

Prairie View A&M University
reorganizes & appoints new staff
to reach new goals



FALL 2004

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Prairie View A&M University is restructuring in order to respond more readily and effectively to students, faculty, staff, alumni and the community. The President has appointed new staff and reorganized as follows:

The following position reports to the President:

- **Mr. Dan Williams** was named Executive Vice President and Chief Financial Officer, effective March 1, 2004. Mr. Williams has 38 years of fiscal experience with six different public universities in Texas. His responsibilities at the University involve management and oversight in the following areas: business affairs, human resources, payroll, physical plant maintenance, campus security, accountability programs, OCR Priority Plan coordination, institutional effectiveness, research and analysis, tuition and fee oversight, HUB initiatives, university housing, Staff Advisory Council coordination and the Campus Master Plan update.

Changes have been made in the following positions reporting to the Executive Vice President and Chief Financial Officer:

- **Mr. Fred Washington** will serve as Associate Vice President for Finance and Administration effective September 1, 2004 after serving in the role of Interim Associate Vice President for Finance and Administration since October 1, 2003. Mr. Washington will continue to have responsibility for a variety of administrative and auxiliary operations, including the Memorial Student Center, KPVU / FM, food service, campus housing operations, the travel office, contract compliance and other auxiliaries. Effective September 1, 2004 the Department of Public Safety (University Police) and campus parking operations will also report to Mr. Washington in his position of Associate Vice President.
- **Mr. Larry Raab** has been named Executive Director for Facilities, Planning, Construction and Special Projects, effective September 1, 2004. Mr. Raab's primary responsibility is to produce and monitor the Campus Master Plan and to advise and make recommendations regarding the efficient and effective use of space on campus. He is also the primary representative with Texas A&M University System/Facilities Planning and Construction and The Higher Education Coordinating Board on matters relating to campus planning and facilities. Among his other responsibilities are coordinating and overseeing the many tasks related to the planning, design, and development of new construction projects, as well as the supervision of major and/or minor repairs and rehabilitation projects of Prairie View A&M University's facilities.
- **Mr. Charles Muse**, who has previously served as Chief Engineer in charge of campus utilities, has been promoted to the position of Director of Physical

Plant effective June 1, 2004. In this role, Mr. Muse has responsibility for building maintenance and utilities, grounds maintenance, custodial services, water and wastewater operations, and for coordination with contractors involved in major new construction and repair and rehabilitation projects. Effective September 1, 2004, Mr. Muse will report directly to the Executive Vice President and Chief Financial Officer.

Changes have been made in the following positions reporting to the Provost and Senior Vice President for Academic and Student Affairs:

- **Dr. E. Joahanne Thomas-Smith's** responsibilities have been expanded and her title changed to Provost and Senior Vice President for Academic and Student Affairs, effective June 1, 2004. In this new capacity she has chief responsibility for all academic and student affairs at Prairie View A&M University. All programs and services for a positive impact on the development and preparation of students for life and for the professions are under the jurisdiction of Dr. Thomas-Smith. The administrative units reporting to this position include the nine academic schools and colleges, the University College, the University Library, Enrollment Management, Student Affairs, Distance Learning, and Instructional Support Services.

The following positions report to the Provost and Senior Vice President for Academic and Student Affairs:

- **Dr. Doris Price** returns to her role as Associate Vice President for Student Affairs, effective June 1, 2004. Dr. Price's areas of responsibility include student activities, career planning and placement, disability services, judicial services, community life and the Johnson Phillip All-Faiths Chapel.
- **Mr. Don Byars** has been appointed Associate Provost for Enrollment Management Services effective June 1, 2004. Mr. Byars comes to Prairie View A&M University from the University of Kentucky where he served for 32 years in various administrative capacities in the areas of policy development and outreach, recruitment, and operations of admissions. As the principal enrollment manager, Mr. Byars is responsible for providing leadership for the development and implementation of an enrollment plan for the University. His duties include directing the budget planning processes, and supervising the offices of admissions, student recruitment and orientation, financial aid, scholarships and records.

The following position reports to the President:

- **Dr. Willie Trotty** continues in his role as Vice President for Research and Development. Dr. Trotty is responsible for interacting with government agencies, corporate entities and foundations and individuals to identify resources for the teaching, research and service missions of the University. In maintaining all

research grants and contracts, he will ensure that the University is in compliance with donor and funding agency reporting requirements. Dr. Trotty has chief responsibility for identifying and obtaining resources from private philanthropic entities, foundations and individuals to benefit the University's teaching, research and service missions.

The following position reports to the Vice President for Research and Development:

- **Ms. Monica Williams** has been appointed the Development Director, effective May 1, 2004. She is responsible for the day-to-day management of the Capital Campaign and for developing and sustaining a funding base representing individuals, corporations, foundations and other private entities. Her specific duties include standardizing systems for prospect identification, cultivation and review. Ms. Williams also has responsibility for fundraising strategies, researching and writing grant proposals, overseeing and reporting on the campaign progress, making presentations to solicit support from individuals, organizations and foundations, as well as ensuring compliance for all charitable giving.

The following position reports to the President:

- **Dr. Laretta Byars** has been appointed Vice President for Institutional Relations and Public Service, effective August 1, 2004. She comes to Prairie View A&M University from the University of Kentucky where she has 30 years of experience in community outreach and diversity development. Dr. Byars is responsible for evaluating and promoting the University's services and programs that address some of the state's most critical needs in the areas of education, health, the environment, arts and culture, economic well-being, community vitality and civic engagement. Her position is the focal point for coordination of planning and delivery of programs and services, including but not limited to service learning, continuing education, K-12 outreach, multi-cultural affairs, and community development. The position links entities within the University with local, state and national agencies and foundations to maximize the use of resources appropriate for improving health, education, socio-economic, and cultural well-being of the citizens of Texas.

The following positions report to the Vice President for Institutional Relations and Public Service:

- **Ms. Diana Fallis**, continues as Public and Media Relations Officer. She is responsible for planning, directing and implementing overall University communications efforts including developing and overseeing various communications programs and projects and coordinating them with other Texas A&M University System members. Specific duties include writing, editing and issuing University news releases; maintaining media relationships, enhancing the visibility of the University and its colleges and schools, conceptualizing, writing, producing and editing University video, speeches

and presentations for the President, Vice Presidents and other University administrators.

- **Mr. Frank Jackson** continues as Governmental Relations Officer whose duties are to: support the President as he plans, presents and explains the University's budget and any special items and riders; interface with state representatives and/or senatorial district legislators who are knowledgeable of the University's goals in the institution and in the broader community; coordinate the dissemination of information that enhance the reputation of the University with state policymakers; successfully identify and monitor legislation that may impact the University, and work with the Texas A&M University System State Affairs Team to achieve the University and System goals.

The following positions will continue to report to the President:

- **Mr. Charles McClelland** continues as Director of Athletics. He is responsible for the overall leadership of the University's Intercollegiate Athletics Program including management in budget planning, expenditures, facilities and all other fiscal resources. He plans and participates in fundraising and public relations activities; supervises and evaluates the athletic administrative staff and coaches, promotes commitment to academic integrity, gender equity and diversity within the department. He monitors and enforces compliance with all State, System, University and NCAA rules and regulations that govern the conduct of the athletic program.
- **Ms. Carol Campbell** continues as Director of Special Events. She serves as special events director to the President, with lead responsibility for planning and executing presidential activities, promoting a social climate conducive to building and enhancing strong relationships with the university's internal and external constituencies. She serves as a liaison to the First Lady who hosts/co-hosts the majority of presidential social functions and plays a key role in the creation of the university's social/community base. Her responsibilities include coordinating visits of federal, state and community dignitaries on behalf of the Office of the President. In addition she chairs and serves on university wide event planning committees.