

FINANCE AND AUDIT COMMITTEE

(Following the Athletics Committee)

Friday, June 28, 2013

Health and Physical Education Building/Gym

Southern University -- Park Campus

6400 Press Drive

New Orleans, Louisiana 70126

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Items
 - A. Delay of Transformation Recommendations for Information Technology and Finance and Business Affairs, pending review by consultants (Braxton)
 - B. Transformation Recommendations
 - 1.) Information Technology
 - 2.) Finance and Business Affairs
 - C. Extension of Food Service Management Agreement between Sodexo Operations, LLC and Southern University at New Orleans
 - D. Extension of Food Service Contract Agreement between Bethune Services, LLC and Southern University at Shreveport
 - E. Student Health Fee Increase, SUBR
 - F. Building Use Fee for Campus Maintenance, per House Bill 671, System-wide
 - G. Tuition Discounts for Spring 2013 Semester, SUBR
 - H. Interim Financial Report, as of May 31, 2013, SU System entities
 - I. Student Referenda, SUBR
6. Informational Updates
 - A. Human Resources Transformation
 - B. Enrollment Services Center Transformation
 - C. Minority vendors doing business with Southern University, System-wide (Lawson)
 - D. Southern University Faith Fund (Gant)
7. Other Business
8. Adjournment

MEMBERS

Mr. Willie E. Hendricks – Chair; Dr. Eamon M. Kelly - Vice Chair
Atty. Murphy F. Bell, Jr., Mr. Calvin W. Braxton, Sr.
Mr. Darren G. Mire, Mr. Mike A. Small, Dr. Leon R. Tarver II
Atty. Bridget A. Dinvaut - Ex Officio

May 30, 2013

Southern University at New Orleans
Attention: Jullin Renthrope
Vice Chancellor for Finance
6400 Press Drive
New Orleans, Louisiana 70126

Re: Food Service Management Agreement dated September 30, 2009,
("Agreement") between Southern University of New Orleans ("SUNO") and
Sodexo Operations, LLC ("Sodexo").

Dear Mr. Renthrope:

This letter is intended to confirm that the parties have mutually agreed to extend the term of the Agreement for six (6) additional months, commencing July 1, 2013 and continuing through December 31, 2013.

Please indicate your agreement with the above by signing in the space provided below and returning this letter to me.

Sincerely,

Jim Fjelstul
Senior Vice President
Sodexo Operations, LLC

SOUTHERN UNIVERSITY OF NEW ORLEANS

By: J. Renthrope
Its: ROP
Date: 6-12-13

cc: Law Department, Sodexo Operations, LLC

FOOD SERVICES CONTRACT AGREEMENT AMENDMENT

This contract amendment is effective 19th day of June in the year 2013, by and between Southern University at Shreveport, herein appearing through Dr. Ray Belton, Chancellor (herein termed the “University”) and Bethune Services, LLC (herein termed the “Contractor”).

Whereas, this contract agreement amendment is intended to amend the contract agreement for Food Services Operations at Southern University at Shreveport to provide food services to students, faculty staff and guests. University and Contractor do hereby enter into a contractual agreement amendment under the following terms and conditions.

Length of Agreement shall now read as follows:

The agreement shall be effective from July 1, 2013 to December 31, 2013.

University’s Right to Terminate shall now read as follows:

As an agreement to extend this contract agreement to December 31, 2013, both parties agree that each party provide a thirty (30) day notice for termination.

All other terms and conditions of the Contract Agreement entered into on June 1, 2010 and amended thereto will remain in full force and effect. Both parties acknowledge and agree to the Amendment as evidenced by their signatures below:

Southern University at Shreveport

By: _____

Name (printed): _____

Title: _____

Bethune Services, LLC

By: _____

Name (printed): _____

Title: _____



INCORPORATED 1880 RELOCATED 1914
SOUTHERN
UNIVERSITY
And

Agricultural & Mechanical College

STUDENT HEALTH SERVICES
P.O. Box 10174
Baton Rouge, Louisiana 70813-2021
(225) 771-4770

Baranco-Hill Health Center
Helen Barron Drive
FAX (225) 771-6225

RECEIVED

JUN 13 2013

**VICE CHANCELLOR FOR
FINANCE AND ADMINISTRATION**

June 13, 2013

TO: Mr. Flandus McClinton, Vice Chancellor
Finance and Administration
J.S. Clark Administration Building
Baton Rouge, LA

FROM: Shirley F. Wade, APRN, FNP-C, SANE
Director, Student Health Service
Southern University
Baton Rouge, LA 70813

Dear Mr. McClinton,

Please allow this to serve as a request to increase the student health fee from \$60 to \$100 beginning Fall 2013. With the initiation of the Patient Portability Affordable Care Act (Obama Care), the health center will be faced with meeting all of the guidelines and will incur an increase in operating expenses by at least \$254,224 per semester. This amount is based on information provided to our consultant and this is their recommendation.

I have attached emails in regards to this request. Should you have further questions, please feel free to contact me at 225.771.0020. Thanks in advance for your cooperation and support.

APPROVED:

Dr. Brandon K. Dumas, Vice Chancellor

Mr. Flandus McClinton, Vice Chancellor

Dr. James Llorens, Chancellor

6/14

Shirley Wade (Faculty)

From: Mike Tucker <Mike_Tucker@ajg.com>
Sent: Thursday, May 16, 2013 7:15 PM
To: Shirley Wade (Faculty)
Subject: SU Student Health Center
Attachments: Advisory Meeting 5.15.docx

Based on the below assumptions, I estimate your operating expenses to increase by \$254,224 (Includes 5% incidental costs) per semester. Based on an estimated 7,000 students paying the student health fee, you should increase your fee by \$36.31 per student/per semester.

- ✓ The cost of your additional personnel—salary and benefit cost(usually 30-35% of salary) **\$229,235.40**
- ✓ Estimated annual increase cost of supplies **\$30,000**
- ✓ Number of additional hours the clinic will be open—I think you told me 22 hours per month **22 hours/week**
- ✓ Estimated number of students you see on a daily basis now **30**
- ✓ Total number of students who are charged a student health fee **All students including law school 7300**
- ✓ Estimated cost of contraceptives provided to students at no cost (New Healthcare Reform Requirement) **\$75,000**
- ✓ Estimated Pharmacy cost of (Immunization and wellness) provided at no cost to students (New Healthcare Reform Requirement) **\$150,000**

I have also included a copy of the packet we discussed yesterday; I revised the REFP time-line, as Ms. Antoine has to confirm the revised dates. Please let me know if you have any questions or concerns.



Mike Tucker
Benefits Consultant
A Subsidiary of Arthur J. Gallagher & Co.
235 Highlandia Drive, Ste. 200
Baton Rouge, LA 70810
Ph: 225.292-3515 • Fax: 855-370-9912 • Cell: 225-620-2702
Mike_tucker@ajg.com
www.gallagherbenefits.com/



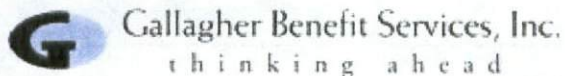
Gallagher Benefit Services, Inc. | T h i n k i n g A h e a d
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Shirley Wade (Faculty)

From: Mike Tucker <Mike_Tucker@ajg.com>
Sent: Thursday, May 16, 2013 4:24 PM
To: lois_holden@sus.edu
Cc: Shirley Wade (Faculty)
Subject: Hard-Waiver Recommendation
Attachments: ajg8964_000.pdf

Mrs. Holden,

As we discussed in our meeting yesterday, attached is my firm's recommendation regarding a hard-waiver student health plan. Please feel free to contact me with any questions.



Mike Tucker
Benefits Consultant
A Subsidiary of Arthur J. Gallagher & Co.
235 Highlandia Drive, Ste. 200
Baton Rouge, LA 70810
Ph: 225.292-3515 • Fax: 855-370-9912 • Cell: 225-620-2702
Mike_tucker@ajg.com
www.gallagherbenefits.com/



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Gallagher Benefits Services Inc.

A Subsidiary of Arthur J. Gallagher & Co.

May 16, 2013

Mrs. Lois Holden
System Vice President for Finance
Business Affairs & Controller Office
Southern University A&M College
Baton Rouge, LA 70807

Dear Mrs. Holden,

It was such a pleasure to meet with you and the Student Health Plan Advisory Committee yesterday, and I appreciate your confidence in my firm's ability to assist Southern University System select a vendor for its student health plan. As I mentioned in my presentation, the newly enacted requirements of Healthcare Reform are causing insurance carriers who market student health insurance to conduct business differently than they have in the past.

Namely, the fact that student health plans cannot have annual limits less than \$500,000 on essential health benefits for policy years beginning on or after September 23, 2013, but before January 1, 2014, and unlimited after January 1, 2014, insurance carriers in this market has a much more exposure to loss than in previous years. This risk is particularly unique in the student health market because student medical insurance is issued on a guaranteed basis with no medical questions asked; one carrier described it as signing a \$500,000 blank check!

To ensure that students receive value for their premium dollar, new federal legislation makes student health plans subject to the reporting and rebate requirements of the Medical Loss Ratio (MLR) rule starting in 2013. The MLR for Student health Plans is 80%, which limits insurance carriers overhead to no more than 20%. This too has caused insurance carriers in the student health insurance industry to re-evaluate their business practices.

One consistent approach that insurance carriers have adopted is to not offer insurance coverage to Universities that offer student medical plans on a "voluntary basis" for their domestic students. Rather, insurance carriers are requiring Universities to offer student medical insurance on a "mandatory" or

235 Highlandia, Suite 200
Baton Rouge LA 70810
Phone 225.292-3515
Fax 225.296.3998



“hard-waiver” basis. Mandatory coverage requires that all students are enrolled in the student medical insurance plan, and “hard-waiver” requires that students provide proof of other medical insurance to opt out of the student medical plan.

It has been proven with other Universities that if given a choice to elect medical insurance on a voluntary basis, students will elect not to pay the additional money for health insurance. If students do not elect medical coverage through the student health plan, it would increase the number of students seeking medical services through the Student Health Center. This will put a financial strain on the Student Health Center because they will not be able to bill the insurance company for reimbursement for services as a provider. Therefore, my firm recommends that Southern University System adopts a “hard-waiver” program for the upcoming 2013/2014 academic year.

If you need any additional information or would like to discuss further, please feel free to contact me at 225 906-1298.

Sincerely,

Mike W. Tucker
Benefits Consultant



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

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

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

June 11, 2013

Dr. Ronald Mason
System President
4th Floor, J. S. Clark Administration
Baton Rouge, LA 70813

Dear Dr. Mason:

The State Legislature approved House Bill 671 which authorizes each public postsecondary education management board to impose additional tuition and fees for certain programs and purposes. This bill authorizes a \$48 per-semester (prorated for part-time and summer sessions) Building Use Fee to be used for campus maintenance. Currently our campuses are charging a Building Use Fee of \$10 for Fall/Spring semesters and \$5 for Summer sessions.

I am requesting approval of this fee increase by the Southern University Board of Supervisor at its July 2013 meeting. The fee will be implemented in accordance with the guidelines stipulated in the Bill and effective Fall Semester, 2013.

Please contact me if additional information is needed.

Sincerely,

A handwritten signature in black ink that reads "Kevin Appleton". The signature is written in a cursive style.

Kevin Appleton
Vice President for Finance and
Business Affairs

Regular Session, 2013

HOUSE BILL NO. 671

BY REPRESENTATIVES FOIL, ADAMS, BARRAS, BERTHELOT, BROADWATER, BROSSETT, CARMODY, CHANEY, GAINES, GUINN, HARRISON, HOFFMANN, HONORE, TERRY LANDRY, PYLANT, REYNOLDS, SCHEXNAYDER, AND SEABAUGH AND SENATOR DORSEY-COLOMB

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AN ACT

To enact R.S. 17:3351.11(E) and 3351.17 through 3351.19, relative to tuition and mandatory fee amounts for public postsecondary education institutions; to authorize each public postsecondary management board to impose certain tuition and fee amounts at certain institutions; to provide for effectiveness; and to provide for related matters.

Be it enacted by the Legislature of Louisiana:

Section 1. R.S. 17:3351.11(E) and 3351.17 through 3351.19 are hereby enacted to read as follows:

§3351.11. Board of Supervisors of Louisiana State University and Agricultural and Mechanical College; tuition and attendance fee amounts; Health Sciences Centers; waivers

* * *

E. In addition to the authority granted by this Section and any other provision of law, including but not limited to R.S. 17:3139.5, and in accordance with the provisions of Article VII, Section 2.1(A) of the Constitution of Louisiana, the Board of Supervisors of Louisiana State University and Agricultural and Mechanical College may impose the following fees for students enrolled in Louisiana State University Health Sciences Center-New Orleans School of Dentistry for the 2013-2014 academic year and thereafter:

(1) A dental supply fee of three hundred dollars per academic year for students in the doctor of dental surgery program, the dental hygiene program, and the dental laboratory technology program.

1 (2) A prosthetic device fee of two hundred seventy-five dollars per academic
2 year for second-year students in the doctor of dental surgery program.

3 * * *

4 §3351.17. Distance education; tuition and attendance fees; waivers; public
5 postsecondary education management boards

6 A. In addition to the authority granted by any other provision of law,
7 including but not limited to R.S. 17:3139.5, and in accordance with Article VII,
8 Section 2.1 of the Constitution of Louisiana, the Board of Supervisors of Louisiana
9 State University and Agricultural and Mechanical College, the Board of Supervisors
10 of Southern University and Agricultural and Mechanical College, the Board of
11 Supervisors for the University of Louisiana System, and the Board of Supervisors
12 of Community and Technical Colleges may impose at each institution under its
13 respective management and supervision for the Fall 2013 semester and thereafter
14 tuition and attendance fees for students enrolled in an academic degree program
15 offered entirely through distance education as defined by the Southern Association
16 of Colleges and Schools when such program is comparable to a program offered
17 through traditional in-person classroom instruction.

18 B. The authority granted in Subsection A of this Section shall include the
19 authority to impose proportional amounts for part-time students and for summer
20 sessions.

21 C. Each board shall establish criteria for waiving the tuition and fees
22 authorized in Subsection A of this Section in cases of financial hardship as
23 determined by the board. Information relative to such waivers and the criteria and
24 procedures for obtaining a waiver shall be made available to all prospective students
25 in a timely manner such that each student is informed of the availability of a waiver
26 prior to the student making a final decision concerning attendance.

27 §3351.18. Board of Supervisors of Louisiana State University and Agricultural and
28 Mechanical College; digital media program fee; amount; waivers

29 A. In addition to the authority granted by any other provision of law,
30 including but not limited to R.S. 17:3139.5, and in accordance with Article VII,

1 ~~Section 2.1 of the Constitution of Louisiana, the Board of Supervisors of Louisiana~~
2 ~~State University and Agricultural and Mechanical College may impose at Louisiana~~
3 ~~State University and Agricultural and Mechanical College at Baton Rouge for the~~
4 ~~Fall 2013 semester and thereafter a digital media program fee for students enrolled~~
5 ~~in graduate and professional degree programs in digital media in an amount not to~~
6 ~~exceed two thousand five hundred dollars per semester.~~

7 ~~B. The authority granted in Subsection A of this Section shall include the~~
8 ~~authority to impose proportional amounts for part-time students and for summer~~
9 ~~sessions.~~

10 ~~C. The board shall establish criteria for waiving the fee authorized in~~
11 ~~Subsection A of this Section in cases of financial hardship as determined by the~~
12 ~~board. Information relative to such waivers and the criteria and procedures for~~
13 ~~obtaining a waiver shall be made available to all prospective students in a timely~~
14 ~~manner such that each student is informed of the availability of a waiver prior to the~~
15 ~~student making a final decision concerning attendance.~~

16 ~~§3351.19. Building use fee; amount; waivers; public postsecondary education~~
17 ~~management boards~~

18 ~~A. In addition to the authority granted by any other provision of law,~~
19 ~~including but not limited to R.S. 17:3139.5, 3351.7, and 3351.8, and in accordance~~
20 ~~with Article VII, Section 2.1 of the Constitution of Louisiana, the Board of~~
21 ~~Supervisors of Louisiana State University and Agricultural and Mechanical College,~~
22 ~~the Board of Supervisors of Southern University and Agricultural and Mechanical~~
23 ~~College, the Board of Supervisors for the University of Louisiana System, and the~~
24 ~~Board of Supervisors of Community and Technical Colleges may impose at each~~
25 ~~institution under its respective management and supervision, for the Fall 2013~~
26 ~~semester and thereafter, a building use fee. The amount of the fee shall not exceed~~
27 ~~forty-eight dollars per semester or any higher fee amount otherwise specifically~~
28 ~~authorized by law.~~

1 B. The proceeds of the fee shall be used to construct, acquire, repair,
2 maintain, operate, or improve the facilities and physical infrastructure of the
3 institution collecting the fee.

4 C. The authority granted in Subsection A of this Section shall include the
5 authority to impose proportional amounts for part-time students and for summer
6 sessions.

7 D. Each board shall establish criteria for waiving the fee authorized in
8 Subsection A of this Section in cases of financial hardship as determined by the
9 board. Information relative to such waivers and the criteria and procedures for
10 obtaining a waiver shall be made available to all prospective students in a timely
11 manner such that each student is informed of the availability of a waiver prior to the
12 student making a final decision concerning attendance.

13 Section 2. This Act shall become effective upon signature by the governor or, if not
14 signed by the governor, upon expiration of the time for bills to become law without signature
15 by the governor, as provided by Article III, Section 18 of the Constitution of Louisiana. If
16 vetoed by the governor and subsequently approved by the legislature, this Act shall become
17 effective on the day following such approval.

SPEAKER OF THE HOUSE OF REPRESENTATIVES

PRESIDENT OF THE SENATE

GOVERNOR OF THE STATE OF LOUISIANA

APPROVED: _____

Southern University and A&M College System
Projected increase in Building Use Fees
for Fiscal Year 2013-2014

Campus	Projected Revenue Increase
Southern University at Baton Rouge	\$ 335,787
Southern University at New Orleans	183,464
Southern University at Shreveport	145,160
Southern University Law Center	<u>46,208</u>
Southern University System Total	<u><u>\$ 710,619</u></u>

Corrected Copy



RECEIVED
 APR 23 2013
 OFFICE OF THE CHANCELLOR

HUMAN RESOURCES
 P. O. Box 10400
 Baton Rouge, LA 70813

(225) 771-2680
 FAX (225) 771-5617
 www.subr.edu/humanresources

April 22, 2013

Dr. James Llorens
 Chancellor
 Office of the Chancellor
 Third Floor
 J. S. Clark Administration Building
 Campus

Subject: Tuition Discount/Fee Waiver

Dear Dr. Llorens:

Pursuant to Board Policy on the above captioned, we are submitting the below figures for the Spring Semester 2013

<u>CATEGORY</u>	<u>PARTICIPANTS</u>	<u>TUITION DISCOUNT/ FEE WAIVER</u>
Dependents SUBR:	19	\$ 3,513.65
Staff SUBR:	13	\$11,161.00

If you should have any questions, please advise.

Sincerely,

Lester A. Pourciau
 System V/P for Human Resources

LAP/oj
 Attachments

Corrected Copy

DEPENDENTS PARTICIPATING IN TUITION DISCOUNT

<u>DEPENDENT</u>	<u>SS/ID/BANNER #</u>	<u>DISCOUNT AMOUNT</u>	<u>EMPLOYEE</u>	<u>DEPT/BANNER FUND CODE</u>
Burden, II, Jerry	S02761749	196.85	Harris-Burden, Marcia	320071/31120
Byrd, Courtney	S01455345	196.85	Johnson, Sandra	211001/27054
Dyson, Delarian*	S00019812	196.85	Dyson, Alice	621525/65050
Franklin, Ephraim *	S00017513	196.85	Franklin, Mary	211001/22481
Godchaux, Heidi *	S01356924	196.85	Johnson, Lena	311001/33030
Green, Delilah	S01467986	196.85	Thomas, Winston	211001/26354
Hill, Kristy	S01477869	196.85	Hill, Veronica	220206/22605
Huang, Kelvin	S01816805	196.85	Huang, Chun	211001/22685
Jones, Quetin*	S02175048	196.85	Jones, Sandra	311001/36110
Kight, Leah	S01686177	196.85	Kight, Dawn	211001/22561
Matthews, Crystal	S01537892	83.60	Johnson, Sandra	211001/27054
Ntombela, Zolile	S01403549	196.85	Namwamba, Grace	211001/22130
Paul, Charles*	S01405649	196.85	Batiste, Linda	611001/66150
Robins, Sanford*	S01503014	196.85	Robins, Rosa	211000/22255
Shropshire, Jeremy	S01737718	196.85	Wilson, Evelyn	311001/32020
Smart, Re'Shonsi*	S00016047	196.85	Smart, Dorothy	111008/11401
Stove, Laina*	S01491625	83.60	Stove, III, Benjamin	211001/26102
Washington, Kenneth*	S01548520	196.85	Washington, Ethel	111008/11401
Williams, Kirklin	S01443883	196.85	Williams, Warren	216060/27401

STAFF PARTICIPATING IN JOB ENHANCEMENT FEE WAIVER

<u>SUBR STAFF</u>	<u>SS/ID/BANNER #</u>	<u>FEE WAIVER AMOUNT</u>	<u>DEPT/BANNER CODE</u>
Abadie, Justin	S00019910	836.00	225025/22401
Augustus, Josita*	S00016916	1036.00	311001/31120
Beals, Mary	S00018630	529.00	212295/22622
Clarke, Raymond	S00019343	836.00	211101/26301
Hunte, Christopher	S00017351	836.00	220238/21091
Johnson, Lena*	S00017091	836.00	311001/33030
Jones Christopher*	S00019149	836.00	218900/21801
Jones, Sheldon	S00016741	836.00	218900/21808
Minor, Shelia *	S00016435	836.00	211001/21057
Rogers, Christopher	S00018634	836.00	611001/64050
Sims, Rosemary*	S00015730	1036.00	211001/26102
Smith, Ethel *	S00017381	1036.00	211001/26252
Smith, Kendrick	S00017994	836.00	211001/22684

*Reimbursement

Southern University System
General Fund Budget Projections
For Fiscal Year Ending June 30, 2013
As of May 31, 2013

	Actual as of 05/31/13	Projected	Total FY 2012-13	Budget as of 6/30/2013	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$45,958,277	\$3,526,601	\$49,484,878	\$49,484,878	92.9%	0
Statutory Dedicated	3,027,853	1,681,329	4,709,182	4,709,182	64.3%	0
Funds Due From Mgmt or BOR						
Federal	956,574	2,697,635	3,654,209	3,654,209	26.2%	0
Self Generated						
Tuition - Fall 2012	23,295,055	0	23,295,055	23,307,069	99.9%	(12,014)
Tuition - Spring 2013	21,948,657	-00	21,948,657	22,237,966	98.7%	(289,309)
Tuition - Summer	3,377,788	144,466	3,522,254	3,893,296	86.8%	(371,042)
Out-of-State Fees	6,269,462	-00	6,269,462	7,013,039	89.4%	(743,577)
Other	13,148,571	209,285	13,357,856	13,327,143	98.7%	30,713
InterAgency Transfer	1,688,700	291,145	1,979,845	1,979,845	85.3%	0
Total Revenues	\$119,670,935	\$8,550,462	\$128,221,397	\$129,606,627	92.3%	\$(1,385,230)
Expenditures by Object						
Salaries	61,433,187	\$4,392,717	\$65,825,904	\$67,070,094	91.6%	(1,244,190)
Other Compensation	194,267	146,614	340,881	303,477	64.0%	37,404
Related Benefits	24,514,146	2,234,286	26,748,432	26,244,126	93.4%	504,306
Total Personal Services	\$86,141,600	\$6,773,617	\$92,915,217	\$93,617,697	92.0%	\$(702,480)
Travel	\$494,350	\$179,104	\$673,454	\$671,739	73.6%	\$1,715
Operating Services	8,180,372	1,283,049	9,463,421	9,105,356	89.8%	358,065
Supplies	1,067,671	493,332	1,561,003	1,538,893	69.4%	22,110
Total Operating Expenses	\$9,248,043	\$1,776,381	\$11,024,424	\$10,644,249	86.9%	\$380,175
Professional Services	236,246	408,404	644,650	644,650	36.6%	0
Other Charges	4,891,274	1,573,862	6,465,136	6,924,441	70.6%	(459,305)
Debt Services	29,074	46,468	75,542	75,542	38.5%	0
Interagency Transfers	8,465,010	1,162,811	9,627,821	10,063,171	84.1%	(435,350)
Total Other Charges	\$13,621,604	\$3,191,545	\$16,813,149	\$17,707,804	76.9%	\$(894,655)
General Acquisitions	164,020	99,888	263,908	264,908	61.9%	(1,000)
Library Acquisitions	456,685	200,706	657,391	646,946	70.6%	10,445
Major Repairs	210,000	-00	210,000	210,000	100.0%	0
Total Acquist. & Major Repairs	\$830,705	\$300,595	\$1,131,299	\$1,121,854	74.0%	\$9,445
Scholarships	\$5,475,398	\$165,258	5,640,656	\$5,843,284	93.7%	\$(202,628)
Total Expenditures	\$115,811,700	\$12,386,499	\$128,198,199	\$129,606,627	89.4%	\$(1,408,428)

Southern University Board and System Administration
General Fund Budget Projections
For Fiscal Year Ending June 30, 2013
As of May 31, 2013

	Actual as of 05/31/13	Projected	Total FY 2012-13	Budget as of 6/30/2013	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$1,882,626	\$538,921	\$2,421,547	\$2,421,547	77.7%	0
Statutory Dedicated						0
Funds Due From Mgmt or BOR						0
Federal						0
Self Generated						0
Tuition - Fall 2012						0
Tuition - Spring 2013						0
Tuition - Summer						0
Out-of-State Fees						0
Other						0
InterAgency Transfer						
Total Revenues	\$1,882,626	\$538,921	\$2,421,547	\$2,421,547	77.7%	\$0
Expenditures by Object						
Salaries	\$1,154,217	\$(7,642)	1,146,575	\$1,146,575	100.7%	0
Other Compensation		57,000	57,000	57,000	0.0%	0
Related Benefits	308,915	51,177	360,092	360,092	85.8%	0
Total Personal Services	\$1,463,132	\$100,535	\$1,563,667	\$1,563,667	93.6%	\$0
Travel	\$(112)	\$32,112	\$32,000	32,000	-0.4%	\$0
Operating Services	6,998	20,502	27,500	27,500	25.4%	0
Supplies	8,337	65,802	74,139	74,139	11.2%	0
Total Operating Expenses	\$15,335	\$86,304	\$101,639	\$101,639	15.1%	\$0
Professional Services	4,500	18,500	23,000	23,000	19.6%	0
Other Charges		136,179	136,179	136,179	0.0%	0
Debt Services						
Interagency Transfers	487,122	37,878	525,000	525,000	92.8%	0
Total Other Charges	\$491,622	\$192,557	\$684,179	\$684,179	71.9%	\$0
General Acquisitions	7,547	32,515	40,062	40,062	18.8%	0
Library Acquisitions						0
Major Repairs						0
Total Acquist. & Major Repairs	\$7,547	\$32,515	\$40,062	\$40,062	18.8%	\$0
Scholarships						
Total Expenditures	\$1,977,524	\$444,023	\$2,421,547	\$2,421,547	81.7%	\$0

Southern University - Baton Rouge
General Fund Budget Projections
For Fiscal Year Ending June 30, 2013
As of May 31, 2013

	Actual as of 05/31/13	Projected	Total FY 2012-13	Budget as of 6/30/2013	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$25,797,666	\$1,650,595	\$27,448,261	\$27,448,261	94.0%	0
Statutory Dedicated	1,085,679	819,136	1,904,815	1,904,815	57.0%	0
Funds Due From Mgmt or BOR			-00			0
Federal						
Self Generated						
Tuition - Fall 2012	12,114,019	0	12,114,019	12,025,176	100.7%	88,843
Tuition - Spring 2013	11,428,049	0	11,428,049	11,340,162	100.8%	87,887
Tuition - Summer	2,106,755	0	2,106,755	2,233,948	94.3%	(127,193)
Out-of-State Fees	4,655,990	0	4,655,990	5,396,251	86.3%	(740,261)
Other	10,970,301	199,025	11,169,327	12,089,281	90.7%	(919,954)
InterAgency Transfer	1,688,700	291,145	1,979,845	1,979,845	85.3%	0
Total Revenues	\$69,847,158	\$2,959,902	\$72,807,060	\$74,417,739	93.9%	\$(1,610,679)
Expenditures by Object						
Salaries	\$33,366,211	1,959,133	\$35,325,344	\$35,873,352	93.0%	(548,008)
Other Compensation	156,863	11,614	168,477	168,477	93.1%	0
Related Benefits	14,138,016	1,140,073	15,278,089	15,458,383	91.5%	(180,294)
Total Personal Services	\$47,661,091	\$3,110,820	\$50,771,910	\$51,500,212	92.5%	\$(728,302)
Travel	\$117,784	\$81,951	\$199,735	\$249,735	47.2%	\$(50,000)
Operating Services	3,140,937	602,836	3,743,773	3,893,773	80.7%	(150,000)
Supplies	680,884	248,377	929,261	929,261	73.3%	0
Total Operating Expenses	\$3,821,821	\$851,213	\$4,673,034	\$4,823,034	153.9%	\$(150,000)
Professional Services	68,822	259,345	328,167	328,167	21.0%	0
Other Charges	3,719,372	882,019	4,601,391	4,601,391	80.8%	0
Debt Services		0	-00			0
Interagency Transfers	5,418,498	969,534	6,388,032	7,070,409	76.6%	(682,377)
Total Other Charges	\$9,206,692	\$2,110,898	\$11,317,590	\$11,999,967	76.7%	\$(682,377)
General Acquisitions	61,030	15,856	76,886	76,886	79.4%	0
Library Acquisitions	126,907	10,742	137,649	137,649	92.2%	0
Major Repairs	210,000	0	210,000	210,000	100.0%	0
Total Acquist. & Major Repairs	\$397,936	\$26,599	\$424,535	\$424,535	93.7%	\$0
Scholarships	\$5,314,538	105,718	\$5,420,256	\$5,420,256	98.0%	\$0
Total Expenditures	\$66,519,862	\$6,287,198	\$72,807,060	\$74,417,739	89.4%	\$(1,610,679)

Southern University Law Center
General Fund Budget Projections
For Fiscal Year Ending June 30, 2013
As of May 31, 2013

	Actual as of 05/31/13	Projected	Total FY 2012-13	Budget as of 6/30/2013	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$3,681,659	283,001	3,964,660	3,964,660	92.9%	0
Statutory Dedicated	118,525	89,427	207,952	207,952	57.0%	0
Funds Due From Mgmt or BOR						
Federal						
Self Generated						0
Tuition - Fall 2012	3,380,663	-	3,380,663	3,267,465	103.5%	113,198
Tuition - Spring 2013	3,113,555	-	3,113,555	3,083,377	101.0%	30,178
Tuition - Summer	617,005	-	617,005	589,348	104.7%	27,657
Out-of-State Fees	1,392,903	-	1,392,903	1,385,805	100.5%	7,098
Other	251,294	-	251,294	211,862	118.6%	39,432
InterAgency Transfer						0
Total Revenues	12,555,604	372,428	\$12,928,032	12,710,469	98.8%	\$217,563
Expenditures by Object						
Salaries	6,728,766	387,643	7,116,409	7,061,522	95.3%	54,887
Other Compensation	-			-		
Related Benefits	2,028,720	420,648	2,449,368	2,430,461	83.5%	18,907
Total Personal Services	\$8,757,486	\$808,291	\$9,565,777	\$9,491,983	92.3%	\$73,794
Travel	\$140,676	\$19,064	\$159,740	\$117,500	119.7%	\$42,240
Operating Services	1,614,124	158,257	1,772,381	1,721,573	93.8%	50,808
Supplies	88,871	58,630	147,501	147,501	60.3%	0
Total Operating Expenses	\$1,702,995	\$216,887	\$1,919,882	\$1,869,074	91.1%	\$50,808
Professional Services	49,000	36,000	85,000	85,000	57.6%	0
Other Charges	207,811	-	207,811	157,090	132.3%	50,721
Debt Services	-					
Interagency Transfers	146,161	146,161	292,322	292,322	50.0%	0
Total Other Charges	\$402,972	\$182,161	\$585,133	\$534,412	75.4%	\$50,721
General Acquisitions	17,782	14,718	32,500	32,500	54.7%	0
Library Acquisitions	264,222	180,778	445,000	445,000	59.4%	0
Major Repairs	-	-				
Total Acquist. & Major Repairs	\$282,004	\$195,496	\$477,500	\$477,500	59.1%	0
Scholarships	\$160,460	\$59,540	\$220,000	\$220,000	72.9%	0
Total Expenditures	\$11,446,593	\$1,481,439	\$12,928,032	\$12,710,469	90.1%	\$217,563

Southern University at New Orleans
General Fund Budget Projections
For Fiscal Year Ending June 30, 2013
As of May 31, 2013

	Actual as of 05/31/13	Projected	Total FY 2012-13	Budget as of 6/30/2013	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$6,875,245	\$508,585	\$7,383,830	\$7,383,830	93.1%	0
Statutory Dedicated	310,328	284,140	594,468	594,468	52.2%	0
Funds Due From Mgmt or BOR						0
Federal						
Self Generated						
Tuition - Fall 2012	\$4,615,502		\$4,615,502	\$4,672,004	98.8%	\$(56,502)
Tuition - Spring 2013	4,296,255		4,296,255	4,672,003	92.0%	(375,748)
Tuition - Summer	300,546	92,466	393,012	800,000	37.6%	(406,988)
Out-of-State Fees	120,501		120,501	224,483	53.7%	(103,982)
Other	1,672,149		1,672,149	728,930	229.4%	943,219
InterAgency Transfer						
Total Revenues	\$18,190,527	\$885,191	\$19,075,718	\$19,075,718	95.4%	\$0
Expenditures by Object						
Salaries	\$10,054,047	\$960,396	11,014,443	\$11,765,512	85.5%	(751,069)
Other Compensation	37,404		37,404			37,404
Related Benefits	4,526,256	302,554	4,828,810	4,163,117	108.7%	665,693
Total Personal Services	\$14,617,707	\$1,262,950	\$15,880,657	\$15,928,629	91.8%	\$(47,972)
Travel	\$26,666		\$26,666	\$17,191	0.0%	\$9,475
Operating Services	1,761,489	30,000	1,791,489	1,334,232	132.0%	457,257
Supplies	124,793	8,500	133,293	96,871	128.8%	36,422
						0
Total Operating Expenses	\$1,886,282	\$38,500.0	\$1,924,782	\$1,431,103	131.8%	\$493,679
Professional Services	45,337	\$54,663	100,000	100,000	45.3%	0
Other Charges	222,767	49,282	272,049	782,075	28.5%	(510,026)
Debt Services						
Interagency Transfers	851,119		851,119	604,092	140.9%	247,027
Total Other Charges	\$1,119,223	\$103,945	\$1,223,168	\$1,486,167	75.3%	\$(262,999)
General Acquisitions						
Library Acquisitions	20,445		20,445	10,000	204.5%	10,445
Major Repairs						
Total Acquist. & Major Repairs	\$20,445	\$-	\$20,445	\$10,000	204.5%	\$10,445
Scholarships	\$-00	\$-00	\$-00	\$202,628	0.0%	\$(202,628)
Total Expenditures	\$17,670,323	\$1,405,395	\$19,075,718	\$19,075,718	92.6%	\$0

Southern University at Shreveport
General Fund Budget Projections
For Fiscal Year Ending June 30, 2013
As of May 31, 2013

	Actual as of 05/31/13	Projected	Total FY 2012-13	Budget as of 6/30/2013	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$5,365,057	\$391,150	\$5,756,207	\$5,756,207	93.2%	0
Statutory Dedicated	111,602	83,264	194,866	194,866	57.3%	0
Funds Due From Mgmt or BOR						
Federal						
Self Generated						
Tuition - Fall 2012	3,184,871	-00	3,184,871	3,342,424	95.3%	(157,553)
Tuition - Spring 2013	3,110,797	-00	3,110,797	3,142,424	99.0%	(31,627)
Tuition - Summer	353,482	52,000	405,482	270,000	130.9%	135,482
Out-of-State Fees	100,068	-00	100,068	6,500	1539.5%	93,568
Other	254,826	10,260	265,086	297,070	85.8%	(31,984)
InterAgency Transfer						
Total Revenues	\$12,480,703	\$536,674	\$13,017,377	\$13,009,491	95.9%	\$7,886
Expenditures by Object						
Salaries	\$6,522,949	\$363,265	\$6,886,214	\$6,886,214	94.7%	0
Other Compensation						0
Related Benefits	2,355,226	263,405	2,618,631	2,618,631	89.9%	0
Total Personal Services	\$8,878,175	\$626,670	\$9,504,845	\$9,504,845	93.4%	\$0
Travel	\$25,686	\$1,000	\$26,686	26,686	96.3%	\$0
Operating Services	1,466,267	194,392	1,660,659	1,660,659	88.3%	0
Supplies	65,759	6,000	71,759	86,071	76.4%	(14,312)
						0
Total Operating Expenses	\$1,532,026	\$200,392	\$1,732,418	\$1,746,730	87.7%	\$(14,312)
Professional Services	50,622	4,611	55,233	55,233	91.7%	0
Other Charges	680,660	219,911	900,571	900,571	75.6%	0
Debt Services	29,074	46,468	75,542	75,542	38.5%	0
Interagency Transfers	617,922	26,665	644,587	644,587	95.9%	0
Total Other Charges	\$1,378,278	\$297,655	\$1,675,933	\$1,675,933	82.2%	\$0
General Acquisitions	0		0	1,000		(1,000)
Library Acquisitions	45,111	9,186	54,297	54,297	83.1%	0
Major Repairs						
Total Acquist. & Major Repairs	\$45,111	\$9,186	\$54,297	\$55,297	81.6%	\$(1,000)
Scholarships						
Total Expenditures	\$11,859,276	\$1,134,903	\$12,994,179	\$13,009,491	91.2%	\$(15,312)

Southern University Agricultural Research and Extension Center
General Fund Budget Projections
For Fiscal Year Ending June 30, 2013
As of May 31, 2013

	Actual as of 05/31/13	Projected	Total FY 2012-13	Budget as of 6/30/2013	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$2,356,024	\$154,349	\$2,510,373	\$2,510,373	93.9%	0
Statutory Dedicated	1,401,719	405,362	1,807,081	1,807,081	77.6%	0
Funds Due From Mgmt or BOR						0
Federal	956,574	2,697,635	3,654,209	3,654,209	26.2%	0
Self Generated						
Tuition - Fall 2012			-00			
Tuition - Spring 2013			-00			
Tuition - Summer			-00			
Out-of-State Fees			-00			
Other			-00			
InterAgency Transfer			-00			
Total Revenues	\$4,714,317	\$3,257,346	\$7,971,663	\$7,971,663	59.1%	\$0
Expenditures by Object						
Salaries	\$3,606,997	\$729,922	4,336,919	\$4,336,919	83.2%	0
Other Compensation		78,000	78,000	78,000	0.0%	0
Related Benefits	1,157,013	56,429	1,213,442	1,213,442	95.3%	\$0
Total Personal Services	\$4,764,010	\$864,351	\$5,628,361	\$5,628,361	84.6%	\$0
Travel	\$183,650	\$44,977	\$228,627	\$228,627	80.3%	\$0
Operating Services	190,557	\$277,062	467,619	467,619	40.8%	0
Supplies	99,027	106,023	205,050	205,050	48.3%	0
Total Operating Expenses	\$289,584	\$383,085	\$672,669	\$672,669	43.0%	\$0
Professional Services	17,965	\$35,285	53,250	53,250	33.7%	0
Other Charges	60,664	286,471	347,135	347,135	17.5%	0
Debt Services			-00			0
Interagency Transfers	944,188	(17,427)	926,761	926,761	101.9%	0
Total Other Charges	1,022,817	\$304,329	\$1,327,146	\$1,327,146	77.1%	\$0
General Acquisitions	77,661	\$36,799	114,460	114,460	67.9%	0
Library Acquisitions			0			0
Major Repairs			0	-00		0
Total Acquist. & Major Repairs	77,661	\$36,799	\$114,460	\$114,460	67.9%	\$0
Scholarships	400		\$400	400	100.0%	0
Total Expenditures	\$6,338,122	\$1,633,541	\$7,971,663	\$7,971,663	79.5%	\$0



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

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

May 8, 2013

President Ronald Mason
Southern University System
J. S. Clark Adm. Bldg.
Baton Rouge, LA 70813

Dear President Mason:

Attached are the results of three referendums that were voted on by SUBR students during the Spring 2013 General Election. Details as to the specific nature of these referendums are also attached. The referendums were placed on the ballot by the SUBR Student Senate.

I now request your approval and the approval of the Board. Should you have questions or require additional information, please let me know.

Sincerely,

A handwritten signature in cursive script that reads "James L. Llorens".

James L. Llorens
Chancellor, SUBR

JLL/swm



SOUTHERN
UNIVERSITY
Agricultural & Mechanical College

Office of the Vice Chancellor
Division of Student Affairs
Post Office Box 13405
Baton Rouge, Louisiana 70813

Voice: (225) 771-3922
Fax: (225) 771-2202
studentaffairs@subr.edu

VIA HAND DELIVERY

April 29, 2013

James L. Llorens, Ph.D.
Chancellor
Southern University and A&M College
3rd Floor, J. S. Clark Admin. Bldg.
Baton Rouge, Louisiana 70813

Re: Spring 2013 Elections Results Affecting Student Self-Assessed Fees

Dear Dr. Llorens:

As stated in the attached correspondence from Student Government Association President McCorkle, the Student Senate of Southern University and A&M College placed three referendums on the Spring 2013 General Election ballot relating to student self-assessed fees. The election was held on Monday, April 15, 2013.

All three of the referendums passed with overwhelming student support. Mr. McCorkle has provided the official election results in his correspondence as reported by the Student Government Association Elections Commission and the Office of the Secretary of State, who facilitated and managed the election process. Consistent with policy and procedure and specifically because in two instances, the referendums create new student self-assessed fees that need to be incorporated into the Fall 2013 fee schedule, I now forward them to you for your consideration.

I am compelled to address several issues that have arisen surrounding the Spring 2013 election process, primarily as they relate to Referendum 3. It is important to note that Referendum 3 passed with 927 votes for and 169 against. While I have sincere appreciation for the concerns expressed by the student leadership of the Office of Student Media regarding their lack of involvement in the discussions that led up to the consideration and subsequent passage of the referendum by the Student Senate, I also understand that to the extent that policy dictated, we did have definitive student involvement. However, their concerns have been duly noted. Nevertheless, I cannot, in good conscience, delay an action designed to benefit the general student population, especially when the students have spoken overwhelmingly through their vote. Doing so, would prevent many deserving students access to scholarships for the upcoming Fall semester that they were led to believe would be available as a result of the student vote.

Additionally, it has been stated that student self-assessed fees cannot be repurposed for other uses. Below are several instances where student self-assessed fees, originally collected for one purpose, have been repurposed by majority student vote in recent years. The supporting documentation for each action is attached.

Fall 2008 Repurposed **\$300,000.00** originally collected for SGA Student Loan Program to the SGA All Purpose Account to be used for projects and initiatives beneficial to the general student population. (Documentation Attached)

RESULTS: **YES 492** **NO 19**

James L. Llorens, Ph.D.

April 29, 2013

Page 2

Fall 2010 Repurposed **\$321,339.78** originally collected for the acquisition of a new live University mascot ("Lacumba") to the SGA Account for student programs, events, and initiatives.

RESULTS: YES 336 NO 61

Spring 2012 Complete overhaul of the Student Self-Assessed Fee Schedule that included:

Repurposed **\$114,766.80** of the funds in the Organizational Travel Account to be divided and disbursed accordingly: \$45,000.00 to the Department of Residence Life & Housing specifically for residential facility improvements, \$45,000.00 to the Smith-Brown Memorial Union specifically for Student Union Facility Improvements and \$24,766.80 to establish the Brace B. Godfrey, Jr. Leadership Institute as seed money for the newly established leadership development academy on campus.

RESULTS: YES 1360 NO 160

Considering the aforementioned, there has been a precedence set concerning students choosing to repurpose self-assessed fees by majority vote. The actions taken during the Spring 2013 Election process are no different than the instances listed above.

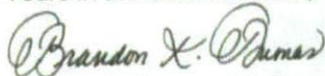
As Chief Student Affairs Officer, I wholeheartedly support the idea of repurposing these fees towards the newly specified purposes, especially providing scholarships to our students. During these critical financial times, it is imperative that we provide as many resources as possible to those individuals who desire to remain enrolled at our institution. I applaud the leadership of the Student Senate for their initiative in this regard. As the elected representatives of the student body, they are charged with making decisions that benefit the entire student population and not any particular group. This action, if approved, will benefit countless students for years to come.

In order to ensure that the scholarship application, review, and awarding processes are completed prior to the beginning of the Fall semester and to allow for the publication of an accurate schedule of tuition and fees, it is imperative that this matter be considered by the Board of Supervisors as soon as possible.

Should my request receive your approval and the approval of the System President, I respectfully request that you forward this matter to the Board of Supervisors for consideration at its next meeting.

Please do not hesitate to contact me if you have any questions or concerns regarding this matter.

Yours in the Gold and Blue,



Brandon K. Dumas, Ph.D.
Vice Chancellor for Student Affairs

Attachments

STUDENT GOVERNMENT ASSOCIATION
Willie E. McCorkle, III - President
Post Office Box 11003
Baton Rouge, Louisiana 70813



Voice: (225) 771-5516
Fax: (225) 771-3690

April 26, 2013

Brandon K. Dumas Ph.D.
Vice Chancellor for Student Affairs
Southern University and A&M College
Suite 213, Smith-Brown Memorial Student Union
Baton Rouge, Louisiana 70813

Dear Vice Chancellor Dumas:

I humbly request that the following items be submitted for administrative approval and consideration by the Southern University Board of Supervisors at its next meeting.

The Student Senate of Southern University and A&M College placed three referendums of the Spring 2013 General Election ballot held on Monday, April 15, 2013, relating to student self-assessed fees. They are as follows:

1. The creation of a new self-assessed non-refundable fee of three dollars and zero cents (\$3.00) for the Southern University - Baton Rouge Cheerleaders?

Yes 727

No 394

2. The creation of a new self-assessed non-refundable fee of one dollar and zero cents (\$1.00) for the Southern University - Baton Rouge Jaguar Ambassadors?

Yes 765

No 352

3. Do you support re-designating 40% of the SURPLUS (prior year) funds in the Student Media Accounts for the purpose of student scholarships, facility upgrades, campus beautification, student transit enhancements, and other student service initiatives?

Yes 927

No 169

It is my understanding that additional action is required to implement the changes voted on by the student body of our illustrious institution. Your consideration is appreciated.

Sincerely,

Willie E. McCorkle, III
Student Government Association President

Approved:

Jonas O. Vanderbilt, Jr.
Coordinator for Student Programs

Brandon K. Dumas Ph.D.
Vice Chancellor for Student Affairs

Baton Rouge, Louisiana 70813 - 0400 • (225) 771-2011

"A People's Institution Serving The State, The Nation, and the World."



The Southern University and A&M College Student Government Association Student Senate has voted and approved the following Constitutional Amendments & Referendums for the Spring 2013 General Election Ballot

REFERENDUM 1

Do you support a new self-assessed non-refundable fee of three dollars and zero cents (\$3.00) for the Southern University – Baton Rouge Cheerleaders?

Yes No

REFERENDUM 2

Do you support a new self-assessed non-refundable fee of one dollar and zero cents (\$1.00) for the Southern University – Baton Rouge Jaguar Ambassadors?

Yes No

REFERENDUM 3

Do you support re-designating 40% of the SURPLUS (prior year) funds in the Student Media Accounts for the purpose of student scholarships, facility upgrades, campus beautification, student transit enhancements, and other student service initiatives?

Yes No

CONSTITUTIONAL AMENDMENT 1

Do you support an amendment to the Constitution of the Student Government Association, Article XIII, Section 1 which currently states,

“The unanimous vote of the full membership of the Student Senate and approval of the University Administration, or”

So, that it may now read as follows?

“The vote of 2/3 of the current membership on roster of the Student Senate (only with quorum) and approval of the University Administration, or”

To make any amendments to the Constitution.

Yes No



FALL 2008



STUDENT GOVERNMENT ASSOCIATION

Demetrius D. Sumner, President
Post Office Box 11003
Baton Rouge, Louisiana 70813

PHONE: (225) 771-2300
FAX: (225) 771-3690

Executive Order #001

Title:

An Executive Order mandating the prior approval of the President of the Student Government Association before building requests are signed for all events, forums, etc. hosted by the Student Government Association Classes, Senate, or Judiciary.

Purpose:

It is the intention of the Student Government Association Administration for the 2010 – 2011 school year to ensure greater communication externally and internally. It is the greater of the SGA for this year to increase student programming on campus as a means to increase student activity, involvement, and participation which increase recruitment potential and retention incentive. In this effort, the Executive Branch of the SGA needs to have the capability to successfully and efficiently coordinate student activities planned by its subsidiary organizations and the lower levels of SGA Administration. In the past, classes and other subsidiary organizations have been able to hold events without receiving a signoff by the Student Government Association. As a result, many student organizations ran into building conflicts and event redundancy which has led to inefficiency in serving the student body. This executive order is not intended, and shall not be used, to hinder an organizations ability to hold their desired event, or to prioritize one organizations event over another. This only serves to ensure that events are properly coordinate and spread out over the academic year and to make sure that each event is properly documented and publicized on the Master Calendar to be made available to all students.

Action:

All Student Government Association affiliated organizations shall be required to have their event request or building request approved by Student Government Association President who shall then document the event on the Master Calendar for student activities. This approval shall be denoted by an official Student Government Association stamp of approval.

Implementation:

This executive order shall be official bearing the signature of the Student Government Association President and the Advisor to the Student Government Association, and shall remain in effect until determined otherwise by a succeeding executive order stating such.



President – Student Government Association



Advisor – Student Government Association

“Restoring Our Legacy”



Student Government Association

OFFICE OF THE PRESIDENT

THE HONORABLE
JAMAL A. TAYLOR

RECEIVED
OCT 13 2008
OFFICE OF THE CHANCELLOR

To: Julie Wessinger
Interim Vice Chancellor for Student Affairs

From: Jamal A. Taylor
President, Student Government Association

Date: October 13, 2008

Re: Money in Account 40902

Miss Wessinger it is my request that \$100,000 of the money in account 40902 be placed into the SGA account (634009) and the Concert Budget (634010) equally. That would place \$50,000 in each of these budgets. In addition, \$100,000 additionally should be transferred to the Office of the System President for the purpose of helping with renovations of the Women's Gym. Please contact Gloria Matthews for the appropriate budget code as per her request. I would add that this is the process which Mr. McClinton wants us to follow.

Yours in the Blue and Gold,

(Handwritten signature)
The Honorable Jamal A. Taylor
President, Student Government Association
Trustee, Southern University Board Supervisors

50,000
50,000

Approval: *(Signature)*
Vice Chancellor for Student Affairs

Approval: *(Signature)* 10/22/08
Chancellor, SUBR

Letter for money allocation Wessinger signature.

Flandus McClinton

From: Lisa Green [lisa_green@sus.edu]
Sent: Monday, October 13, 2008 11:38 AM
To: Flandus McClinton

R. Student Referendum - SGA All-Purpose Fee, SUBR

On motion of Mr. Taylor, seconded by Atty. Clayton, the following resolution was approved.

Motion carried unanimously.

RESOLVED by the Board of Supervisors for the Southern University System that the referendum passed by the Southern University - Baton Rouge student body to transfer student loan fund fees in the amount of \$ 300,000 to the SGA All-Purpose Fee Account be and it is hereby approved.

Lisa Trusclair-Green

Special Assistant to the Board of Supervisors
Southern University System
225.771.4600 office
225.771.5770 fax

Organization Name: Southern University and A&M College – Baton Rouge
Student Government Association Spring 2007 Student Elections

Election Date: Monday, September 15, 2008 – Student Union – Royal Cotillion Ballroom

SGA REFERENDUM

USE IT OR LOSE IT

To redesignate money in the Student Loan account for the purpose of establishing an SGA all purpose account to help create scholarships, increase programming, and other miscellaneous items that would enhance student life. **THIS WILL NOT INCREASE TUTION.**

For

Against

**STUDENT GOVERNMENT ASSOCIATION
FALL 2008 ELECTION TALLY SHEET
MONDAY, SEPTEMBER 15, 2008**

NAME	Freshman (M1)		Freshman (M2)		Sophomore (M1)		Sophomores (M2)		Juniors (M1)		Juniors (M2)		Seniors (M1)		Seniors (M2)		TOTAL	
	For	Against	For	Against	For	Against	For	Against	For	Against	For	Against	For	Against	For	Against	For	Against
SGA REFERENDUM (USE IT OR LOSE IT)	208	9	186	7	20	0	15	0	18	1	14	0	23	2	8	0	492	19

REFERENDUM PASSED



STUDENT GOVERNMENT ASSOCIATION

Demetrius D. Sumner, President
Post Office Box 11003
Baton Rouge, Louisiana 70813

PHONE: (225) 771-2515
FAX: (225) 771-3690


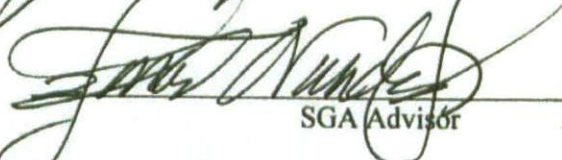

September 19, 2010

To: Jonas Vanderbilt
Advisor, Student Government Association

From: Demetrius Sumner
President, Student Government Association

Re: Basketball Courts

This communication authorizes commencement of the processes outlined in state, local and university policies for the construction of basketball courts on the SUBR campus. The budget for such basketball courts shall be \$65,000.00

 _____ Demetrius Sumner SGA President	<u>09/22/2010</u> Date
 _____ Jonas Vanderbilt SGA Advisor	_____ Date
 _____ Interim Asst. Vice Chancellor for Student Affairs	<u>9/22/10</u> Date
_____ Vice Chancellor for Finance and Administration	_____ Date
_____ Chancellor	_____ Date



FALL 2010

AUG-24-2010 01:59

P. 02/02



To: Elections Commission

From: Darnell Porter

Re: Student Petition to Redesignate the Student-Assessed Lacumba Fee

On behalf of the student body, I present the student petition redesignating the student self-assessed LaCumba Fee of \$2 to the Student Government Association Operational Budget and redesignating the funds present in the LaCumba Account to the Student Government Association All-Purpose Account. This item should be placed on the Fall 2010 Fall Election Ballot as a referendum. The verbatim question shall be "Do you support the transfer and usage of LaCumba funds to the SGA Account for student programs, events and initiatives?" The verbatim answer choices shall be "Yes" and "No."

[Signature]

Author

08-19-10
Date

[Signature]

Registration Verification - Elections Commissioner

08-19-10
Date

Signature of Support

[Signature]

SGA Vice President
[Signature]

AWS President

[Signature]

SGA Chief Justice
[Signature]

Men's Federation President

[Signature]

Pan Hellenic Council Representative
William Russell 574-94-859

[Signature]

NAACP President
Shayla Miller 122-09-857

[Signature]

Student Member
Kareem James 430-72-377

[Signature]

Student Member
Enji... 5749235

Signature of Approval

[Signature]

SGA President
[Signature]

SGA Advisor

08-24-2010
Date

08/24/10
Date



Student Programs Office
P.O. Box 10202
Baton Rouge, LA 70813
(225) 771-2940/2941

September 8, 2010

TO: Mr. Flandus McClinton, Vice Chancellor for Finance and Administration

CC: Kofi Lomotey, Chancellor Southern University Baton Rouge

Dr Mwalimu Shujaa, Executive Vice Chancellor and Provost

Julie Wessinger, Interim Director of Student Affairs

RE: Approval of Student Referendum

Dear Mr. McClinton,

Attached are the documents in reference to the referendum that was placed on the ballots in this past Fall Elections. Please see attached documents. The Referendum that passed is in reference to the transfer and usage of the Lacumba Fee to the Student Government Association to be used for student programs, events, and initiatives. Please aid us in approving this referendum. If you have any questions or concerns please feel free to contact me at 225.771.2940 or via email jonas_vanderbilt@subr.edu. Thank you in advance for your consideration and cooperation.

Sincerely,

Jonas Vanderbilt Jr.

Coordinator of Student Programs

Approved: _____

Ms. Julie Wessinger, Student Affairs

Approved: _____

Dr. Mwalimu Shujaa, Exec. Vice Chancellor & Provost

Approved: _____

Mr. Flandus McClinton, Finance and Administration

Approved: _____

Dr. Kofi Lomotey, Chancellor's Office

REFERENDUM

LACUMBA FEE REFERENDUM

TRANSFER OF LACUMBA FEE

Do you support the transfer and usage of LaCumba funds to the SGA Account for student programs, events, and initiative?

_____ YES

_____ NO

**STUDENT GOVERNMENT ASSOCIATION
FALL 2010 ELECTION TALLY SHEET
TUESDAY, SEPTEMBER 7, 2010**

NAME	Freshmen Machine 1		Freshmen Machine 2		Sophomores Machine 1		Sophomores Machine 2		Juniors Machine 1		Juniors Machine 2		Seniors Machine 1		Seniors Machine 2		TOTAL	
	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No
LaCumba Fee Referendum	75	30	98	16	24	3	48	2	9	0	34	0	31	3	17	7	336	61

REFEREMDUM PASSED



Office of Academic & Student Affairs
P.O. Box 9820
Baton Rouge, Louisiana 70813

Voice: (225) 771-2360
FAX: (225) 771-2018

June 25, 2010

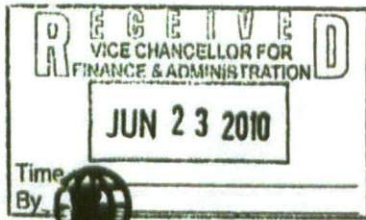
To: Julie R. Wessinger, Assistant Vice Chancellor for Student Affairs (interim)

From: Mwalimu J. Shujaa, Executive Vice Chancellor & Provost

Re: The Lacumba Fee and Account

I discussed the SGA President Demetrius Sumner's recommendations regarding the Lacumba Fee and Lacumba Account with Vice Chancellor McClinton. Neither of us have an objection to what President Sumner is proposing; however, it is our shared opinion that a student referendum is needed to effect these recommendations. Please request an interpretation of the relevant policy or policies governing the proposed actions regarding the Lacumba Fee and Lacumba Account from Southern University System's Legal Council. This is needed to inform the appropriate course of action. Thank you.

cc. Demetrius Sumner
Jonas Vanderbilt



RECEIVED

JUN 14 2010

ACADEMIC AFFAIRS



Student Government Association

Office of the President

To: Jonas Vanderbilt
Director, Student Programs

Cc: Julie Wessinger
Vice Chancellor, Student Affairs

From: Demetrius Sumner
President, Student Government Association
Trustee, Louisiana Board of Regents

Re: Action Item for Board of Supervisors Meeting

Mr. Vanderbilt,

The population of Southern University has changed significantly over the past few years. SUBR has shifted from open to selective enrollment process that has shaved off roughly 3000 students since moving to the selective admission criteria. The administrative decision to increase academic standards over this next year threatens to further diminish enrollment numbers over the next few years.

The Student Government Association budget, being a derivative of student fees, has continued to dwindle while our obligation to the students has increased. Unlike most institutions, our SGA is obligated not only to serve as a critical medium between administrators and students, but also is instrumental in planning and coordinating on-campus student programming.

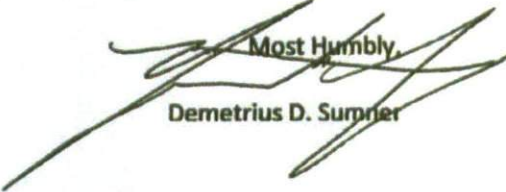
With the impending budget crisis, even student leaders are finding innovative ways to increase revenue without increasing the financial burden on students. With this, the students make the following recommendation:

- The \$4 Lacumba Fee that the students pay is transferred directly into the General Operational Budget of the Student Government Association, and
- The \$321,339.78 present in the Lacumba Account is transferred into the All Purpose Budget of the Student Government Association.

The funds will be used responsibly and with the best interest of the students at heart. It is my intention to press for legislation that limits the amount from the money transferred into the All Purpose Budget from the Lacumba Account that can be used during each fiscal year. Only 25% of the amount currently present in the Lacumba Account, or \$80,334.95 will be used during Fiscal Year 2010 unless justification is provided to the Student Government Association Senate on the expenditure of the funds, and a favorable vote is rendered. Each of the 5 subsequent fiscal years would be able to expend up to 15% of the original account's figures, or \$48,200.97, could be expended from the funds transferred from

the Lacumba Account. Any use of unexpended funds would be at the discretion of SGA administrations succeeding the 6th year, or FY 2016.

This financing will be instrumental, this year, in assisting the execution of certain Presidential Initiatives planned for this year. It is my hope that this administration will cosign on this modest request to help student leadership better fulfill its obligation to the students.


Most Humbly,
Demetrius D. Sumner

APPROVED:  DATE: 6/14/2010
Julie R. Wessinger
Assistant Vice Chancellor, Student Affairs

APPROVED: _____ DATE: _____
Dr. Mwalimu Shujaa
Executive Vice Chancellor & Provost

APPROVED: _____ DATE: _____
Mr. Flandus McClinton
Finance & Administration

APPROVED: _____ DATE: _____
Dr. Kofi Lomotey
Chancellor, SUBR

I-FZ211 NO MORE RECORDS FOUND FOR THE ACCOUNT SPECIFIED
018 GL Account Summary LACUMBA
Baton Rouge Campus Fiscal Year: 10
Screen: ___ Acct: 034016

Dept: 55100

Resp Person: LYNN DICKERSON
Flags: Del Frz Rvw Drp
0 0 0 0

Ctl	Description	Beg Bal	YTD Actual	Current Bal
1100	CLAIM ON CASH	292,398.79	24,484.85	316,883.64
1300	A/R STUDENT ACCTS	2,018.93	3,475.36	5,494.29
1398	RESV DOUB RECIV-STUD	1,038.15-	0.00	1,038.15-
2167	DEFERRED REVENUES	1,158.36-	1,158.36	0.00
3300	FUN BAL-CUR OPER RES	292,221.21-	29,118.57-	233,102.64
9360	REVENUE SUMM-LEDG 6	0.00	29,118.57-	29,118.57-



SPRING 2012



STUDENT GOVERNMENT ASSOCIATION

Demetrius Sumner, President
Post Office Box 11003
Baton Rouge, Louisiana 70813

PHONE: (225) 771-5516
FAX: (225) 771-3690

April 24, 2012

Dr. Brandon K. Dumas, Associate Vice Chancellor
Division of Student Affairs
Southern University, Baton Rouge Campus

Dear Dr. Dumas:

I humbly request that the following items be submitted for administrative approval and consideration by the Southern University Board of Supervisors at the regularly scheduled April Meeting on April 27, 2012.

Southern University – Baton Rouge students placed two referendums on the Spring 2012 General Election ballot relating to student fee revisions. They are as follows:

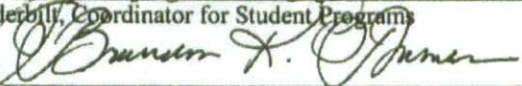
1. The revision of student self-assessed fees as articulated in "Student Fee Proposal #1" – passed with 1360 for and 160 against;
2. The creation of a "Student Auxiliary Dance Teams Fee" of \$5.00 to replace the Gold'N Bluez Fee of \$2.00 – failed with 586 for and 915 against.

We require action on item one only. Item two is shared only for informational purposes. Your consideration is appreciated.

Sincerely,


Demetrius Sumner
SGA President 2010 – 2012

Approved: 
Jonas Vanderbilt, Coordinator for Student Programs

Approved: 
Brandon K. Dumas, Ph.D., Associate Vice Chancellor of Student Affairs



Office of the Vice Chancellor for Student Affairs
Post Office Box 13405
Baton Rouge, Louisiana 70813

PHONE: (225) 771-3922
FAX: (225) 771-2202

April 24, 2012

Dr. James Llorens, Chancellor
Southern University, Baton Rouge Campus

Dear Dr. Llorens:

This is a request that the following items be placed on the Board of Supervisors' agenda for the April 27, 2012 meeting.

Southern University – Baton Rouge students placed two referendums on the Spring 2012 General Election ballot relating to student fee revisions. They are as follows:

1. The revision of student self-assessed fees as articulated in "Student Fee Proposal #1" – **Passed** with 1360 for and 160 against;
2. The creation of a "Student Auxiliary Dance Teams Fee" of \$5.00 to replace the Gold'N Bluez Fee of \$2.00 – **Failed** with 586 for and 915 against.

We require action on item one only. Item two is shared only for informational purposes. Your consideration is appreciated.

Sincerely,

Brandon K. Dumas, Ph.D.
Associate Vice Chancellor
Division for Student Affairs

Approved:

Janet Rami, Ph.D., RN, Provost & Executive Vice Chancellor, SUBR

Approved:

Flandus McClinton, Vice Chancellor for Finance & Administration, SUBR

Approved:

James Llorens, Ph.D., Chancellor, SUBR

Approved:

Ronald Mason Jr., J.D., President, SUS

**Southern University and A&M College
Student Government Association**

Student Fee Proposal #1 – Referendum #1 - Spring 2012

**Current Student Self-Assessed
Fee Chart**

**Proposed Student Self-Assessed
Fee Chart**

Fee Title	Fee Cost
Special Events Fee	\$10.00
Class Fee	\$3.00
Gold'N Bluez Fee	\$2.00
Lyceum Fee	\$0.99
Mascot Fee – Lacumba	\$2.00
Men & Women's Federation Fee	\$2.00
Miss Southern Fee	\$1.50
Social Activities Fee	\$3.26
Student Activities Fee	\$3.50
Student Magazine Fee	\$5.00
Student Newspaper Fee	\$12.00
Student Publication (Yearbook) Fee	\$15.00
Student Senate Fee	\$10.00
Student Organizational Travel Fee *	\$0.75
Student Loan Association Fee	\$1.00

Fee Title	Fee Cost
Human Jukebox Fee	\$5.00
SGA Fee**	\$15.00
Lyceum Fee	\$5.00
Men & Women's Federation Fee	\$2.00
Royal Court Fee***	\$5.00
Student Life Improvement Fee ****	\$4.00
Student Programs Fee	\$3.50
Student Media Fee *****	\$25.00
Student Organization Support Fee	\$10.00
Intramural Sports Fee	\$2.50
Special Events Fee	\$50.00

Total Number of Fees = 11

Total Number of Fees = 15

The Fees provided for by the "Proposed Student Self-Assessed Fee Chart" will replace completely the fees provided for in "Current Student Self-Assessed Fee Chart." No other student fees will be impacted.

Proposal #1 - Proposed Student Self-Assessed Fee Chart

Chart of Account Supervisors and Fee Purpose & Limitations

Fee Title	Account Supervisor	Fee Purpose
Special Events Fee	Student Government Association	Provides funds for SGA Concerts and Special Events
SGA Fee	Student Government Association	Supports the functions of the SGA as defined by its guiding documents
Lyceum Fee	Coordinator for Student Programs	Provides funds for cultural, educational and developmental student programming
Men & Women's Federation Fee	Men's Federation & Association for Women Students	Supports the functions of Men's Federation and AWS as defined by its guiding documents
Royal Court Fee	Miss Southern University & Royal Court	Supports the functions of the Royal Court as defined by its guiding documents
Student Life Improvement Fee	Vice Chancellor, Division of Student Affairs	Provides funds for the enhancement of campus student life including, facility improvements, equipment, programs, etc.
Student Programs Fee	Coordinator for Student Programs	Provides funds to support on campus student programming
EGO Magazine Fee	Editor-in-Chief, EGO Magazine	Supports the functions of the EGO Mag. as defined by its guiding documents
SU Digest Fee	Editor-in-Chief, SU Digest	Supports the functions of the Digest as defined by its guiding documents
SU Yearbook Fee	Editor-in-Chief, SU Yearbook	Supports the functions of the Yearbook as defined by its guiding documents
Student Organization Support Fee	Coordinator for Student Organizations & Council of Student Organization Presidents	Provides funds to support the needs of campus student and departmental organizations including programs and travel related expenses
Intramural Sports Fee	Department of Intramural Sports	Supports the functions of Intramural Department including travel to competitions, supplies, etc.
Human Jukebox Fee	Department of Bands & Director, Human Jukebox	Provides funds for the Human Jukebox limited to travel expenses, uniforms and instrument upgrades

* The funds, in the amount of \$53,231.00, currently accrued in the "Organizational Travel" Account (FRS #6-34008; BANNER #901009) will be retained in the account and dedicated to a speech & debate organization, under the auspice of the College of Arts & Humanities, or similar department, for the sole purpose of affording costs relative to the establishment, functioning and competition of a speech and debate organization. The funds, in the amount of \$114,766.80, currently accrued in the "Organizational Travel" Account (BANNER #921095-2002) will be divided and disbursed as such: \$45,000.00 to the Department of Residential Life specifically for residential facility improvements, \$45,000.00 to the Smith-Brown Memorial Union specifically for Student Union Facilities Usage and \$24,766.80 to the Brace B. Godfrey, Jr. Leadership Institute as seed money for the newly established leadership development academy on campus.

** The funds and prior years funds generated in accounts currently under the auspice of the Student Government Association generated from the fees which comprise the SGA Budgets as of April 18, 2012 shall remain under the auspice of the Student Government Association.

*** The funds and prior years funds generated in accounts currently under the auspice of the Miss Southern University generated from the Royal Court Fee shall remain under the auspice of the supervisors of the Royal Court Fee Account.

**** The funds and prior years funds generated in accounts currently under the auspice of the Vice Chancellor of Student Affairs generated from the Social Activities Fee shall remain under the auspice of the supervisors of the Student Life Improvement Fee.

***** The funds and prior years funds generated in accounts currently under the auspice of the account supervisors for the Student Publication, Student Newspaper and Student Magazine Fees shall remain under the auspice of the account supervisors for the Student Media Fee.

(Print Name, SID, or Last 4 SSN)

Signatures of Student Support

Michael Brooks 10210079
 Darren Roberts 2443
 Hamed Johnson 12209337
 Ryan Williams 50770194
 Evan Cooper 12220403
 Arnechi Ugwu 12215753
 Lloyd Downs 12219140
 Aaron Bradley 12211591
 Ryan Smith 12221865
 Tony Lewis 12228726
 Tunica Anderson 12213
 Brandon Dorn 0103
 Ja'Loray Williams 01263259
 Aaron Dialup 2337
 Latonia Lewis 3541
 Kyrin Davis 1915
 Stephanie Harris 10223571
 Tavion Martin 0280
 Jayne Davis 10210355
 Markena Arrington 12217272
 Terry Dunn 12210442
 Christian Butt 550178099
 Charles Carter 1122052
 Prayla Estrella 90110142

Karen Medina 1-2-12 1509
 Travis Frazier 12220128
 Macanly Hunt 50167706
 Jerrett Cassair 4431
 Tommie Harris 12220854
 Christopher Wilson 4164
 Stanley Young 9667
 Frank Williams 7171
 Trac Wilson 12207941
 Edward R. deaux 6792
 Cameron Crosby 01630059
 Raven Woods 12214705
 Blaze Allen 10208463
 Jasmine Hastings 102009103

Robert Paul 203-30-617
Keith Singleton 12224950
Cennie Twitty 12209343
Jonifer Mills Jr. 501744342
Alexio Thomas 12211815
Yookhua Bluford 121-69-627
Aristide C Williams 12225103
Abner Patiny 1221-7891
Brandon Washington 122-19-294
Justin Polk 12234387
Jeremy Rochelle 418615688
Alexander Riggins 12217014
Cole Carreby 12232012
Raymond Ellison 122 66104
Dorian Decuir 501781990
Clement Henderson 10210101
Carlton Jones 10920252
Renard Thomas 8376
Damien Brown 122-14-544
Kenneth Washington 203 29 727
Victor Lewis 251 4018801
Steven Rodans 304-02-074
Tracy Johnson 121-13-017
Stanley Reed 12536062
Renaldo Lee 122-16-770

Taylor Mouton 01710028
~~122224~~
hemerson williams 12345
Desmond Prevost 122-76-069
Martez Bone 501603274
Deronne Timmons 12247835
Jonathan Wicker ~~501~~ 501763806
Jesse Vaughns 12229536
Vance Mitchell 12215256
JUSTIN BROOKS 108 80 334
Myeshka Washington 9127
Isadore Lenoir 12228006
Marla Hamlin 12232917
DAVID JEFFERSON 12235175
Alton Scott II 20331095
Cornelius Cherry 12224188
Wayne Matthews 501700381
Caleb Zachary 9937
Shelby Mouton 12229020

Abelius Lewis 12228103

Patrick Batista 12216066

Amber Brown 4214

Derek Daniels 12227216

Jeremy Mosch 12225535

Guy King 50164554

Philip Young 50187720

Denzel Douglas 501688482

Tre Harrison 12227472

Terance Jones 502172607

Caleb Dunbar 64752502

Stephan Massey 12212213

Kiana Williams 501768469

Bonald Horn 12219075

Glendon Sanders 67435245

David Dellesore 9609

Anthony Digg 4510

Manuel Vega 8793

Richy Simon 5373

Joshua Stines 20330719

Louis Smith 20330700

Jarett Shortis 4214

Nakia Felk 12210941

Dean Watson 12219417

Richard Jennings 501676935

Mark Green 12224476

Chad Perry 5797

Shuniera Bradley 7194

Christopher Divers 0840

Arthur Tristan 12214069

Jesse Williams 12217345

Randall Harris 12211902

Bryan Bowman 10145182

Jesse Brinkley 12221250

Genia B. Lane 50168824

Norrell Davis 12226700

Juan Sims 015083915

Makeem Maje 50170067

Fred Swinton 12207639

Andre Westling (1610)

John Calhoun 20327713

Ashley Harris 50132110

Eric Carter 20327713

Tar K Newson 1821

Terrance Ezekiel 12214019

Zachary Dagle 50132110

Kevin Nogueira 12219243

Kuraw _____

Joseph Alexander 12210276

WILLIE P. J. JENSON 12210417

Alvin _____ 12214083

Phillip _____ 12215211

_____ 2013

Sharon Jesters 12207725

SOUTHERN UNIVERSITY SYSTEM

Human Resources Transformation Report

Presented By: Lester Pourciau
Vice President of Human Resources

VISION

The Human Resources Department of Southern University will set the standard of excellence among the employees of Southern University and Human Resource Service professionals by providing unprecedented service through a knowledgeable, consistently professional, courteous staff and high performing automated systems.

MISSION

To provide the Southern University community and external customers high quality human resources services, including recruitment and selection, compensation and benefits, training and employee relations, expeditiously, respectfully, accurately and thoroughly.

GENERAL BENEFITS OF HR CENTRALIZATION

- Lower Operating Cost
- Optimized Processes
- Flexibility
- Knowledge Sharing
- Organizational Support
- Communications
- Uniformity/Consistency

HUMAN RESOURCES MANAGEMENT GOALS



BANNER SELF-SERVICE

- **Created training resources including manual and video for the deployment of Web-Time Entry (Available on Southern University System Website under HR section)**
- **Responsible for setting up Unclassified and Classified employees for training in the SSB SANDBOX training and PRODUCTION system**
- **Web-Time Entry for Student employees will be effective starting June 1, 2013**
- **Created Training materials for student employees**
- **Responsible for updates in INB for Web-Time Entry approval queue modifications**
- **Self-Service Implementation**
- **Created self-service training manual**
- **Creation of PDF forms for Web Time Entry**
- **Developed and posted WTE FAX**

SOUTHERN UNIVERSITY SYSTEM HR WEBSITE

- **Re-designing of the Human Resources website following the system merge on the Southern University System site.**
- **Responsible for the maintenance and upkeep of the Human Resources site such as updates and/or design modifications.**

VSQUASK WEBSITE

- **Reclamation of a data collection system in "SharePoint" used to collect and store vital employment information. This data includes organization charts, employment evaluations, and job descriptions. The same data was collected for the SACS recertification.**
- **Additionally, we have created an employee exemption status form via VSQASK for employees to determine their exemption status electronically.**

ROUND TABLE SESSIONS

- **Performance Evaluation System, Retirement, Health Premiums, Monies Owed to University**
- **Banner Web Time Entry; Newly Passed Retirement Laws, Changes Affect OGB, FLSA and Outside Employment being reported**
- **Supplemental Insurances under Cafeteria Plan**
- **Immigration and Employer Hiring Practices and SUS Policy concerning immigration**
- **Mandatory Ethics Training and Certifications**

AUDITS:

- **Resolution of all Leave Audit Findings from previous year**

BENIFITS

- **Completed organization of back log of medical filing records**
- **Completed collections of outstanding GI balances for active employees**
- **Finalized refunding process on AlwaysCare accounts (Improving processing time for refunds on AlwaysCare accounts)**
- **Developed the share file to improve communications throughout the system for accessibility in handling supplemental account information (processing time, refund and/or collection turn around, employee communication, vendor relationships, billing, etc.)**
- **Developed and improved supplemental enrollment processes and procedures**
- **Sought best insurance products/services available to our employees**
- **Worked with, insurance providers/carriers to launch annual benefits fair**

INITIATIVES IN PROGRESS

Electronic Forms:

- Deployment of other electronic forms to come in the future; such as orientation forms, applications, exit forms, etc.

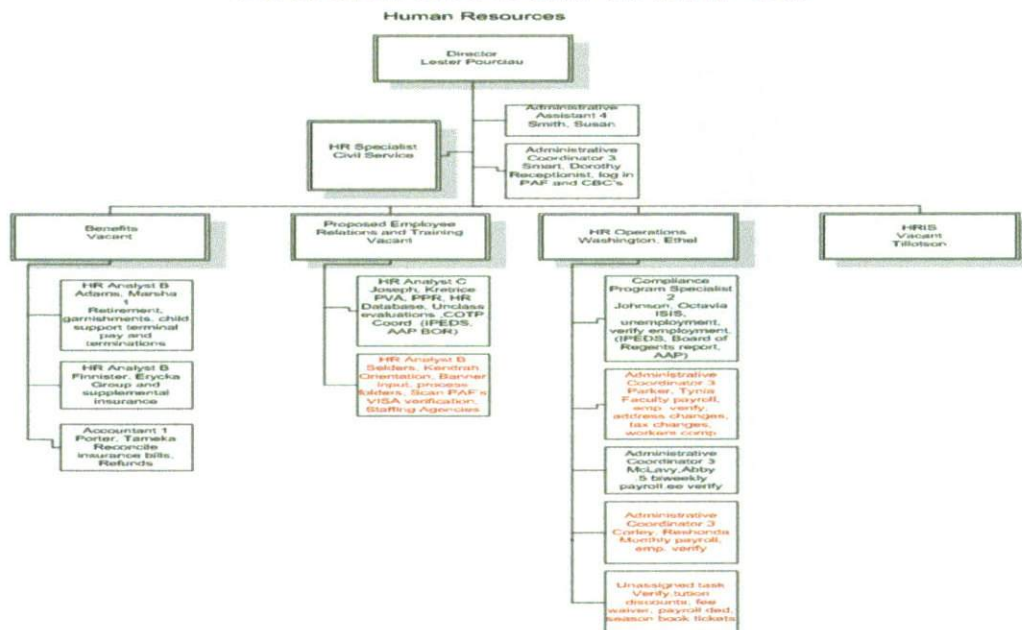
EPAF:

- A part of the Team that will implement and deploy the Electronic Personnel Action Forms in Banner.

Online Orientation:

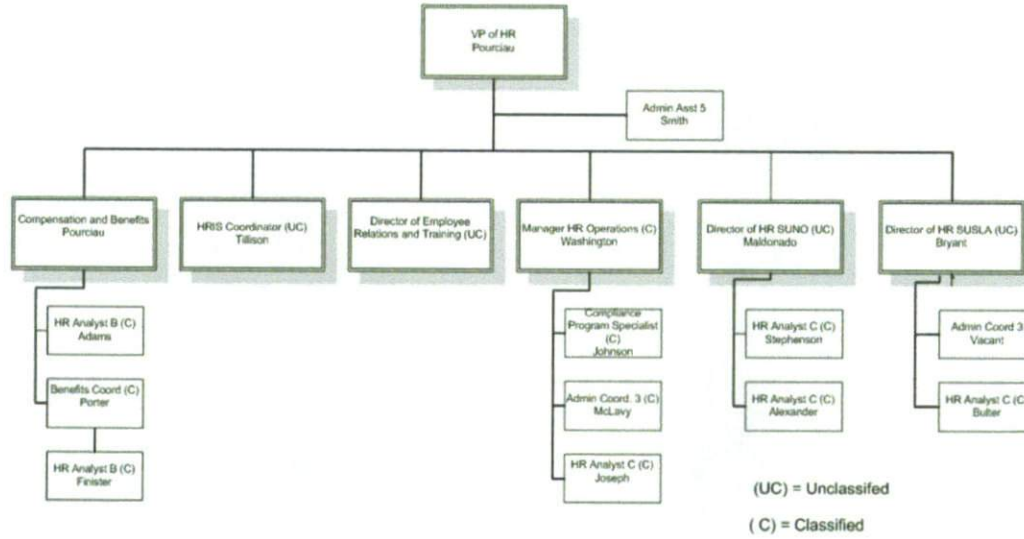
- Researching the process to deploy online orientation via SSB. VP of IT research findings show that this can be accomplished via Web-Tailor.

ORIGINAL ORGANIZATIONAL CHART BATON ROUGE CAMPUS



NEW SYSTEM HR ORGANIZATIONAL CHART

Human Resources



HUMAN RESOURCES SHARED SERVICES OPERATING BUDGET

SUBR

	Budget FY 12/13	Budget FY 11/12	Difference
• Salaries	586,497.00	707,487.00	(120,990.00)
• Other Compensation	5,000.00	(5,000.00)	
• Related Benefits	193,066.00	244,083.00	(51,017.00)
• Subtotal Personal Svcs	779,563.00	956,570.00	(177,007.00)
• Travel	610.00	(610.00)	
• Operating Services	18,000.00	18,000.00	-
• Supplies	1,500.00	2,500.00	(1,000.00)
• Professional Services	-	-	
• Other Charges	-	-	
• Equipment	-	-	
• Subtotal Other Costs	19,500.00	21,110.00	(1,610.00)
• Total	799,063.00	977,680.00	(178,617.00)

HUMAN RESOURCES SHARED SERVICES OPERATING BUDGET CONT.

SUNO

	Budget FY 12/13	Budget FY 11/12	Difference
• Salaries	158,129.00	221,086.00	(62,957.00)
• Other Compensation	-	-	-
• Related Benefits	49,020.00	68,537.00	(19,517.00)
• Subtotal Personal Svcs	207,149.00	289,623.00	(82,474.00)
• Travel	-	-	-
• Operating Services	-	-	-
• Supplies	-	1,000.00	(1,000.00)
• Professional Services	-	-	-
• Other Charges	-	-	-
• Equipment	-	-	-
• Subtotal Other Costs	-	1,000.00	(1,000.00)
• Total	207,149.00	290,623.00	(83,474.00)

HUMAN RESOURCES SHARED SERVICES OPERATING BUDGET CONT.

SUSLA

	Budget FY 12/13	Budget FY 11/12	Difference
• Salaries	78,558.00\$	124,158.00\$	(45,600.00)
• Other Compensation	-	-	-
• Related Benefits	25,924.00	43,455.00	(17,531.00)
• Subtotal Personal Svcs	104,482.00	167,613.00	(63,131.00)
• Travel	-	-	-
• Operating Services	-	-	-
• Supplies	-	-	-
• Professional Services	-	-	-
• Other Charges	-	-	-
• Equipment	-	-	-
• Subtotal Other Costs	-	-	-
• Total	104,482.00\$	167,613.00\$	(63,131.00)

HUMAN RESOURCES SHARED SERVICES OPERATING BUDGET CONT.

TOTAL BUDGETS SAVINGS

	Budget FY 12/13	Budget FY 11/12	Difference
● Salaries	823,184.00	1,052,731.00	(229,547.00)
● Other Compensation	5,000.00	(5,000.00)	
● Related Benefits	268,010.00	356,075.00	(88,065.00)
● Subtotal Personal Svcs	1,091,194.00	1,413,806.00	(322,612.00)
● Travel	-	610.00	(610.00)
● Operating Services	18,000.00	18,000.00	-
● Supplies	1,500.00	3,500.00	(2,000.00)
● Professional Services	-	-	
● Other Charges	-	-	
● Equipment	-	-	
● Subtotal Other Costs	19,500.00	22,110.00	(2,610.00)
● Total	1,110,694.00	1,435,916.00	(325,222.00)

CONCLUSION

Centralization of the Human Resources functions can be extremely efficient and effective. The sharing of data and information in a consistent manner reduces the probability of compliance issues. The Economies/efficiencies of scale allows us to better service the University community with such things as; improved benefits, better relationships with Civil Service and EEOC.



INFORMATION ONLY

SOUTHERN UNIVERSITY SYSTEM

ENROLLMENT SERVICES AUTOMATION WORK PLAN

JUNE 10, 2013 — JUNE 27, 2014

Work Plan Prepared by:

Michelle L. Hill, MPA
Director of Recruitment and Admissions
Southern University – Baton Rouge

Southern University System Enrollment Services Automation Work Plan

Overview

The Student Services Automation Project is a critical initiative designed to automate, standardize and synchronize all aspects of enrollment services within the Southern University System. This project plan is designed to set attainable targets for the startup of the interactive online Enrollment Services function within Banner by the Fall 2014 semester. Executive leadership has developed goals for the project with action steps, responsible parties, deadlines and resource allocations. This project will create a virtual one stop for Southern University System current and prospective students and position Southern University as a worldwide provider of online education. It will also be the foundation of a state-of-the-art enrollment processing center that services SUBR, SUNO and SUSLA.

Project Plan

Goal 1: Analyze the current organizational capacity within Student Services to meet current and future demand for campus and online education.			
Action Step	Responsible Party	Deadline	Resource Allocation
1. Review job descriptions of all current positions within Admissions, Recruitment, CTLE, Financial Aid, Registrar's Office and Bursar's Office	Michelle Hill Student Services Work Group Human Resources Manager	8/23/13	16 hours
2. Review standard operating procedures within Admissions, Recruitment, CTLE, Financial Aid, Registrar's Office and Bursar's Office	Michelle Hill Vice Chancellors Student Services Work Group	8/30/13	32 hours
3. Develop workflow diagrams for all current processes within Admissions, Recruitment, CTLE, Financial Aid, Registrar's Office and Bursar's Office	Michelle Hill Student Services Work Group Carlos Thomas	9/27/13	80 hours

4. Make recommendations to Chancellors and President regarding organizational structure and processes within Enrollment Services to modernize enrollment services	Michelle Hill Vice Chancellors Student Services Work Group	10/18/13	16 hours
Goal 2: Develop coordinated, standardized processes for Student Services on a system-wide level.			
Action Step	Responsible Party	Deadline	Resource Allocation
1. Develop workflow diagrams for online processes for Enrollment Services within Banner	Michelle Hill Student Services Work Group Carlos Thomas	10/25/13	160 hours
2. Make recommendations to Chancellors regarding workflow diagrams for Enrollment Services within Banner	Michelle Hill Vice Chancellors Carlos Thomas	11/22/13	
3. Revise standard operating procedures for Enrollment Services in accordance with approved recommendations and workflow diagrams	Michelle Hill Student Services Work Group	01/10/14 (predecessor Goal 2 #2)	80 hours
4. Revise job descriptions for Enrollment Services in accordance with approved recommendations, workflow diagrams and standard operating procedures	Michelle Hill Human Resources Manager	02/07/14 (predecessor Goal 2 #2)	80 hours
5. Develop workflow diagrams and standard operating procedures for an online student communication function within Banner to maintain close online contact between Enrollment Services staff and students within the system	Michelle Hill Student Services Work Group Carlos Thomas	03/07/14	80 hours

Goal 3: Automate standardized processes for Student Services on a system-wide level within Banner.

1. Coordinate the analysis of current Enrollment Services Banner Systems at each campus	Michelle Hill Student Services Work Group Carlos Thomas	10/25/13	160 hours
2. Make recommendations to Chancellors regarding the Enrollment Services Banner Systems based on initial analysis	Michelle Hill Vice Chancellors Carlos Thomas	10/25/13	
3. Coordinate the development of programming functions within Banner for Enrollment Services in accordance with workflow diagrams	Michelle Hill Student Services Work Group Carlos Thomas	01/24/14	160 hours
4. Coordinate beta testing of programming functions within Banner for Enrollment Services	Michelle Hill Carlos Thomas	03/28/14	80 hours
5. Evaluation of programming functions from testing with adjustments	Michelle Hill Carlos Thomas	04/18/14	40 hours
6. Launch programming functions within Banner for Student Services	Michelle Hill Vice Chancellors Student Services Work Group Carlos Thomas	05/09/14	160 hours
7. Evaluate programming functions within Banner and facilitate adjustments and corrections as warranted	Michelle Hill Vice Chancellors Student Services Work Group Carlos Thomas	05/30/14	80 hours
8. Present the findings of the Enrollment Services Automation Project to the System President and Stakeholders	Michelle Hill Chancellors Student Services Work Group	06/27/14	