted in drafting a wide variety of legal documents including complex contracts and IP applications;
- Negotiated settlements;
- Conducted preliminary investigations.

LANGUAGES

English (fluent), Russian (fluent – native), Ossetian (fluent – native), German (basic speaking and writing), Ukrainian (basic speaking and writing)

AWARDS AND PUBLICATIONS

Awards and Achievements

- Member and Co-founder of the Pyatigorsk Institute of Economics and Governance Legal Clinic (2009-2011)
- Member of the "My Legislative Initiative" Program (2008-2009)
- Awarded "Student Lawyer of the Year 2009" (state award).
- Awarded "Student Lawyer of the Year 2010" (state award).
- LSU Law LL.M. Class Representative.

Publications

- Publication: "*Legal Regulation of Chemical Waste Disposal in the Protected Ecological Region – KMW.*" Annual Collection of Research Works 2008.
- Publication: "*How The Newly Implemented Amendments to The Russian Constitution Will Affect The Course of Russian Democracy.*" Annual Collection of Research Works 2009.

Research Projects

- Do Dreams come true? A Tenuous Future of The Russian Natural Gas Exports Under The Third Energy Package and Increased Competition in the EU energy markets."
- Legal Mentality in Terms of Russian Society Renewal.
- Separation of Powers in a Law-Governed Democratic State.
- Types and Forms of Civil Law Responsibilities.
- Bank Deposit Contract.
- Criminal Characteristics of Extortion.
- Consideration of Corporate Conflicts by Arbitrary Courts.
- Legal Methods and Forms of Investment Protection in Security Markets.



Southern University and A&M College
Division of Enrollment Management & Student Success

T.H. Harris Annex, Second Floor
P.O. Box 9455, Baton Rouge, LA 70813
Office: 225-771-2300

RECEIVED

SEP 30 2020

TO: Ray Belton, Ph.D., Chancellor/President
Bijoy Sahoo, Ph.D., Interim Executive Vice Chancellor/Vice Chancellor of
Academic Affairs and Provost
Office of the Executive Vice President
for Academic Affairs and Provost

FROM: Jacqueline G. Preastly, Ed.D., Vice Chancellor of Enrollment
Management/Student Success

CC: Tracie Woods, Esq., Associate Vice President/Human Resources
Dawn Harris, Director of Human Resources

RE: Letter of recommendation

DATE: 9-25-2020

This memo serves to recommend that Taishieka Davis be appointed as Director of Financial Aid at \$85,000 annually – moving her from the role of Interim Director in which she has served for the past 6 months. Upon arriving to the University on August 1, 2020 as Vice Chancellor, I immediately recognized her outstanding skills and abilities in her leadership of the financial aid team. She has strong financial aid background and the necessary skill set to move into the role of Director.

I have observed that Ms. Davis has excellent communication skills with students and staff, maintaining a keen focus on serving families efficiently. She implements student-focused initiatives that help them to achieve their educational potential in the awarding and disbursement process. When assisting families, Ms. Davis works well with details, functions well in stressful situations and she is able to solve problems effectively. She also collaborates well with other staff members, and she is direct, diplomatic, and compassionate.

With regard to her supervisory ability, Ms. Davis works hard to keep staff motivated and working at optimum levels, especially at peak times. She also strives to maintain a customer service-focused culture, balanced with accurate processing. Her delegation skills are also noteworthy, as she maintains the teamwork approach when serving students and empowering team members to do their best job.

Data analysis and strategic projections regarding budget, enrollment, and the strategic use of financial aid are additional strengths that Ms. Davis has shown. She demonstrates the ability to also provide senior leadership with feedback of potential impacts on enrollment by reporting the work her team produces on a weekly basis.

Ms. Davis also has the ability to understand and manage federal regulations. She is knowledgeable of changes to federal regulations for Title IV funds such as verification, updates to Satisfactory Academic Progress policies, and major reports such as the FISAP.



Southern University and A&M College

Division of Enrollment Management & Student Success

T.H. Harris Annex, Second Floor
P.O. Box 9455, Baton Rouge, LA 70813
Office: 225-771-2300

In essence, over the last 12 years, Ms. Davis has honed her skills in the industry serving as Financial Aid Advisor and Assistant Director at the Shreveport campus; and as Associate and Interim Director on the Baton Rouge campus. This demonstrates her proven ability and assures me that she will be a great asset to Southern University as its next Financial Aid Director.

Your approval via signature below is appreciated. Thank you for your attention to this matter.

SIGNATURES:

Handwritten signature of Bijoy Sahoo in blue ink.

**Bijoy Sahoo, Ph.D. Interim Executive Vice Chancellor/
Vice Chancellor of Academic Affairs and Provost**

9/30/2020

Date

Handwritten signature of Benjamin Pugh in blue ink.

Benjamin Pugh, Vice Chancellor of Finance/Administration

9/30/20

Date

Handwritten signature of Ray Belton in blue ink.

Ray Belton, Ph.D., Chancellor/President

10/27/2020

Date

BBP
9/30/20



Southern University and A&M College
Division of Enrollment Management & Student Success

T.H. Harris Annex, Second Floor
P.O. Box 9455, Baton Rouge, LA 70813
Office: 225-771-2300

TO: Ray Belton, Ph.D., Chancellor/President
Bijoy Sahoo, Ph.D., Interim Executive Vice Chancellor/Vice Chancellor of
Academic Affairs and Provost

FROM: Jacqueline G. Preastly, Ed.D., Vice Chancellor of Enrollment
Management/Student Success

JGP 9-21-2020

CC: Benjamin Pugh, Vice Chancellor for Finance & Business

RE: request to waive search

DATE: 9-21-2020

Currently, Ms. Taishioka Davis is serving as Interim Director of Financial Aid at SUBR. Since my arrival on August 1, 2020, I have closely observed Ms. Davis' performance in this role. She has demonstrated great leadership and management of the office operation. Overall, Ms. Davis has made every effort to ensure that each student has sufficient resources to enable them to attend SUBR and has provided efficient services needed to assist them. To this end, the purpose of this correspondence is to request your approval to waive the search for the position of Director of Financial Aid and name Ms. Davis permanently as Director of Financial Aid.

Your approval via signature below is appreciated. Thank you for your attention to this matter.

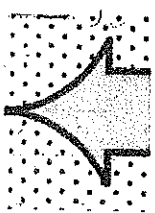
SIGNATURES:

[Signature]

Ray Belton, Ph.D., Chancellor/President

09/21/20

Date



[Signature]

Bijoy Sahoo, Ph.D. Interim Executive Vice Chancellor/
Vice Chancellor of Academic Affairs and Provost

9/21/20

Date

Comments: (Use back of form)

Empty rectangular box for additional comments or notes.

*See Reverse Side

Graduate School signature (if, applicable):

12/14

Jaqueline D. Preastly 10.1.2020
 Supervisor Date

[Signature]
 Vice Chancellor Date 10-7-2020

[Signature]
 Director/Personnel Date

[Signature]
 President Date

[Signature]
 Dean/Unit Head Date

[Signature]
 Chancellor Date

[Signature]
 Vice President/Finance Date
 Business Affairs/Comptroller

[Signature]
 Chairman/S.U. Board
 of Supervisors Date

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Interim Director of Financial Aid AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR Director of Financial Aid

(Department or Unit)

- Replacement New Position Unclassified
 Civil Service Temporary Faculty
 Tenured Probationary (For Faculty this is same as tenure track)

- Source of Funds
 State
 Grant -in-Aid
 System Revenue
 Agency Fund State

VACANCY DESCRIPTION AND JUSTIFICATION

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

I am requesting a position and title change for Ms. Taishieka Davis. Ms. Davis currently serves as Interim Director of Financial Aid, at \$72,000 annually. I am requesting that this be changed to Director of Financial Aid at \$85,000 annually.

Salary/Range: \$85,000 Previous Incumbent (if replacement):

Approved Disapproved Jaquelin G. Preastly 9-25-2020
 Department Head Date

Approved Disapproved [Signature] 9/30/2020
 Dean/Director/Supervisor of Budget Unit Date

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<input checked="" type="checkbox"/> Yes <u>2M 9833</u>	<input type="checkbox"/> No
<u>C. Joseph</u>	<u>10/7/20</u>
Signature	Date
Budget Number	<u>211001-26301-61002-25000</u>

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

Approved Disapproved [Signature] 9/30/2020
 Vice Chancellor Date

Approved Disapproved [Signature] 9/30/2020
 Chancellor/Vice President Date

Approved Disapproved [Signature] 9/30/2020
 President Date

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

ETHNIC ORIGIN (Please check one):

_____ Hispanic or Latino _____ Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

SOUTHERN UNIVERSITY SYSTEM

I certify that the above purchase(s) is (are) allowable under the terms and conditions of the appropriation, budget or award agreement and in accordance with federal, state, local, and university policies and procedures required for fiscal compliance.

EMPLOYEE REGULAR WORK SCHEDULE:

EMPLOYEE DIRECT SUPERVISOR:

SUPERVISOR/DEPARTMENT CONTACT NUMBER:

NUMBER OF EMPLOYEES SUPERVISED, (if any)

Allowability/Compliance Verified By: Jacqueline Preastly
Encumbered/Funds Available By: JG
Doc. I.D. # _____ Date: 10/7/20

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

Do Not Write Below This Area

For Human Resource and Budgetary Control Use Only!

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

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



Dr. Rodney A. Ellis
Chancellor

October 7 2020

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

RE: RECOMMENDATION OF DARRIN DIXON - DIRECTOR, SMALL BUSINESS DEVELOPMENT CENTER

Dr. Belton:

This communication comes to request your approval for Mr. Darrin Dixon as the Director, Small Business Development Center. Previously, Mr. Dixon was the Executive Director for Small Business Development and Entrepreneurship. This position is being discontinued and replaced with the recommended position. SUSLA has been selected as the regional host for the Louisiana Small Business Development Center. Mr. Dixon's oversight will include seven parishes.

I am recommending that the search be waived for this position due to Mr. Dixon's extensive knowledge and work in the area of small business. I am also requesting a salary of \$90,000 based on his experience, knowledge, and responsibilities of this position. Included with this letter is relevant information concerning the position and the recommendation to me for Mr. Dixon from Dr. Terry Kidd.

By way of this communication, I concur with Dr. Kidd's request. Therefore, I am requesting your endorsement and that of the Southern University Board of Supervisors to waive the search process and the salary to place Mr. Darrin Dixon in this position. Thank you in advance for your consideration of this request.

With warm regards,

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

Rodney A. Ellis, Ed.D.

Chancellor

3050 MARTIN LUTHER KING, JR. DRIVE, * SHREVEPORT, LOUISIANA 71107
PHONE: (318) 670-9312 * FAX (318) 670-6374
TOLL FREE: 1-800-458-1472, EXT 6312
WWW.SUSLA.EDU



Dr. Rodney A. Ellis
Chancellor

October 7 2020

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

RE: RECOMMENDATION OF DARRIN DIXON - DIRECTOR, SMALL BUSINESS DEVELOPMENT CENTER

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By way of this communication, I concur with Dr. Kidd's request. Therefore, I am requesting your endorsement and that of the Southern University Board of Supervisors to waive the search process and the salary to place Mr. Darrin Dixon in this position. Thank you in advance for your consideration of this request.

With warm regards,

Rodney A. Ellis, Ed.D.

Chancellor

3050 MARTIN LUTHER KING, JR. DRIVE, * SHREVEPORT, LOUISIANA 71107

PHONE: (318) 670-9312 * FAX (318) 670-6374

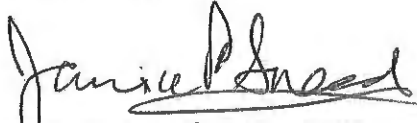
TOLL FREE: 1-800-458-1472, EXT 6312

WWW.SUSLA.EDU

approximately \$80,000. Due to Mr. Dixon's tenure and experience in the area, along with the additional duties of managing the business incubators and the SUSLA CDC, it is my recommendation that we pay Darrin Dixon \$90,000 annually.

Thank you for your consideration and support to appointment Mr. Darrin Dixon to the position of Louisiana Small Business Development Center Director.

Respectfully,



Janice B. Sneed, MBA, CWD
Associate Vice Chancellor for
Academic Affairs and Workforce Development

~~Terry Kidd~~
Vice Chancellor for AAWD

Approved

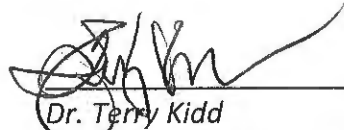
Not Approved

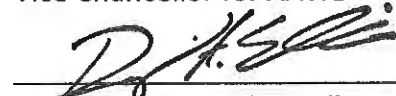
Approved Salary
(i.e. \$90,000; 10/1/20)

Not Approved

Cc: Wayne Bryant, HR Director

Attach: Louisiana SBDC Overview & Budget
Position Vacancy Authorization



Dr. Terry Kidd
Vice Chancellor for AAWD

Dr. Rodney Ellis, Chancellor

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

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

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

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

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

Profile of Person Recommended

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

Name Darrin Dixon SS# 4254 Sex Male Race* Blk
(Last 4 digits only)

Position Title: Director of LA Sm. Bus. Dev. Center (SUSLA) Department: Community & Workforce Development

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

Years Experience 17 years Southern University Experience 17 years
(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAR, if applicable.)

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	Southern University A&M College	SU- Baton Rouge	1992
	MBA	University of Phoenix	2013

Current Employer SUSLA

Personnel Action

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

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

Source of Funds Small Business Development Center

Identify Budget: Grant & State Funds Location _____
 Form Code: _____ Page _____ Item # _____

Change of: From Director of Small Business Development New To
 Position _____ Status _____ Salary Adjustment \$56,350 \$90,000.00

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

Source of Funds	Amount
State	\$70,000.00
Grant	\$20,000.00

Comments: (Use back of form)

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

Jamarcus Smith 10/13/2020 Jamarcus Smith 10/13/2020
 Supervisor Date
 Vice Chancellor Date
 Director/Personnel Date
 President Date
 Dean/Unit Head Date
 Chancellor Date
 Vice President/Finance Business Affairs/Comptroller Date
 Chairman/S.U. Board of Supervisors Date

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino _____ Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS: This is a grant funded position through the Louisiana Small Business Development Center contract to support the regional Small Business Development Center.

EMPLOYEE REGULAR WORK SCHEDULE: Monday -- Thursday 8:00 -- 6:00 p.m. & Friday

EMPLOYEE DIRECT SUPERVISOR: Janice B. Sneed

SUPERVISOR/DEPARTMENT CONTACT NUMBER: (318) 773-8249

NUMBER OF EMPLOYEES SUPERVISED, (if any): 4

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Louisiana Small Business Development Center Director AS DESCRIBED BELOW

BE AUTHORIZED AS A VACANCY FOR Community and Workforce Development
(Department or Unit)

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

VACANCY DESCRIPTION AND JUSTIFICATION

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

The LSBDC Director will provide assistance, coaching, and strategic direction for new business startups or business expansions in the greater region (7 parishes in northwest, Louisiana); oversee professional training class delivery; represent the LSBDC at regional professional events and associations; and work with other directors and management within the University to raise additional funding as required to expand services and offerings to small business owners. The Director will manage SUSLA's incubator programs and small business development services for the university. The position will also bring administrative support to the SUSLA Community Development Corporation. The Director will supervise 4 fulltime and 1 parttime staff along with a various contract employees. This is a grant-funded position contingent upon availability of grant funds. The LSBDC is part of the Louisiana SBDC Network, a partnership program of the U.S. Small Business Administration and Delta Community College.

Salary/Range: \$87,000 – \$ 95,000 Previous Incumbent (if replacement):

<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	<u>Jan 3 [Signature]</u>	<u>9/28/20</u>
		Department Head	Date
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	<u>Jan 3 [Signature]</u>	<u>9/28/20</u>
		Dean/Director/Supervisor of Budget Unit	Date

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

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

<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	<u>[Signature]</u>	<u>9/28/20</u>
		Vice Chancellor	Date
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	<u>[Signature]</u>	<u>10/8/20</u>
		Chancellor/Vice President	Date

_____ **Approved** _____ **Disapproved** _____

President

Date

An Equal Opportunity Employer



Position: Louisiana Small Business Development Center Director

Employee Name: <i>Darrin Dixon</i>	Department Name: Community & Workforce Development
Reports To (Supervisor's Name and Title): Janice Sneed, Associate Vice Chancellor for Academic Affairs & Workforce Development	Physical Work Location of Incumbent: 3050 Dr. Martin Luther King Jr. Drive Shreveport, LA 71107

POSITION SUMMARY:

The LSBDC Director will provide assistance, coaching, and strategic direction for new business startups or business expansions in the greater region; oversee professional training class delivery; represent the LSBDC at regional professional events and associations; and work with other directors and management within the University to raise additional funding as required to expand services and offerings to small business owners. This is a grant-funded position contingent upon availability of grant funds. The LSBDC is part of the Louisiana SBDC Network, a partnership program of the U.S. Small Business Administration and Delta Community College.

PRIMARY RESPONSIBILITIES:

- Assesses, determines, and designs timelines, programs and services that meet the requirements of the local funders, the LSBDC Network, and the US Small Business Administration (SBA).
- Recruits, trains, and supervises full and part-time staff to support administrative, consulting and training operations in the defined LSBDC service area as funding allows.
- Contributes to the development, implementation, and updating of the LSBDC's strategic plan. Ensure that organizational goals and objectives are accomplished in a timely and thorough manner. Develops, monitors and reports on annual budgets and performance milestones established in conjunction with funding and programmatic schedules.
- Designs and distributes business marketing material developed in conjunction with host university publications and materials
- Identify and apply for grants relevant to entrepreneurship and business development to support the LSBDC's continued operations and growth. Prepares statistical reports and funding proposals targeting state and local support for business counseling, mentoring, and customized entrepreneurial programs. Initiate co-sponsorship of programs with private businesses, economic development organizations, and other government entities.
- Maintain efficient and effective operation of LSBDC office, including management of office hours, personnel, budget, and other resources. Ensure that administrative policies are followed, that

programs are innovative and responsive, and that top-quality services are delivered. Use client and management feedback in striving for continuous improvement. Uphold contractual obligations with other organizations.

- Establish and manage an advisory board comprised of funders, community stakeholders, and small business leaders.
- Document client advising and training activities via Center IC in a timely, accurate, and comprehensive manner. Collect and transmit consolidated client data. Maintain adequate client files as per LSBDC Network Lead Office and SBA guidelines.

Program

- Counsels prospective and existing small business owners/managers and coordinates delivery of services throughout the service region. Analyze situations, make recommendations, and educate clients with regard to business plans, market feasibility, financial viability, operations management, COVID-19 response and recovery, and legal structures, to name but a few topics. Maintain an appropriate level and mix of clients as noted by annual deliverables and strategic plan objectives.
- Develop and deliver high-quality, business training programs that are responsive to the needs of the business community served. Generate curricula for business programs, seminars, conferences, etc. responsive to the local business interests. Determine topics, agendas, instructors, instructional materials, location, time, and other resources required. Serve as an instructor of business training programs, and secure qualified outside instructors, as needed.
- Responsible for the LSBDC/SBA required annual site visits, quarterly meetings, monthly conference calls, and reports as required throughout the service area.

Outreach

- Coordinates media and publicity initiatives with the host university, LSBDC Network and the SBA office to generate visibility and support of local services and programs.
- Presents LSBDC information to local chambers, banks, business associations, and other key community groups to generate awareness of and referrals for counseling/training programs. Meets regularly with community representatives to identify counseling and training needs of area.
- Convenes and meets regularly with Advisory Board and other partner groups to discuss impact of current business services and programs, and future collaborations.
- Maintain relationships and resources in government/public and private business sectors to assist LSBDC clients

Leadership Skills

- Demonstrated experience driving business growth through innovation and the implementation of technology.
- An entrepreneurial mindset; able and interested to pursue new business opportunities.
- Customer-service oriented.

- Excellent leadership skills and the ability to manage multiple priorities in a fast-paced environment.
- A team player who favors collaborative approaches when working with internal and external partners.
- Demonstrated ability to manage a team of a direct reports, in addition to influencing collaboration across indirect reports.

Communication Skills

- Able to work collaboratively with diverse leaders, communicate a strategy across all levels of the organization, and build consensus around key initiatives and projects.
- Ability to communicate from a customer perspective, across diverse groups of customers.
- Possesses exceptional organizational, interpersonal and communication skills, both oral and written; able to articulate ideas to both technical and non-technical audiences.
- Possesses exceptional business acumen, analytical and problem-solving abilities.
- Comfortable with ambiguity; can handle the unexpected with flexibility.

REQUIRED EDUCATION AND EXPERIENCE:

- Bachelor's degree in business administration, marketing, and/or management or an equivalent combination of education and experience.
- Extensive background in small business consulting, mentoring, and/or counseling; minimum of 5 years is preferred.
- Excellent verbal and written communication skills required.
- Proven leadership and an understanding of issues impacting small business owners.
- Ability to provide business advice to starting or developing companies.

PREFERRED QUALIFICATIONS:

- Master's degree in Finance, Business, or Marketing
- Bilingual – English & Spanish
- Experience influencing strategy within an organization; ability to sell ideas and visions
- Experience managing a federal program and funding

UNIVERSAL PERFORMANCE STANDARDS:

1. **Completes** all assigned duties by established deadlines and in accordance with established or defined protocols, policies, and procedures.
2. **Apprises** supervisor of issues that might impede timely completion of assigned duties and/or departmental projects.
3. **Exercises** sound judgment and discretion at all times and maintains cooperative working relationships with both internal and external constituencies and co-workers.
4. **Exhibits** a willingness to perform other duties as requested or required efficiently and timely.
5. **Complies** with all policies and procedures as stipulated in the Employee Handbook.

05/2019

Note: This job description is not an employment contract and may be modified at any time at the discretion of the department or university.

Reasonable accommodations may be made to enable individuals with disabilities to perform the duties.

The preceding job description has been designed to indicate the general nature and level of work performed by employees within this job. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employee assigned to this job.

Employee Signature: _____ Date: _____

Approved by: _____ Date: _____

Reviewed by: _____ Date: _____

Equal Opportunity Employer

SUSLA
SOUTHERN UNIVERSITY SHREVEPORT LOUISIANA
Excellence • Integrity • Accountability • Service • Diversity

**SMALL BUSINESS
DEVELOPMENT CENTER
(SBDC)**

PROGRAM OVERVIEW

**AMERICA'S
SBDC**
IN PARTNERSHIP WITH SBA

America's SBDC represents America's nationwide network of Small Business Development Centers (SBDCs) - the most comprehensive small business assistance network in the United States and its territories.

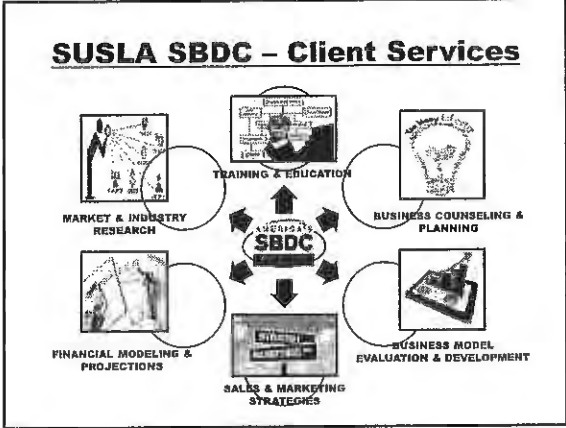
SUSLA SBDC - Services

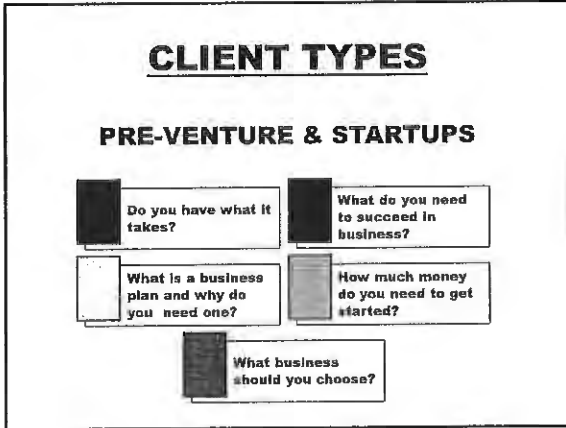
PROVIDES PROFESSIONAL
BUSINESS EXPERTISE FROM
SENIOR BUSINESS ADVISORS

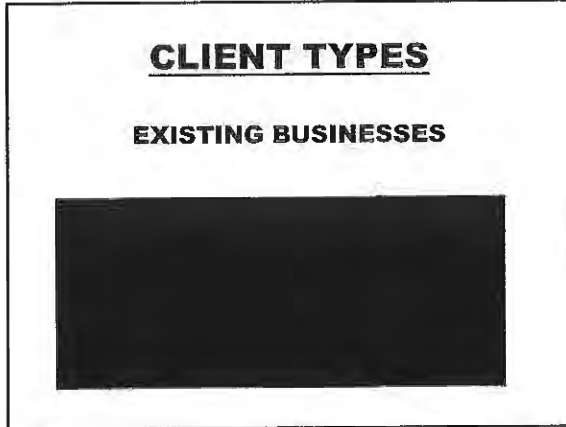
FOCUS ON BUSINESS
SUSTAINABLE BUSINESSES

GUIDANCE ON FUNDING FOR
YOUR STARTUP/RE-STARTING
SMALL BUSINESS

The diagram consists of a central circle labeled 'SMALL BUSINESS'. Surrounding this central circle are three larger, overlapping circular segments. The top-left segment is labeled 'SUSTAIN', the top-right segment is labeled 'START', and the bottom segment is labeled 'GROW'.







ECONOMIC IMPACT

BUSINESS
STARTS

JOBS
CREATED

CAPITAL
INFUSION

SUSLA SBDC - ANNUAL GOALS 2020-2021

309

22

1,186

\$7,429,054

SUSLA SBDC - Funding Partners

POWERED BY



U.S. Small Business
Administration

LED

LOUISIANA
ECONOMIC
DEVELOPMENT



SUSLA
Small Business Development Center

Facilities • Events • Accountability • Safety • Disaster

11

SUSLA SBDC PROPOSED BUDGET

Department/Program	2020	2021	2022	2023	2024	Total
Administrative						
Personnel	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	6,000,000
Travel	50,000	50,000	50,000	50,000	50,000	250,000
Supplies	100,000	100,000	100,000	100,000	100,000	500,000
Utilities	200,000	200,000	200,000	200,000	200,000	1,000,000
Rent	300,000	300,000	300,000	300,000	300,000	1,500,000
Insurance	150,000	150,000	150,000	150,000	150,000	750,000
Professional Fees	100,000	100,000	100,000	100,000	100,000	500,000
Miscellaneous	50,000	50,000	50,000	50,000	50,000	250,000
Programs						
Business Development	500,000	500,000	500,000	500,000	500,000	2,500,000
Job Training	300,000	300,000	300,000	300,000	300,000	1,500,000
Capital Access	200,000	200,000	200,000	200,000	200,000	1,000,000
Entrepreneurship	100,000	100,000	100,000	100,000	100,000	500,000
Marketing	50,000	50,000	50,000	50,000	50,000	250,000
Public Relations	50,000	50,000	50,000	50,000	50,000	250,000
Community Outreach	50,000	50,000	50,000	50,000	50,000	250,000
Miscellaneous	50,000	50,000	50,000	50,000	50,000	250,000
Total	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	15,000,000

PROPOSED BUDGET Proposed FY 20-21

La SBDC

Southern University at Shreveport

Description	LSBDC Funds	University Cash Match	Waived Indirect	Total SBDC
A. PERSONNEL	\$ 96,000	\$ 84,000		\$ 180,000
<i>Key Personnel</i>	\$ 20,000	\$ 70,000		\$ 90,000
<i>Other Personnel</i>	\$ 76,000	\$ 14,000		\$ 90,000
<i>Total Students, Grads, etc.</i>	\$ -	\$ -		\$ -
B. FRINGE BENEFITS	\$ 43,200	\$ 37,800		\$ 81,000
Benefit Rate (see Key Staff)				
C. TRAVEL	\$ 17,000			\$ 17,000
<i>In-State</i>	\$ 5,000			\$ 5,000
<i>Out-of-State</i>	\$ 12,000			\$ 12,000
D. EQUIPMENT	\$ -			\$ -
E. SUPPLIES	\$ 3,400			\$ 3,400
F. CONTRACTUAL	\$ -			\$ -
<i>Rent</i>				
G. CONSULTANTS	\$ 70,000			\$ 70,000
H. OTHER DIRECT COSTS	\$ 14,000			\$ 14,000
TOTAL DIRECT COSTS	\$ 243,600	\$ 121,800	\$ -	\$ 365,400
INDIRECT COSTS	\$ -		\$ 146,160	\$ 146,160
TOTAL CENTER COSTS	\$ 243,600	\$ 121,800	\$ 146,160	\$ 511,560

Indirect Costs - Salaries & Wages	40.00%	\$ 365,400
Excluding Fringe		\$ 146,160

Submitted:



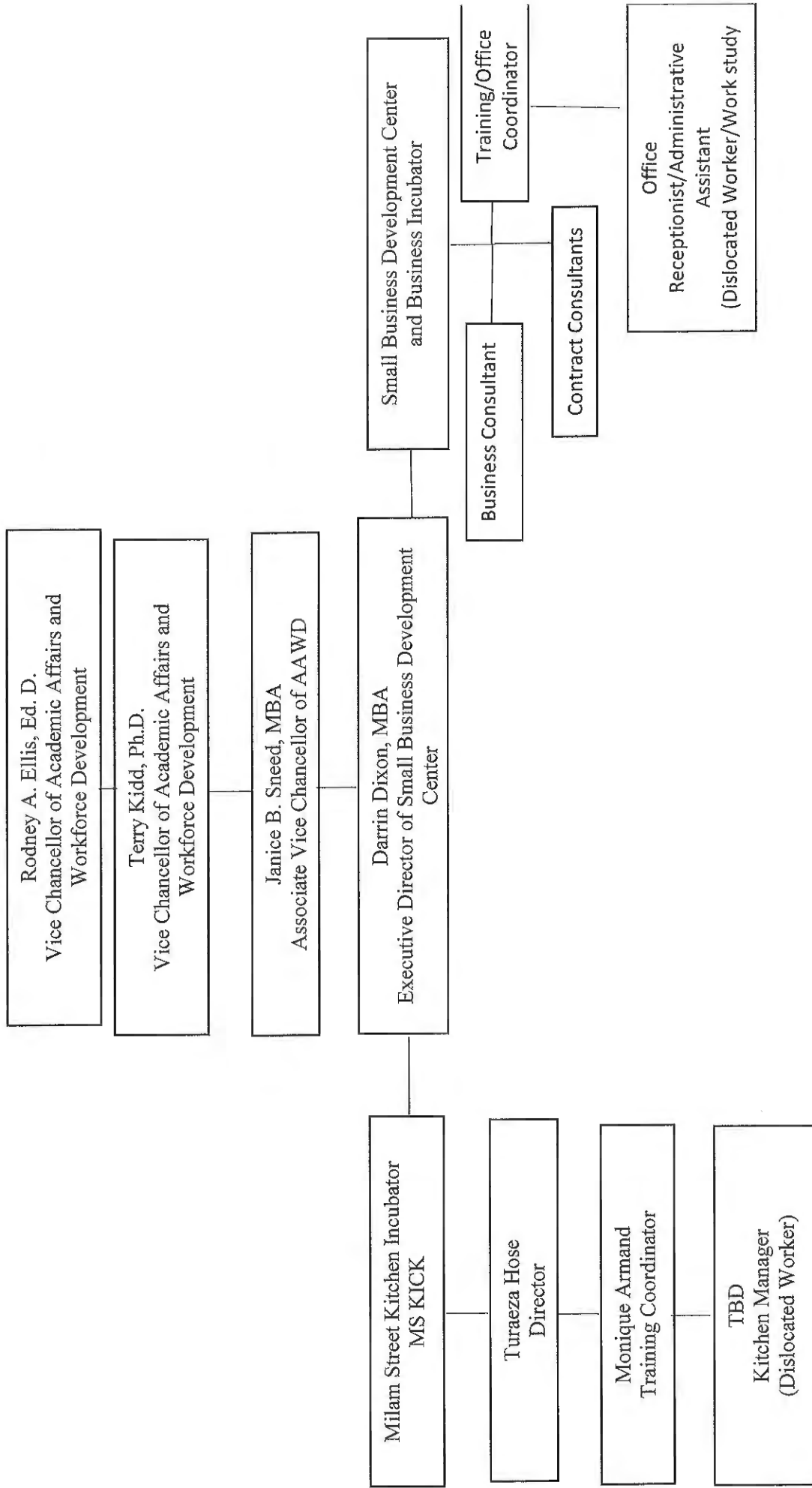
Center Director

9/29/2020
Date

University Official

Date

SUSLA Business and Entrepreneur Center Organizational Chart





SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL
POST OFFICE BOX 9294
BATON ROUGE, LOUISIANA 70813-9294

October 13, 2020

OFFICE OF THE CHANCELLOR

(225) 771-2552
FAX (225) 771-2474

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

Re: D'Andrea Lee Request for Medical Leave

Dear Dr. Belton:

Ms, D'Andrea Lee, Director of Records and Registration has requested medical leave effective October 8, 2020 – December 31, 2020. Since the request for medical leave extends over sixty-days, it will require Board's approval.

I am submitting to you the required documentation to accompany this request, and ask that it be presented to the Board for approval in the October 2020 board meeting.

Should you have any questions or concerns, please let me know.

Sincerely,

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

JOB CLASS 3				
JOB CODE				
CAL ID	M			
	U			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	3	M	9	9	4	1
-----------------	---	---	---	---	---	---

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

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

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

Previous Employee N/A Reason Left Medical Leave
 Date Left N/A Salary Paid _____

Profile of Person Recommended

Length of Employment 10/08/2020 To 12/31/2020
 Effective Date 10/08/2020

Name D'Andrea Lee XXX-XX-7330 Sex F Race* B
 (Last 4 digits only)

Position Title: Director of Records and Registration Department: Law Center - Institutional Support

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

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

Years Experience 22 Years Southern University Experience 22 Years
 Degree(s): Type/Discipline (BA-Education): B.S. Institution/Location (SU-Baton Rouge): Southern University, Baton Rouge Year: 1984
M.Ed. Southern University, Baton Rouge 2007

Current Employer Southern University - Law Center

Personnel Action

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

Recommended Salary \$87,000.00 Salary Budgeted \$87,000.00

Source of Funds General Appropriation

Identify Budget: State Location 311001-33010-61002-35000
 Form Code: BOR10 Page 1 Item # 1

Change of: From To

Position _____
 Status _____
 Salary Adjustment _____

Financial Aid signature (if, applicable):

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

Source of Funds	Amount
311001-33010-61002-35000	\$87,000.00

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor: Dan K. Legerre 10/13/2020
 Vice Chancellor: Bernie R. Hall 10/13/2020
 Director/Personnel: [Signature] 10/13/2020
 President: _____ Date _____
 Chairman/S.U. Board of Supervisors: _____ Date _____
 Dean/University: John K. Pearce 10/13/2020
 VC for Finance & Bus. Admin.: Bernie R. Hall 10/13/2020
 Chancellor: John K. Pearce _____ Date _____
 Vice President/Finance Business Affairs/Comptroller: [Signature] _____ Date _____

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

Medical Leave

EMPLOYEE REGULAR WORK SCHEDULE: Daily

EMPLOYEE DIRECT SUPERVISOR: Shawn Vance

NUMBER OF EMPLOYEES SUPERVISED, (if any) 100

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE

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

CODE EXPIRES BY
 US RA 10/13/2020
 H1 J1
 ENCUMBERED / FUNDS AVAILABLE
 SOUTHERN UNIVERSITY LAW CENTER
 FO

Do Not Write Below This Area

For Human Resource and Budgetary Control Use Only!

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

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

CONTINGENT UPON AVAILABILITY OF FUNDS



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

October 13, 2020

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

Re: Latonya Wright as Interim Director of Records and Registration

Dear Dr. Belton:

Ms. D'Andrea Lee, Director of Records and Registration submitted a request for medical leave effective August 11, 2020 – September 7, 2020. However, she then requested an extension of medical leave to October 8, 2020, and have since requested an extension to December 31, 2020. Therefore, to ensure that the Department of Records and Registration continues to operate efficiently, I am requesting that Ms. Latonya Wright, Associate Director of Records and Registration assume the position of Interim Director, effective October 8, 2020 – December 31, 2020. In addition, Ms. Lee will continue to receive her annual salary of \$87,000 while on medical leave. However, I am requesting that Ms. Wright be paid 90% of Ms. Lee's salary calculated to be \$79,275.00 for the months of October, November, and December on a pro-rated basis.

I am submitting to you the required documentation to accompany this request, and ask that it be presented to the Board for approval in the October 2020 board meeting.

Should you have any questions or concerns, please let me know.

Sincerely,

John K. Pierre

Chancellor and Vanue B. Lacour Endowed Law Professor

JOB CLASS 3				
JOB CODE	M			
CAL ID	U			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	3	M	9	9	8	5
-----------------	---	---	---	---	---	---

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

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

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

Previous Employee D'Andrea Lee Reason Left Medical Leave
 Date Left 10/08/2020 Salary Paid \$87,000.00

Profile of Person Recommended

Length of Employment 10/08/2020 To 12/31/2020
 Effective Date 10/08/2020

Name Latonya Wright XXX-XX-9560 Sex F Race* B
 (Last 4 digits only)

Position Title: Interim Director of Records and Registration Department: Law Center - Institutional Support

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

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

Years Experience 14 Years Southern University Experience 10 Years
 Degree(s): Type/Discipline (BA-Education): B.S. Institution/Location (SU-Baton Rouge): Southern University, Baton Rouge Year: 2000

Current Employer Southern University - Law Center

Personnel Action

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

Recommended Salary \$79,275.00 Salary Budgeted \$ 79,275.00

Source of Funds General Appropriation

Identify Budget: State Location 311001-33010-61002-35000
 Form Code: BOR10 Page 1 Item # 1

Change of: From To
 Position Assistant Director of Records and Registr Interim Director of Records and Registration
 Status _____
 Salary Adjustment \$59,700.00 \$79,275.00

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

Source of Funds	Amount
311001-33010-61002-35000	\$59,700.00

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

*See Reverse Side

Graduate School signature (if, applicable):

John K. Pierre 10/13/2020
 Supervisor Date
Henry R. Hall 10/13/2020
 Vice Chancellor Date
[Signature] 10/13/2020
 Director/Personnel Date
 President _____ Date

John K. Pierre 10/13/2020
 Director/Personnel Date
Henry R. Hall 10/13/2020
 W/C for Finance & Bus. Admin. Date
John K. Pierre 10/13/2020
 Chairman Date
Stanley McCent
 Vice President/Finance Date
 Business Affairs/Comptroller

Chairman/S.U. Board of Supervisors Date

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

Interim Director of Records and Registration

EMPLOYEE REGULAR WORK SCHEDULE: Daily

EMPLOYEE DIRECT SUPERVISOR: Shawn Vance

NUMBER OF EMPLOYEES SUPERVISED, (if any) 100

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE

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

CODE _____ SOUTHERN UNIVERSITY EXPIRES _____
 ENCUMBERED / FUNDS AVAILABLE
 DOC. # _____
 DATE _____ 10/13/2020
 BY _____ SMC

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

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

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

CONTINGENT UPON AVAILABILITY OF FUNDS



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

Southern University and A&M College System

J.S. Clark Administration Building
4th Floor
Baton Rouge, Louisiana 70813

Fax Number
(225) 771-5522

October 9, 2020

Domoine D. Rutledge, Chairman
Southern University System Board of Supervisors
J.S. Clark Administration Building
4th Floor
Baton Rouge, La 70813

Re: Request Approval for Extended Annual Leave- Dr. Cheryl Taylor

Dear Honorable Board Members:

Dr. Cheryl Taylor has requested to use all her annual leave, beginning in the spring 2021 semester. Approving this request will result in Dr. Taylor returning as tenured Associate Professor of Nursing in the fall of 2021. Dean of the College of Nursing and Allied Health, Dr. Sandra Brown, and I are amenable and ask that the Board approve the same.

Sincerely,

Ray Belton
President-Chancellor,
Southern University and A&M College

Five Campuses, One Vision... Global Excellence
WWW.SUS.EDU

Board of Supervisors

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS MEETING

(following Personnel Affairs Committee)

Friday, October 23, 2020
Smith-Brown Student Union
Cotillion Ball Room
Baton Rouge, Louisiana

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Special Presentation:
 - A. Above and Beyond Award
 - B. Ray Smith Memorial Fund
6. Action Item(s):
 - A. Request Approval of the Minutes from September 25, 2020 meeting of the Board of Supervisors
 - B. Request Approval of MOU between the Southern University Law Center Technology & Entrepreneurship Clinic and the University of New Orleans Urban Entrepreneurship & Policy Institute (SULC)
 - C. Request Approval of MOU between the Southern University Law Center Technology & Entrepreneurship Clinic and Southern University New Orleans through its Small Business Development & Management Institute (SULC/SUNO)
 - D. Request Approval of MOU between Synchronicity Unlimited, LLC and the Southern University Law Center (SULC)
 - E. Request approval of MOU between SINOMO JV, Southern University Law Center and the Southern University College of Business (SULC/SUBR)

- F. Request approval of MOU between the National Wildlife Federation and the Southern University Law Center (SULC)
 - G. Request Approval of Authority to enter into a Cooperative Endeavor Agreement with the Louisiana Department of Transportation and Development (SUBR)
 - H. Request approval for the President and legal counsel to negotiate and execute, with the Chairman's concurrence, an opt-in provision in a previously executed Cooperative Endeavor Agreement between LA Energy Partners, LLC and the State of Louisiana through the Division of Administration to provide thermal energy services for the Baton Rouge landmass (SUBR)
 - I. Request Approval of 2019-2020 Evaluation of SU Campus Chancellors**
(**denotes executive session may be required)
7. Informational Items
- A. Legislative Update
 - B. Medical Marijuana Update
 - C. President's Report
 - D. Chancellor's Reports
8. Resolutions
9. Other Business
10. Adjournment

***The Board of Supervisors for the Southern University System may meet in executive session to discuss matters under the provisions of Louisiana Revised Statute 42:17.*

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

Minutes

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

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

Roll Call by Dr. Ray Belton.

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

Absent: Dr. Rani Whitfield

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

Upon the motion by Atty. Edwin Shorty to adopt the agenda, the motion was seconded by Mr. John Barthelemy. Adoption approved.

Agenda Item 4: PUBLIC COMMENTS

None

Agenda Item 5: ACTION ITEM(s):

Dr. Leon Tarver made a motion to approve Action Items 5A (1-2) globally and Rev. Samuel Tolbert second the motion.

Motion approved.

A. Request Approval of Meeting Minutes

1. Regular Meeting of the SU Board of Supervisors – August 21, 2020
2. Special Meeting of the SU Board of Supervisors- September 11, 2020

Chairman Rutledge asked Chancellor Rodney Ellis to discuss Action Items 5B – 5E globally. Chancellor Ellis summarized each item and noted additional detail is provided in board packet (see board packet copy) Dr. Ellis asked if there were any questions.

Rev. Samuel Tolbert asked, “if courses will be offered online?” Dr. Ellis said, “yes all the courses are set up to be offered as online courses and if not, they would develop it to be online.

Mr. Sam Gilliam complimented Dr. Ellis and his staff.

There were no additional comments or questions.

Mr. Sam Gilliam made a motion to approve Action Items 5B – 5E globally and Rev. Samuel Tolbert second the motion.

Motion approved.

- B. Request Approval to Establish an Associate of Applied Science in Engineering Technology (SUSLA)
- C. Request Approval to Establish a Certificate of Technical Study: Petroleum Technology (SUSLA)
- D. Request Approval to Establish a Certificate of Technical Study: Airframe Technology (SUSLA)
- E. Request Approval to Establish Certificate of Technical Study: Power Plant Maintenance Technology (SUSLA)

Chairman Atty Rutledge asked Chancellor Orlando McMeans to discuss Action Item 5F. Chancellor McMeans mentioned, “he is requesting the approval of the College of Agricultural, Family and Consumer Sciences Logo to be used to promote the College, its programs and community. In addition, it will be used for marketing and recruiting. He mentioned “this is part of our re-branding process”

There were no questions.

Rev. Tolbert made a motion to approve Action Item 5F and Dr. Leroy Davis second the motion.

Motion approved.

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

Chairman Atty Rutledge asked Chancellor John Pierre to discuss Action Items 5G – 5H globally. Chancellor Pierre discussed each item in detail. He discussed the Strategic Leadership Institute which is “scheduled to begin on September 28, 2020 and conclude on November 9, 2020. Featured presenters include Ambassador James A. Joseph, Retired Lieutenant General Russel L. Honore, and Dr. John Sibley Butler. The Law Center and the College of Business seek approval to create and establish a SU Strategic Leadership Institute (SUSLI). The need for the institute is based upon the fact that leadership plays a vital, if not

most important role in the achievement of organizational excellence, especially during uncertain and turbulent times.”

Chancellor Pierre also discussed the Common Law track and he is requesting authorization to create a common law track for the Southern University Law Center which will require that the Law Center make curricular changes and adjustments that allows the Law Center to more appropriately serve its growing student constituency from outside of Louisiana.”

Dr Tarver “asked if the Leadership Institute was restricted to Law and Business.” Chancellor Pierre said, “no it isn’t restricted, anyone can register who are interested.” Chancellor Pierre gave details of the executive public policy PhD program/law center involvement and their partnership.

Chairman Atty Rutledge commented on the executive public policy program and how popular it is. He mentioned they may have to expand access to the program in the future.

Chairman Atty Rutledge asked were there any additional questions for Chancellor Pierre? There were no additional questions or comments.

Mr. Bakari Garvey made a motion to approve action items 5G-5H globally and Mrs. Ann Smith second the motion. Motion Approved.

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

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

Dr. Ammons is requesting authorization and authorization to enter in a Cooperative Resolution with the City of New Orleans with regards to a grant awarded to SUNO in the amount \$100,000 from the Edward Wisner Donation Fund. These funds are to support the School of Social Work. They will be used by faculty to enhance the education of the students through service as social workers-in-training to families and children of the New Orleans Community.

There were no questions or comments.

Atty Edwin Shorty made a motion to approve action item 5I and Dr. Leroy Davis second the motion. Motion Approved.

I. Request Approval and Authorization to enter in a Cooperative Resolution with the City of New Orleans (SUNO)

Chairman Atty Rutledge mentioned there was a guest today and he asked Dr. Belton to introduced Mr. Adam Knapp. Dr. Belton introduced Mr. Adam Knapp who is the president and CEO of the Baton Rouge Area Chamber. Dr. Belton mentioned he and Mr. Knapp discussed entering into an agreement to form a collaboration between Baton Rouge Area Chamber (BRAC) and Southern University and A&M College (SU). He discussed the MOU is between BRAC and SU and it is intended to increase retention of students and

graduates of SU in the Baton Rouge area through internships and entry-level job placement in conjunction with use of the talent recruiting platform that SU utilizes, Handshake. He discussed each parties' roles and responsibilities and asked Mr. Knapp to offer comments. Mr. Knapp thanked Chairman Rutledge and the board as well as Dr. Belton for allowing him to attend the meeting. He gave context for Metro Baton Rouge Talent and thanked Dr. Belton for partnering with BRAC. Chairman Rutledge asked if there were any questions. There were no questions or comments. Chairman Atty Rutledge thanked Mr. Knapp for being on the call today. Rev. Samuel Tolbert made a motion to approve action item 5J and Dr. Leon Tarver second the motion. Motion Approved.

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

Dr. Leroy Davis made a motion to approve action items 5K and 5L globally and Mr. John Barthelemy second the motion. Motion Approved.

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

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

Dr. Belton requested Dr. Appeaning give an efficient overview of the scorecard assessment data by campus.

Dr. Appeaning thank the Board of Supervisors for their attention and recap items 5K and 5L. He mentions that "Ms. Tracey Taylor-Jarrell has emailed the 2020 Self Evaluation and Conflict of Interest Disclosure forms to each of them and they are to complete the forms and return them to Ms. Taylor-Jarrell by next Tuesday, September 29, 2020."

Dr. Appeaning discussed the scorecard assessment data by campus and mentioned the detailed report for each campus was included in the board packet. (see packet for details) There were no questions or comments.

Dr. Leroy Davis made a motion to approve action item 5M and Ms. Ann Smith second the motion. Motion Approved.

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

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

Chairman Atty Rutledge mentioned there should be a salary amendment for item 5N-7. **The salary should be \$121,500.00.**

Rev. Samuel Tolbert made a motion to approve action Item 5N with salary amendment and Mrs. Ann Smith second the motion. Motion Approved.

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

Name	Position/Campus	Salary	Funding Source
1. Charletta Fortson	Instructor and Common Law Bar Exam Program Director (Additional Duties) SULC	\$90,000.00	Federal
2. Teresa Hardee	Interim Vice-Chancellor of Finance and Administration (Salary Adjustment) SUNO	\$164,000.00	State
3. Dorothy Straughter-Parker	ADA Coordinator/Health, Wellness and Disability Service Director (Additional Duties) SULC	\$72,000.00	State
4. Dawn Mellion-Patin	Extension Specialist (Title Change) SUAREC	\$135,200.00	Federal
5. Greg Sergienko	Associate Vice Chancellor of Academic Affairs (New Appointment) SULC	\$150,000.00	Federal
6. Rahim A. Smith	Academic Support Counselor / Instructor / Managing Fellow for the Mixed Reality Virtual Innovation Gaming and Electronic Sports Institute (Additional Duties) SULC	\$87,000.00	Federal
7. De'Shoin York	Interim Vice-Chancellor for Extension and Outreach (Interim Appointment) SUAREC	\$135,200.00 \$121,500.00	Federal

Public Comments:

Name: Dr. Mostafa Elaasar

Email Address: melaasar@suno.edu

Department: Natural Sciences

Summary of Public Comment: I have no problem with Dr. Hardee getting raise. She works very hard and she should be compensated. By the same token, the faculty at SUNO are working hard and we should be compensated accordingly. We have not received in raises for the last 10 years.

Name: Cynthia Ramirez

Email Address: cramirez@suno.edu

Department: Faculty Senate

Summary of Public Comment: I am addressing **action item 5 N**. As the Faculty Senate President, I would like to seriously address the pay increase for the Faculty at Southern University at New Orleans. Since it seems that we are no longer in financial straights, as evident in the pay increase of the Interim Vice Chancellor of Finance and Administration, The Faculty have not had a pay increase since 2007. The Board had voted to give the faculty a pay increase previously but SUNO's financial problem prohibited this. That is not the issue now, so please implement the pay raises as quickly just as the increase in salary for on administrative position has been pushed through. Thank you.

Name: Shatiqua Wilson

Email Address: swilson@suno.edu

Department: Library

Summary of Public Comment: This is a public comment about SUNO. Why are we not informed of board meetings? This current meeting included important details affecting us and we were not informed. We had to google and search to find this meeting link via YouTube.

Chairman Rutledge acknowledged all public comments. As for the public comments inquiring about board meetings, he referenced them to the SUS website – Board of Supervisor tab and click on Calendar. All meeting dates information is listed on the calendar tab.

Chairman Atty Rutledge mentioned Chancellor Pierre is requesting credit for prior service by Marc Roark and Kenya Smith.

Rev. Tolbert mentioned the **years for Kenya Smith is six years** per information in packet. Chancellor Pierre confirmed six years when providing information on both individuals.

There were no questions or comments.

Mrs. Ann Smith made a motion to approve action item 5O with amendment and Mr. John Barthelemy second the motion. Motion Approved.

- O. Request Approval for Credit for Prior Employment Service (SULC)
 - 1. Marc Roark (11-years of service)
 - 2. Kenya Smith (4-6-years of service)
- P. Request Authorization to Initiate a Focused Search for the Chancellor of Southern University at New Orleans (SUS)

Public Comments:

Name: Shatiqua Wilson

Email Address: swilson@suno.edu

Department: Library

Summary of Public Comment: I request that All Deans and Directors at SUNO be allowed to be a lead part of the search process for Chancellor.

Name: Cynthia Ramirez

Email Address: cramirez@suno.edu

Department: Faculty Senate

Summary of Public Comment: My name is Cynthia Ramirez, the newly elected Faculty Senate President. I am addressing **action item P**. The request to expedite the search for a permanent Chancellor at SUNO. I agree with the urgency of the search because of SACSCOC concerns; however, I want to make sure Faculty and Staff have a role in this process. Thank you.

Chairman Rutledge acknowledge the public comment prior to discussion of action item 5P.

Mr. John Barthelemy made a motion to approve action item 5P and Ms. Arlanda Williams second the motion.

There was a question before voting from Atty Edwin Shorty. He asked “what does Focus Search Mean and what is the difference in a focus search and a national search? He asked if the time was shorter and does it mean a thorough and comprehensive search won’t be done?”

Dr. Belton stated, “a focused search is one wherein the Board of Supervisors grants authorization to the Administration to appoint a designated person or entity to seek out and encourage specific (or targeted) individuals with appropriate credentials to submit application(s) for consideration for employment. The request comes seeking he and his administration authorization to proceed in a more deliberative and focused manner. During the focused search process, the administration will incorporate opportunities for community and stakeholder engagement to identify candidates who are highly qualified and possess attributes which align with the leadership model at SUNO. I ensure this is an efficient and productive process” Dr. Belton went on to discuss the national search is a long process and there must be a stable leadership as early as Spring 2021.”

Atty Shorty is concerned about the fairness to SUNO. He would like to see what has done in the past and he want to make sure the best candidate is chosen to fulfill the position. To choose the best candidate, He do not want to rush the search.

Chairman Rutledge commented, “we have done both national and focus search in the past. National search is a large committee of people and it is a long process. Based on the SACCOC request, the Chancellor should be in position by the Spring, so we have to get moving on the process.”

Ms. Ann Smith asked, “if there is a difference in the cost for National search and focus search?”

Yes, there is a cost difference.

Dr. Leroy Davis mentioned “he is concerned there will be folks who are interested from all over. He has been on different focus search committees and they have been conducted differently based on interest/philosophy of person conducting the search. He is requesting Dr. Belton to submit a plan to the board members of how he will conduct the search. He is proposing he submit the plan in two weeks.” Chairman Rutledge agreed.

Ms. Arlanda Williams asked, “when was the last focus search done for chancellor position?”

Dr. Belton and Dr. Tarver commented.

Attorney Shorty said he would be comfortable if the president will give plan as to how he will do the search. He wants to know that the community is involved.

Dr. Belton agreed he could provide the plan.

Chairman Rutledge said he would like to now have a Motion to authorize the executive search – with three parameters 1 - solicit candidates nationally, 2 – Involve the community, staff, and administration in NOLA, and 3 - Within the next 7 days provide a written update as to Dr. Belton will conduct the process.

Mr. John Barthelemy made a new motion to include the three parameters and Mrs. Arlanda Williams second the motion. Motion approved.

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

Chairman Atty Rutledge asked Dr. Belton to discuss Item 5Q. Dr. Belton introduced Atty Jeremy Gathe the new Asst General Counsel and asked that he give information on the Use Agreement.

Atty Gathe mentioned “this was an agreement between Southern University A&M College and Baton Rouge Student Housing, LLC and the agreement will allow the Palisades Apartments located on the corner of Harding and Scenic to use its affiliation with Southern University in its new company name. He included the complete agreement in the board packet for the boards review. (See board packet for agreement)

Chairman Atty Rutledge asked if there were any questions or comments. There were none. Chairman Atty Rutledge welcomed Atty Jeremy Gathe.

Mr. John Barthelemy made a motion to approve action item 5Q and Mr. Richard Hilliard second the motion. Motion Approved.

R. Resolution

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

Martha Ellen Washington Belton

Louis Clark Brock

Ramona D Bynum

Ke’Lin Deneen Dillard Family

Noel Franklin

William Henry “Poppa” Weston

Atty Rutledge added Michael Guess – a graduate of Southern University.

Samuel Tolbert added Ms. Mary Ella Fondel Semien – The aunt of Board Member Raymond Fondel – Co founder of Semien-Lewis Mortuary, LLC in Jennings, LA

Ann Smith added Mary Ann Gordon Harrell – from Amite, LA; graduate of SUBR and SUNO.

Upon motion from Mrs. Ann Smith to approve the read resolutions with the additions and Rev. Samuel Tolbert second the motion. Motion Approved.

Agenda Item 6: INFORMATIONAL ITEMS:

A. Fall 2020 Enrollment Update by Campus

Chairman Rutledge asked Dr. Belton to discuss the Fall 2020 Enrollment. Dr. Belton mentioned before the update by campus he wanted to inform everyone that he and Mr. McClinton presented the enrollment at the Board of Regents Meeting on last week and he ask that everyone check out comments. Dr. Belton turned the enrollment update over to Dr. Appeaning. Dr. Appeaning mentioned he will defer to each chancellor to update on their respective campus and each campus had separate presentations that will be shared.

1. Southern University at Baton Rouge

The Southern University at Baton Rouge enrollment was shared for all board members to review. Dr. Appeaning and Dr. Belton gave update. They mention the numbers grow toward the end of year. Chairman Rutledge questioned the university online students. He asked was the 213 online students correct. Dr. Appeaning said yes, that was the number of online students. Chairman Rutledge shared his frustration as it relates to the online enrollment. He mentioned how the enrollment has been low for the last two – three years and it was unacceptable. Chairman Rutledge requested Dr. Belton to provide a written plan to the board in the next thirty (30) days. The plan is to include how he and his team plan to improve the online program. Dr. Belton agreed and will provide such a report as an agenda item in October. He will provide a written report in advance to the meeting.

2. Southern University Law Center

The Southern University Law Center enrollment was shared for all board members to review. Chancellor Pierre gave update. He mentioned this Fall enrollment was the largest in history. Chairman Rutledge congratulates Chancellor Pierre on his Fall enrollment. Dr. Tarver asked Chancellor Pierre if he had a breakdown by law school program? Chancellor gave the breakdown for evening, part-time day, and full-time day students as well as the sessions that are remotely and in person.

3. Southern University at Shreveport

The Southern University at Shreveport enrollment was shared for all board members to review. Chancellor Ellis gave update. Sam Gilliam asked about the number of students compared to the revenue. He also questioned the dual enrollment as it relates to revenue. He notices there is a short fall. What is the plan to address the short fall? Dr. Ellis said that “Dual enrollment population doesn’t generate revenue as others, it is less. He agreed that SUSLA connect is down. He said that as for SUSLA financials, they have plans for the coming year for the drop in enrollment – for academic year

Gilliam commented, “we are on un plotted ground – we will have to give them a mulligan – providing service to students – not reciprocating the revenue to run the campus - just his observations.” No more comments or questions.

4. Southern University at New Orleans

The Southern University at New Orleans enrollment was shared for all board members to review. Dr. Ammons gave update. Dr. Ammons commented on the financials. He mentioned all that has happened since he was placed there in 2019. There were financial problems then came COVID-19 which the Admissions office was impacted by through – sickness and death. He mentioned the next chancellor will have data to guide for growth. There are still some major issues at the institution. Online program enrollment being one of them. There will be an 8 -week short semester which anticipate will increase enrollment – in October. Mrs. Ann Smith mentioned she notice that the high school dual enrollment is keeping SUNO up at this point? Discuss funding and online classes. Dr. Ammons said there was one online program, and he gave a detailed explanation on the budget for funding available and not available and when they release additional funding if needed based on paid students. Mrs. Smith thanked him for his explanation.

Dr. Tarver gave history on the successful program, online museum studying program. He mentioned other campuses has both graduate and undergraduate program. There are professional certificated programs which generate income for institution. Dr. Ammons said he had a Meeting with faculty on yesterday to discuss additional offerings at the institutions in area of certifications – programs like online – where professionals can take advantages of the programs. Mrs. Smith asked how many students in undergraduate for museum study, Dr. Ammons said he will have to get back with board on number. Mr. Gilliam congratulated Dr Ammons and SUNO on SACSCOC. Ammons said he had a village to assist and execute. Thanked the board for their support. It was mentioned that as for the Online programs, the board would like for SUNO to be included in the report from Dr. Belton. How will he improve the online program at SUNO? Chairman Rutledge agreed.

B. Interim Financial Reports (SUS)

The Financial report for Fiscal Year Ending June 30, 2021 as of August 31, 2020 was provided by Mr. McClinton for all campuses. He mentioned there the detail information is provided in the board packet but gave a summary of each campus.

SUS – report does not reflect what the registration revenue is. Campuses has been still registering kids. Sept 30 – there will be a more complete report

SUBR and SULC – both are within their revenue target

SUNO – there is a contingency set aside and they have a plan as to how they will address their shortfall. Next month report will provide a more accurate report with real income

Mr. McClinton asked if there were any questions?

There were no questions or comments

C. Medical Marijuana Update

Chancellor Orlando McMeans mentioned that Dr. Janna Snowden will give update. Dr. Snowden thanked the alumni and stake holder for their support. She mentioned there has been an increase and demand for product since the launch. She gave details of the products that were launched and the products that are in the developing phase.

Dr. Snowden informed everyone that due to advertising restrictions, she cannot provide any information on the University website, therefore, the Pharmacy's where products are sold will be located on SUAREC website

She asked if there were any questions.

There were No questions or comments

D. Facilities Planning Project Updates (SUS)

Public Comments:

Name: Dr. Mostafa Elaasar

Email Address: melaasar@suno.edu

Department: Natural Sciences

Summary of Public Comment: What is the status of the built out at Natural Science Building at SUNO? The Physics lab and the research labs do not have enough internet connections. We have requested more connections.

Mr. Eli Guillory acknowledge the board and he addressed the public comment by mentioning that building was not a part of the build out program – as for the internet connections, please contact IT communication – Mr. Derrick James.

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

There were no questions or comments.

Chairman Rutledge thanked Mr. Guillory for the updated report.

Agenda Item 7: OTHER BUSINESS

Chancellor Ellis wanted to inform everyone that SUSLA will be hosting SACSCOC next month.

Chairman Rutledge informed the board members that “the October board meeting will be a in person meeting, he is requesting everyone to prepare for the in-person October meeting. Let him know if there are any questions or concerns.”

He also mentioned “the Evaluations has been pushed back for chancellors/president – the process is under way – should be receiving email next week in reference to the evaluation instrument for president/ chancellor – the evaluations will be discussed at the October meeting. May have to separate and discuss in the October and November meetings. “

Chairman Rutledge asked if there were any questions. There were none. He requested a motion to adjourn.

Agenda Item 8: ADJOURNMENT

Rev. Samuel Tolbert made a motion to adjourn, Mr. John Barthelemy second the motion. Motion passed.



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

October 5, 2020

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

RE: Memorandum of Understanding (MOU) between the Southern University Law Center Technology & Entrepreneurship (SULC Tech) Clinic and the University of New Orleans Urban Entrepreneurship & Policy Institute (UEPI, UNO)

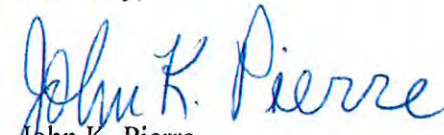
Dear Dr. Belton:

SULC Tech & UEPI, UNO seek to collaborate and formalize a working relationship to enable cooperation and exchange in the research area of Urban Business Development. Under the MOU, SULC Tech will host the equivalent of five tech outreach clinics events and conduct surveys and research related to entrepreneurship. UEPI, UNO will provide \$10,000 in financial support to conduct the outreach events, surveys, and research.

I respectfully request that this MOU be presented to the Southern University System Board of Supervisors for approval at its October 2020 board meeting. I believe that future collaborations between SULC and UNO will be generated from this initial MOU.

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

Sincerely,


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

Southern University Law Center
 Technology and Entrepreneurship Clinic
 &
 University of New Orleans
 Urban Entrepreneurship & Policy Institute

MEMORANDUM OF UNDERSTANDING

1. Purpose and Basis for this Memorandum of Understanding

This Memorandum of Understanding (“Agreement,” “MOU”) formalizes a working relationship between the Southern University Law Center Technology & Entrepreneurship Clinic (hereinafter referred to as “SULC Tech”) and University of New Orleans University Urban Entrepreneurship & Policy Institute (hereinafter referred to as “UEPI,” “UNO”). SULC Tech and UNO hereinafter collectively will be referred to as “the Parties.”

This agreement establishes guidelines for a working relationship between the Parties. Both parties to this MOU wish to enable cooperation and exchange in the research area of urban business development (hereinafter referred to as “Project”).

2. Parties

- 2.1 The mission of the SULC Tech Clinic is to help students become skilled practitioners while facilitating innovation and economic development in the region.
- 2.2 The mission of the Entrepreneurship and Policy Institute is to support urban communities through research and educational initiatives.

3. Responsibilities

SULC Tech	<ol style="list-style-type: none"> 1. Will organize, coordinate, and host the equivalent of five (5) Clinic Events (hereinafter “Event(s)”) with at least 15 community participants by November 30, 2020, where “participant” is defined as someone who both attends the event and completes the survey; 2. Provide contact information for all participants to UNO UEPI to survey and/or distribute an electronic survey link to all participants; 3. Share any research data derived from the “Project;” 4. Identify UNO UEPI as one of its community partners on appropriate public materials.
UNO UEPI	<ol style="list-style-type: none"> 1. Add SULC Tech questions to ongoing surveys; 2. Share any research data derived from the “Project;” 3. Provide SULC Tech with any baseline and raw data from all Event participants; 4. Identify SULC Tech as one of its community partners on appropriate public materials; 5. Provide SULC Tech \$10,000 (\$2,000 per 15 participants) for conducting Events and surveying Project participants between the date this agreement executed and November 30, 2020. 6. Provide Event attendees \$40 for participating in the Project

4. Trademarks

For the duration of this Agreement, the Parties grant to each other rights to use, republish and distribute the trademarks set forth below, in association with any promotional communications or materials conducted pursuant to this MOU, subject to reasonable use restrictions.

5. Confidentiality

Neither party shall disclose the information which has or may come into its possession in connection with this agreement or performance of its obligations hereunder, which information is deemed to be confidential and may not be disclosed to third parties without the prior written consent of the other party.

UNO UEPI further understands that SULC Tech is unable to disclose any identifying or contact client information, unless such clients volunteer to participate in the Project.

6. Amendments

This Memorandum of Understanding may be amended at any time by mutual agreement of the parties in writing, or terminated by either party upon 30-day notice in writing to the other party.

7. Points of contact

SULC Tech and SUNO employees conducting activities under the terms of this MOU shall be as follows:

7.1 SULC Tech: Marina A. Biragova, Executive Director of SULC Tech will serve as the point of contact for SULC Tech.

7.2 UNO UEPI: Chris W. Surprenant, Director of Urban Entrepreneurship & Policy Institute will serve as the point of contact for UNO UEPI.

8. Effective Date

All conditions and provisions of this MOU shall become effective upon execution and shall continue in force until October 5, 2021, at which time, or prior thereto, the parties may renew this MOU by further written agreement. The Southern University Board of Supervisors must approve this MOU.

9. Limitations

This document is a Memorandum of Understanding only. It is entered into only as a declaration of present intent. Nothing herein shall be construed as a legally binding commitment to any part of parties hereto either individually or collectively. This MOU does not create any rights either on the part of any party hereto or any third party, nor does it prohibit either party from entering into other MOUs or similar relationships with other parties to fulfill the same objectives.

10. Approvals

Southern University Law Center
Technology & Entrepreneurship Clinic

University of New Orleans
Urban Entrepreneurship & Policy Institute

Marina A. Biragova, Executive Director
SULC Tech Clinic
Date: _____

Chris W. Surprenant, Director
Urban Entrepreneurship & Policy Institute
Date: _____

John K. Pierre, Chancellor
Southern University Law Center
Date: _____



SOUTHERN UNIVERSITY LAW CENTER

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October 5, 2020

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4th Floor
Baton Rouge, LA 70813

RE: MOU between the Southern University Law Center Technology & Entrepreneurship Clinic (SULC Tech) and Southern University New Orleans through its Small Business Development & Management Institute (SBDMI)

Dear Dr. Belton:

The Southern University Law Center Technology & Entrepreneurship Clinic is a USPTO certified legal clinic that assists law students become skilled practitioners while facilitating innovation and economic development in the Greater Baton Rouge Region. The SULC Tech Clinic's accomplishes its mission through the following means:

- A intellectual property program that provides pro bono legal services regarding trademarks, patents, and copyrights to local entrepreneurs, nonprofits, and inventors;
- A small business counseling program that provides comprehensive legal assistance in non-litigation to the local small business community related to business formation and structuring, contract formation and review, and licensing and regulatory obligations; and
- Community outreach programs offering free business classes workshops, and presentations.

The Small Business Development & Management Institute at Southern University at New Orleans (SUNO) offers workshops and free consulting services to fuel the establishment and growth of small businesses in the Greater New Orleans Region. SUNO's SBDMI further serves the local New Orleans community in the successful development of start-up and fledgling companies by providing entrepreneurs that leave the institute's program financially viable and freestanding.

SULC Tech and SUNO SBDMI desire to collaborate and cooperate to extend the reach of the SULC Tech Clinic to the Greater New Orleans Region. They have developed a MOU which establishes guidelines for a working relationship between the two entities.

I hereby request that this MOU be presented to the Southern University System Board of Supervisors for approval at its October board meeting.

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

Sincerely,



John K. Pierre

Chancellor and Vanue B. Lacour Endowed Law Professor

Southern University Law Center
Technology and Entrepreneurship Clinic
&
Southern University at New Orleans

MEMORANDUM OF UNDERSTANDING

1. Purpose and Basis for this Memorandum of Understanding

- 1.1 This Memorandum of Understanding (“Agreement,” “MOU”) formalizes a relationship between the Southern University Law Center Technology & Entrepreneurship Clinic (hereinafter referred to as “SULC Tech”) and Southern University at New Orleans (hereinafter referred to as “SUNO”). SULC Tech and SUNO hereinafter collectively will be referred to as “the Parties.”
- 1.2 This agreement establishes guidelines for a working relationship between the Parties. Both parties to this MOU share common visions and ideas and realize the importance of utilization and support of small businesses to fulfill requirements for growth, development, and economic stability. This MOU further provides for the cooperation of both parties to support small businesses by providing information and creating awareness through education, training, and consulting.

2. Parties

- 2.1 The mission of the SULC Tech Clinic is to help students become skilled practitioners while facilitating innovation and economic development in the region. The SULC Tech’s Intellectual Property Program provides pro bono legal services regarding trademark, patent, and copyright law issues to local entrepreneurs, nonprofits, and inventors. The SULC Tech’s Small Business Counseling Program provides comprehensive legal assistance in non-litigation matters to the Louisiana Small Business Community in a variety of practice areas including: business formation and structuring, contract formation and review, licensing and regulatory obligations. And generally, the SULC Tech Clinic organizes community outreach programs through free business classes, workshops, and presentations.
- 2.2 SUNO, through its Small Business Development & Management Institute (SBDMI), offers workshops and free consulting services to fuel the establishment and growth of small businesses. SUNO’s SBDMI further serves the local community and its students in the successful development of start-up and fledgling companies by providing entrepreneurs that will leave the program financially viable and freestanding

3. Term

The term of this agreement will be for five-years with the option to renew for an additional number of years to be decided and approved by the parties and the Southern University Board of Supervisors (Board). This agreement and its implementation will be reviewed annually during the pendency of its term and during any subsequent renewed additional years. Both parties have the right to terminate this agreement for convenience upon providing ninety (90) days written notice to the other party.

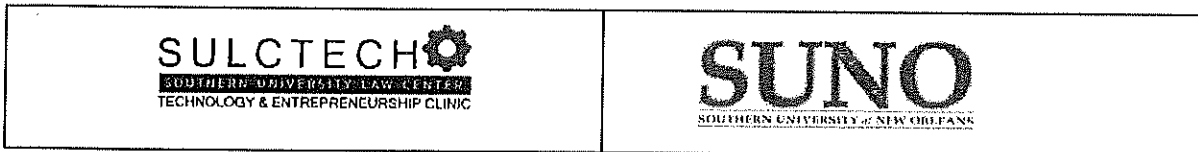
4. Responsibilities

The parties undertake to jointly work together to achieve the following:

- a) To establish a joint working relationship between SULC Tech and SUNO for improving outreach to small businesses;
- b) To design standardized processes, policies and procedures of referral for clients to and from both parties consistent with this MOU;
- c) To identify and deliver appropriate entrepreneurship and skills training, monitoring and mentoring for entrepreneurs and enterprises;
- d) Where possible both parties agree to establish a regular reciprocal exchange of educational materials, research data, and other relevant information;
- e) To raise the level of awareness of this initiative, its methods, procedures, and processes;
- f) To pursue opportunities for future joint or allied funding of activities and projects.

5. Trademarks

For the duration of this Agreement, the Parties grant to each other rights to use, republish and distribute the trademarks set forth below, in association with any promotional communications or materials conducted pursuant to this MOU, subject to reasonable use restrictions.



6. Confidentiality

Neither party shall disclose the information which has or may come into its possession in connection with this agreement or performance of its obligations hereunder, which information is deemed to be confidential and may not be disclosed to third parties without the prior written consent of the other party.

7. Amendments

This Memorandum of Understanding may be amended at any time by mutual agreement of the parties in writing, or terminated by either party upon 30-day notice in writing to the other party.

8. Points of contact

SULC Tech and SUNO employees conducting activities under the terms of this MOU shall be as follows:

8.1 SULC Tech: Marina A. Biragova, Executive Director of SULC Tech will serve as the point of

contact for SULC Tech.

8.2 SUNO: Mrs. Cynthia Beaulieu, Director, Small Business Development & Management Institute/Small Business Incubator Facility shall be the point of contact for SUNO.

9. Effective Date

All conditions and provisions of this MOU shall become effective upon approval by the Southern University Board of Supervisors and executed by the parties.

10. Limitations

This document is a Memorandum of Understanding only. It is entered into only as a declaration of present intent. Nothing herein shall be construed as a legally binding commitment to any part of parties hereto either individually or collectively. This MOU does not create any rights either on the part of any party hereto or any third party, nor does it prohibit either party from entering into other MOUs or similar relationships with other parties to fulfill the same objectives.

11. Approvals:

Southern University Law Center
Technology & Entrepreneurship Clinic

Southern University at New Orleans

Marina A. Biragova, Executive Director
SULC Tech Clinic
Date: _____

Mrs. Cynthia Beaulieu, Director
Small Business Development & Management
Southern University at New Orleans
Date: _____

John K. Pierre, Chancellor
Southern University Law Center
Date: _____

Igwe E. Udeh, Ph.D., Dean/Professor
College of Business & Public Administration
Southern University at New Orleans
Date: _____

Dr. James H. Ammons, Jr., Chancellor
Southern University at New Orleans
Date: _____



SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL

POST OFFICE BOX 9294

BATON ROUGE, LOUISIANA 70813-9294

October 6, 2020

OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

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

RE: MOU between Synchronicity Unlimited, LLC (SULLC) and the Southern University Law Center (SULC)

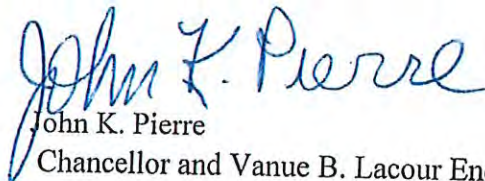
Dear Dr. Belton:

Synchronicity Unlimited, LLC (SULLC), an entity with more than three decades of active music and entertainment experience wishes to enter into a MOU with the Southern University Law Center to engage in a project to prepare law students for the rigors of a professional career in entertainment law with a specialization in the area of music entertainment and music publishing. SULLC will develop short courses, boot camps, and master classes related to the business of music. In addition, including but not limited to, are the areas of copyright law related to music, royalty analysis, music assessment valuations, the Music Modernization Act, music streaming and the rights associated with streaming, and other business/legal issues related to the music entertainment, music publishing, and music technology business. In addition, SULLC will collaborate with SULC to develop experiential learning opportunities for students in the music entertainment and music publishing business.

I respectfully request that this MOU be presented to the Southern University System Board of Supervisors for review and approval at its October 2020 board meeting.

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

Sincerely,


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

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE SOUTHERN UNIVERSITY LAW CENTER (SULC)
AND
SYNCHRONICITY UNLIMITED, LLC (SULLC)**

This Memorandum of Understanding (MOU) is made and entered into on the ___ day of October 2020 by and between: The Southern University Law Center (SULC) located at 2 Roosevelt Steptoe Drive, Baton Rouge, LA 70813 and Synchronicity Unlimited, LLC (SULLC) at 29 Harrison Avenue., Montclair, NJ 07042.

1. PURPOSE & SCOPE

The purpose of this MOU is to set forth the terms and conditions, scope of work and responsibilities of the parties associated with their collaboration on the project formally known as the Mixed Reality Virtual Innovation Gaming and E-Sports (MRVIGES) Institute. This MOU will focus on activities on training in the area of music and entertainment with a focus on the business of music publishing and intellectual property rights associated with music and entertainment, music publishing, and music technology.

2. BACKGROUND

Both parties see the benefits of this project, have a desire to pursue the project and have determined that each brings unique expertise and experience necessary to accomplish the objectives outlined above. SULC operates a USPTO certified clinic and offers IP courses such as copyright, trademark law, and patent law. SULC has been providing legal education for more than 70-year, producing many of the State of Louisiana's top lawyers. SULC will offer a unique opportunity through its relationship with SULLC for the development of students by offering a rigorous legal education in the area of Music & Copyright law, to uniquely affect the entertainment industry, by generating pipeline of well-trained African American experts in the areas of music publishing, the music business, and music technology.

SULLC has unique expertise and experience in the following areas:

- Innovative entertainment education course curriculum designed with a focus on music publishing;
- 3 plus decades of active music publishing and entertainment experience;
- Offering a robust and deep network of entertainment resources and alliances, with additional resources in the area of branding and communications;
- Proven facilitator of funding and growth of startups in the entertainment arena; and
- Proven expertise in the area of creating roadmaps and blueprint for brand development and launch.

3. SULLC DELIVERABLES

- Create experiential learning opportunities;
- Develop boot camps, short courses, and webinars using curricular tools developed by SULLC;
- Recommend changes in curriculum design and development related to music establishment, music publishing, music business, and music technology related courses;
- Train the staff and professors in the area of the business music, including but not limited to specific areas of copyright law, royalty analysis, music assessment

valuations, the Music Modernization Act, the streaming business, and emerging mixed reality.

4. SULC DELIVERABLES

- Utilize the ability and mission of SULC in preparing students in the rigors of a professional career in law in the specialized area of music entertainment and music publishing;
- Inspire students with an inventive method of education that concentrates on preparation for career opportunities in the entertainment industry; and
- Make curricular adjustments to prepare students for entertainment virtual career opportunities technologies.

5. OTHER TERMS

It is mutually understood, and agreed between the parties that:

- a. Each party takes legal and financial responsibility for the actions of its respective employees, officers, agents, representatives and volunteers. Each party agrees to indemnify, defend and hold harmless the other to the fullest extent permitted by law from and against any and all demands, claims, actions, liabilities, losses, damages, and costs, including reasonable attorney's fees, arising out of or resulting from the indemnifying party's acts or omissions related to its participation under the Memorandum of Understanding and each party shall bear the proportionate cost of any damages attributable to the fault of such party, its officers, agents, employees and independent contractors. It is the intention of the parties that, where fault is determined to have been contributory, principles of comparative fault will be applied.
- b. Each party, at its sole cost and expense, shall carry insurance or self-insure to cover its activities in connection with this MOU and obtain, keep in force and maintain, insurance of equivalent programs of self-insurance, for general liability, workers compensation and business automobile liability adequate to cover its potential liabilities hereunder.
- c. This MOU may be amended from time to time by mutual agreement of the parties in a written modification signed by both parties.
- d. The MOU may be terminated by mutual agreement of the parties, and shall automatically terminate upon completion of all responsibilities as stated herein, unless otherwise amended.
- e. SULC and SULLC hereby agree to use their best efforts to ensure the success of the MOU. The MOU will become final once it is approved by the Southern University System Board of Supervisors (Board)
- f. The term of this agreement will be for five years with the option to renew for an additional number of years to be decided by SULLC and the Board. This MOU and its implementation will be reviewed annually during the pendency of its term and during subsequent reviewed additional years. Both parties have the right to terminate this MOU for convenience upon providing ninety (90) days written notice to the other party.

SYNCHRONICITY UNLIMITED LLC

Date

SOUTHERN UNIVERSITY LAW CENTER

John K. Pierre, Chancellor

Date



SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL

POST OFFICE BOX 9294

BATON ROUGE, LOUISIANA 70813-9294

October 5, 2020

OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

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

RE: MOU between SINOMO JV (SINOMO), Southern University Law Center (SULC), and the Southern University College of Business (SUCOB)

Dear Dr. Belton:

SINOMO JV (SINOMO) is a joint venture between Sinew Management Group, LLC (SMG) and OMO Energy and Technology, Inc. (OMO). Together, the offer in SINOMO a tribally owned 8(a) entity with extensive experience in supporting a diverse federal and commercial clientele in the fields of remediation, environmental consulting, emergency response team support, wholesale products distribution, and construction. SINOMO is owned by the Sioux tribe of the Pine Ridge reservation.

SINOMO desires to enter into a Memorandum of Understanding (MOU) with the Southern University Law Center (SULC) and Southern University College of Business (SUCOB) to provide experiential learning opportunities for students interested in becoming professionals in fields such as remediation, environmental consulting, emergency response team support, wholesale petroleum products, distribution, project management, and compliance. In addition, the MOU contains deliverables related to curricular training opportunities, mentor-protégé projects, technical training and educational opportunities to members of the Ogala Sioux Nation, and identifying grant and contracting opportunities.

I hereby respectfully request that the MOU be presented to the Southern University Board of Supervisors for review and approval at its October board meeting. A SONOMO JV capability statement is attached for review by you and the board.

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

Sincerely,

John K. Pierre

Chancellor and Vanue B. Lacour Endowed Law Professor

**MEMORANDUM OF UNDERSTANDING
BETWEEN SINOMO JV
AND
THE SOUTHERN UNIVERSITY LAW CENTER
AND
THE SOUTHERN UNIVERSITY COLLEGE OF BUSINESS**

This is a Memorandum of Understanding (MOU) between SINOMO JV, the Southern University Law Center (SULC), and the Southern University College of Business (SUCOB).

Federal recognition and the establishment of tribally-owned business enterprises that are 8(a) certified is important with respect to government-to-government relationships between the United States and tribally owned 8(a) entities. SINOMO JV (SINOMO) is a joint venture between Sinew Management Group, LLC (SMG) and OMO Energy and Technology, Inc. (OMO). Together, they offer in SINOMO, a tribally owned 8(a) entity with extensive experience, a diverse federal and commercial clientele, as outlined in the attached capability statement.

SINOMO JV has a documented history of federal performance as a tribally owned 8(a) entity. SINOMO JV is an example of tribal entrepreneurship from a federally recognized tribe, the Ogala Sioux Tribe.

As a Historically Black College, SULC recognizes the struggles American Indians have suffered as a racial minority. SULC respects the Indian tribes' inherent right to self-government and cultural preservation. To help advocate for tribes, SULC recently established the Native American Law and Policy Institute (NALPI). NALPI is the first and only Indian law program in the Southeastern United States. The SULC also has established the SULC Technology and Entrepreneurship Clinic to promote minority entrepreneurship. SULC desires to offer its skills, knowledge, and resources to SINOMO JV in the form of technical assistance.

SINOMO JV is affiliated with the Ogala Sioux Tribe in South Dakota at the Pine Ridge Reservation. SINOMO JV provides significant economic opportunities for both tribal and non-tribal members. SINOMO JV is a prime example that tribal businesses include much more than gaming, and non-Indian private enterprises and state agencies routinely interact with Indian tribes.

The Southern University Law Center (SULC) for more than 70-years has been providing legal education and is the alma mater of many of Louisiana's premier jurists. Since its inception, the SULC has maintained a reputation for balancing high standards with access and opportunity. The quest for academic excellence is shaped by a desire to educate lawyers who foster a commitment to important ideas of social justice and public services. The SULC offers a unique opportunity for students to receive a rigorous legal education in the context of a respectful, caring, and committed community of faculty and staff.

The Southern University College of Business (SUCOB) has been providing business education for more than 80-years and its alums have become national and global business leaders. SUCOB has maintained a reputation of maintaining high standards while providing access and opportunity to underrepresented minorities. SINOMO JV, SULC and SUCOB believe that by working together, they can provide "hands-on" training to students and minority start-up enterprises.

Therefore, recognizing the reciprocal benefits that collaboration provides, SINOMO JV, SULC, and SUCOB hereby enter into this MOU to enhance practical training opportunities for students and minority enterprises. The College of Business has a EDA University Center for Economic and

Entrepreneurial Development that has developed programs for providing technical assistance, research and entrepreneurial and leadership development.

1. SONOMO JV Deliverables

- a. In coordination with SULC and SUCOB faculty, create externship/internship program opportunities for students interested in becoming professionals in fields such as remediation, environmental consulting, emergency response team support, wholesale petroleum products distribution, project management, and compliance.
- b. Engage in curricular training opportunities with the SULC and SUCOB faculty to enhance the skill set of students interested in careers such as remediation, environmental consulting, emergency team support, wholesale petroleum products, distribution, project management, and compliance.
- c. Engage in the Mentor-Protégé Programs (MPP) in conjunction with SULC and SUCOB

2. SULC/SUCOB Deliverables

- a. Identify grant/contract opportunities and collaboration on foster and stimulate cooperation between SULC, SUCOB and SINOMO JV.
- b. Create internship opportunities and experiential learning opportunities for students related to the core competencies of SINOMO JV, and provide technical training and educational opportunities to members of the Ogala Sioux Tribe.
- c. Promote mentor-protégé opportunities with SONOMO JV.

SULC, SUCOB, and SINOMO JV agree to use their best efforts to ensure the success of this MOU. The MOU will become final once it is approved by the Southern University System Board of Supervisors ("the Board") and executed by authorized representatives of SINOMO JV, SULC, and SUCOB.

The term of this agreement will be for five-years with the option to renew for an additional number of years to be decided and approved by SINOMO JV and the Board. This agreement and its implementation will be reviewed annually during the pendency of its term and during any subsequent renewed additional years. All parties have the right to terminate this agreement for convenience upon providing 90-days written notice to the other party.

Signed this the _____ day of _____, 2020.

John K. Pierre, Chancellor
Southern University Law Center

Dr. Donald Andrews, Dean
Southern University College of Business

Cornelius Jones, CEO
OMO Energy and Technology, Inc.
Authorized Representative of SINOMO JV

Phil Fox, President
Sinew Management Group
Authorized Representative of SINOMO JV



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

October 5, 2020

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

RE: MOU between the National Wildlife Federation and the Southern University Law Center (SULC)

Dear Dr. Belton:

The National Wildlife Federation (NWF) is proposing to enter into a Memorandum of Understanding (MOU) with the Southern University Law Center (SULC) related to the Alternative Oyster Culture (AOC) permitting process. AOC refers to growing oysters using any on-bottom or off-bottom means-usually in some type of mesh container-other than directly on reefs or other water bottoms. Though often called "oyster farming," Louisiana does not classify AOC under aquaculture regulations. To begin the permitting process, one must have a traditional State of Louisiana oyster lease on a public water bottom or an agreement with a private landowner for a private water bottom, a Louisiana Commercial Fishermen license, and a current Louisiana Oyster Harvester license.

Before applying for an AOC permit, you must first obtain a coastal use permit from the Louisiana Department of Natural Resources. Due to significant restrictions on new AOC permits, it is highly recommended that interested persons go through a pre-application process to confirm whether the lease area is available and meets AOC regulations. Through the Louisiana Department of Wildlife and Fisheries (LDWF) Oyster Lease Section, one must apply for an AOC Culture Permit. Along with the permit application, an applicant must provide:

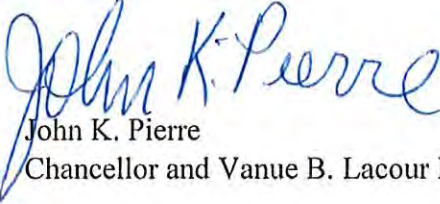
- 1) A plat showing the oyster lease, proposed AOC permit area, and proposed AOC activities, facilities, and equipment;
- 2) Various local state and federal permits;
- 3) A cost estimate from a licensed contractor to remove and properly dispose of all equipment, facilities, and other items sought to be permitted; and
- 4) An application fee of \$100.

The AOC permitting process, as illustrated hereinabove is incredibly burdensome for lay people and the need to support fishermen AOC education is great. The NWF and SULC AOC project would provide educational and experiential learning opportunities for SULC students and allow SULC to expand its footprint by helping underrepresented groups engage in an aquaculture activity through the AOC process.

I respectfully request that the MOU be presented to the Southern University Board of Supervisors at its October Board meeting for review and approval.

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

Sincerely,

A handwritten signature in blue ink that reads "John K. Pierre". The signature is written in a cursive style with a large initial "J".

John K. Pierre

Chancellor and Vanue B. Lacour Endowed Law Professor

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
SOUTHERN UNIVERSITY LAW CENTER
AND THE
NATIONAL WILDLIFE FEDERATION**

This is a Memorandum of Understanding (“MOU”) between the Southern University Law Center (SULC) and the National Wildlife Federation (“NWF”) to carry out a fisheries outreach, education and support project relative to Louisiana’s alternative oyster culture regulatory and permitting regime.

1. Background

Key legislative strides and multi-sector investments in our nation’s oyster resources catalyzed the creation of oyster cage farming industries in coastal states, including Louisiana, [Texas](#), [Mississippi](#), [Alabama](#) and [Florida](#). Since the Deepwater Horizon oil spill in 2010, especially, oyster cage farming in the Gulf has been a quickly emerging industry as it has proven success in rendering multiple benefits, including creation of jobs and opportunities for coastal families and augmentation of wild oyster reef production, which have been in decline for decades due to various natural and man-made stressors. The value of the oyster farming industry is growing. In 2019, Gulf oyster farmers generated \$5 million in revenue based on conservative estimates.¹

Like neighboring Gulf states, Louisiana’s oyster farming industry, formally known as alternative oyster culture (“AOC”) has great potential and participant interest is growing. But continued investments are necessary to fully unlock industry potential and ensure that Louisiana’s industry growth keeps pace with that of neighboring Gulf states. That includes addressing policy needs and barriers to industry entry, including lack of industry education, training and technical assistance; including regulatory and permitting support.²

Complexities in the AOC regulatory and permitting process is often cited by interested fishermen as a top deterrent to industry pursuit - right in line with the need for general education, training and technical assistance opportunities. The AOC regulatory and permitting process is often described as daunting, intimidating, costly and, in some instances, impossible to navigate without support from private sector professionals.

NWF, as a member of RESTORE, will establish a fisheries outreach, education and support project (“the project”) to tackle aspects of challenges (1) and (2). The project strives to educate communities and support fishermen through the AOC regulatory and permitting process to build confidence and increase likelihood of business success and cultivate fishermen and community leaders who can transfer AOC regulatory and permitting knowledge to peers. The project will accomplish this by:

- Developing a comprehensive guide that details Louisiana’s current AOC regulatory and permitting process.
- Offering classroom styled and/or one-one educational opportunities for interested fishermen to learn the AOC regulatory and permitting process in AOC-targeted locations across coastal Louisiana.

¹ <https://www.houmatoday.com/news/20191224/why-your-next-oyster-could-come-from-cage>.

² https://www.daturesearch.com/wp-content/uploads/Datu-Oyster-Report_Final_5_21_15.pdf.

- Assisting eligible fishermen through the pre-AOC permitting process and AOC permit application process by ensuring completion and submission of application to the Louisiana Department of Wildlife and Fisheries (LDWF) and other relevant permitting authorities.

NWF recognizes that the culture of coastal Louisiana is inherently tied to coastal fishing communities that are on the front lines of land loss and climate change. NWF further recognizes that the growth of a successful AOC industry will serve as a key tool in supporting the long-term health and sustainability of Louisiana’s commercial oyster industry and coastal communities. That is, overall success of the industry hinges on the ability to expand the AOC industry in a just, inclusive and equitable manner that creates opportunities for all.

The SULC has been providing legal education for more than seventy (70) years and is the alma mater of many of Louisiana’s premier jurists. Since inception, the SULC has maintained a reputation for balancing high standards with access and opportunity. The quest for academic excellence is shaped by a desire to educate lawyers who foster a commitment to important ideals of social justice and public service. The SULC offers a unique opportunity for students to receive a rigorous education in the context of a respectful, caring and committed community of faculty and staff.

Therefore, recognizing the reciprocal benefits that collaboration provides, NWF and the SULC hereby enter into this MOU to enhance practical training opportunities for SULC students.

2. NWF Deliverables

- a. Offer a one-day seminar on Louisiana’s statutory, regulatory and permitting structures relative to coastal zone uses and AOC to SULC clinic students and SULC alumni recently admitted to the Louisiana State Bar Association by waiver.

3. SULC Deliverables

- a. In collaboration with NWF, as a member of RESTORE, host a seminar on Louisiana’s statutory, regulatory and permitting structures relative to AOC.
- b. Identify and engage SULC students interested in related coastal law, environmental and/or administrative career to support project.
- c. Ensure robust student participation for field-work each month throughout the duration of the project.

NWF and the SULC hereby agree to use their best efforts to ensure the success of this MOU. The MOU will become final once it is approved by the Southern University System Board of Supervisors (“the Board”) and executed by authorized representatives of NWF and SULC.

The term of this agreement will be for one-year with the option to renew for an additional number of years to be decided and approved by NWF and the Board. This agreement and its implementation will be reviewed during the pendency of its term and during any subsequent renewed additional years. Both parties have the right to terminate this agreement for convenience upon providing ninety (90) days written notice to the other party.

Signed this ____ day of October, 2020, by John K Pierre, Chancellor of the Southern University Law Center and Faye Matthews, Legal Policy Advisor for the National Wildlife Federation.

John K. Pierre, Chancellor
Southern University Law Center

Faye Matthews, Legal Policy Advisor
National Wildlife Federation

DRAFT



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

October 7, 2020

Southern University System Board of Supervisors
Chairman, Domoine Rutledge
J.S. Clark Administration Building, 4th Floor
Baton Rouge, La 70813

RE: Request Approval and Authority to enter into a Cooperative Endeavor Agreement with the Louisiana Department of Transportation and Development

Dear Honorable Board Members:

On behalf of the Southern University and A&M College, I am requesting that the Board consider approval and authorization to enter into a cooperative endeavor agreement with the Louisiana Department of Transportation and Development ("DOTD").

The agreement details the responsibilities and obligations between DOTD and Southern University as it relates to the design, construction and oversight of an Information Center (the "Project") which will be located on the campus of Southern University in the Parish of East Baton Rouge, Louisiana. The Project will be funded through a P1 state bond administered by DOTD, federal aid funds and Southern University self-generated funds. DOTD will assist the University in securing architectural services for the design and oversight of the Project in addition to preparing bid proposals in accordance with state law. Southern University shall maintain ownership and responsibility for the Project throughout the design and construction and be responsible for the operation and maintenance of the Information Center upon its completion.

The Information Center will be a great addition to the University as it will serve as a center for student learning while providing historical information for both the public and student community. It is for these reasons, that I request the Board's consideration and approval of the resolution attached hereto.

Sincerely,

Ray Belton
President-Chancellor,
Southern University and A&M College

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

WWW.SUS.EDU

COOPERATIVE ENDEAVOR AGREEMENT
between and among
THE STATE OF LOUISIANA
through
THE LOUISIANA DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT
and the
SOUTHERN UNIVERSITY

Letting / Bidding and Construction of Information Center

State Project Number H.008415

This **COOPERATIVE ENDEAVOR AGREEMENT**, (“Agreement”) is made and entered into this _____ day of _____, 2020 (“Effective Date”), in triplicate originals, by and between the State of Louisiana through the Louisiana Department of Transportation and Development (“DOTD”) and Southern University (“SU”), represented herein by Dr. Ray L. Belton, its President-Chancellor, duly authorized to act. DOTD and SU may be referred to hereinafter as “PARTY”, individually and “PARTIES”, collectively.

WITNESSETH:

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”; and

WHEREAS, pursuant to H.R. 2400 (P.L. 106-178) the Transportation Equity Act for the 21st Century (TEA 21), signed by the President on June 9, 1998, DOTD was originally awarded Two Million Seven Hundred Thousand Dollars (\$2,700,000) of federal funds with matching funds in the amount of Three Hundred Fifteen Thousand Dollars (\$315,000) (Priority 2 of Capital Outlay Act No. 29 of 1998) payable from General Obligation Bonds for the expansion of Harding Boulevard from Scenic Highway to the Mississippi River in East Baton Rouge Parish and for the design and construction of an Information Center located on the campus of Southern University in East Baton Rouge Parish, Louisiana; and

WHEREAS, upon completion of the Harding Boulevard Expansion, approximately Six Hundred Thousand and 00/100 Dollars (\$600,000) of the Two Million Seven Hundred Thousand Dollars (\$2,700,000) in Federal Aid funds was available for the Project, a portion of which was utilized for pre-construction services for the Information Center; and

WHEREAS, a portion of originally available funds have been expended for pre-construction services for the Project, including plan development, design revisions, topographic survey, and environmental services; and

WHEREAS, Four Hundred Eighty-Eight Thousand Four Hundred Ten and 17/100 Dollars (\$488,410.17) in Federal Aid funds are now available for the Project and may be used to pay up to eighty (80) percent of construction-related costs and

WHEREAS, Two Million Seventy-Five Thousand and 00/100 Dollars (\$2,075,000.00) in P1 State Bond funds are now available for construction-related services for the Project; and

WHEREAS, SU secured funding for the completion of the Information Center in the amount of Three Million Three Hundred Ninety Thousand Nine Hundred Ninety-Four 05/100 Dollars (3,390,994.05) for the Project, of which Three Million Forty-Nine Thousand Twelve and 80/100 Dollars (3,049,012.80) remains available for the Project; and

WHEREAS, total funds in the amount of Five Million Six Hundred Twelve Thousand Four Hundred Twenty-Two and 97/100 Dollars (\$5,612,422.97) are currently available for the Project.

WHEREAS, DOTD desires to cooperate with SU in implementation of the Project as hereinafter provided; and

WHEREAS, each PARTY has a reasonable expectation of receiving a mutual benefit or value for performance of its respective responsibilities as provided for in this Agreement; and

WHEREAS, the transfer or expenditure of public funds as contemplated herein is not a gratuitous donation; and

WHEREAS, the undersigned PARTIES to this Agreement wish to cooperate with each other to the extent committed herein; and

NOW, THEREFORE, in consideration of the premises and mutual dependent covenants herein contained, the PARTIES hereto agree as follows:

ARTICLE I
SCOPE AND PURPOSE

1.1 The Recitals set forth above are hereby incorporated herein and expressly made a part of this Agreement.

1.2 The purpose of this Agreement is to delineate responsibilities and obligations between the PARTIES as it relates to design, letting/bidding, construction, inspection, and oversight of the project herein described.

ARTICLE II **PROJECT DESCRIPTION**

The improvement to be undertaken under State Project Number H.008415 (“Project”) will consist of the design and construction of an Information Center to be located on the campus of Southern University in the Parish of East Baton Rouge, Louisiana.

ARTICLE III **FUNDING**

3.1 DOTD is administering P1 State Bond funds in the amount of Two Million Seventy-Five Thousand and 00/100 Dollars (\$2,075,000.00) to be matched with SU Self-Generated funds in the amount of Three Million Forty-Nine Thousand Twelve and 80/100 Dollars (\$3,049,012.80), and remaining Federal Aid funds in the amount of Four Hundred Eighty-Eight Thousand Four Hundred Ten and 17/100 Dollars (\$488,410.17).

3.2 Total funds in the amount of Five Million Six Hundred Twelve Thousand Four Hundred Twenty-Two and 97/100 Dollars (\$5,612,422.97) are currently available for the Project. A summary of funding for the Project is attached hereto as **EXHIBIT A**, and incorporated herein by reference.

3.3 Except for services hereinafter specifically listed to be furnished at DOTD’s expense, SU agrees to pay all costs associated with this Project over and above any State Bond funds or Federal Aid funds.

3.4 SU reserves the right to incorporate items of work into the construction contract that are otherwise not eligible for Federal Aid participation if it so desires, and at its own cost.

ARTICLE IV **CONSULTANT SERVICES**

4.1 DOTD will assist SU in securing architectural services for the design and oversight of the Project. The selection of contractor(s) for said services shall be in compliance with LSA-R.S. 38:2311, *et seq.* and all other applicable laws.

4.2 Federal authorization requires that the proposed Information Center be evaluated in accordance with National Environmental Policy Act (NEPA). DOTD will prepare the NEPA environmental document and submit it to the Federal Highway Administration (FHWA) for approval. The document will be written in accordance with the current applicable FHWA Technical Advisory addressing potential Social, Environmental, and Economic impacts. SU will provide DOTD the necessary information and data to complete the NEPA requirements and meet other federal laws, such as Section 106 of the National Historic Preservation Act (NHPA). SU will assist DOTD with public involvement and will follow through on commitments and mitigation requirements.

ARTICLE V
BIDS / CONSTRUCTION

- 5.1** DOTD shall prepare the bid proposal, advertise for and receive bids for the Project, and shall award the contract to the lowest responsible bidder, in accordance with state law.
- 5.2** SU shall enter into a contract with the lowest responsive and responsible bidder, and shall manage construction of this Project in accordance with the design and technical specifications.
- 5.3** DOTD shall provide AASHTOWare technical assistance to the Project designer.
- 5.4** DOTD shall confirm that plans and specifications prepared by the designer meet all applicable federal standards. However, DOTD shall not be responsible to provide oversight or inspection services during construction of the Project, in accordance with its standard procedures.

ARTICLE VI
OWNERSHIP OF PROJECT

- 6.1** SU shall maintain ownership of and responsibility for both the Project and the Project site throughout the design and construction of the Project, and shall be responsible for operation and maintenance of the Information Center upon its completion and Final Acceptance.
- 6.2** Nothing in the Agreement shall be construed to create or vest in DOTD any ownership, operation, or maintenance responsibilities for the Project or Project site, either during its design and construction, or after its completion.

ARTICLE VII
RECORD KEEPING

- 7.1** The PARTIES shall maintain all documents, papers, file books, accounting records, appropriate financial records and other evidence related to costs incurred relative to this Agreement, for a period of five (5) years following the final Funds transfer.
- 7.2** The PARTIES hereby agree that the Legislative Auditor of the State of Louisiana and/or the Office of the Governor, Division of Administration auditors shall have the option of auditing all accounts of the PARTIES hereto that relate to this Agreement for a period of three (3) years from the Effective Date of this Agreement. DOTD shall be audited in accordance with La. R.S. 24:513.

ARTICLE VIII
TERM/CANCELLATION

- 8.1** The terms of this Agreement shall be effective from the date of full execution by the PARTIES hereto and shall be binding upon the PARTIES until all obligations have been satisfied

and all payments due hereunder has been made, unless terminated earlier as provided in this Article. Upon termination for any reason, the terms of Article XIII shall survive.

8.2 Termination for Convenience

8.2.1 DOTD may terminate this Agreement by providing thirty (30) days' written notice thereof to SU, in the manner provided in Paragraph 8.3.1 hereinbelow.

8.2.2 This Agreement may be terminated by mutual consent, reduced to writing and duly executed by both PARTIES.

8.3 Termination for Cause

8.3.1 DOTD may terminate this Agreement for cause based upon the failure of SU to comply with its material obligations under this Agreement; provided, however, that DOTD shall first provide SU written notice specifying the failure. If within thirty (30) days after receipt of such notice, SU has not either corrected such failure, or, in the event it cannot be corrected within thirty (30) days, begun in good faith to correct said failure and thereafter proceeded diligently to complete such correction, then DOTD may, at its option, place SU in default and this Agreement shall terminate on the date specified in such notice.

8.3.2 SU may exercise any rights available to it under Louisiana law to terminate for cause upon the failure of DOTD to comply with the terms and conditions of this Agreement; provided, however, that SU shall first provide DOTD with written notice specifying such failure. If within thirty (30) days after receipt of such notice, DOTD has not either corrected such failure, or, in the event it cannot be corrected within thirty (30) days, begun in good faith to correct said failure and thereafter proceeded diligently to complete such correction, then SU may, at its option, place DOTD in default and the Agreement shall terminate on the date specified in such notice.

8.3.3 This Agreement may be terminated by DOTD should this Agreement be determined to be illegal or the determination be made by DOTD or the State of Louisiana that the Project should be delayed.

8.3.4 In the event of default by either party, DOTD and SU shall have all rights granted by the general laws of the State of Louisiana.

ARTICLE IX **AMENDMENTS/MODIFICATIONS**

9.1 This Agreement may be amended or modified at any time by mutual consent of the PARTIES, provided, however, that any modification, amendment, alteration, variation, or waiver of any provision(s) of this Agreement shall be valid only when it has been reduced to writing and executed by both PARTIES.

ARTICLE X
SEVERABILITY

If any term, covenant, condition, or provision of this Agreement or the application thereof to any person or circumstance shall, at any time or to any extent, be invalid or unenforceable, the remainder of this Agreement or the application of such term, covenant, condition or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term, covenant, condition, and provision of this Agreement shall be valid and enforced to the fullest extent permitted by law.

ARTICLE XI
ASSIGNMENT

No PARTY may assign any interest in this Agreement by assignment, transfer, or novation, without prior written consent of the other PARTY hereto.

ARTICLE XII
FISCAL FUNDING

The continuation of this Agreement is contingent upon the appropriation of funds to fulfill the requirements of the Projects by the legislature and the approval of the Louisiana State Bond Commission for an appropriation of the amount of funding appropriated to DOTD for the Project for the then current fiscal year, if applicable. If the legislature fails to appropriate sufficient monies to provide for the continuation of the Projects, or if such appropriation is reduced by the veto of the Governor or by any means provided in the appropriations act to prevent the total appropriation for the year from exceeding revenues for that year, or for any other lawful purpose, or if any capital outlay appropriation for the Projects is not approved in full by the Louisiana State Bond Commission in accordance with applicable law, and the effect of such reduction or failure to approve is to provide insufficient monies for the continuation of the Projects, this Agreement shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated.

ARTICLE XIII
INDEMNIFICATION/INSURANCE

13.1 The PARTIES hereto shall indemnify and save harmless one another against any and all claims, losses, liabilities, demands, suits, causes of action, damages, and judgments of sums of money growing out of, resulting from, or by reason of any act or omission of its own or of its agents, servants, independent contractors, or employees while engaged in, about, or in connection with the discharge or performance of the terms of this Agreement or in connection with the services required or performed by it or resulting from the ownership, possession or control of the Work.

13.2 Nothing herein is intended, nor shall be deemed to create a third party beneficiary to or for any obligation by any PARTY hereto herein or to authorize any third person to have any action against any PARTY hereto arising out of this Agreement.

13.3 SU is the owner of the Project and shall seek no claim or indemnity against DOTD related to liability which may arise from the design, construction and maintenance of the Project, or for the operation, control, or maintenance of the facilities constructed or improved thereunder.

ARTICLE XIV **DISCRIMINATION CLAUSE**

14.1 The PARTIES agree to abide by the requirements of the following as applicable: Titles VI and Title VII of the Civil Rights Act of 1964, as amended; the Equal Opportunity Act of 1972, as amended; Federal Executive Order 11246, as amended; the Rehabilitation Act of 1973, as amended; the Vietnam Era Veteran's Readjustment Assistance Act of 1974; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; the Americans with Disabilities Act of 1990, as amended, and Title II of the Genetic Information Nondiscrimination Act of 2008.

14.2 The PARTIES agree not to discriminate in employment practices, and shall render services under this Agreement without regard to race, color, age, religion, gender, national origin, veteran status, genetic information, political affiliation, or disabilities.

14.3 Any act of discrimination committed by any PARTY, or failure to comply with these statutory obligations, when applicable, shall be grounds for termination of this Agreement by either PARTY.

ARTICLE XV **CONTROLLING LAW, LEGAL COMPLIANCE AND VENUE**

15.1 The validity, interpretation, and performance of this Agreement shall be controlled by and construed in accordance with the laws of the State of Louisiana.

15.2 The PARTIES shall comply with all applicable federal, state, and local laws and regulations, including, specifically, the Louisiana Code of Government Ethics (La R.S. 42:1101, *et seq.*) in carrying out the provisions of this Agreement.

15.3 The exclusive venue for any suit arising out of this Agreement shall be in the Nineteenth Judicial District Court for the Parish of East Baton Rouge, State of Louisiana.

ARTICLE XVI **GENERAL PROVISIONS**

16.1 **Employment of SU Personnel** – DOTD certifies that it has not employed and will not employ any person to engage in the performance of this Agreement who is, presently, or at the time of such employment, an employee of SU.

16.2 **Covenant against Contingent Fees** – DOTD warrants that it has not employed or retained any entity or person, other than a bona fide employee working solely for DOTD, to solicit or secure

this Agreement, and that it has not paid or agreed to pay any entity or person, other than a bona fide employee working solely for DOTD any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, SU shall have the right to annul this Agreement without liability or, in SU discretion, to deduct from the contract price or consideration, or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

16.3 Notices – All notices or correspondence required or permitted under this Agreement must be in writing and delivered by mail (postage prepaid) or by hand delivery to the address of the receiving PARTY set out below. Notices sent by email are ineffective, unless otherwise agreed to by the PARTIES. Notices are effective when received by the recipient during the recipient's regular business hours. Notices which do not comply with the requirements of this Agreement are ineffective, and do not impart actual or any other kind of notice.

For Southern University:

President-Chancellor
4th Floor J.S. Clark Administration Building
Baton Rouge, LA 70813

Phone: 225-771-4680

For DOTD:

Consultant Contracts Services
P.O. Box 94245
Baton Rouge, LA 70804-9245

Phone: (225) 379-1471

16.4 Relationship of Parties – The PARTIES hereto are independent, and no partnership, joint venture or agency relationship will be deemed to be formed under this Agreement. Neither PARTY shall have the right, power, or authority to in any way bind the other to any contract or other obligation, other than those specifically set forth in this Agreement.

16.5 Counterparts. This Agreement may be executed in multiple counterparts, all of which together will be considered one and the same agreement.

ARTICLE XVII
PROVISION REQUIRED BY LAW DEEMED INSERTED

Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein, and the agreement shall be read and enforced as though it were included herein, and if through mistake or otherwise, any such provision is not inserted, or is not correctly inserted, then upon the application of either Party, the agreement shall forthwith be amended to make such insertion or correction.

ARTICLE XVIII
VENUE

The exclusive venue for any suit arising out of this Agreement shall be in the Nineteenth Judicial District Court for the Parish of East Baton Rouge, State of Louisiana.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed by their respective officers thereunto duly authorized as of the day and year first above written.

WITNESSES:

Witness

Witness

SOUTHERN UNIVERSITY

By: _____

Dr. Ray L. Belton
President-Chancellor

WITNESSES:

Witness

Witness

STATE OF LOUISIANA
Department of Transportation
and Development

By: _____

Shawn D. Wilson, Ph.D.
Secretary

RECOMMENDED FOR APPROVAL

BY: _____

EXHIBIT A
SOURCES OF FUNDING

SOURCE	ORIGINALLY AVAILABLE	EXPENDED TO DATE	REMAINING
Federal Aid	\$600,000.00	\$111,589.83	\$488,410.17*
SU Self-Generated	\$3,390,994.05	\$341,981.25	\$3,049,012.80
P1 State Bond	\$2,075,000.00	—	\$2,075,000.00
		TOTAL	\$5,612,422.97

* May be utilized to pay 80% of construction-related costs up to \$488,410.17.

CERTIFICATION

I, the undersigned Secretary of **THE BOARD OF SOUTHERN UNIVERSITY AND AGRICULTURAL AND MECHANICAL COLLEGE SYSTEM WITH AND ON BEHALF OF SOUTHERN UNIVERSITY AND AGRICULTURAL AND MECHANICAL COLLEGE AT BATON ROUGE** (hereinafter referred to as the "Corporation"), do hereby certify that I am the Secretary of the Corporation and the keeper of the corporate records and minutes of the proceedings of the Board of Supervisors of said Corporation, and that the following resolution was duly and lawfully adopted by the Board of Supervisors at its meeting conducted on October 23, 2020, in accordance with the laws of the State of Louisiana and the bylaws of the Corporation:

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

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, pursuant to the Transportation Equity Act for the 21st Century ("TEA 21"), signed by President on June 9, 1998, the Louisiana Department of Transportation and Development ("DOTD") was originally awarded Two Million Seven Hundred Thousand Dollars (\$2,700,000) of federal funds with matching funds in the amount of Three Hundred Fifteen Thousand Dollars (\$315,000) for the expansion of Harding Boulevard from Scenic Highway to the Mississippi River in East Baton Rouge Parish and for the design and construction of an Information Center located on the campus of Southern University in East Baton Rouge Parish, Louisiana (hereinafter referred to as the "Project");

WHEREAS, upon completion of the Harding Boulevard Expansion, approximately Six Hundred Thousand and 00/100 Dollars (\$600,000) of the Two Million Seven Hundred Thousand Dollars (\$2,700,000) in federal aid funds was available for the Project, a portion of which was utilized for pre-construction services for the Information Center;

WHEREAS, Four Hundred Eighty-Eight Thousand Four Hundred Ten and 17/100 Dollars (\$488,410.17) in federal aid funds are now available for the Project and may be used to pay up to eighty (80) percent of construction-related costs;

WHEREAS, DOTD is administering P1 State Bond funds in the amount of Two Million Seventy-Five Thousand and 00/100 Dollars (\$2,075,000.00) to be matched with self-generated funds of Southern University and A&M College in the amount of Three Million Forty-Nine Thousand Twelve and 80/100 Dollars (3,049,012.80), and remaining federal aid funds in the amount of Four Hundred Eighty-Eight Thousand Ten and 17/100 Dollars (\$488,410.17) for the design and construction of the Project.

WHEREAS, DOTD desires to enter into a Cooperative Endeavor Agreement with Southern University and A&M College in implementation of the Project and has a reasonable expectation of receiving a mutual benefit or value for performance of its respective responsibilities as provided for in the Cooperative Endeavor Agreement;

WHEREAS, the President has presented the general terms and conditions of the Cooperative Endeavor Agreement to the Board of Supervisors;

WHEREAS, the Board of Supervisors desires to authorize the President-Chancellor to execute and deliver the Cooperative Endeavor Agreement;

NOW, THEREFORE BE IT RESOLVED, the President-Chancellor is hereby authorized to execute and deliver the Cooperative Endeavor Agreement.

I further certify the above and foregoing to be a true and correct copy of the resolution adopted by the Board of Supervisors of the Corporation at its October 23, 2020 meeting, and that said resolution has not been rescinded, altered, modified or changed and remains in full force and effect.

[Signature Page Follows]

IN WITNESS WHEREOF, I have hereunto set my hand as Secretary of the Board of Supervisors of Southern University and Agricultural and Mechanical College System with and on behalf of Southern University and Agricultural and Mechanical College at Baton Rouge on this 23rd day of October, 2020.

Dr. Ray L. Belton, Secretary

[Signature Page to Resolution of the Board of Supervisors of Southern University and Agricultural and Mechanical College System with an on behalf of the Southern University and Agricultural and Mechanical College at Baton Rouge]



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

October 14, 2020

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

Re: Request for authority to negotiate and execute an agreement for thermal energy services for the Baton Rouge landmass

Dear Honorable Board Members:

On behalf of the Southern University and A&M College Baton Rouge landmass, I am requesting that the Board consider authorizing me and legal counsel to negotiate an agreement for thermal energy services. Execution of said agreement would only be perfected with concurrence of the Chairman of the Board.

Beginning in 2017, Southern University issued a request for proposal ("RFP") for energy services. Southern accepted the proposal from Bernhard Energy and Johnson Controls (collectively known as Louisiana Energy Partners "LAEP"). Negotiations ensued with LAEP, but a final agreement was not reached.

The Division of Administration ("DOA") issued an RFP for energy services to state buildings similar to SU's and it accepted the proposal from LAEP. This solicitation occurred while SU was negotiating with LAEP. A Cooperative Endeavor Agreement ("CEA") was executed between DOA and LAEP that included an opt-in provision for other state-owned buildings.

Both opportunities (i.e., the RFP and CEA) are available to Southern University. Over the last several years, Southern has had the opportunity to vet LAEP and conduct significant legwork regarding its own RFP. However, LAEP and SU recognizing some limitations of the SU RFP, began to consider the CEA with the Division, which was broader in scope. Therefore, my administration's focus switched to utilizing the opt-in provision contained in the CEA.

Despite best efforts to have a finalized agreement, negotiations are ongoing. It is not only my obligation, but desire, to ensure that Southern University is entering into an equitable arrangement that will offset some of the capital improvements that are greatly needed on campus. It is for these reasons, that I request the Board's consideration and approval to allow me, along with legal

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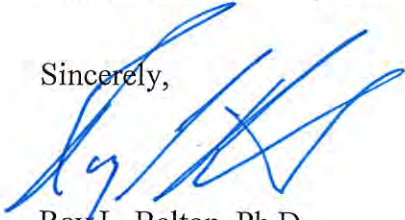
Board of Supervisors

October 14, 2020

Page 2

counsel, to continue negotiations with LAEP and when appropriate, and with the Chairman's concurrence, authority to execute an agreement for thermal services.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Ray L. Belton', is written over the word 'Sincerely,'.

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

Overview of CEA

The transaction would be effectuated by the Board of Supervisors of the Southern University and A&M College System (“Southern”) election to “opt in” to an existing Cooperative Endeavor Agreement between the State of Louisiana (the “State”) and LA Energy Partners, LLC (“LAEP”) and would also include the Southern University System Foundation (the “Foundation”).

- A. Southern will grant the Foundation an exclusive leasehold interest over the central energy plant located on the Campus (the “Plant”) and the assets located therein (“Covered Assets”).
- B. The Foundation will grant BRUEH an exclusive subleasehold interest over the Plant and Covered Assets, so that BRUEH can utilize the Covered Assets to provide thermal energy to buildings located on the Campus (“Campus Buildings”) and certain third party off-takers.
- C. Term of thirty (30) years (the “Term”).
- D. The consideration payable by Special Purpose Entity (SPE) for such subleasehold interest will be:
 - i. Upfront, prepaid rent to Foundation in the amount of \$4,909,854 (the “Prepaid Rent”);
 - ii. Design, construction, installation and financing of energy optimization improvements to the Campus Buildings (“Facility Optimization Services”) during first two years of term valued at \$8,979,863 (the “FOSA Amount”);
 - iii. Design, construction, installation and financing of improvements to the Covered Assets (“Plant Improvements”) deemed necessary or beneficial in furtherance of operating the Plant and providing thermal energy to Southern (e.g., due to material changes at the campus) and third party off-takers during the first two years of the term valued at \$3,463,780 (the “Plant Improvement Amount”);
 - iv. Operation and maintenance services to the Covered Assets (“O&M Services”); and
 - v. Provision of thermal energy to the Campus Buildings (“Thermal Services”).
- E. Definitive Transaction Documents:
 - i. Phase [#] Adoption Agreement;
 - ii. Lease Agreement;
 - iii. Sublease Agreement;
 - iv. Right of Use and Servitude Agreement;
 - v. Facility Optimization Services Agreement;
 - vi. Thermal Services Agreement; and
 - vii. Labor Services Agreement.

LA Energy Partners (LAEP)

- Venture between Bernhard and Johnson Controls Inc.
- Louisiana Companies **Creating Louisiana Jobs**
- Energy Efficiency and Sustainability Expertise
- **+\$55 Million Proven Annual Energy Savings** for US Institutions of Higher Education
- JCI is a Fortune 500 Company (#67)
- 235 Years of Combined Energy Efficiency and Sustainability Experience
- Extensive Southern University Campus Experience



Cooperative Endeavor Agreement (“CEA”)

- Parties are State of Louisiana and LA Energy Partners
- Transaction Documents
 - Cooperative Endeavor Agreement
 - Lease Agreement
 - Thermal Services Agreement
 - Facility Optimization Services Agreement
- **Competitively Procured** by State of Louisiana through two (2) Requests for Information and a Solicitation for Offers Over a 4-year Period
- **Thoroughly reviewed** by Office of State Buildings, Facility Planning & Control, Division of Administration, Attorney General, Legislative Staff, Governor’s Office, State Auditor, and Joint Legislative Committee on the Budget
- Phase I (OSB/Shaw) Summary:
 - 20 Year Term
 - Lease of Shaw Center Energy Plant
 - \$1.9M Rent
 - \$25M Energy Efficiency & Deferred Maintenance Improvements in 31 State Buildings
 - Sale of Chilled Water Thermal Services to Shaw Center and Third Party Off-Takers
 - \$18M Net Public Benefit
 - Annual Net Public Benefit Assurance
 - Master Cooperative Purchasing Provisions (“Opt-In”)

Purpose of the LAEP CEA “Opt-In”

- The original CEA allows SU to opt-in to this transaction.
 - When the original CEA was signed, JLCB **Chairman Cameron Henry** stated that, “This is a very significant contract that’s before us. At the end of the day, you could have every state building, **every university**, every prison, every building the state touches under your umbrella.”
 - **Commissioner Jay Dardenne** stated that “The CEA is designed to be a template to provide opt-in capabilities for other State Entities. Provides consistency and transparency on terms and pricing. **Menu of services and pricing is an exhibit to the CEA that can be provided to Universities.** The University of Louisiana System is already in discussions with the JV (*in reference to LAEP*) of their interest.”

SOUTHERN UNIVERSITY: PROJECT HISTORY

OCT. 4
Southern University issued RFP No. 10238 Infrastructure Project

FEB. 27
Bernhard interviewed with Southern University

MAR. 22
Bernhard presented preliminary findings to the Southern University Board

NOV. 23
Southern University Board reviews updated proposal

MAY 22
Southern University conducts a final review of Bernhard's RFP response and final transaction documents

JUN. 25
Southern University elects to proceed with CEA opt-in arrangement

AUG. 20
LAEP finalizes commercial terms and begins contract negotiations per the State of Louisiana CEA

OCT. 16.
LAEP and Southern University finalize contract terms

2017

2018

2019

2020

NOV. 17
Bernhard responded to the RFP

MAR. 21
Southern University notified that Bernhard was selected to proceed to the next stage of the RFP process and to proceed with a Technical Energy Audit

APR. 23
Bernhard presented the Technical Energy Audit findings

FEB. 5
Bernhard and Southern University finalize contract negotiations as part of the RFP Response

SEP. 27
LAEP closes CEA with the State of Louisiana which includes opt-in provisions for state supported entities

JUL. 20
LAEP and Southern University review scope of services offered and negotiate commercial terms

OCT. 1
AG opinion allowing Southern University opt-in approved

OCT. 23
Southern University presents LAEP offer for board approval





LAEP Offer for CEA Adoption

- Provides **\$4.9 million** in Prepaid Rent to Southern University at Closing.
- Includes **\$12.4 million** in Plant and Building Efficiency Improvements.
- Guarantees in excess of **\$950k** in Annual Utility Cost Savings.
- **Transfers risk** for Central Energy Plant O&M and premature equipment failures to LAEP.
- Provides approximately **\$39.7 million** in Net Public Benefit to Southern University over 30 year term.
- Meets or Exceeds All LAEP CEA Requirements.

Energy Optimization Services

AIR HANDLING UNIT (AHU) OPTIMIZATION

Upgrading controls to **optimize temperature** and static pressure delivery to each occupant space.

UPGRADE BAS

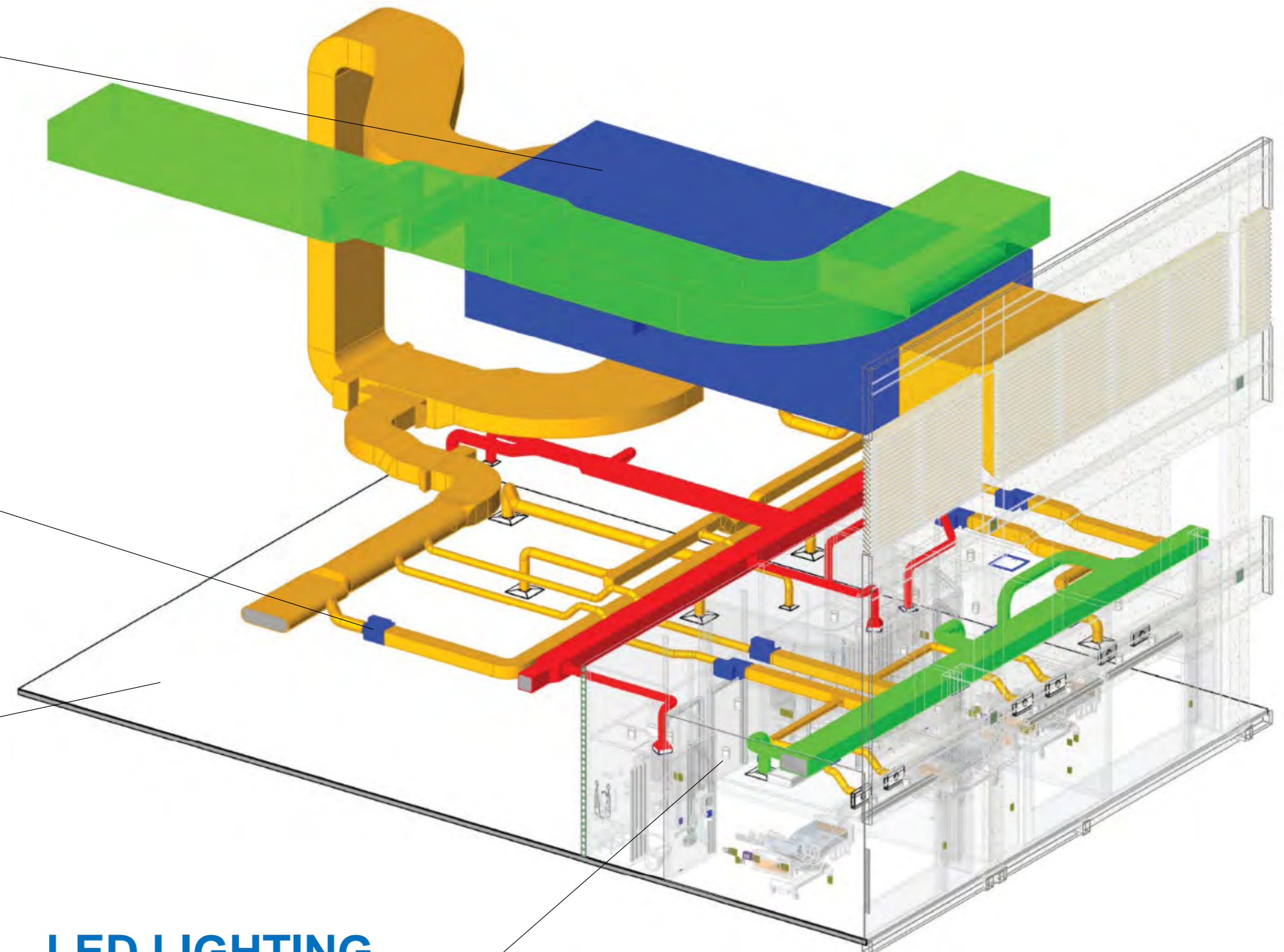
Replacing existing controls with new, DDC controls. A comprehensive control system upgrade allows for conversant control algorithms that **allow the building to constantly adjust to variations in use.**

RETRO-COMMISSIONING

Optimizing the HVAC system to current space uses and code guidance to **provide optimal student comfort and safety,** while optimizing energy consumption.

LED LIGHTING

Providing a substantial improvement to learning environment illumination and reduction in energy and maintenance cost through increased fixture efficiency and life-span.



Energy Asset Improvements

VARIABLE PRIMARY PUMPING

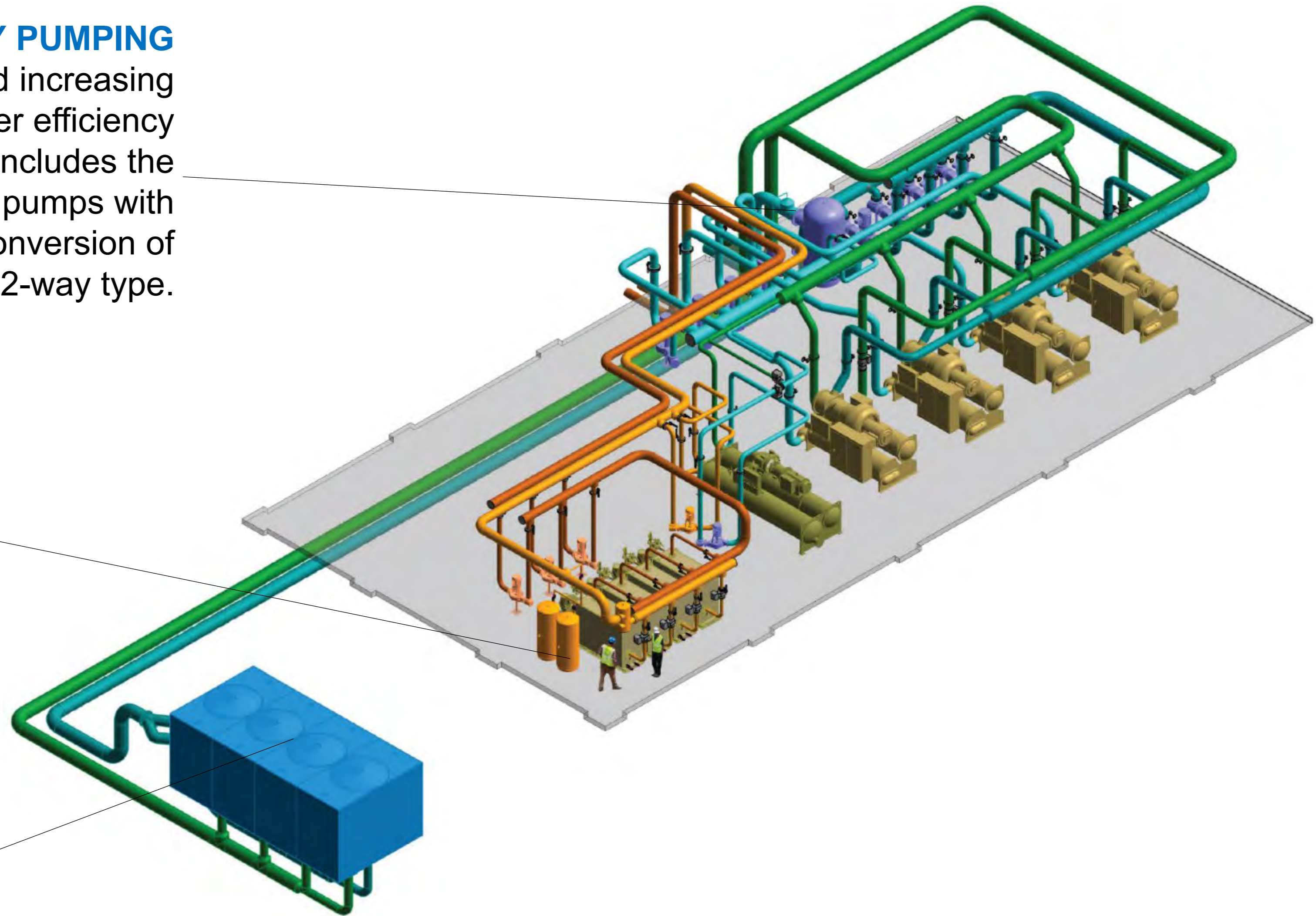
Eliminating waste over-pumping and increasing temperature control to maximize chiller efficiency during part-load conditions. This includes the installation of dedicated chiller water pumps with variable frequency drives (VFDs) and conversion of 3-way control valves to 2-way type.

STAFF TRAINING

Helping building and plant operators understand and optimize complex buildings systems to sustain operational excellence.

COOLING TOWER VFDs

Increasing tower water system part-load efficiencies by maximizing condenser water flow rates while minimizing cooling tower fan energy, and lowering waste water drift.



LAEP CEA Adoption Promotes SU Stakeholder Objectives

- **Leverage Statewide Economy of Scale Pricing**
- Allow for Extended Transaction Term Compared to Prior Offers
- **Improve SU's Learning Environment**
- Improve and Sustain System Energy Efficiency
- **Address Capital Renewal and Deferred Maintenance Backlog**
- Preserve State Funding of Capital Renewal and Deferred Maintenance
- Improve Infrastructure Reliability and Resiliency
- Reduce Utility Costs
- Stabilize Operation and Maintenance Costs
- **Promote Local, Inclusive, and Diverse Workforce**
- Enhance Student Engagement and Thermal Comfort
- Enhance Student, Staff, and Visitor Safety
- **Promote Environmental Stewardship**
- Reduce and Transfer Risk
- Capture Income Tax Incentives
- Avoid Adverse Tax Consequences
- Preserve Debt Capacity for Core Mission Investments
- Preserve Resources and Political Capital for Core Mission
- **Avoid Increase of Long Term Liabilities**
- Provide Budget Certainty
- Yield Positive Credit Impact
- Provide Known Outcome at Expiry
- Incent Operator Performance
- Capture Benefit from Historically Low Treasury Rates and Lowest Cost of Capital
- **Leverage Operating Budget Savings**
- Achieve Maximum Net Public Benefit

Enhance Student Engagement

LAEP is working every day to recruit and retain the resources needed to sustain our growth. A substantial portion of our current and future workforce need involves engineering, energy, information technology, business, legal, finance, and accounting knowledge and expertise. LAEP views its partnership with SU as an investment in its own future, and looks forward to working with SU leadership to enhance student engagement through:

- Internships and Cooperative Employment Programs
- Plant and Facility Tours
- Presentations and Updates on Sustainability Progress
- Sponsored Research on Campus and in the Local Community
- Living Classrooms Focused on Experiential Learning



2020

Second Special
Session

September 28 -
October 27

Legislative Update to the Board of Supervisors

As of 10.7.2020

Operational Autonomies

HB 16 by Representative Zeringue and SB 32 by Senator Fields

These bills reinstate, with limitations, the operational autonomies, including retention of funds, equipment disposal, procurement and risk management, for institutions that expired in June 2020.

Management Boards

SB 44 and SB 45 by Senator Fields

These bills allow the governor to appoint a member to the management board of a postsecondary institution who is an alumnus of any of the institution's campuses who resides out-of-state.

TOPS

SCR 3 by Senator Cathey

Requests the Board of Regents to study allowing TOPS and GO Grant awards to be used for summer semester immediately following high school graduation.

HB 40 by Garafolo

Provides relative to qualifications for Taylor Opportunity Program for Students scholarships.

Additional Bill Tracking —

HB 16 by Rep. Frieman

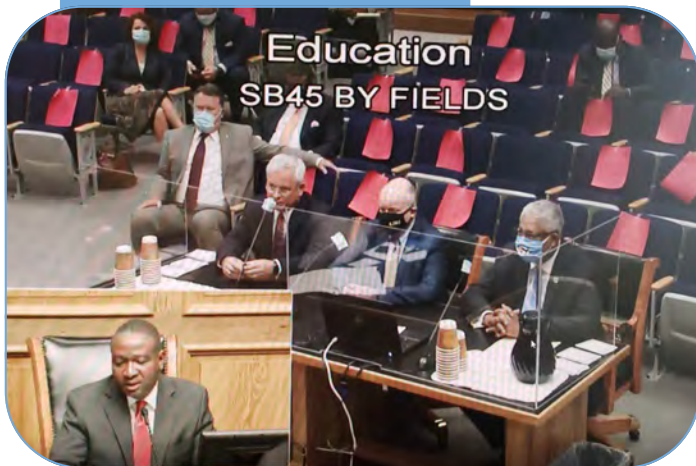
Provides relative to limitations of liability for public and non-public schools and postsecondary education during public health emergencies.

HB 48 by Rep. Duplessis

Requires that student identification cards issued by certain postsecondary education institutions meet certain requirements.

HB 56 by Rep. Bagley

Authorizes administration of medical marijuana to a student by a parent, guardian, or authorized school employee at a public school.



System presidents testifying
before the Senate Education
Committee on SB 45