

Sue Ann Jarrett Ozbirn

121 Lippi Boulevard
Lafayette, Louisiana, 70508
337-482-5251
ozbirn@louisiana.edu

Professional Experience

University of Louisiana at Lafayette

Assistant Dean for University College
July 2008 - Present

- Advise approximately 500 new and continuing students in the College on a semester basis.
- Develop the degree plan and conduct the final review of the curricular plan for all graduating seniors.
- Evaluate student suspension appeals and appeals regarding class overloads and other requests for exceptions to University policy.
- Complete progress toward degree certification forms for student athletes.
- Supervise the Advisor and Graduate Assistant.
- Serve on the Scholarship Committee.
- Serve on the Advising Council.
- Serve on the Committee for Academic Affairs and Standards and chaired the subcommittee that revised the rules and regulations for CAAS.
- Serve on the Athletic Committee.
- Serve on the General Education Committee
- Served on the Retention Committee.
- Served on the Committee that established procedures for recognition of minors.

Director of Student Services for the College of General Studies
January 2004 - June 2008

- Advised over 700 new and continuing students majoring in General Studies including student record maintenance.
- Evaluated transfer credit.
- Completed progress toward degree certification forms for student athletes.
- Coordinated the College's graduation ceremony.

- Served as the Scholarship Coordinator for the College and as a member of the Scholarship Committee.
- Served on the Committee for Academic Affairs and Standards.
- Served on the Advising Council.

Academic Counselor for the College of General Studies
August 2003 - January 2004

- Advised over 650 incoming and current students in the College including record maintenance.
- Completed progress toward degree percentage certification forms for student athletes.
- Evaluated transfer credits.

Professional Resource Network

Lafayette

Case Management Supervisor
June 1993 - July 1995

- Developed Individual Family Service Plans for coordination of services for infant and toddlers with special needs and their families
- Developed care plans and coordinated services for developmentally delayed children.
- Trained, supervised, and evaluated the performance of five case managers on a weekly basis.
- Prepared and managed the agency's budget for interagency service contracts.
- Served as the agency's representative for the State Interagency Coordinating Council.

Region 4 Interagency Coordinating Council

Lafayette

Executive Assistant
March 1991 - July 1993

- Conducted or participated in local and state public awareness campaigns.
- Prepared yearly budgets and maintained monthly fiscal records as required by the grant program.
- Co-authored the grant proposal that funded the Family Facilitator Project for ChildNet eligible families.
- Maintained records of meetings of the Council.
- Represented the Council at the State Interagency Coordinating Council.

Iberia Parish School Board

New Iberia

School Psychologist
July 1983 - March 1991

- Coordinated multidisciplinary evaluations for the gifted population, preschool population and all other special needs populations.
- Provided individual counseling for students.
- Developed Individual Educational Plans for special needs students.
- Developed behavioral and academic interventions to help teachers assist their students.
- Founded a parent support group for parents of special needs children - For Our Children: Understanding and Support (FOCUS).
- Trained incoming professional personnel.

Education

Master of Education
School Psychometry
Mississippi State University

Bachelor of Science
Educational Psychology
Minor: Social Studies
Mississippi State University