

SOUTHERN

*Board of Supervisors*

UNIVERSITY



Meetings

1:00 p.m.

Friday, April 27, 2012

Board of Supervisors' Meeting Room  
2nd Floor J.S. Clark Administration Building  
Southern University and A&M College  
Baton Rouge, Louisiana

# **ACADEMIC AFFAIRS COMMITTEE**

**Friday, April 27, 2012**

**1:00 PM**

Board of Supervisors' Meeting Room  
2<sup>nd</sup> Floor, J.S. Clark Administration Building  
Southern University and A & M College  
Baton Rouge, Louisiana

## **AGENDA**

1. Call to Order and Invocation
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Items
  - A. Recommendations for Faculty Tenure and Promotion
    - 1.) SUNO
    - 2.) SULC
  - B. Candidates for Degrees, Spring 2012 Commencement Exercises
    - 1.) SUBR
    - 2.) SUNO
    - 3.) SUSLA
    - 4.) SULC
6. Informational Items
  - A. Plans for Increasing Student Retention and Graduation Rates, by Campus
  - B. Update on Student Recruitment, SUBR
7. Other Business
8. Adjournment

## **MEMBERS**

Dr. Eamon M. Kelly – Chair; Mrs. Ann Smith - Vice Chair;  
Mr. Calvin W. Braxton, Sr., Atty. Tony M. Clayton, Rev. Joe R. Gant, Jr.  
Mr. Willie E. Hendricks, Rev. Samuel C. Tolbert, Jr.  
Mr. Darren G. Mire - Ex Officio



## SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

J.S. CLARK ADMINISTRATION BUILDING  
BATON ROUGE, LOUISIANA 70813

Office of the President  
(225) 771-4680

April 27, 2012

Fax Number:  
(225) 771-5522

The Honorable Eamon M. Kelly, Chairman  
Academic Affairs Committee  
Southern University Board of Supervisors  
4<sup>th</sup> Floor, J. S. Clark Administration Building  
Baton Rouge, Louisiana 70813

### RE: Recommendation for Tenure and Promotion for SUNO

The following persons are hereby recommended for tenure only:

1. Dr. Ibrahim Ekaidi
2. Dr. Joseph Olubadewo
3. Dr. Deborah Darby
4. Mr. Edgar Blanchard
5. Mr. Harry Russell
6. Dr. Lora Helvie-Mason
7. Dr. Tchavdar Marinov
8. Dr. Illyua Tietzel
9. Dr. Yu Jiang
10. Dr. Obyung Kwun
11. Dr. Glenda Allen-Jones
12. Dr. Pamela Waga

The following persons are hereby recommended for promotion only:

1. Dr. Lora Helvie-Mason, Assistant to Associate Professor
2. Dr. Tchavdar Marinov, Assistant to Associate Professor
3. Dr. Illya Tietzel, Assistant to Associate Professor
4. Dr. Yu Jiang, Assistant to Associate Professor
5. Dr. Obyung Kwun, Assistant to Associate Professor
6. Dr. Glenda Allen-Jones, Assistant to Associate Professor
7. Dr. Romanus Ejjaga, Associate to Full Professor
8. Dr. Pamela Waga, Associate to Full Professor

Sincerely,

A handwritten signature in black ink, appearing to read "Ronald Mason, Jr.", written over a horizontal line.

Dr. Ronald Mason, Jr.

RM/wtt



**SOUTHERN UNIVERSITY AT NEW ORLEANS**

6400 Press Drive  
New Orleans, LA 70126-0002  
(504) 286-5311  
FAX (504) 284-5500  
www. suno.edu

OFFICE OF THE CHANCELLOR

**MEMORANDUM**

To: Ronald Mason, Jr., J.D.,  
President, Southern University System

From: Victor Ukpolo, Ph.D.,  
Chancellor

Date: April 26, 2012

Re: Addendum to SUNO's Suggested Agenda Items for April SUS System Board Meeting

As an addendum to Southern University at New Orleans' request for items to be placed on the agenda for the April 2012 meeting of the Board of Supervisors, I seek your permission to add the following personnel action item to the agenda:

**1. Tenure and Promotion**

**a. Assistant Professor to Associate Professor with Tenure**

Dr. Lora Helvie-Mason, Dr. Ilyya Tietzel, Dr. Tchavdar Marinov, Dr. Yu Jiang,  
Dr. Obyung Kwun, and Dr. Glenda Allen-Jones

**b. Associate Professor to Full Professor**

Dr. Romanus Ejiaga (Tenured) and Dr. Pamela Wang (with Tenure)

**c. Tenure Only**

Dr. Ibrahim Ekaidi, Dr. Joseph Olubadewo, Dr. Deborah Darby, Mr. Edgar  
Blanchard, MSW, Mr. Harry Russell, MSW

**d. Tenure denied; eligible to reapply next year**

Dr. Solomon S. Adekunle

Thanks very much for your consideration.

VU/hec  
  
Approval Ronald Mason, J.D., President



Southern University at New Orleans  
Office of Academic Affairs  
Fall 2011 Retention, Tenure and Promotion (RTP) Recommendations

I. RETENTION

College	Name	Tenure-Track Employment Date	Reviewers' Recommendations									
			Departmental RTP		Chair		College RTP		Dean	Vice Chan. Acad. Affairs	Chancellor	Comments
			Score	Rec.	Score	Rec.	Score	Rec.	Rec.			
Arts & Sciences	Dr. Carmelo Astilla	Fall 2007	87	Yes	89	Yes	66	Yes	Yes	Yes	Yes	
	Dr. Robert Azzarello	Fall 2009	98	Yes	93	Yes	83	Yes	Yes	Yes	Yes	
	Dr. Michael Pierce	Fall 2007	93	Yes	75	Yes	75	Yes		Yes	Yes	
	Dr. Anderson Tate	Fall 2007	86	Yes	80	Yes	68	Yes	Yes	Yes	Yes	
	Dr. Zheng Chen	Fall 2007	99	Yes	90	Yes	87	Yes	Yes	Yes	Yes	
	Dr. Heon Kim	Fall 2007	100	Yes	94	Yes	84	Yes	Yes	Yes	Yes	
	Dr. Geraldine Doucet	Fall 2009	99	Yes	None	Yes	78	Yes	Yes	Yes	Yes	
Business & Public Administration	Dr. Marjorie Fox	Fall 2010	56	Yes	--	Yes	69	Yes	Yes	Yes	Yes	
	Dr. Adrine Harrell	Fall 2009	54	Yes	--	Yes	69	Yes	Yes	Yes	Yes	
	Dr. Muhammed Miah	Fall 2010	79	Yes	87	Yes	82	Yes	Yes	Yes	Yes	
	Dr. Biruk Alemayehu	Fall 2008	N/A	N/A	N/A	N/A	78	Yes	Yes	Yes	Yes	
Education & Human Development	Dr. Sherry Bachus	Fall 2009	87	Yes	--		79	Yes	Yes	Yes	Yes	
	Ms. Celina Carson	Fall 2009	85	Yes	--		84	Yes	Yes	Yes	Yes	
	Dr. Suzanne Mayo-Theus	Fall 2010	80	Yes	--		84	Yes	Yes	Yes	Yes	
	Dr. Racquel Ezell	Fall 2008	86	Yes	--		88	Yes	Yes	Yes	Yes	
	Ms. Gloria Major	Fall 2009	77	Yes	--		75	Yes	Yes	Yes	Yes	
	Dr. Kimberly Dickerson	Fall 2008	89	Yes	--		93	Yes	Yes	Yes	Yes	
	Dr. Shawan Bellow	Fall 2007	88	Yes	--		91	Yes	Yes	Yes	Yes	
School of Social Work												
	Dr. Ben Robertson	Fall 2009		N/A		N/A		Yes	Yes	Yes	Yes	
	Dr. Jill Murray	Fall 2010		N/A		N/A		Yes	Yes	Yes	Yes	
	Mr. Claude Montegut	Fall 2010		N/A		N/A		Yes	Yes	Yes	Yes	

## II. PROMOTION

## II.1. Assistant Professor to Associate Professor (with Tenure)

College	Name	Tenure-Track Employment Date	Reviewers' Recommendations									
			Departmental RTP		Chair		College RTP		Dean	Vice Chan. Acad. Affairs	Chancellor	Comments
Arts & sciences	Dr. Lora Helvie-Mason	Fall 2007	106	Yes, implies	110	Yes, Implies	100	Yes, implies	Yes	Yes	Yes	5 <sup>th</sup> yr. of service, excellent rating.
	Dr. Ilyia Tietzel	Fall 2008	105	Yes, implies	110	Yes, implies	104	Yes, Implies	Yes	Yes	Yes	4 <sup>th</sup> yr. of service; excellent rating at all levels; recommendation based on Section 4.8. Faculty Handbook
	Dr. Delin Tan	Fall 2008	87	No	95	No	72	No	No	No	No	Retention recommended
	Dr. Techavdar Marinov	Fall 2008	109	Yes, implies	101	Yes, implies	97	Yes, Implies	Yes	Yes	Yes	4 <sup>th</sup> yr. of service; excellent rating at all levels; recommendation based on Section 4.8. Faculty Handbook
	Dr. Yu Jiang	Fall 2008	101	Yes, implies	104	Yes	100	Yes, implies	Yes	Yes	Yes	4 <sup>th</sup> yr. of service; excellent rating at all levels; recommendation based on Section 4.8. Faculty Handbook
	Dr. Joseph Coleman	Fall 2009	100	No	--	No	87	No	No	No	No	Retention recommended
	Dr. Christopher Linn	Fall 2009	84	No	--	No	69	No	No	No	No	Retention recommended
	Dr. John Penny	Fall 2006	90	Yes	N/A	N/A	75	No	No	No	No	Tenured faculty
Dr. Amaresh Das	Fall 2009	77	No		No	74	No	No	No	No	Retention recommended	
Business & Business & Public Admin.	Dr. Obyung Kwan	Fall 2007	86	Yes	88	Yes	93	Yes	Yes	Yes	Yes	5 <sup>th</sup> year of service
	Dr. James Pittman	Fall 2007	N/A	N/A	N/A	N/A	90	Yes No tenure	No	No	No	Retention, pending appeal outcome
Education & Human Development	Dr. Deborah Darby	Fall 2007	82	No	--	--	81	No	No	No	No	
	Dr. Glenda Allen-Jones	Fall 2008	104	Yes	--	--	89	No	Yes	Yes	Yes	4 <sup>th</sup> yr. of service; Dean's and departmental RTP support
	Mr. Charlie Johnson	Fall 2007	98	Yes	--	--	97	No	No	No	No	No terminal degree. Retention recommended

## I. PROMOTION

## II.2. Associate Professor to Full Professor

College	Name	Tenure-Track Employment Date	Reviewers' Recommendations									
			Departmental RTP		Chair		College RTP		Dean	Vice Chan. Acad. Affairs	Chancellor	Comments
			Score	Rec.	Score	Rec.	Score	Rec.	Rec.			
Arts & Sciences	Dr. Romanus Ejiaga	Fall 2007	115	Yes	110	Yes	102	Yes	Yes	Yes	Yes	Excellent rating at all levels
	Dr. Ibrahim Ekaidi	Fall 2008	90	No	89	No	84	No	No	No	No	
	Dr. Joseph Olubadewo	Fall 2008	99	No	90	No	86	No	No	No	No	
Education & Human Development	Dr. Pamela Wanga	Fall 2007	91	No	N/A	N/A	87	No	Yes	Yes	Yes	<ul style="list-style-type: none"> <li>• Dean's support</li> <li>• Excellent scholarship by Section 4.8.3.H requirements</li> </ul>



## II. TENURE

College	Name	Tenure-Track Employment Date	Reviewers' Recommendations									
			Departmental RTP		Chair		College RTP		Dean	Vice Chan. Acad. Affairs	Chancellor	Comments
			Score	Rec.	Score	Rec.	Score	Rec.	Rec.			
Arts & Sciences	Dr. Delin Tan, Asst. Prof.	Fall 2008	87	No	95	No	72	No	No	No	No	Retention recommended
	Dr. Solomon S. Adekunle, Assoc. Prof.	Fall 2007	90	No	68	No	70	No	No	No	Yes	Tenure denied, but eligible to reapply next year.
	Dr. Ibrahim Ekaidi, Assoc. Prof.	Fall 2007	90	No	89	Yes	84	No	Yes	Yes	Yes	M.D. is a terminal degree. (SACSCOC 3.5.4). Dept. & College RTP wrong in their judgment.
	Dr. Joseph Olubadewo, Assoc. Prof.	Fall 2008	99	Yes	90	Yes	86	Yes	Yes	Yes	Yes	Recommended for tenure at all levels.
Education & Human Development	Dr. Deborah Darby	Fall 2007	82	Yes	--	--	81	No	Yes	Yes	Yes	Approved
	Mr. Charlie Johnson	Fall 2007	98	Yes	--	--	97	No	No	No	No	No terminal degree; retention recommended
	Dr. Glenda Allen-Jones	Fall 2008	104	Yes	--	--	89	Yes	Yes	Yes	Yes	Approved
School of Social Work	Mr. Edgar Blanchard	Fall 2006		N/A		N/A		Yes	Yes	No	Yes	Approved; reference to CSWE document
	Mr. Harry Russell	Fall 2006		N/A		N/A		Yes	Yes	No	Yes	Approved; reference to CSWE document



## 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

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April 9, 2012

### VIA E-MAIL AND HAND DELIVERY

Dr. Ronald Mason, Jr.  
President  
Southern University System  
J. S. Clark Administration Building  
4<sup>th</sup> Floor  
Baton Rouge, Louisiana 70813

Re: Tenure and Promotion Recommendations – Professor Mark A. Thurmon

Dear Dr. Mason:

I am please to advise that Associate Professor Mark A. Thurmon has been recommended for promotion and tenure to Professor of Law by the Law Center's Faculty Appointment, Retention, Promotion and Tenure Committee (FARPT). Professor Thurmon's applications for promotion and tenure was timely filed and duly considered and evaluated in accordance with established tenure and promotion procedures of the Law Center by the FARPT Committee. The action of the committee was forwarded to me on March 15, 2012 by the FARPT Committee Chairman, Associate Vice Chancellor and Professor, Roederick White. After a thorough review of Professor Thurmon's personnel file, his application for tenure and promotion, scholarship submissions, teaching and service record, I wholeheartedly concur with the FARPT Committee's recommendation.

I have attached a copy of the standard tenure and promotion request form for your information and review, along with the curriculum vitae of Professor Thurmon. As you can see from the attached, Professor Thurmon has distinguish himself as an expert in the area of intellectual property and is well recognize by his peers on that area and has been a great addition to our faculty of law.


I, therefore, ask that you join me and the Law Center's Faculty Appointment, Retention, Promotion and Tenure Committee, in recommending to the Board of Supervisors that Assoc.

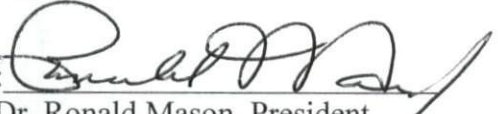


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Dr. Ronald Mason, Jr.  
President  
Southern University System

Professors Mark A. Thurmon, application for Promotion to the rank of Professor of Law with Tenure be granted effective at the beginning of the 2012- 2013 academic year.

Sincerely,

  
Freddie Pitcher, Jr.  
Chancellor and Professor of Law  
SULC

Approved:   
Dr. Ronald Mason, President  
Southern University System

# Mark A. Thurmon

Southern University Law Center  
P.O. Box 9294  
Baton Rouge, LA 70813-9294

Phone: 225-771-4900  
Fax: 225-771-5913  
Cell: 225-236-7080  
e-mail: [mthurmon@sulc.edu](mailto:mthurmon@sulc.edu)

## *Education*

Duke University School of Law

- J.D. 1993, with high honors
- Order of the Coif
- Law Review, Moot Court Board

Louisiana State University

- B.S.E.E., summa cum laude, 1985

## *Academic Positions*

Southern University Law Center  
Associate Professor of Law (July, 2008 – present)

- IP and Business Associations courses

Levin College of Law, University of Florida  
Assistant Professor of Law (2000-2004)

- Taught and published on IP law

University of Texas School of Law  
Adjunct Professor of Law (1998-2000)

- Taught trademark law

## *Other Experience*

Roy, Kiesel, 2006-present  
Of Counsel – primarily IP practice

W-H Energy Services, Inc., 2004-2006  
In-house IP Counsel

Fulbright & Jaworski, 2000-2004  
Of counsel

Arnold, White & Durkee, Austin, Texas, 1994-2000  
Associate Attorney – IP practice

Law Clerk to U.S. District Judge Donald E. Walter, 1993-1994

U.S. Navy, Submarine Officer (SSN-671), 1985-1990

- Navy Achievement Medal
- Humanitarian Service Medal

## **Mark A. Thurmon**

### **Organizations**

American Intellectual Property Law Association (AIPLA)

- Chair, Trademark Internet and Cyberspace Committee (2001-02)
- Professionalism and Ethics Committee (2003-2004)
- Amicus Committee (2010 – present)
- AIPLA Quarterly Journal Editorial Board (2009-present)
- Trademark Law Committee (1995-present)

State Bar of Texas IPL Section

Houston Intellectual Property Law Association (HIPLA)

- Amicus Committee (2005-present)

### **Publications, Speeches, and Other Significant Projects**

- *Federal Trademark Remedies: A Proposal for Reform*, 5 AKRON INTELL. PROP. L.J. 137 (Spring 2011)
- *Confusion Codified: Why Trademark Remedies Make No Sense*, 17 J. INTELL. PROP. LAW 245 (Spring 2010)
- *Recent Developments in Trademark Law*, 9 WAKE FOREST INTELLECTUAL PROPERTY LAW JOURNAL 1 (2009)
- *Trademark Law Update*, Houston Intellectual Property Law IP Institute, October 9, 2008
- *Extraordinary Cases: Maximizing Enhanced Damages and Attorney Fee Awards in Trademark Cases*, AIPLA Spring Meeting, May 14, 2008
- *Recent Developments in Trademark Law*, Houston Intellectual Property Law IP Institute, October 6, 2007
- *In re Seagate Tech., LLC.*, Amicus Curiae Brief on Behalf of HIPLA (author of amicus brief to en banc Federal Circuit), March 19, 2007
- *Trademark Law Update*, Houston Intellectual Property Law IP Institute, October 12, 2006
- *Understanding the Right to Jury Trial in IP Cases*, Paper and Speech for Advanced IP Institute, Texas State Bar IPL Section, March 2-3, 2006
- *The Rise and Fall of Trademark Law's Functionality Doctrine*, 56 FLA. L. REV. 243 (Apr. 2004)
- *Ending the Seventh Amendment Confusion: A Critical Analysis of the Right to a Jury Trial in Trademark Cases*, 11 TEX. INTELL. PROP. L.J. 1 (Fall 2002)
- *Recent Developments in Trademark Law*, AIPLA Mid-Winter Meeting, 2001



## **Mark A. Thurmon**

### ***Publications, Speeches, and Other Significant Projects (continued)***

- Congressional testimony: *Considering Procedural Issues Raised by International Internet Trademark Disputes*; House Judiciary Committee, Subcommittee on Federal Courts and Intellectual Property; Informational hearing (June 28, 2000)
- *A Pragmatic Approach to Internet Trademark Disputes*, AIPLA Mid-Winter Meeting, 2000
- *Internet Trademark Law Developments*, PLI Computer Law Institute, 1999
- *Practical Solutions to Internet Trademark Problems*, Austin Intellectual Property Association, 1999
- *Reforming the Internet Domain Name System*, TEXAS LAWYER (March 8, 1999)
- *Practical Solutions to Internet Trademark Problems*, Texas State Bar Meeting, IP Section, 1999
- *Recent Developments in Trademark Law*, AIPLA Mid-Winter Meeting, 1999
- *Recent Developments in Trademark Law*, 7 Tex. Intell. Prop. L.J. 179 (Fall 1998)
- *The Expanding Scope of Section 43(a) of the Lanham Act*, Southwestern Legal Foundation Conference on Patent Law, 1997
- *Recent Developments in Trademark Law*, 5 Tex. Intell. Prop. L.J. 155 (Fall 1996)
- *Recent Developments in Trademark Law*, Southwestern Legal Foundation Conference on Patent Law, 1995
- *When the Court Divides: Reconsidering the Precedential Value of Supreme Court Plurality Decisions*, 42 Duke L.J. 419 (1992)

### ***International Teaching Projects***

- Indonesia - Economic Law, Institutional and Professional Strengthening Project (ELIPS II) – 2002-03
  - The ELIPS II program was a USAID-funded program to improve the legal and regulatory environment for business growth and investment in Indonesia. ELIPS II provided institution-building support and technical assistance to Indonesian institutions concerned with economic law development, including the area of Intellectual Property law.
- Warsaw University, Warsaw, Poland – 2002
  - I taught an intensive two-week course on International Intellectual Property law to students in the law program at Warsaw University.

# SULC Faculty Appointments, Retention, Promotion, and Tenure Committee Action Overview Form

AY 2011-2012

Name (Last, First, MI.)	Yrs. Ser.	Highest Degree	Current Rank	Track	Requested Action	Recommendations	
						FARPT Comm.	Chancellor
Mark A. Thurmon	5	JD	Assoc. Professor of Law	Tenure	Promotion to the Rank of Professor of Law with Tenure	√	√





## 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

### MEMORANDUM

TO: Chancellor Freddie Pitcher, Jr. (Jud. Ret.)

FROM: Professor R.C. White, Sr., Chair   
Committee on Faculty Appointment, Retention, Promotion and Tenure

DATE: March 15, 2012

SUBJECT: Tenure and Promotion Recommendation of the Committee

The Committee on Faculty Appointment, Retention, Promotion and Tenure (hereinafter "the Tenure Committee") met on March 14, 2012 to discuss and vote on the tenure and promotion application of Professor Mark Thurmon.

In the fall semester 2011, the Chair of the Tenure Committee appointed a subcommittee to handle the Tenure and Promotion report. All Tenure Committee members were reminded that they were free to visit Professor Thurmon's classes and review his application materials which had been forwarded to the subcommittee Chair. The subcommittee members were Professors Stallworth (Chair), Oko, Richard and Riddick.

The Tenure Committee after due deliberations is recommending that Professor Thurmon be awarded tenure and promoted to Professor of Law. Attached to this memorandum is the summation of the tenure voting sheets for Professor Thurmon made by the Tenure Committee. The anonymous voting sheets of the individual Tenure Committee members are on file with the Chair. The voting sheet uses the criteria taken from the SULC Faculty Guide. In accordance with Law Center tenure rules, Professor Thurmon has received a majority vote of the Committee, at the time of the vote, indicating a rating of excellent in at least four of the six categories reviewed. Additionally, he has not received a vote of unsatisfactory in any category by a majority of the Tenure Committee.

Written reports or documents submitted to the full Tenure Committee by the subcommittee Chair, or requested to be included by the full Tenure Committee are being forwarded with this memorandum. Professor Thurmon's current resume is also attached.

Tenure and Promotion Recommendations  
March 15, 2012  
Page 2

Please let me know if additional information is needed.

Trusting this to be satisfactory. I remain.

Sincerely,

RC White, Sr., Chair  
Committee on Faculty Appointment, Retention, Promotion and Tenure

cc: Members, FARPT Committee (without attachments)

C:/mydocuments/msword/Tenure Spring 2012

FACULTY MEMBER EVALUATED: Mark Thurman

DATE EVALUATION REPORT DISCUSSED: March 14, 2012

CATEGORY	EXCELLENT	SATISFACTORY	UNSATISFACTORY
Professional Training and Experience	12	4	1
Teaching Competence	9	5	3
Professional Activities	12	2	3
Research and Publications	12	3	2
Law Center Service	9	6	2
Student Counseling and Advisement	9	6	2

RECOMMENDATION:

RECOMMEND FOR TENURE: 13

DO NOT RECOMMEND FOR TENURE: 3

NO RECOMMENDATION: 1

\*An applicant for tenure must have a rating of "Excellent" by a majority of the committee in at least four of the six categories, and no rating of "Unsatisfactory" in any category by a majority of the committee to receive the committee's favorable recommendation for tenure.

# Resolution

*Whereas*, Spring Commencement Exercises are scheduled for the campus of Southern University and A&M College at Baton Rouge on Friday, May 18, 2012 at 10:30 a. m. in the F. G. Clark Activity Center; and

*Whereas*, there are approximately **670** prospective graduates at Southern University at Baton Rouge, who are to receive Associate degrees, Bachelor's degrees, Master's degrees and Ph.D. degrees.

*Now, therefore be it resolved* that the degrees conferred upon the candidates for graduation at the Commencement Exercises at Southern University and A&M College at Baton Rouge submitted by President Ronald Mason and Chancellor James L. Llorens, upon the approval and recommendation of the Faculty, Council of Academic Deans, and appropriate administration be, and they are hereby approved.

*Be it further resolved* that the list of graduates may be supplemented or modified as is necessary to carry out the intent of this resolution.

# Certificate

We, the duly qualified and acting officers of the Board of Supervisors of the Southern University and Agricultural and Mechanical College, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Southern University Board of Supervisors as its regular meeting on the 27<sup>th</sup> day of April, 2012.



Ronald Mason, Secretary  
Board of Supervisors, Southern University  
and Agricultural and Mechanical College

---

Darren G. Mire, Chairman  
Board of Supervisors, Southern University  
and Agricultural and Mechanical College



## *Resolution*

*Whereas*, Spring Commencement Exercises are scheduled for the campus of Southern University at New Orleans on Saturday, May 12, 2012 at 4:00p.m. at the UNO Lakefront Arena, 6801 Franklin Avenue, New Orleans, LA 70126; and


*Whereas*, there are approximately 483 prospective graduates at Southern University at New Orleans, who are to receive Associate's degrees, Bachelor's degrees, and Master's degrees.

*Now, therefore be it resolved* that the degrees conferred upon the candidates for graduation at the Commencement Exercises at Southern University at New Orleans submitted by President Ronald Mason, Jr. and Chancellor Victor Ukpolo, upon approval and recommendation of the Faculty, Council of Academic Deans, and appropriate administration be, and they are hereby approved.

*Be it Further Resolved that* the list of graduates may be supplemented or modified as is necessary to carry out the intent of this resolution.

## *Certificate*

We, the duly qualified and acting officers of the Board of Supervisors of the Southern University System, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Southern University Board of Supervisors at its regular meeting on the 27<sup>th</sup> day of April, 2012.



Ronald Mason, Jr., President  
Southern University System  
Secretary, Southern University Board of  
Supervisors

---

Darren G. Mire, Chairman  
Board of Supervisors, Southern University  
System





**RESOLUTION**  
**2012 SPRING COMMENCEMENT**

**WHEREAS, Southern University at Shreveport Louisiana 2012 Spring Commencement** is scheduled on **Tuesday, May 15, 2012 at 7:00 p.m.** at the Shreveport Convention Center, 400 Caddo Street in Downtown Shreveport, Louisiana and;

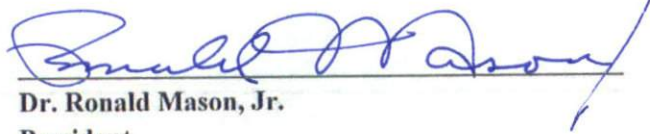
**WHEREAS,** there are approximately 235 prospective candidates for graduation who expect to receive 235 prospective Associate Degrees and Certificates from Southern University at Shreveport Louisiana.

**NOW, THEREFORE BE IT RESOLVED,** that the degrees and certificates will be conferred upon the candidates from graduation during the **2012 Spring Commencement of SUSLA** presented by Dr. Ronald Mason, Jr., President for the Southern University System, Dr. Ray L. Belton, Chancellor for Southern University at Shreveport Louisiana, upon the approval and recommendations of the Vice Chancellor of Academic Affairs, the Faculty, and the appropriate administrative staff, and they are hereby approved, and;

**BE IT FURTHER RESOLVED THAT** the list of graduates may be supplemented or modified as is necessary to carry out the intent to f this resolution

**CERTIFICATE**

**WE,** the duly qualified officers of the Board of Supervisors for the Southern University System, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Southern University System Board of Supervisors at its regular meeting on the 27<sup>th</sup> day of April, 2012.

  
\_\_\_\_\_  
Dr. Ronald Mason, Jr.  
President  
Southern University System

\_\_\_\_\_  
Mr. Darren G. Mire  
Chairman  
Southern University System Board of Supervisors

## **RESOLUTION**

**WHEREAS**, *Law Center Commencement Exercises and scheduled on the campus of Southern University and A&M College at Baton Rouge on Saturday, May 12, 2012 at 10:00 a.m. in the F.G. Clark Activity Center; and*

**WHEREAS**, *there are approximately 145 prospective graduates at Southern University Law Center at Baton Rouge, who are to receive the Juris Doctorate degree; and*

**NOW, THEREFORE IT IS RESOLVED** *that the degrees conferred upon the candidates for graduation at the Commencement Exercises for Southern University Law Center at Baton Rouge submitted by President Ronald Mason, Jr. and Chancellor Freddie Pitcher, Jr., upon the approval and recommendation of the Faculty, and appropriate administration officers be, and they are hereby approved.*

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

## **CERTIFICATE**

*We, the duly qualified and acting officers of the Board of Supervisors of the Southern University and Agricultural and Mechanical College, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Southern University Board of Supervisors at its regular meeting on the 27<sup>th</sup> day of April 2012.*



*President, Secretary Board of Supervisors,  
Southern University and Agricultural and  
Mechanical College*

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*Darren G. Mire, Chairman Board of  
Supervisors, Southern University and  
Agricultural and Mechanical College*



## SOUTHERN UNIVERSITY AT NEW ORLEANS

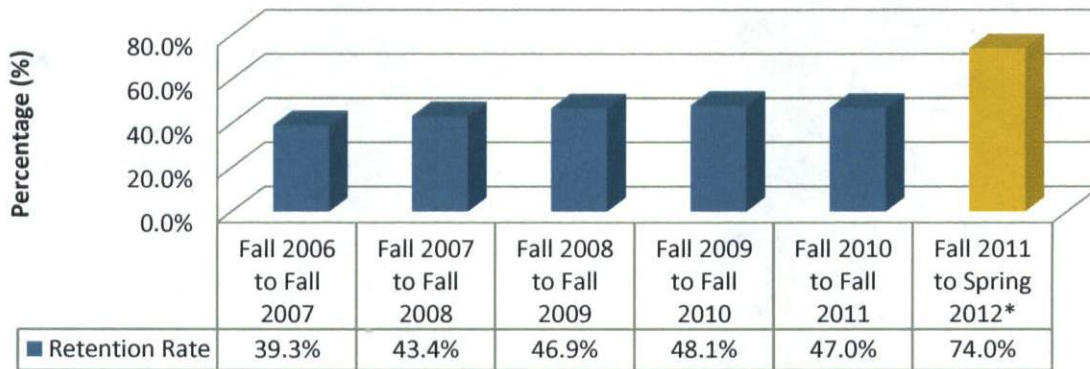
### Why Students Withdraw/Stop-Out

**Preamble**

Southern University at New Orleans has been addressing student retention issues aggressively since improved retention will ultimately result in improved graduation rate and completers data. **Figure 1** summarizes Fall to Fall retention rate from Fall 2006 to Fall 2011; the Fall 2011 to Spring 2012 is also included. We achieved a steady improvement in retention rate since Fall 2006. The Fall 2011 to Spring 2012 rate of 74% represents the highest Fall to Spring rate post-Katrina hurricane. We are intensifying efforts to translate the success to Fall 2012 and hope to achieve the highest Fall to Fall retention rate ever post-Katrina hurricane.

In the GRAD Act Year Two reporting, we achieved our benchmarks for 1<sup>st</sup> to 2<sup>nd</sup> year retention and 1<sup>st</sup> to 3<sup>rd</sup> year retention measures. These are some of the most critical measures under Student Success performance objective in the GRAD Act.

**Figure 1: First-Time Freshman Fall to Fall Retention Rate**



\*Note: Fall 2011 to Spring 2012 retention is preliminary and provided by internal reports.

Source: LA Board of Regents Statewide Student Profile System (SSPS)

## Why Students Withdraw/Stop-Out

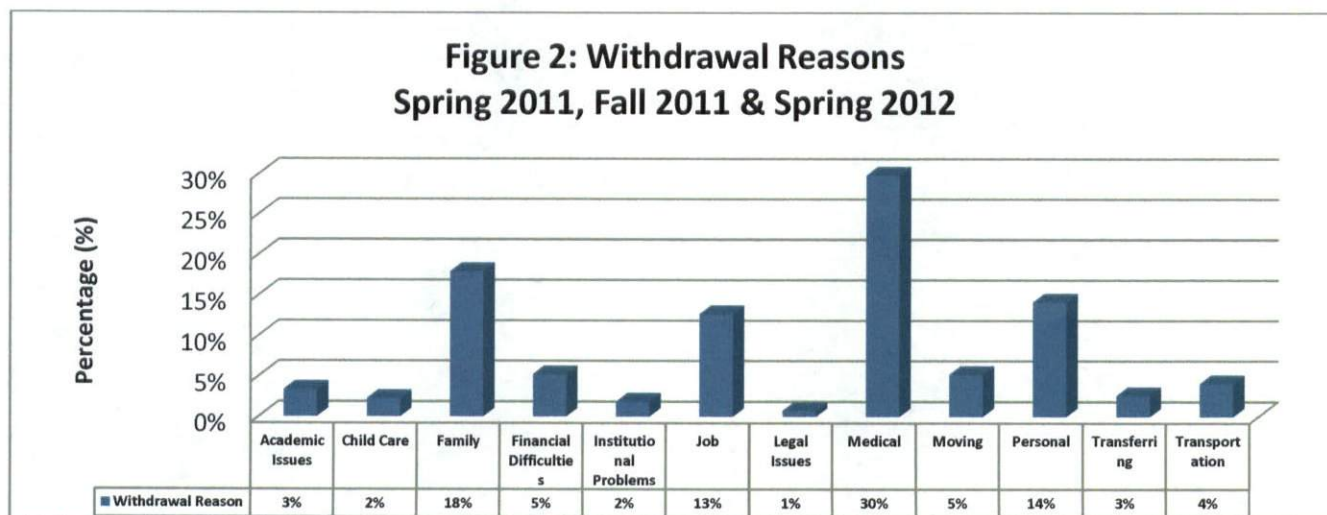
SUNO's experience is based on data obtained from two sources:

1. Reasons provided on **withdrawal slips** from Spring 2011 to Spring 2012.
2. A **Student Survey** carried out from Spring 2006 to Fall 2009.

### Withdrawal Slip Data

The reasons are categorized into **academic issues**, **childcare problems**, **family matters**, **financial difficulties**, **institutional problems**, **job-related**, **legal issues**, **medical (including pregnancy)**, **moving/relocation**, **personal (i.e. undisclosed)**, **transferring to other schools**, and **transportation problems**.

**Figure 2** shows that the four most common reasons for withdrawal/stop-out are **medical (30%)**, **family-related (18%)**, **personal (undisclosed) (14%)**, and **job-related (13%)**. **Financial difficulties (5%)**, **moving/relocation (5%)**, and **transportation hardships (4%)** are also very important contributory factors.



Note: Excludes Early Start withdrawals.

Source: SUNO Center for Student Success & Retention withdrawal card/records



## Student Survey Data (Spring 2006 to Fall 2009)

A student survey with proposed reasons for withdrawal/stop-out was made available to students. From 152 responders, reasons for withdrawal that are extremely important are worth noting. Intervention measures should address those student concerns.

The survey is presented hereby:

	Extremely Important	Somewhat Important	Important	Not Very Important	Not Important at All
Maternity, paternity or family change	37.1%	22.9%	5.7%	5.7%	28.6%
Unhappy with social atmosphere	35.3%	11.7%	11.8%	0.0%	41.2%
Dissatisfied with athletic experience	50.0%	6.2%	0.0%	0.0%	43.8%
Serving in the Armed Forces	50.0%	6.3%	0.0%	0.0%	43.7%
Child Care Concerns	41.7%	19.4%	13.9%	8.3%	16.7%
Lack of adequate transportation	51.4%	2.7%	10.8%	10.8%	24.3%
Personal	44.2%	15.2%	5.8%	17.4%	17.4%
Program of study/major or longer offered at the institution	36.4%	13.6%	4.5%	9.1%	36.4%
Lack of student activities	41.2%	11.8%	5.9%	0.0%	41.2%
Housing problems	45.7%	0.0%	11.4%	5.7%	37.2%
Dissatisfied with Professors/Instructors	31.8%	13.6%	9.1%	9.1%	36.4%
Not ready for college	40.7%	11.1%	7.4%	0.0%	40.8%
Other (Undisclosed)	60.0%	4.4%	8.9%	6.7%	20.0%
Number of Respondents: N = 152					

Source: SUNO Center for Student Success & Retention, Self-Reported Student Withdrawal Surveys

### Current and Future Intervention Measures

#### Current Measures:

1. Contact Students- telephone calls, emails, letter correspondence
2. Provide Workshops on: Suspension/Probation, Excessive Absentees, Transfer Student Programs, The Graduation Project, Academic Majors Awareness Program, Students Assisting Students, First Semester Freshman, Second Semester Freshman, and Midterm intervention.
3. Follow up with students with excessive absences or failing grades after mid-term grades have been posted.
4. Incorporate social media such as *Facebook* to contact students.



5. Require monthly progress reports for students currently on probation via required office visits, email, telephone, etc.

Future Measures:

1. Divide total cohort between 3 retention counselors to develop one on one relationships with students.
2. Improved tracking of reasons why students have withdrawn.
3. Utilize community resources to obtain job assistance, emergency housing, etc., to assist students with financial/personal issues.
4. Develop pilot program for future career plans.
5. Initiatives to have and keep the correct student contact information i.e. correct home addresses, telephone numbers, and email addresses.
6. Incorporate new social media to get more information out to students, e.g. *Twitter*
7. Work with Institutional Effectiveness department to develop withdrawal survey that students **MUST** complete on the computer (located in Retention Center) before leaving with withdrawal cards.
8. Seek grant support to address students' financial needs associated with withdrawal.

We are pleased to report that we received a grant of \$50,000.00 from Wal-Mart specifically to support retention initiatives during the 2011 - 2012 academic year. We have directed the funds specifically towards Fall 2011 Cohort retention. Student needs addressed include: book stipend (\$10,000), tuition support for economically challenged students (\$25,000), Day Care support (\$3,000), and tutorial class support (\$5,000). Five Thousand Dollars (\$5,000) is being spent on staff professional development, and \$2,000 is maintained for miscellaneous expenses.

Such financial supports, wisely spent, invariably have positive impact on retention.



**SUSLA**  
SOUTHERN UNIVERSITY SHREVEPORT, LOUISIANA  
*Excellence • Integrity • Accountability • Service*  
Office of the Chancellor

Thursday, April 26, 2012

Dr. Ronald Mason Jr, President  
Southern University System Office  
4<sup>th</sup> Floor, J. S. Clark Administration Building  
Baton Rouge, La 70813

RE: SUSLA Retention Report 2012

Dear Dr. Mason:

In keeping with your request for information pertaining to those strategies that Southern University at Shreveport Louisiana (SUSLA) engages in support of its retention goals, please find attached a brief synopsis of action strategies embraced by the university community. As noted, the foundation of these efforts is aligned with a comprehensive intrusive advising program and the facilitation of the Early Alert Referral System. Also, with respect to the student withdrawal process, the enclosed report documents that each student that seeks withdrawal from the university must be interviewed by staff within the University Counseling Center and the Office of Academic Affairs. A snapshot of reasons why students have left the university is presented.

I trust this submittal is responsive to your request.

With regards,

  
Ray L. Belton, Ph.D.  
Chancellor

RLB/lw

Attachments

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

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



2010-2012

OFFICE OF RETENTION

POLICIES & PROCEDURES  
PLAN OF OPERATION



Yekishia B. Brown  
Coordinator of Retention  
2010-2012

# Retention Services

## Mission

The **Southern University at Shreveport Office of Student Retention Services** is committed to providing each student with a positive and enriching academic experience while helping reach his or her academic potential. It also provides support to students who have questions about SUSLA's policies, procedures and services.

Using the following methods, the **Office of Retention Services** fulfills its purpose of supporting students until their educational goals at SUSLA are complete:

- Creating a nurturing environment
- Encouraging pre-registration and registration for the following semester
- Coaching students to advocate for themselves within the University system
- Serving as a referral for students needing academic and personal support
- Providing an opportunity for students to share issues and concerns that are preventing academic success
- Helping students to develop strategies for successful matriculation

*College life can sometimes be difficult to balance, but the **Office of Student Retention Services** is ready to help support students during their years at Southern University at Shreveport.*

## About the Director:

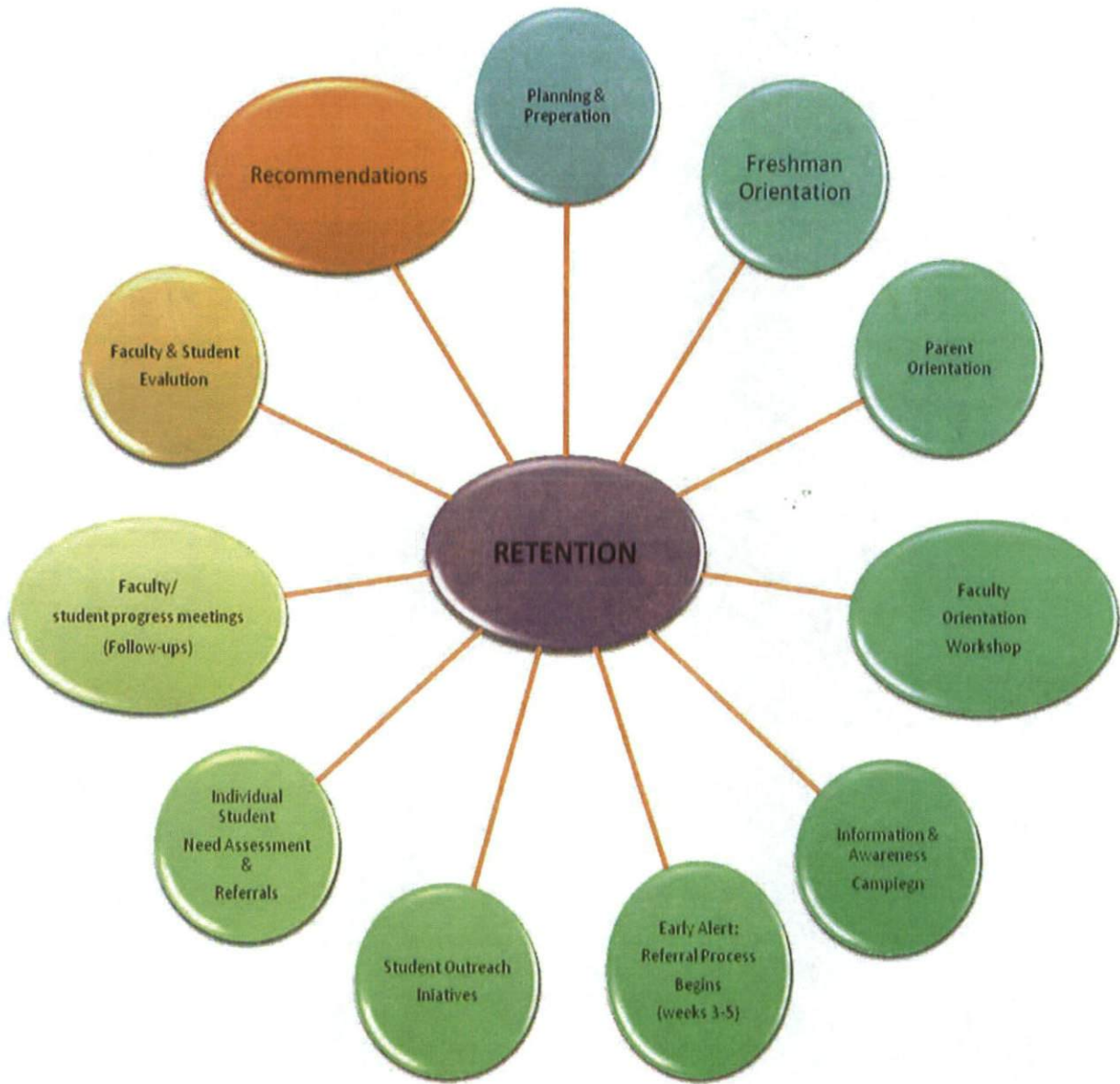
Yekishia B. Brown  
Retention Coordinator  
Fine Arts Building C8  
3050 Martin Luther King, Jr. Drive  
Shreveport, LA 71107



SOUTHERN UNIVERSITY AT SHREVEPORT

OFFICE OF RETENTION

PLAN OF OPERATIONS  
FLOWCHART



## Retention Unit Plan & Action Strategies

Non-Instructional Goal	Action Strategy	Documentation
<p><b>Goal 1: Enrollment</b>            Increase opportunities for student access and success            To annually improve first time freshmen student retention rate from first semester to second semester from Fall 2005-06 baseline of 54.6% to 57.6% by 2012.</p>	<ol style="list-style-type: none"> <li>1. Information Break-out session (classrooms location, Administration Offices location, university policies and procedures.</li> <li>2. 50 - minute presentation on making adjustment to college life.</li> <li>3. Move to another date and location in order to touch a larger number of students / faculty.</li> </ol>	<ol style="list-style-type: none"> <li>1. Orientation - Freshman</li> <li>2. Road Trip Program</li> <li>3. Retention Tips &amp; Treats</li> </ol>
<p><b>Goal 2: Completers</b>            Ensure quality and accountability            Increase the number of Early Alert referrals to University support services before mid-term each semester by 5% each year.</p>	<ol style="list-style-type: none"> <li>1. To work collaborative with Student Support Services, and ensure that students are aware of the location and operating hours of labs or centers providing tutoring.</li> <li>2. To implement a new student awareness program designed to improve retention by introducing the programs and services provided by the office.</li> <li>3. To counsel and with the aim of alleviating barriers to attainment goals</li> </ol>	<ol style="list-style-type: none"> <li>1. Student Support Service Tutorial</li> <li>2. Retention Program &amp; Services (faculty, staff &amp; student)</li> <li>3. Counseling and Advisement records</li> </ol>
<p><b>Goal 3: Implementation</b>            To implement the University retention plan</p>	<ol style="list-style-type: none"> <li>1. Collaborate with faculty &amp; staff to develop a Leadership Program.</li> <li>2. To work collaborative with Student Support Services (i.e.: expansion of tutoring programs; make them available in convenient locations to all students, especially evening students; ensure that students are aware of the location and hours of labs or centers providing tutoring).</li> <li>3. To advance the QEP depicting strong orientation opportunities, 1<sup>st</sup> year freshman experience program and the comprehensive intrusive advising initiative.</li> </ol>	<ol style="list-style-type: none"> <li>1. Mentor Workshops               <ol style="list-style-type: none"> <li>a) Leadership Training</li> <li>b) Effective Time Management / Study Skills</li> <li>c) Revising the Plight: Gentlemen on the Move</li> </ol> </li> <li>1a. Record Keeping</li> <li>1b. Referral processes</li> <li>1c. Referral sources</li> <li>1d. Participant Evaluations</li> <li>1e. Retention Program Logs</li> <li>2. QEP program outcomes</li> </ol>
<p><b>Goal 4: Distribution</b>            To implement and distribute professional brochures for retention services and orientation programs.</p>	<ol style="list-style-type: none"> <li>1. Develop informational materials that will introduce the programs and services that provided by the Office of Retention.</li> <li>2. To ensure that all new students participate in a comprehensive orientation program.</li> </ol>	<ol style="list-style-type: none"> <li>1. Student Retention Brochure</li> <li>2. University Retention Component (Q &amp; A)</li> <li>3. Program and Student Outcomes of First-Year Freshman Experience</li> </ol>

Early Alert Guidelines  
Early Alert Form



**Southern University at Shreveport**  
**Office of Retention**  
**EARLY ALERT REFERRAL SYSTEM GUIDELINES**

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Southern University at Shreveport is committed to providing a supportive environment for our student population. The Early Alert System is designed to direct students to the invaluable services resources the University has available to assist students in attaining their educational goals. It affords the Retention Office an effective way to intervene with students who are exhibiting behaviors that signal that the student is at risk.

Faculty members should submit a completed Early Alert Referral Form to the Retention Coordinator by the third week of class for immediate intervention during the fall and spring semesters. Students exhibiting any of the following should be referred to the Retention Office:

- Excessive Absences
- Poor note taking skills
- Poor test taking skills
- Poor reading skills
- Lack of classroom participation
- Lack of foundation preparedness for academic coursework
- Classroom behavioral problems

The Retention Coordinator will initially contact students by letter (draft attached) to advise that they have been referred for assistance. The Retention Coordinator will then contact the student by telephone and email to schedule a time to meet to discuss any problems the student may be experiencing and to offer strategies to improve chances for persistence and academic success. Upon meeting with the student, the Retention Coordinator will document student contact on the Referral Form and will assist the student in receiving appropriate help from the University. At the end of the semester, the Retention Coordinator will update the Early Alert Referral Form to monitor the student's status and to provide other assistance as warranted.

To ensure the confidentiality of the student's records, student forms will be maintained in the Office of Retention.

**Please note the following deadlines:**

**September 30, 2011** - This is the last day that Early Alert Forms for students who have never attended class will be accepted.

**MidTerm Week: October 10-15, 2011** - This is the last week that Early Alert Forms for students with excessive absences will be accepted. LDA (last date of attendance) information **MUST** be submitted along with early alert forms all for students except those who never attended or logged in (for online classes).

Please note: Early Alert Forms for all other situations (i.e. poor performance, late or incomplete assignments, etc.) may be submitted continuously beyond this point, if the instructor believes that student recovery is possible.

All information received through the Retention Office will be communicated as appropriate with the Financial Aid Office.



**Southern University at Shreveport  
Office of Retention  
EARLY ALERT REFERRAL FORM**

*Please complete and submit this form to alert the Office of Retention of students who may be experiencing difficulty (i.e., excessive absenteeism, poor academic performance, late assignments, lack of basic skills, etc.). You may mail or bring the form to: Yekishia Brown, Fine Arts Building. If you have questions, please call 318 670-9284. Thank you for assisting us in supporting our students.*

**Student Information:**

Student Name: \_\_\_\_\_ ID#: \_\_\_\_\_

Class: \_\_\_\_\_  
Course Title
Course ID
Section

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Semester:  Fall  Spring                      Year: 20\_\_\_\_\_

**Reason for Referral (please check all that apply):**

- |   |  |
|---|--|
| <input type="checkbox"/> Student has never attended class coursework<br><input type="checkbox"/> Excessive absences<br><input type="checkbox"/> Poor performance on exams or assignments<br><input type="checkbox"/> Poor math skills<br><input type="checkbox"/> Late or incomplete assignments<br><input type="checkbox"/> Other (describe below) | <input type="checkbox"/> Lack of foundation preparation for<br><input type="checkbox"/> Study Habits<br><input type="checkbox"/> Poor or no participation in class<br><input type="checkbox"/> Poor reading skills<br><input type="checkbox"/> Student has not logged on (online classes only) |
|---|--|

**Other Faculty Concerns/Comments (exclude behavioral or personality comments):**

\_\_\_\_\_  
 Referring Faculty Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 \_\_\_\_\_

**FOR OFFICE OF RETENTION OFFICE USE:**

Student Contacted by:  Telephone  Email  Letter  Office Visit

Notes from Contact: \_\_\_\_\_  
 \_\_\_\_\_

Intervention Strategy:  Referred to Counseling Center  Referred to Tutor  Student

Advised to Drop Class

Other \_\_\_\_\_

End of Semester Review:  Student Completed Course with Passing Grade  Student Failed Course

Student Withdrew from Course  Student Withdrew from University

Taskforce on Student Retention Committee Members

Yekishia B. Brown, Coordinator of Retention



EXCELLENCE • INTEGRITY • ACCOUNTABILITY • SERVICE

OFFICE OF ACADEMIC AFFAIRS

TO: Dr. Ray L. Belton  
Chancellor

FROM: Dr. Orella R. Brazile <sup>ORB</sup>  
Vice Chancellor for Academic Affairs

DATE: April 26, 2012

RE: **Report on Retention**

Southern University at Shreveport has two opportunities to assess why students are leaving school.

1. Students must complete a Withdrawal Form prior to leaving the University. The Withdrawal Form provides two opportunities for students to indicate why they are leaving.
  - A. The first opportunity is when the form is signed by a counselor at the Counseling Center. The Counselor interviews the student as to the reason they are leaving.
  - B. The second opportunity is when the form has to be signed by the Vice Chancellor for Academic Affairs, which is the last signature on the form. If the student indicates they are not re-enrolling or returning, the Vice Chancellor interviews the student as to the reason why. Of the 97 students that officially withdrew during the Spring Semester, 29 listed the following reasons:
    - C.
      - ◆5 - difficulty adjusting
      - ◆8 - personal/family matters
      - ◆4 - transportation
      - ◆4 - medical reasons
      - ◆3 - problems with course or instructor
      - ◆2 - moved out of state
      - ◆3 - other (1, working, 1, loss of a loved one, 1, not enough time to get coursework)

The remaining 68 students indicated they were returning to SUSLA.

3050 Martin Luther King, Jr. Drive • Shreveport, Louisiana 71107  
(318) 670-6000 OR (800) 458-1472 • PHONE: (318) 670-9315 • FAX: (318) 670-6338  
[www.susla.edu](http://www.susla.edu)

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Dr. Ray L. Belton  
Page 2  
April 26, 2012

2. SUSLA's Graduate Survey indicates where students are transferring. This survey provides information for the Grad Act and indicates whether a student is transferring within the Southern University System. Of the 220 surveys returned, six (6) graduates indicated they were transferring to Southern University in Baton Rouge; zero (0) to SUNO, and one (1) re-entering SUSLA to pursue a Nursing degree.





# Southern University at Shreveport

## Withdrawal Request Form

(Do Not Duplicate This Document)

Name: \_\_\_\_\_ ID#: \_\_\_\_\_  
Last First Middle/Maiden

Current Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Current Semester: \_\_\_\_\_ Date of Withdrawal Request: \_\_\_\_\_

**Initiation Date**  
Registrar's Office Use Only  
Withdrawal calculations will be based on this date

### Reason for Withdrawal:

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Course unsuitability    | <input type="checkbox"/> Medical reasons                        | <input type="checkbox"/> Lack of transportation                |
| <input type="checkbox"/> Difficulty adjusting    | <input type="checkbox"/> Insufficient academic progress         | <input type="checkbox"/> Poor Quality of academic instruction  |
| <input type="checkbox"/> Personal/Family Reasons | <input type="checkbox"/> Lack of personal support-faculty/staff | <input type="checkbox"/> Financial difficulties                |
| <input type="checkbox"/> Other: _____            |   | <input type="checkbox"/> Inability to obtain housing on campus |

Plan to Re-enroll? Yes \_\_\_ No \_\_\_ If yes, when? \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

**INSTRUCTIONS – Read Carefully:** The student must obtain signatures from the following offices listed below. Withdrawal will become effective when the University Registrar's Office provides the withdrawal form to the student affixed with the date. **The student will have 7 Calendar Days prior to the withdrawal deadline to complete this process or rescind the withdrawal.** If not completed or returned, the Registrar's Office will finalize the student's withdrawal process for all classes enrolled at SUSLA.

**Deadline Date Entered by Registrar's Office Only:** Withdrawal Deadline Date for Spring 2012 April 20, 2012

### Signatures:

Student or Designee ( <b>read above statement before signing</b> )	_____	Date	_____
Jaguar Courtyard Housing Director ( <b>Residents Only</b> )	_____	Date	_____
	<input type="checkbox"/> Exit Withdrawal		
Counseling Center Director ( <b>forward a copy to Retention Center</b> )	_____	Date	_____
	(Fin Aid) Y ___ N ___		
Financial Aid Director	_____	Date	_____
	Method of Payment _____		
Accounting Services Director	_____	Date	_____
Vice Chancellor Academic Affairs	_____	Date	_____

If you receive funds from the Federal Title IV financial aid programs, the regulations require that the date used to calculate the "Return of Title IV Funds" is the date the student initiates this withdrawal form.

<b>For Internal Use Only by Office of the University Registrar</b>			
Date Received: _____	Date Processed: _____	Processed By: _____	
Date Forwarded to Accounting Services: _____	Forwarded By: _____		
Date Forwarded to Financial Aid: _____	Forwarded By: _____		





**SUSLA GRADUATES – GRAD ACT SURVEY**  
SPRING 2012

*www.susla.edu*

Please complete the following as a requirement for Louisiana Grad Act:

Name: \_\_\_\_\_ Major: \_\_\_\_\_

1. Are you currently employed? \_\_\_\_\_ Yes \_\_\_\_\_ No
2. If Yes, please provide employment company's name and location below:
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
3. Is your job in the field of your study (major)? \_\_\_\_\_ Yes \_\_\_\_\_ No
4. Are you transferring to another institution? \_\_\_\_\_ Yes \_\_\_\_\_ No
5. If Yes, please provide the institution's name and location below:
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_

Thank you for your cooperation in providing this information.

## **Southern University and A & M College**

Baton Rouge, Louisiana  
Recruitment Update  
April 2012

Although the Office of Recruitment and Admissions is now two separate offices with a Director of Recruitment and a Director of Admissions, the two directors are working together to ensure an increased level of efficiency and effectiveness in serving prospective students. Together, the directors are working to expedite the processing of admission applications, so that prospective students can be informed as quickly as possible regarding the status of their admission applications.

The Office of Recruitment engaged in several recruitment activities since the last reporting period. Those activities are discussed below.

### **College Night on the Bluff**

The Office of Recruitment hosted its annual spring recruitment event for high school seniors on April 11, 2012. The College Night on the Bluff event is designed to allow prospective students the opportunity to speak with the academic department representatives and with housing, financial aid, and admissions staff regarding admission for fall 2012. There were over 350 prospective students, parents and guardians in attendance.

During the event, the students were welcomed by Dr. James Llorens and Recruitment Director Michelle Hill. All of the academic departments were represented and provided students with information related to academic scholarships and their respective programs. In addition, the Honors College awarded scholarships to students during the event.

Application fee waivers were extended to students who submitted an admission application during the event. Students who were present and submitted an admission application packet were eligible to enter into a tuition scholarship raffle. To be eligible to receive the tuition scholarship, the student must apply for fall 2012, submit all outstanding admission documentation by April 30, 2012 and meet the fall 2012 admissions standards. The scholarship raffle will be conducted on May 3, 2012. During the event, eight book vouchers valued at \$500 each were raffled. Both the scholarship and the book voucher raffles were sponsored by Chancellor James Llorens.

### **Recruiting Activities and Tours**

During the month of March, 42 on campus tours were held with over 939 students visiting the campus. In addition, there were 8 academic visits attended by recruiters.

As of April 18, 2012, 30 on-campus tours were held with over 1,556 students visiting the campus.

Office of Recruitment  
April 18, 2012



## **Upcoming Events**

The Office of Recruitment, in collaboration with the Southern University Houston Alumni chapter, will host an evening with the Chancellor on Friday, April 27<sup>th</sup> in Houston, Texas.

Beginning April 24, 2012 in Donaldsonville, LA and concluding May 14, 2012 in Baton Rouge, LA, the Office of Recruitment, in collaboration with the SUS Alumni Office, will conduct a 9-city tour across Louisiana. The tour, "The Southern University Experience", will partner with churches and the local alumni to meet with prospective students and their parents in a local church. The tour will include representatives from Chancellor Llorens' office, the SU System Office, the SU Board of Supervisors, Office of Academic Affairs, Office of Student Affairs and students.

## **Calling All SU Alumni!!!**

During the week of April 16-20, 2012, the Chancellor sent out an e-mail to all SU Alumni who are in the SU Alumni Federation's data base. According to the Federation Office, that would be approximately 9,000 SU graduates. The Chancellor made a direct appeal to SU Alumni to forward to his office and the Office of Recruitment the names of as many graduating seniors from their respective areas as possible and, most importantly, the e-mail address and cell phone number of each (where possible). This is another effort to try to reach and recruit students. Those students for whom we are fortunate to receive e-mail addresses, physical addresses and/or cell phone numbers will be contacted immediately. Each student will receive (1) a personal e-mail/letter from the Chancellor, (2) an e-mail/letter from the Director of Recruitment, (3) a cell phone call and/or text message from students enrolled at SUBR from their particular area, (4) a call/e-mail from SU Alumni in the area, (5) and once we find out what the student is interested in as a possible major, an e-mail/letter, phone call, text message from the appropriate dean, department chair and students. Our goal is to touch as many seniors as possible multiple times.

The National Alumni President, Mr. Dennis Brown, also sent out an e-mail to all alumni asking them to support this effort by responding to our request. We will also seek names and contact information from other groups and organizations.

## **Moving Forward**

The "Back on Top" recruitment campaign will begin the week of April 23, 2012. This campaign is focused on the recruitment, admissions, and enrollment of the Fall 2012 freshman class. Activities conducted during this campaign will be done in coordination with undergraduate and graduate students, staff, and faculty from all areas of the University.