

**BOARD OF SUPERVISORS FOR THE  
UNIVERSITY OF LOUISIANA SYSTEM**

**PERSONNEL COMMITTEE**

**December 6, 2022**

**Item H.5.** Grambling State University's request for approval to appoint Dr. Rudolph Ellis as Vice President of Student Affairs effective November 7, 2022.

**EXECUTIVE SUMMARY**

The University requests approval to appoint Dr. Rudolph Ellis as Vice President of Student Affairs effective November 7, 2022 at an annual salary of \$165,000. The staff recommends approval.

**RECOMMENDATION**

It is recommended that the following resolution be adopted:

***NOW, THEREFORE, BE IT RESOLVED,** that the Board of Supervisors for the University of Louisiana System hereby approves Grambling State University's request for approval to appoint Dr. Rudolph Ellis as Vice President of Student Affairs effective November 7, 2022.*



H.5.

Office of the President

November 15, 2022

**MEMORANDUM TO THE BOARD OF SUPERVISORS OF THE  
UNIVERSITY OF LOUISIANA SYSTEM**

**SUBJECT: REQUEST FOR APPROVAL TO APPOINT DR. RUDOLPH ELLIS AS  
VICE-PRESIDENT OF STUDENT AFFAIRS**

Grambling State University (GSU) respectfully requests approval to appoint Dr. Rudolph Ellis as Vice-President of Student Affairs effective November 7, 2022, with an annual salary of \$165,000.00

Your favorable consideration of this request is greatly appreciated.

Sincerely,

Richard J. Gallot, Jr., JD  
President

# RUDOLPH KHENDIS ELLIS

Cell: (318) 436-6969

[khendisellis@yahoo.com](mailto:khendisellis@yahoo.com)

## Current Address

2776 Highway 150 Apt 2  
Ruston, LA 71270

## Permanent Address

5 Tate Street  
Orange Walk Town

## OBJECTIVE

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To further enhance my mentorship, pedagogical and leadership skills and become a facilitator of learning and an enhancer and nurturer of affective behavior by imparting appropriate subject matters for students to become effective scholars and community leaders in an interactive global and environment.

## EDUCATION

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- **Ed. D in Developmental Education with concentrations in Curriculum and Instructional Design and Student Personnel and Services**  
Grambling State University, Grambling LA, Fall 2017. **Current GPA: 4.0**  
Dissertation Title: *Student Narratives in Experiential Learning: Exploring Students' Perceptions in Personal Growth, Academic Performance and Career Readiness Based on Internship and Practicum Courses*
- **Master's Degree in Curriculum and Instruction: Reading Specialist**  
Grambling State University, Grambling LA, May 2011 **GPA 4.0**
- **Bachelor's Degree of Science in English Education 6 -12**  
Grambling State University, December 2009 **GPA 4.0**

## QUALIFICATIONS AND SKILLS

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- Knowledge of MS Excel, Word, PowerPoint and Publisher
- Strong interpersonal, leadership and teamwork skills
- Able to communicate effectively, both orally and written
- Bilingual (English/Spanish)
- Great Organizational and Customer Service Skills
- Certified Teacher for the State of Louisiana
- Extensively trained in Grant writing
- Trained facilitator for Programs

## EMPLOYMENT

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### Interim Vice President of Student Affairs

**Grambling State University**

**July 2021 to present**

- Understand, support, and promote the mission of the University and provide institutional leadership on student development

- Serve as a member of the senior leadership team and assist the President in strategic planning, decision making, crisis management, and communication
- Provide leadership and direction to staff within the Division to foster an atmosphere that supports student retention and success, foster the holistic development of the student, demonstrate a commitment to diversity, equity, and inclusion, and encourage the religious values and academic mission of the University
- Serve as a critical leader in fostering a campus culture in which differences are embraced and work to advance the University's mission of diversity, equity, and inclusion through actively creating, supporting, and carrying out college-wide diversity initiatives
- Assist in developing, executing, and assessing the University's strategic goals and diversity initiatives.
- Develop, implement, and assess the Division's strategic plan
- Oversee the development, communication, and ongoing review of all policies and procedures within the Division to meet student needs, as well as ensure alignment with ethical standards and legal parameters
- To ensure compliance with federal and state legal and regulatory requirements as they relate to student life, including but not limited to Title IX, FERPA,
- Oversees the development with student leaders of vibrant and diverse activities and programs to enhance student engagement.
- Prepare and manage the divisional budget, including the approval of all departmental budgets
- Provide direction for the student conduct process and serve as the appellate officer for all student conduct violations
- Coordinate crisis response for the Student Affairs Division and assure Student Affairs representation on the Emergency Management Team.
- Oversee the Student Affairs assessment effort and serve as divisional liaison to accreditation efforts
- Work closely with the Provost and Vice President for Academic Affairs to facilitate effective and efficient communication across the divisions that facilitates student success
- Oversee the recruitment, orientation, development, and evaluation of Student Affairs staff
- Work closely with the Institutional Advancement Division to develop and implement philanthropic initiatives pertaining especially to Student Affairs
- Represent the Division on College committees and task forces as needed

## **Director of Retention**

### **Grambling State University**

**July 2020 to present**

- Oversee the day-to-day operations of the College Advising Center including the front desk operations, scheduling of staff and faculty advisors, and advising services and processes.
- Set and maintain a high standard of quality student service in the Office of Retention. This includes ensuring that anyone who enters the Office receives a friendly greeting, holding staff and student workers accountable for proactively addressing inquiries and concerns with expedience and friendliness and handling any conflicts that may arise with respect and discretion.
- Assess and improve the onboarding process of new students and advising services for current students, improving both efficiency and effectiveness.

- Ensure the delivery of accurate, relevant, and timely information to students concerning the culture of higher education, placement test results, academic standards and expectations, and program options and requirements.
- Coordinate retention programs and services with Academic Affairs and other college departments, including data collection, analysis and reporting outcomes.
- In cooperation with the Associate Vice President of Enrollment Management, identify priorities, strategic goals and action plans to enhance student progress to degree completion. Lead, support and provide direction to advising staff with retention and completion initiatives.
- Manage advising assignments and oversee the advisement of special populations that are assigned to direct reports.
- Update and implement procedures and practices to promote the success of students.

**Instructor College of Education: ED 222 Leadership and Decision Making,  
Grambling State University**

**August 2011 to May 2019**

- Write course content based on the mission and vision of the institution
- Ensure that course aims and objectives are linked with SACSCOC and the core components of NCATE
- Provide differentiated instruction and collaborative learning to developmental students in the classroom.
- Provide experiential experience for students to provide real world experience from lesson learned
- Promote curricular and co-curricular experience via lesson plans and course content.
- Set performance goals for each student based on conceptual framework established by the college of Education
- Promote best practices for holistic learning that aims at meeting the objectives of GRAD Act.

**Student Affairs Unit: Associate Dean of Student Services,  
Grambling State University**

**January 2018 to July 2019**

- Collaborate closely with the Director of Campus Living and the Facilities Management Department to ensure that residential facilities are adequately maintained. Propose facility upgrades and rehab/renovation projects designed to enhance the quality of life for students and residential staff.
- Collaborate with Admissions regarding occupancy for incoming students. Collaborate to develop summer housing including special camps/groups, and initiatives to increase revenue.
- Work with unit directors to develop and implement departmental policies, procedures and programs. Determine departmental goals and objectives, contribute to divisional goals and objectives, and organize resources to accomplish them.
- Coordinate student services operations with other Student Affairs “helping” departments and appropriate University offices and departments.
- Collaborate with unit leadership to finalize budgets, spending plans, funding needs, and capital request for the “helping” unit while monitoring and maintaining the fiscal and budgetary status of student services units.
- Collaborate with the Associate Vice President for Student Affairs & Director of Student Conduct to provide training and guidance regarding legal implications of policies and sanctions. Review and revise divisional policies and procedures, as appropriate.

- Serve as a member of the SACAT (Student Affairs Crisis Assessment Team) Committee and BIT (Behavior Intervention Team) Committee, in addition to Orientation Committee, Food Service Committee, and the Student Affairs Leadership Team.
- May meet regularly with the members of GSUPD, Counseling, Health & Wellness, Disability Services, Student Conduct, Student Government Association, University College, and Office of Student Affairs to share information and coordinate services for students. Ability to create, foster, and support internal and external relationships.

**Adjunct Professor College of Education ED 402: Instructional Technology Integration, Grambling State University**

**Summer June 2018-June 2019**

- Write course content based on the mission and vision of the institution
- Ensure that course aims and objectives are linked with SACSCOC and the core components of CAEP
- Provide differentiated instruction and collaborative learning to developmental students in the classroom.
- Provide experiential experience for students to provide real world experience from lesson learned
- Promote curricular and co-curricular experience via lesson plans and course content that benefits students in a technology-based classroom setting
- Set performance goals for each student based on conceptual framework established by the College of Education
- Promote best practices for holistic learning that aims at meeting the objectives of GRAD Act and SACSCOC.

**Adjunct Professor College of Education ED 530: Technology Integration for Learning and Teaching, Grambling State University**

**Summer June 2018 & June 2019**

- Write course content based on the mission and vision of the institution
- Ensure that course aims and objectives are linked with SACSCOC and the core components of CAEP
- Provide differentiated instruction and collaborative learning to developmental students in the classroom.
- Provide experiential experience for students to provide real world experience from lesson learned
- Promote curricular and co-curricular experience via lesson plans and course content that benefits students in a technology based classroom setting
- Set performance goals for each student based on conceptual framework established by the College of Education
- Promote best practices for holistic learning that aims at meeting the objectives of GRAD Act and SACSCOC.

**Associate Director and Program Coordinator of Residential Life, Grambling State University  
October 2015 to March 2018**

- Select, train and supervise undergraduate Residential Life staff and manage operational functions in assigned residence halls. Provide services directly to students such as personal and disciplinary counseling and developmental, cultural, and educational programming. Coordinate administrative operations. Maintain liaison relationships with other Student Affairs and Campus Life Offices. Participate in the overall planning and management of the residence hall system
- Organize and execute planning of the living learning community on campus. Provide supervision of over 250 students who are a part of the living learning program on campus.

**Area Coordinator and Program Director of Living Learning Communities,  
Grambling State University** **January 2010 to 2015**

- Implementation of a residential curriculum and living learning communities to freshmen students on campus.
- Manage and lead various community and residential life projects independently and also work effectively as part of a team;
- Promote values initiative, strong work ethic and teamwork as it pertains to student development, retention and matriculation
- Promote the understanding of judicial programs, crisis management, student leadership, student activities, and diversity programming
- Advise student groups in university environment as it pertains to the guidelines of both NASPA and SACSA organizations.
- Provide and demonstrate skills in leadership, crisis intervention, group dynamics, flexibility, and programming in a residence hall setting
- Ability to establish and maintain effective working relationships with other employees, students and the general public
- Strong technology skills; experience with creation of spread sheets and data bases
- Assists in developing departmental vision, goals, objectives, strategic direction for creating effective student living and learning communities to support student success within Residential Education
- Provides primary leadership, support and supervision, ongoing training and evaluation of performance of staff in assigned area; particularly in the areas of community building, emergency procedures/crisis management, diversity and policy implementation.

**Tutor for Service Learning, LA Leap Test and ACT prep, Department of Curriculum and Instruction,  
Grambling State University** **September 2007- December 2009**

- Generate lesson plans to prepare students for LEAP Test and ACT test.
- Provide direct instruction and collaborative learning experiences for students
- Evaluate students' performance based on guidelines established by Department by Louisiana's GLE's and benchmarks.

**AWARDS AND PROFESSIONAL ACTIVITIES**

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- 2022 Board of Directors Member of the North Central Louisiana Art Council

- 2021 University of Louisiana System Champion of Diversity and Inclusion Award
- Fellow of 2019 ULS Management and Leadership Institute Program
- Co-Chair of Diversity, Equity and Inclusion Committee
- William G White Graduate Fellow NADE Scholarship (2015)
- Clinton Global Initiative Fellow.
- Valedictorian- 2009 Commencement Exercise at Grambling State University
- Go Joven Fellow [www.gojoven.org](http://www.gojoven.org)
- Red Cross Ambassador for Belize
- Member of the Queen Scouts in Belize
- Member of the following Professional Organizations: AERA, NOSS, IRA, NASPA, NCTE, SACSA,

## **CONFERENCE PRESENTATIONS**

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- *“The Everybody Project”*: pathways to impact Diversity, Equity and Inclusion at HBCUs. (For the Future Conference 2020, University of Louisiana, Monroe, Louisiana)ULM  
**January 2020**
- *Poster Presentation: Student Narratives in Experiential Learning: Exploring Students’ Perceptions in Personal Growth, Academic Performance and Career Readiness Based on Internship and Practicum Courses* (Research Associate of Minority Professor  
**February 2020**
- *Diversity: Addressing the Elephant in the Room: A presentation associated with the 2019 ULS Management and Leadership Institute Program.* (For the Future Conference 2019, University of Louisiana, Lafayette, Louisiana) Rudolph Ellis, Kimberly Gallow, Fran Lemoine, Lindsey, Keith-Vincent, Steven Kenney and Tanner Stines  
**February 2019**
- *Cultural Consideration: Strategies for Developing an Inclusive, Supportive and Safe Environment for LGBT College Students at an HBCU.* (SACSA 2014 Annual Conference, Louisville, Kentucky) Mystee Burrell, Brittany Hoskin and Rudolph Ellis  
**November 2014**
- *The Big Five Reading Techniques* (Northern Louisiana Reading Council Association Annual Convention Ruston, Louisiana)  
**April 2011**
- *Equipping Resident Assistants with the basics: “The Triple Effect: How to balance work, social and academic life.* (ERA CONFERENCE Alexandria, Louisiana)  
**March, 2011**

## **GRANT AWARDS**

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- COVAC Mini Grant: \$6,000 Award money to assist in the planning and implementation of programs to encourage students to be vaccinated.  
**August 2021**
- Partnership for COVID-19 Vaccination for Underserved Populations in Louisiana (VAX-UP Louisiana): \$119,138.00 Award money used to assist with aiding the underserved populations in Louisiana. (Vax-UP)  
**August 2021**
- NPS Grant: \$500,000.00 Renovation of Health Center in Grambling State University Historic Village. Worked with Ms. Patrice Outley.  
**April, 2020**



- DIVERSI U@GSU. Initiatives to allow students from various backgrounds to be accepted on campus. Award given by LAHO and SEAHO. Award span is one academic year.  
Grant: 500.00 **October, 2014**
- Pathways to change. Educational Program for 30 commercial sex workers in Northern Belize to be educated on ways to practice safe sex, effects of pregnancy, advocacy and employment initiatives. Award given by Summit Foundation: Grant 30,000.00 BZE **March, 2007**
- Youth Empowerment Program. Educate 100 indigenous teenagers in North and Western Belize about the benefits of safe sex and abstinence. Program was for one year. Award given by Summit Foundation and PHI Grant: \$20,000.00 BZE **May, 2005**

### **ON CAMPUS SERVICES**

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- Coordinator of the Build Success Program that focuses on scholarship attainment for first generation African American students, students from rural families and student who come from single parent and poverty-stricken areas.
- LGBTQIA Safe Space Facilitator.
- Adviser West Coast Club, Member of Campus Aids Prevention Club, Coordinator of the transition committee for International students.
- Member of Steering Committee for Tiger Den Food Pantry

**BOARD OF SUPERVISORS FOR THE  
UNIVERSITY OF LOUISIANA SYSTEM**

**PERSONNEL COMMITTEE**

**December 6, 2022**

**Item H.6.**     **Northwestern State University's** request for approval to appoint Dr. William Drake Owens as Interim Executive Vice President of External Affairs effective November 14, 2022.

**EXECUTIVE SUMMARY**

The University requests approval to appoint Dr. William Drake Owens as Interim Executive Vice President of External Affairs effective November 14, 2022 at an annual salary of \$155,000. The staff recommends approval.

**RECOMMENDATION**

It is recommended that the following resolution be adopted:

***NOW, THEREFORE, BE IT RESOLVED,** that the Board of Supervisors for the University of Louisiana System hereby approves Northwestern State University's request for approval to appoint Dr. William Drake Owens as Interim Executive Vice President of External Affairs effective November 14, 2022.*

 **NORTHWESTERN STATE**

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*Office of the President*

November 15, 2022

Dr. Jim Henderson, President  
University of Louisiana System  
1201 North Third Street, Suite 7-300  
Baton Rouge, LA 70802

Re: Appointment of Dr. William Drake Owens as Interim Executive Vice President of External Affairs

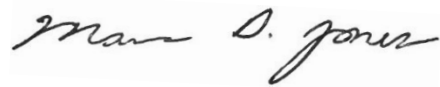
Dear Dr. Henderson:

Northwestern State University is submitting the following item to be placed on the agenda for approval at the December 2022 Board meeting:

*Appointment of Dr. William Drake Owens as Interim Executive Vice President of External Affairs at an annual salary of \$155,000 for the period of November 14, 2022 – March 31, 2023.*

Thank you for your consideration.

Sincerely,



Dr. Marcus Jones  
President

Attachment

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# William Drake Owens

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## Experiential Summary

- Higher education administration: teaching, strategic planning, personnel management, budgeting, institutional advancement, government relations and public affairs
- Marketing, public relations and fundraising experience in higher education and industry
- Mineral asset and wealth management
- Legal analysis; policy development
- Construction management, disaster relief

## Educational Attainment

- Ph.D., Educational Administration, University of New Orleans, 2020
- J.D., Loyola University New Orleans, 2015
- M.S., Sports Administration, Northwestern State University, 2005
- B.S., Biology, Northwestern State University, 2004

## Licensures, Commissions and Certifications

- Licensed Attorney, State of Louisiana
- Notary Public, State of Louisiana
- Professional Minerals and Royalty Asset Manager, NARO Institute
- Certificate in Environmental Law, Loyola University New Orleans

## Professional Experience

- Assistant Vice President of External Affairs for University Advancement/Assistant Professor, Northwestern State University, Natchitoches, LA, July 2015-Present
- Asset Manager, Aliign Minerals Management, LLC, Shreveport, LA, May 2013-June 2015
- Law Clerk, Southeast Louisiana Legal Services, New Orleans, LA, January 2014-May 2014
- Director of University Advancement, Northwestern State University, Natchitoches, LA, June 2008-September 2012
- Assistant Director of Alumni & Development, Northwestern State University, Natchitoches, LA, July 2006- June 2008
- Project Manager, TKTMJ Inc., Luling, LA, December 2005-May 2006
- Graduate Assistant, Northwestern State University, Natchitoches, LA, August 2004-December 2005
- Assistant Manager, Natchitoches Country Club, August 2000-July 2004
- Equipment Operator/Mechanic, J.R. White Contractors Inc., June 1998-July 2000

### **Professional Affiliations**

- National Association of College and University Attorneys 2021-Present
- American Bar Association 2021-Present
- Louisiana State Bar Association 2021-Present
- National Association of Royalty Owners 2013-Present
- Council for Advancement and Support of Education 2006-Present
- Association of Louisiana Alumni Executives 2006-Present

### **Service Organizations**

- Mary R. Gallaspy Charitable Trust, Executive Director 2015-Present
- Northwestern State University Foundation, Executive Director 2015-Present
- Northwestern State University Alumni Association, Executive Director 2015-Present
- Natchitoches Rotary Club, Member 2015-Present
- Natchitoches Area Jaycees, Member 2002-2012
- Boy Scouts of America, Eagle Scout 1987-1998

**BOARD OF SUPERVISORS FOR THE  
UNIVERSITY OF LOUISIANA SYSTEM**

**PERSONNEL COMMITTEE**

**December 6, 2022**

**Item H.7.**     **University of New Orleans'** request for approval to continue the appointment of Ms. Joanne N. Terranova as Interim Vice President for Business Affairs effective January 1, 2023.

**EXECUTIVE SUMMARY**

The University requests approval to continue the appointment of Ms. Joanne N. Terranova as Interim Vice President for Business Affairs effective January 1, 2023 at an annual salary of \$185,000. The staff recommends approval.

**RECOMMENDATION**

It is recommended that the following resolution be adopted:

***NOW, THEREFORE, BE IT RESOLVED,** that the Board of Supervisors for the University of Louisiana System hereby approves University of New Orleans' request for approval to continue the appointment of Ms. Joanne N. Terranova as Interim Vice President for Business Affairs effective January 1, 2023.*



H.7.

THE UNIVERSITY *of*  
**NEW ORLEANS**  

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**OFFICE OF THE PRESIDENT**

October 27, 2022

Dr. James B. Henderson  
President  
The University of Louisiana System  
1201 North Third Street  
Baton Rouge, LA 70802

Re: University of New Orleans

Dear Dr. Henderson,

The University of New Orleans requests approval to extend the interim appointment of Ms. Joanne N. Terranova as the Interim Vice President for Business Affairs till June 30, 2023 or until the position is filled on a permanent basis whichever is first.

Thank you for your consideration of this request. Please do not hesitate to contact me should you have any questions.

Sincerely,

John W. Nicklow  
President

**JOANNE N. TERRANOVA, MBA, CPA**  
**138 Ridgeway Drive**  
**Metairie, LA 70001**  
**Phone (504) 834-7061**

## **EXPERIENCE**

### **University of New Orleans**

#### ***Comptroller***

***2019-present***

- Prepares University's Financial Operating Reports quarterly
- Prepares analyses of revenue and expenditure projections associated with the budget and University's financial position
- Interacts with members of the University in fiscal matters and provides interpretation of University policies and procedures
- Actively coordinates and participates in the fiscal year end closing routine working in conjunction with all departmental units within the Division of Business Affairs
- Ensures that the University spending at fiscal year-end does not exceed its budget authorization from the State.
- Reviews and recommends changes to year-end closing entries, financial statements, and accompanying notes and supporting schedules to the financial statements before submittal to the UL System.
- Determines funding for various Facility Services projects
- Handles cash management transactions and projections
- Ensures University compliance with International tax laws
- Prepares and distributes form 1042S and handles IRS reporting
- Manages and oversees the Accounts Payable department. Hires, trains, schedules, supervises, disciplines and formally evaluates assigned personnel.
- Participates in Workday training and implementation

#### ***Assistant Comptroller***

***2006-2019***

- Prepared the University's Financial Operating Reports quarterly
- Prepared analyses of revenue and expenditure projections associated with the budget and University's financial position
- Prepared tuition and fee schedules
- Interacted with members of the University in fiscal matters and provided interpretation of University policies and procedures
- Participated in the fiscal year end closing routine
- Reviewed and recommended changes to the University's financial statements
- Determined funding for various Facility Services projects
- Handled cash management transactions and projections
- Coordinated the preparation of the Moody's Liquidity Reports relating to bonds
- Ensured University compliance with International tax laws
- Prepared and distributed form 1042S and handled IRS reporting
- Supervised International Tax Coordinator position until February 2014.



***Tax Compliance and Contracts Administrator******2004-2006******Tax Compliance Administrator******2000-2004***

- Handled compliance of federal and state tax laws
- Determined taxation for International employees and students
- Performed departmental reviews and audits of internal controls
- Audited INS Form I-9's for compliance
- Supervised International Tax Coordinator (beginning 2004)
- Reviewed and processed University contracts
- Prepared quarterly reports to the Division of Administration/Office of Contractual Review
- Performed financial analyses
- Handled special projects determined by management.

***Payroll Manager******1995 to 2000***

- Supervised eight payroll personnel and student workers
- Participated in the conversion from the Legacy to the PeopleSoft computer system
- Responsible for and managed production of all University payrolls
- Automated transmission of direct deposits to the bank, annuity providers, and to the IRS through the Electronic Federal Tax Payment System
- Prepared monthly cash projections for all payrolls
- Responsible for ensuring submission and monthly reconciliation of payroll liabilities for insurances, annuities, retirements, garnishments, etc.
- Handled compliance with all federal and state regulations and requirements relating to taxable income, payroll taxes, garnishments, etc.

***Fiscal Analyst******1993 to 1995***

- Approved personnel action forms after verifying available funding
- Monitored and controlled salary budget (76% of the University's operating budget)
- Assisted Comptroller in projecting salary commitments
- Trained departments in the preparation of personnel actions
- Performed payroll audits
- Served as back up accountant for the UNO Foundation
- Participated in the design, development, conversion and maintenance of the Foundation's Blackbaud Integrated Fund Accounting System.

**EDUCATION & CREDENTIALS****Licensed by the State Board of Certified Public Accountants of Louisiana****1995-present****University of New Orleans**

Master of Business Administration

**2004****REFERENCES**

Available upon request