

From Tom Crum **Date** Wednesday, August 21, 2013 11:55:02 AM
To James Catanzaro
Cc Lisa Phillips; Leasa Summey; Tom Crum
Subject FW: Case Number: I-200-13233-843576 Received: 2013-08-21 11:51:07.0

Dr. Catanzaro,

For your information. This is the first step. We have to receive approval from the U. S. Department of Labor regarding the Labor Condition Agreement. Then, we will be able to file the I-129 form which is the request for an H1-B visa after the Labor Condition Agreement is approved.

TC

-----Original Message-----

From: oflc.portal@dol.gov [<mailto:oflc.portal@dol.gov>]
Sent: Wednesday, August 21, 2013 11:51 AM
To: Tom Crum
Subject: LCA: Case Number: I-200-13233-843576 Received: 2013-08-21 11:51:07.0

To: THOMAS CRUM

CHATTANOOGA STATE COMMUNITY COLLEGE
4501 AMNICOLA HIGHWAY
CHATTANOOGA, TN 37406-1097

UNITED STATES OF AMERICA Re: Case Number: I-200-13233-843576 Received: 2013-08-21

11:51:07.0 This is a confirmation email that the ETA Form 9035E - Labor Condition Application for Nonimmigrant Workers covering 1 worker(s) for the position of SENIOR EXECUTIVE ASSISTANT TO THE PRESIDENT during the period of employment beginning 10/01/2013 through 09/30/2016 (case number I-200-13233-843576) has been received and submitted for processing by the U.S. Department of Labor (Department). Important Notice: In accordance with Federal regulations at 20 C.F.R. 655.740(a), where all required items on the ETA Form 9035E have been completed and the form does not contain obvious inaccuracies, the Department is required to make a determination to certify or not certify the form within 7 working days of the date it is received by the Department [INA 212(t)(2)(C); 8 U.S.C. 1182(t)(2)(C)]. If you have not received a final determination by email within 7 working days, you may check the status of your Labor Condition Application by logging onto the iCERT System at <http://icert.doleta.gov>. You may also check the status of your application at any time after submission by accessing your account on the iCERT System. If you cannot obtain status of your LCA from the iCERT System, please contact the LCA Help Desk at LCA.Chicago@dol.gov.

From Leasa Summey **Date** Wednesday, August 21, 2013 4:26:11 PM
To Tom Crum
Cc
Subject FW: information needed
TC:

I emailed Lisa Haynes below and also called her to let her know about it. I asked her to review it and either email be back or call me.

(whew!!)
 -Leasa

From: Leasa Summey
Sent: Wednesday, August 21, 2013 4:24 PM
To: 'lisahaynes121@hotmail.com'
Subject: information needed

Good evening, Lisa:

I hope this email finds you well!

We (H.R.) are preparing an I-129 form in anticipation of your future employment, and are needing to get some information from you. Please send the following (write N/A where necessary)

DATE OF BIRTH:	
U.S. SOCIAL SECURITY NO.:	
COUNTRY OF YOUR BIRTH:	
PASSPORT NO., DATE OF ISSUANCE, AND DATE OF EXPIRATION:	
DO YOU HAVE A U.S. ADDRESS:	
VERIFY US CONSULATE: AMERICAN EMBASSY, BRIDGETOWN, BARBADOS	
YOUR CURRENT HOME ADDRESS AND PHONE NO.:	

We will also need a copy of your Passport and Social Security Card.

Please call or email with any questions – thanks!!

Leasa Summey

Human Resources
 CB/H Bldg., Rm. 232
 ☎ [423.697.4458](tel:423.697.4458)
 ☎ [423.697.3374](tel:423.697.3374)
 ✉ leasa.summey@chattanooga.state.edu

Apply for current openings! <https://jobs.tbr.edu/>

From Lisa Haynes Date Monday, September 23, 2013 5:27:56 PM
 To Tom Crum
 Cc
 Subject RE: STATUS OF VISA APPLICATION PROCESS

Hi Tom,

I apologize for my late reply, I am currently traveling.

Thank you for your detailed email. I appreciate being informed of the progress.

Lisa Haynes

From: Tom.Crum@ChattanoogaState.FDU
 To: !
 CC: !
 Subject: STATUS OF VISA APPLICATION PROCESS
 Date: Thu, 19 Sep 2013 12:55:11 +0000

Lisa,

I wanted to provide you with an update of our efforts to secure the H-1B visa so that you may begin your employment at Chattanooga State Community College. There are several steps in this process. The first step is to submit an application to the United States Department of Labor in order to secure a "Labor Condition Agreement for Nonimmigrant Workers." This was filed and has been approved. One of the requirements of this process is to provide you with a copy of the labor condition agreement once it is approved. A copy of that document is attached.

The next step is to fill out a form called an I-129 (Petition for a Nonimmigrant Worker) which is the actual application for the H-1B visa. This form has been filled out and will be mailed today to the United States Department of Homeland Security. Because we are requesting "premium processing" of the application, this office is supposed to take action on it within fifteen working days.

Once approved, we receive a form called I-797B (Notice of Action) from the Department of Homeland Security. Upon receipt of this notice, we will send you a copy and you will need to take this copy to the Consulate in St. Michael in order to make the necessary arrangements. I'm not sure about the details involved in this but I know that Dr. Catanzaro has been in touch with the United States Ambassador in Barbados to expedite the process when the approval is secured. When approval is secured, I will notify Dr. Catanzaro as well so that he can make a call to the Ambassador.

In the meantime, if you have any questions regarding the process, please feel free to contact me.

Tom Crum, Director of Human Resources
 Chattanooga State Community College
 Phone: (423) 697-2417

October 7, 2013

**Premium Processing Officer
CSC3924 /WS22604 H1B/CNMI**

**Re: WAC1325150011
Response to I-797E
Request for Evidence**

Dear Premium Processing Officer:

In response to your request for additional evidence, this is a further explanation of the Nature of the Position we have formally selected Lisa Haynes, citizen of Barbados, to assume as soon as possible.

Chattanooga State Community College in Tennessee on August 08, 2013, entered into an agreement with the University of West Indies to provide student and faculty exchange programs, joint research, and reciprocal training programs to support cooperation between British Commonwealth nations in the Caribbean and the United States of America (see attached Memorandum of Understanding). This agreement was coordinated by the United States Ambassador to the Eastern Caribbean, Larry Palmer.

Under this agreement, the University of the West Indies, Cape Hill, Barbados, is the initial partner with Chattanooga State Community College.

This partnership requires a liaison based in Chattanooga, Tennessee, a person who is a Chattanooga State Community College administrator fully cognizant of the cultural, political and educational distinctives of Barbados and the English-speaking Caribbean.

At least 75% of this person's time will be devoted to coordination with the University of West Indies as well as with Barbadian business and industry and developing effective programs to be offered in the Caribbean. The balance of this person's time will be spent on the remaining job duties listed, all of which are rooted in knowledge of the Eastern Caribbean.

The contractual hours to be worked by this person are 37.5 hour per week. The position will cover the three-year period of this H1-B request.

The College advertised this position (see attached position description) and a college committee with community representation selected Lisa Haynes, a citizen of Barbados who has post-secondary education in the United States.

Ms. Haynes demonstrated exceptional knowledge of education and training opportunities in Barbados and Caribbean nations, as well as the cultural distinctives and education practices of these nations. We deem her critical to the successful launch of this major college initiative. So important is Ms. Haynes to this partnership, she will report to me directly as President of the college.

Please let me know if there is further explanation needed. Your approval of this request will be greatly appreciated.

Sincerely,



James L. Catanzaro, Ph.D.
President

October 7, 2013

Premium Processing Officer
CSC3924 /WS22604 H1B/CNMI

Re: WAC1325150011
Response to I-797E
Request for Evidence

Dear Premium Processing Officer:

Here is a further explanation of the nature of the position we have formally selected Lisa Haynes, citizen of Barbados, to assume as soon as possible.

Chattanooga State Community College in Tennessee on Aug. 08, 2013, entered into an agreement with the University of West Indies to provide student and faculty programs, joint research and training programs to support cooperation between British Commonwealth nations in the Caribbean and the United States. This agreement was coordinated by the United States Ambassador to the Eastern Caribbean, Larry Palmer.

The University of the West Indies, Cape Hill, Barbados, is the initial partner with Chattanooga State Community College.

This partnership requires a college administration liaison, who is fully cognizant of the cultural, political and educational distinctions of Barbados and the English-speaking Caribbean. At least 75% of the position's time will be devoted to these functions. The College advertised to fill this position (see attached position description) and a committee selected Lisa Haynes, a citizen of Barbados who has post-secondary education in the United States.

Sincerely,

James L. Catanzaro, Ph.D.
President

From Tom Crum **Date** Thursday, October 17, 2013 7:20:49 AM
To James Catanzaro
Cc Leasa Summey; Tom Crum
Subject FW: WAC1325150011

Dr. Catanzaro,

For your information. As noted below, the actual form I-797 will be mailed to the College and this notice is the actual evidence that the visa has been approved.

TC

-----Original Message-----

From: csc.apples@uscis.dhs.gov [mailto:csc.apples@uscis.dhs.gov]
Sent: Wednesday, October 16, 2013 8:10 PM
To: Tom Crum
Subject: WAC1325150011
Importance: High

The California Service Center has approved the following
I-129 Petition for Nonimmigrant Worker
that had been filed under the Premium Processing Program:

Receipt Number: WAC1325150011
Petitioner: CHATTANOOGA STATE COMMUNITY COLLEGE

Beneficiary: LISA NICOLE HAYNES
DOB: 01/21/81
Classification: H1B
Starting Validity Date: 10/15/13
Ending Validity Date: 09/30/16
Consulate notified (if applicable): BRIDGETOWN
I-94 # (if applicable):

The form I-797 Approval Notice will follow in the mail.

Please note that this e-mail message is being sent as a courtesy and cannot be used as evidence of nonimmigrant status. Nor can this message be used as evidence to procure a nonimmigrant visa.

Please do not reply directly to this message. The e-mail account used to send this message is used by the Service Center only to send messages notifying filers of premium processing case information.

If any of the information above is incorrect, please contact a California Service Center Premium Processing Unit customer representative by forwarding this message with your comments to csc-premium.processing@dhs.gov or by calling 1-(866) 315-5718. Please note that the e-mail address and phone number listed above are designated for premium processing issues only.

Thank you for using the USCIS Premium Processing Program.

From Lisa Haynes Date Monday, October 21, 2013 1:51:20 PM
To Tom Crum
Cc
Subject RE: RECEIPT OF THE I-797B (PETITION APPROVAL)(RECEIPT NUMBER WAC-13-251-50011))

Hi Tom,

Wonderful news! Thank you.

Lisa Haynes

From: Tom.Crum@ChattanoogaState.EDU
To: '
CC: James.Catalaniz@ChattanoogaState.EDU; Leasa.Summey@ChattanoogaState.EDU;
Tom.Crum@ChattanoogaState.EDU
Subject: RECEIPT OF THE I-797B (PETITION APPROVAL)(RECEIPT NUMBER WAC-13-251-50011))
Date: Mon, 21 Oct 2013 17:45:35 +0000

Lisa,

Great news! We finally received written approval of the petition which is attached as a PDF file. The attached indicates that the consulate in Bridgetown has been notified.

In order to receive the H1B visa, you will need to take this form and any other required documents to the consulate there. I'm not sure of exactly which other documents you may need but I'm sure a phone call to the consulate would provide clarification of the documents that they will need. Just for clarification, this document is not the H1-B visa but is approval of the petition that we filed on your behalf. The visa will be issued at the consulate.

If you need anything else on our end, please let me know. Thanks and congratulations! We look forward to seeing you soon.

T. Crum



RECEIPT NUMBER WAC-13-251-50011		CASE TYPE I129 PETITION FOR A NONIMMIGRANT WORKER									
RECEIPT DATE September 23, 2013	PRIORITY DATE	PETITIONER CHATTANOOGA STATE COMMUNITY COLLEGE									
NOTICE DATE October 16, 2013	PAGE 1 of 2	BENEFICIARY HAYNES, LISA N.									
CHATTANOOGA STATE COMMUNITY COLLEGE C/O THOMAS E. CRUM DIR OF HR 4501 ANNICOLA HWY CHATTANOOGA TN 37406		Notice Type: Approval Notice Class: H1B Valid from 10/15/2013 to 09/30/2016 Consulate: BRIDGETOWN									
<p>The above petition has been approved, and notification has been sent to the listed consulate. You may also send the tear-off bottom part of this notice to the worker(s) to show the approval. Please contact the consulate with any questions about visa issuance. THIS FORM IS NOT A VISA AND MAY NOT BE USED IN PLACE OF A VISA.</p> <p>Petition approval does not authorize employment or training. When the workers are granted status upon admission to the United States, they can then work for the petitioner, but only as detailed in the petition and for the period authorized. Please contact the IRS with any questions about tax withholding.</p> <p>If circumstances change, the petitioner can file Form I-824 to have us notify another consulate of this approval. If any of the workers are already in the U.S. the petitioner can file a new Form I-129 to seek to change or extend their status based on this petition. Changes in employment or training may also require a new petition. Include a copy of this notice with any other required documentation.</p> <p>If any of the worker(s) included in this petition do not actually enter the United States, and substitutions of different workers are not made, the petitioner must notify this office so the allocated nonimmigrant visa numbers can be re-used.</p> <p>The approval of this visa petition does not in itself grant any immigration status and does not guarantee that the alien beneficiary will subsequently be found to be eligible for a visa for admission to the United States, or for an extension, change, or adjustment of status.</p>											
<p>Number of Workers: 1</p> <table border="0"> <tr> <td>Name</td> <td>DOB</td> <td>COB</td> <td>Class Consulate / POE OCC</td> </tr> <tr> <td>HAYNES, LISA NICOLE</td> <td>01/21/1981</td> <td>BARBADOS</td> <td>H1B BRIDGETOWN 090</td> </tr> </table>				Name	DOB	COB	Class Consulate / POE OCC	HAYNES, LISA NICOLE	01/21/1981	BARBADOS	H1B BRIDGETOWN 090
Name	DOB	COB	Class Consulate / POE OCC								
HAYNES, LISA NICOLE	01/21/1981	BARBADOS	H1B BRIDGETOWN 090								
The Small Business Regulatory Enforcement and Fairness Act established the Office of the National Ombudsman (ONO)											

Please see the additional information on the back. You will be notified separately about any other cases you filed.
 U.S. CITIZENSHIP & IMMIGRATION SVC
 CALIFORNIA SERVICE CENTER
 P. O. BOX 30111
 LAGUNA NIGUEL CA 92607-0111
 Customer Service Telephone: (800) 375-5283
 Form I797B (Rev. 10/31/05)N



Please tear off portion below and forward it to the alien worker.

The alien may use this portion when applying for a visa at an American consulate abroad, or if no visa is required, when applying for admission to the U.S.

Receipt#: WAC-13-251-50011	Case Type: I129		
Notice Date: October 16, 2013	Petitioner: CHATTANOOGA STATE COMMUNITY COLLEGE		
Petitioner Validity Dates: Valid from 10/15/2013 to 09/30/2016			
Number of Workers: 1			
Name	DOB	COB	Class Consulate / POE OCC
HAYNES, LISA NICOLE		BARBADOS	H1B BRIDGETOWN 090