



LOUISIANA TECH
UNIVERSITY

SCHOOL OF AGRICULTURAL SCIENCES AND FORESTRY

May 8, 2023

Dear Members of the University Senate Committee:

It is a great honor to be nominated for the 2022 – 2023 Student Outreach Award. I am truly humbled and appreciative.

I have worked in the School of Agricultural Sciences and Forestry since 2019. I meet with new Forestry students to provide them with school and scholarship information. I work directly with current Forestry and GIS students with scholarships, club activities and various department events. I work closely with the Louisiana Forestry Association Director to set up face-to-face scholarship interviews with our current and incoming students.

I organize our annual awards and scholarship banquet, serving as the primary contact for our students, faculty, donors, industry representatives and our advisory board members. I assist with our various south campus activities such as south campus homecoming games, fall welcome back bbq, and area high school FFA competitions.

This year Louisiana Tech Forestry hosted the Southern Forestry Conclave, a three-day event held at Lincoln Parish Park. I worked with forestry club officers and faculty throughout the year to plan the event for 200 students from 13 universities. I managed registration and I worked directly with the caterers, venue representatives and park manager. I also assisted faculty and other advisors as needed throughout the event.

I work closely with our school director and faculty. I balance and maintain operating, foundation and grant accounts. I process purchase orders, travel expenses, overloads and adjunct faculty requests. I calculate summer research salaries and I maintain human resource documents. I also serve as timekeeper for my department.

I began working at Louisiana Tech University in 1999, holding positions in the Marbury Alumni Center, Engineering and Athletics. I traveled with the Band of Pride, making their travel arrangements and chaperoning various athletic trips. I pride myself in being a dedicated employee and I am thankful to work with such a great group of students and faculty.

I thank you for the opportunity to be selected for such an award.

Sincerely,

Dana Williams
Accounting Technician
School of Agricultural Sciences and Forestry

A MEMBER OF THE UNIVERSITY OF LOUISIANA SYSTEM

AGRICULTURAL SCIENCES • P.O. BOX 10198 • RUSTON, LA 71227 • TEL: (318) 257-3275 • FAX: (318) 257-4288
FORESTRY • P.O. BOX 10138 • RUSTON, LA 71272 • TEL: (318) 257-4986 • FAX (318) 257-5061

AN EQUAL OPPORTUNITY UNIVERSITY



SCHOOL OF AGRICULTURAL SCIENCES AND FORESTRY

May 10, 2023

Dear Selection Committee,

I would like to highly recommend Dana Williams for the Student Outreach Award. Dana has worked tirelessly since she joined our unit in working with the students and shepherding them into Tech and throughout their college career during their time here. South campus and our unit is very different than most of the rest of campus. Nearly every week we have potential students and current students that just drop by. Dana is the first point of contact of most of these folks (and their parents). She maintains a welcoming disposition regardless of all the other day-to-day issues that she may be tackling for the program at the moment. This contact is well regarded by the students, as she is the go-to-person for student problems, avocation, and advice. Even the very many clubs on south campus constantly use her as a sounding board for their pet projects and fundraisers (most notably the pie in the face fundraiser this Saturday for the Women in Louisiana Forestry and Supporters club).

Throughout the year, Dana manages many aspects of student life. She has been instrumental in our annual homecoming games the last few years. This past year she was critical in the planning, budgeting and coordination of the southern forestry conclave, which hosted 13 universities and over 200 people from across the southeast. This was a difficult, nearly all-consuming task for a few months that had not occurred at Tech since 2006, but she did it with a smile. We also have companies coming in nearly every week of the school year to recruit interns and permanent employees. She is usually in the midst of the companies giving her thoughts on the qualities of students outside of the classroom to the potential employers. Her ability to really know our students is a testament of her outreach to the students.

She also manages all of our in-house student scholarships. This includes the management of applications and awards of approximately \$40k in scholarship money. She is the liaison with the Louisiana Forestry Foundation that awards \$40-50k to our students in a given year. Even this week, she has been tracking down students to get their pictures for the LFA scholarships so that the students are not in jeopardy. Furthermore, in this liaison role she coordinates getting students to the annual Louisiana Forestry convention during the summer for the scholarship recognition and supervises the Tech booth at the convention.

The School of Agriculture Sciences and Forestry is a different unit with very different students than the rest of campus. We have students on the spectrum of wearing boots and camo to crocs and shorts. She has demonstrated a connection with all and is instrumental in the success of the students in college and in life.

If I can provide any additional information, please feel free to contact me at 318-257-4457 or email: adamsj@latech.edu

Sincerely,



Joshua P. Adams
Program Chair of Forestry

A MEMBER OF THE UNIVERSITY OF LOUISIANA SYSTEM

AGRICULTURAL SCIENCES - P.O. BOX 10198 • RUSTON, LA 71272-0045 • TEL: (318) 257-3275 • FAX: (318) 257-4288

FORESTRY - P.O. BOX 10138 • RUSTON, LA 71272-0045 • TEL: (318) 257-4985 • FAX: (318) 257-5061

AN EQUAL OPPORTUNITY UNIVERSITY



LOUISIANA TECH
UNIVERSITY

SCHOOL OF AGRICULTURAL SCIENCES AND FORESTRY

8 May 2023

To the Louisiana Tech University Faculty Senate:

I write to support Ms. Dana Williams' nomination for the Student Outreach Award for Classified Staff. Ms. Williams is an Accounting Technician in the School of Agricultural Sciences and Forestry where she handles faculty peer appraisals, teaching overloads, adjunct faculty requests, travel, research grants, accounting for the Forestry and Geographic Information Science programs. Dana also coordinates scholarships for Forestry and GIS. In addition to handling these important components of our program, she is actively engaged in the lives of our students. In coordinating the scholarship program for Forestry, she also acts as a liaison with the Louisiana Forestry Association to facilitate student interviews and award documentation and awards. This often involves her looking at student applications to ensure they have 'crossed every t and dotted every i' prior to final submission of their applications. Dana also works with student groups, helping in fundraising efforts for various clubs, and arranging travel to competitions and professional meetings. Each Spring Quarter, Dana helps organize the Forestry Awards Banquet, handling RSVPs, seating, food ordering, and decorating. It is easy to overlook these events as one more thing that has to be done but Dana handles this with a lot of poise and grace, understanding it is a night to celebrate the accomplishments of our students.

This academic year (2022-2023), Dana was central to the coordination and execution of the Southern Forestry Conclave hosted by Louisiana Tech. She worked with students, faculty, and staff to coordinate vendors, events, support personnel, and potential employers and stakeholder attendance (including the CEO of the Society of American Foresters). As further evidence of Dana's involvement with our students, it is common to approach her office in Reese Hall and find students who have stopped by – to make a request, chat, or find an encouraging word. Dana executes her responsibilities, not to mention the things that are not her responsibility, with joy and enthusiasm. She is one of the seemingly rare people that has a true passion for using their position for the benefit of others. Everyone in this program relies on Dana. The students all love her. Simply put, our program could not function as it does without her efforts holding it together. If I can provide any additional information for her consideration for this award, please contact me at mcrosby@latech.edu.

Sincerely,

Michael K. Crosby, Ph.D.
Assistant Professor-GIS and Remote Sensing

A MEMBER OF THE UNIVERSITY OF LOUISIANA SYSTEM

AGRICULTURAL SCIENCES - P.O. BOX 10198 • RUSTON, LA 71272-0045 • TEL: (318) 257-3275 • FAX: (318) 257-4288

FORESTRY - P.O. BOX 10138 • RUSTON, LA 71272-0045 • TEL: (318) 257-4985 • FAX: (318) 257-5061

AN EQUAL OPPORTUNITY UNIVERSITY



LOUISIANA TECH
UNIVERSITY

School of Agricultural Sciences
and Forestry

Date: May 10, 2023

To: University Senate

From: Dr. Christopher Keyes, Director, School of Agricultural Sciences and Forestry

RE: Support for Dana Williams – Student Outreach Nominee

I am very glad to see that Dana Williams has again been nominated for the Student Outreach Award. I am also not surprised. There could be no one more deserving of the recognition.

Whether assisting students with club events and travel, supporting student workers, facilitating scholarships, coordinating job interviews with employers, and troubleshooting the full gamut of academic issues that arise each week, Dana is our outstanding student-problem-solving superhero. Dana balances the demands of her position as well or better than any other I've known in more than 20 years at three universities.

Dana has played a key role in maintaining a consistently positive student experience even as the program experiences change over time. From their first year at South Campus, Dana begins to learn the name, personality, interests, and goals of each student in the Forestry major and Geographic Information Science major. With her friendly and upbeat personality, Dana presents an environment that students are comfortable visiting, helping them to engage with the many opportunities available to them.

The Forestry program has seen torrid growth over the past 9 years, growing from 59 to approximately 136 (at last census). It's great to be part of a growing program, but maintaining the close personal atmosphere of a smaller program is challenging when the numbers rise. Through her warm and personal approach, and diligence to putting students first, Dana ensures that all students experience the tight-knit, family atmosphere that characterizes the Forestry program at Tech.

Dana is routinely lauded by students as well as faculty and staff. We know we've got a gem here at South Campus. She is very deserving of this recognition at the university level!