#### PERSONNEL AFFAIRS COMMITTEE

(Following the Academic Affairs Committee)
Friday, September 21, 2012
Board of Supervisors' Meeting Room
2<sup>nd</sup> Floor, J.S. Clark Administration Building
Southern University and A & M College
Baton Rouge, Louisiana

#### **AGENDA**

- 1. Call to Order
- 2. Roll Call
- 3. Adoption of the Agenda
- 4. Public Comments
- 5. Action Items
  - A. Appointment of Interim Dean of Graduate School, SUBR
  - B. Appointment of Visiting Professor, SUBR
  - C. Interim Appointments; Salary Adjustments, SUBR
    Interim Executive Vice Chancellor/Provost & Tenured Professor of Nursing
    Interim Associate Executive Vice Chancellor/Provost & Director of Honors College
- 6. Other Business
- 7. Adjournment

#### **MEMBERS**

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President	/	Date	Chairman of Super	/S.U. Board visors	Date

and does not affect employment consideration.			
ETHNIC ORGIN (Please check one):			
Hispanic or Latino No	n-Hispanic or No	on-Latin	0
RACE (Please check all that apply):			
White, not of Hispanic origin. A person having origins in	any of the original pe	eople of E	urope, North Africa, or the Middle East.
Black. not of Hispanic Origin. A person having origin	ins in any of the H	Black rac	cial groups of Africa.
Hispanic. A person of Mexican, Puerto Rican, Cuban,			
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American Indian or Alaskan Native. A person having maintains cultural identification through tribal affiliation or	origins in any of the community recogn	the origin nition.	al peoples of North American, and
EMPLOYEE REGULAR WORK SCHEDULE:	M-F 8:00-5:00	p.m.	
EMPLOYEE DIRECT SUPERVISOR:	Dr. Janet Ram	ni	
SUPERVISOR/DEPARTMENT CONTACT NUMBER	771-5390		
NUMBER OF EMPLOYEES SUPERVISED, (if any)			
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JOB CODE FM SOUTHERN UNIVERSITY SYSTEM  Personnel Action Form Position Number 3 F 9 8 4 3
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Academic Non-Academic Civil Service Temporary Part-time ( % of Full Time) Restricted Tenured Undergraduate Student Job Appointment X Tenured Track Graduate Assistant Probationary Other (Specify) Retiree Return To Work Permanent Status
Previous Employee  Wede Brownell  Date Left 05/16/2010  Reason Left ResigneRECEIVED  97,000  AUG 24 20
Profile of Person Recommended OFFICE OF THE
Length of Employment August 15, 2012  Length of Employment August 15, 2012
Name Joseph B. Omonuk SS# xxx-xx-5271 Sex M Race* B  (Last 4 digits only)  Denortment: Accounting
Position Title: Visiting Professor Department: Accounting
Check One X Existing Position *Visa Type (See Reverse Side):  New Position  (Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if
rexisting and new positions. Position must be advertised before processing PAF, if applicable.)  Years Experience 17 years  Degree(s): Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge): OYear?  PHD Accounting Louisiana State University- Baton Rouge 2007  MBA Accounting & Finance Makerere University, Kampala 1997  B.S Accounting Makerere University, Kampala 1990
Current Employer American University of Nigeria
Current sumpreys.
Personnel Action
Check One New Appointment Continuation Sabbatical Leave of Absence  Transfer X Replacement Other (Specify)
Personnel Action  Check One New Appointment Continuation Sabbatical Leave of Absence
Check One New Appointment Continuation Sabbatical Leave of Absence Replacement Other (Specify)
Check One New Appointment Continuation Sabbatical Leave of Absence Transfer X Replacement Other (Specify)  Recommended Salary \$120,000.00  Salary Budgeted \$120,000.00
Check One New Appointment Continuation Sabbatical Leave of Absence Transfer X Replacement Other (Specify)  Recommended Salary \$120,000.00  Source of Funds STATE BUDGET  Identify Budget: 2205 Form Code: 211001-22205-15103-24200 Location Form Code: To
Check One New Appointment Continuation Sabbatical Leave of Absence Transfer X Replacement Other (Specify)  Recommended Salary S120,000.00  Source of Funds STATE BUDGET  Identify Budget: 2205 Form Code: 211001-22205-1003-24060 Item #
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Check One New Appointment Continuation Sabbatical Other (Specify)  Recommended Salary S120,000.00 Salary Budgeted S120,000.00  Source of Funds STATE BUDGET  Identify Budget: 2205 Location Item #  Change of: From Code: Time To  Position Status Salary Adjustment  Financial Aid signature (if, applicable):  List total funds currently paid this employee by Southern University: *See Reverse Side  Comments: (Use back of form)  *See Reverse Side  Graduate School signature (if, applicable):
Check One New Appointment Transfer X Replacement Other (Specify)  Recommended Salary \$120,000.00  Source of Funds STATE BUDGET  Identify Budget: 2205 Location Form Code: Trom C
Check One New Appointment Continuation Sabbatical Other (Specify)  Recommended Salary \$120,000.00  Source of Funds STATE BUDGET  Identify Budget: 2205 Form Code: Location Form Code: To  Position Status  Salary Adjustment  Financial Aid signature (if, applicable):  List total funds currently paid this employee by Southern University: *See Reverse Side  Comments: (Use back of form)  *See Reverse Side  Graduate School signature (if, applicable):  *Supervisor Of Funds Date Dear/Unit Head Date Dear/Unit Head  *Supervisor Of Funds Date Dear/Unit Head  **Date Dear/Unit Head

does not affect employment consideration.  ETHNIC ORGIN (Please check one):	· · · · · · · · · · · · · · · · · · ·
	Ion-Hispanic or Non-Latino
RACE (Please check all that apply):	•
	n any of the original people of Europe, North Africa, or the Middle East.
X Black. not of Hispanic Origin. A person having original	zins in any of the Black racial groups of Africa.
	n, Central or South American, or other Spanish culture or origins,
	ny of the original peoples of the Far East, Southeast Asia, the Indian or example, China, Japan, Korea, the Philippine Islands, and Samoa.
American Indian or Alaskan Native. A person having maintains cultural identification through tribal affiliation of	g origins in any of the original peoples of North American, and who or community recognition.
COMMENTS: Dr. Omonuk will teach accounting courthe College of Business as a tenure-track Associate Professional Continuent Upon Autulubility	ses in the School of Accountancy and the MBA Program at essor. His salary will be \$120,000.00
EMPLOYEE REGULAR WORK SCHEDULE: EMPLOYEE DIRECT SUPERVISOR:	Based on the class schedule and office hours
SUPERVISOR/DEPARTMENT CONTACT NUMBER	Mary Alice Darby 225-771-5923
NUMBER OF EMPLOYEES SUPERVISED, (if any)	220 111 0/20
HR USE ONLY: STATUS (circle one):	EXEMPT NON-EXEMPT
All students are to bring with them clearance from the F a class schedule. All prospective employees/students certificate, certificate of naturalization, resident alien casix (6) documents do not apply to U.S. Citizens.	re any employment is offered and before starting to work. Financial Aid office, Statement of Account (fee receipt), and is must bring a pictured ID, social security card, birth ard, H1-B and I-1 visas, passport, and F-1/I-94. The latter
Documentation must be provided for review and ap offered.	proval by Human Resources before employment is
<u> </u>	T S
CLASS OF EMPLOYMENT (VISA STATUS):	
CLASS OF EMPLOYMENT (VISA STATUS):	
TYPE United States Citizen/Certificate of Naturalization Resident Alien  1-1 Visa (Distinguished Merit & Ability)  J-1 Visa (Exchange Visitor Program)  F-1 Visa (Student Emp. FT Student at S.U.)	AUS STANDARD
CLASS OF EMPLOYMENT (VISA STATUS):  TYPE  United States Citizen/Certificate of Naturalization Resident Alien  (H-1 Visa (Distinguished Merit & Ability)  J-1 Visa (Exchange Visitor Program) F-1 Visa (Student Emp. FT Student at S.U.)  OPT (F-1 Visa-INS Prior Approval-"Practical Work Experi	ence")  EXPIRES  EXPIRES  EXPIRES  AND ADDITION SITE OF 12 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2
TYPE  United States Citizen/Certificate of Naturalization Resident Alien  1-1 Visa (Distinguished Merit & Ability)  J-1 Visa (Exchange Visitor Program)  F-1 Visa (Student Emp. FT Student at S.U.)  OPT (F-1 Visa-INS Prior Approval-"Practical Work Experi	AUS STANDARD

Rev. 07/24/2007

#### **CURRICULUM VITAE**

# JOSEPH B. OMONUK, Ph.D., FCCA

Mailing address:

School of Business and Entrepreneurship, American University of

Nigeria, Lamido Zubairu Way, Yola by-pass, PMB.2250 Yola,

Adamawa State, Nigeria

E-mail:

joseph.omonuk@aun.edu.ng

omonuk@yahoo.com

Phone:

+234 807 740 0577 (Nigeria)

### **SUMMARY OF PROFILE**

Dr. Joseph Ben Omonuk is both academically and professionally qualified in the discipline of Accounting. He received his Ph.D degree in Accounting from Louisiana State University, USA. He qualified as a Professional Accountant by passing Association of Chartered Certified Accountants (ACCA), UK exams. He is a fellow (senior member) of ACCA. Dr. Omonuk has a vast experience in academia and accounting practice. He is currently an Associate Professor of Accounting and Chair/Coordinator of the Accounting Unit at the American University of Nigeria and a member of the University Senate. He served as a faculty member at Southern University, Baton Rouge, Louisiana, USA and Makerere University, Kampala, Uganda. At Makerere University, he was Chair/Head Department of Accounting and a member of the University Senate. He received a certificate of recognition for exemplary service to the Makerere University Senate and is a recipient of awards for excellent teaching. Besides academia, Dr. Omonuk has practiced accounting. He was Head of Finance/Accounts Department in a Government Ministry. He has also been a World Bank Consultant in Financial Management and Accountability Program.

#### PERSONAL PROFILE

**Full Name:** 

Joseph B. OMONUK

Date of Birth:

June 20th 1966

**Nationality** 

Ugandan

Sex

Male

**Civil Status** 

Married

### MEMBERSHIP IN PROFESSIONAL ASSOCIATIONS

- American Accounting Association (AAA)
- Association of Chartered Certified Accountants (ACCA), UK
- Beta Gamma Sigma Honor Society

ix. Dec.1998: Management conference in Swaziland Organized by University of Swaziland.

# AWARDS/RECOGNITION

- · Teaching excellence award, American University of Nigeria
- Exxon Mobil scholarship and membership to Beta Gamma Sigma honor society owing to excellent academic performance.
- Academic excellence on MBA voted best student and awarded cash prize and memento.
- Best lecturer, Makerere University Business School, Kampala.
- Certificate of recognition for exemplary service to the Makerere University Senate.
- USAID Scholarship for PhD studies
- DANIDA Scholarship for MBA studies

#### LANGUAGES

	Speaking	Reading	Writing	
English	Excellent	Excellent	Excellent	
Kiswahili	Fair	Good	Good	

### REFERENCES

1 Dr. Craig Pearce

The Dean School of Business and Entrepreneurship,

American University of Nigeria

e-mail: craig.pearce@aun.edu.ng

2 Dr. Donald R. Andrews

The Dean College of Business

Southern University,

Baton Rouge, LA 70813.

e-mail: jazandrews@yahoo.com

3 Simon Peter Tukei

Commisioner, Ministry of Education and Sports

P.O Box 7063 Kampala, Uganda

e-mail: tukeisimonpeter@yahoo.com

# **CERTIFICATION**

I certify that to the best of my knowledge and beliefs, the afore-mentioned information correctly describes my qualifications and experience.

JOB CLASS 2 3 7 / O SOUTHERN UNIVE	DCITY CVCTFM	
JOB CODE (7) Personnel Act		
CAL ID //	RECNUMBER	
C17iHe/Salary	/H12 Hu -	
CAMPUS: SUS SUBR X SULAC	SUAREC 26 PM 3: 15UNO	SUSLA
EMPLOYMENT CATEGORY: 9-MONTH 12-Man	THIRS & COMPTROLLS (Specif	RECEIVED
x Academic x Non-Academic	Civil Service	JUL 1 9 2012
Temporary Part-time ( % Undergraduate Studer	nt Job Appoint	ment
Tenured Track Graduate Assistant Other (Specify) Retiree Return To Wo	Probational	SICE OF THE CHANCELLO
	remanent	status
Previous Employee Mwalimu J. Shujaa  Date Left September 30, 2011		nother position
Profile of Person Reco	mmended	
Length of EmploymentJuly 1, 2012 Effective DateJuly 1, 2012	To	31/12
Name Janet Rami SS# 7	108 Sex F	Race* B
Interim Executive Position Title: Executive Vice Chancellor/Provost & Tenured Professor of Nursing	(Last 4 digits only)  Department:	
		20
Check One x Existing Position	*Visa Type (See Reverse Side):	2 1 5
New Position  (Position vacancy authorization form must be processed and		
existing and new positions. Position must be advertised before p applicable.)		9 P
	thern University Experience 27 ocation (SU-Baton Rouge):	Year:
BSN/Nursing Dillard Unive	ersity/New Orleans, LA	1979
	Southern Mississippi ate University/Baton Rouge, LA	19 <sup>7</sup> 9 <sup>1</sup> 1992
Current Employer SUBR	P	
Personnel .		
Check One New Appointment _x Continuation Transfer Replacement	Sabbatical Leav Other (Specify)	ve of Absence
Recommended Salary 170,000	Salary Budgeted 175,000	
Source of Funds State		
Identify Budget:	Location Item#	
Change of:		
Position From	<u>To</u>	
Status Salary Adjustment 155,000	170,000	
Financial Aid signature	The state of the s	
List total funds currently paid this employee by Southern University:	of Funds Amount	
*See Reverse Side		
Comments: (Use back of form)		
*See Reverse Side Graduate School signa	ture (if, applicable):	
71.,	Charles LA	7/9/12
Supervisor Date	Dean/Unit Head	Date
	Saan S	1/19/12
Oper transfer of the Contract	Changelor	Date
Director/Personnel Date	Vice President/Finance	Date
anal Masout 17/24/12	Business Affairs/Comptroller	
President Date	Chairman/S.U. Board	Date

of Supervisors

and does not affect employment consideration.  ETHNIC ORGIN (Please check one):			
ETHING ORGIN (Please check one):			
***	on-Hispanic or Non-L	atina	
RACE (Please check all that apply):	on-mspaine of Non-L	atino	
		1 22 22 23 2 3 3	
White, not of Hispanic origin. A person having origins in			
X Black. not of Hispanic Origin. A person having orig	gins in any of the Blac	k racial groups	of Africa.
Hispanic. A person of Mexican, Puerto Rican, Cuban regardless of race.	, Central or South Ame	erican, or other	Spanish culture or origins,
Asian or Pacific Islander. A person having origins in a Subcontinent or the Pacific Islands. This area includes, fo	ny of the original people or example, China, Japan	es of the Far East, Korea, the Phili	Southeast Asia, the Indian ppine Islands, and Samoa.
American Indian or Alaskan Native. A person having maintains cultural identification through tribal affiliation or			North American, and who
COMMENTS: Dr. Ella L. Kelley is being appointed as Academic and Student Affairs and remains as Interim D	the Interim Assist E ean of Honors Colleg	xecutive Vice	Chancellor/Provost for
EMPLOYEE REGULAR WORK SCHEDULE:	8:00 A.M5:00 P.N	1. Monday-Fri	day
EMPLOYEE DIRECT SUPERVISOR:	Dr. Janet Rami		
SUPERVISOR/DEPARTMENT CONTACT NUMBER	771-2360		
NUMBER OF EMPLOYEES SUPERVISED, (if any)			
HR USE ONLY: STATUS (circle one):	EXEMPT	NON-EX	EMPT
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Personnel Act	tion Form POSITION
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EMPLOYMENT CATEGORY: 9-MONTH 12-10-	NTH X OTHER (Species
1 Teadenic Ton-Academic	AIRS & CUMPTROLLER Civil Service S
	of Full Time) Restricted
Tenured Undergraduate Stude Tenured Track Graduate Assistant	Int Job Appointment Probationary
Other (Specify) Retiree Return To We	ork Permanent Status
Previous Employee Same Date Left	Reason Left Continuation
Length of Employment 7/01//2012 Profile of Person Reco	To 12/31/12
Effective Date 7/01/2012	
Name Ella L, Kelley SS# 2	xxx-xx-8700 Sex F Race* B
Interim Position Title: Assoc. Exec VC/Provost & Director of Honors	(Last 4 digits only)
College	
Check One X Existing Position	*Visa Type (See Reverse Side):
New Position	Expiration Date:
(Position vacancy authorization form must be processed and existing and new positions. Position must be advertised before p	
applicable.)	othern University Experience 27
	ocation (SU-Baton Rouge): Year:
Ph.D. – Bio-Chemistry Louisiana Stat	te University 1983
	versity and A&M College 19747 University 1976b
	O
Current Employer SU-Baton Rouge	
Personnel	Action
Check One New Appointment _x Continuation Transfer Replacement	Sabbatical Leave of Absence Other (Specify)
Recommended Salary 120,000	Salary Budgeted 120,000
Source of Funds Academic Affairs	
Identify Budget: 111000 2002 61002	Location
Form Code:	Page Item#
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Form Code:  Change of:  Position  From	Page Item#
Form Code:  Change of:  Position Status Salary Adjustment Status 102,997	Page Item #
Form Code:  Change of:  Position Status Salary Adjustment  102,997 Financial Aid signatur	Page Item #
Form Code:  Change of:  Position Status Salary Adjustment  102,997  Financial Aid signatur  List total funds currently paid this employee by  Source	Page Item #
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and does not affect employment consideration.	
ETHNIC ORGIN (Please check one):	
	on-Hispanic or Non-Latino
RACE (Please check all that apply):	on Trop English
	n any of the original people of Europe, North Africa, or the Middle East.
x Black. not of Hispanic Origin. A person having orig	
	a, Central or South American, or other Spanish culture or original
Asian or Pacific Islander. A person having origins in a Subcontinent, or the Pacific Islands. This area includes, for	ny of the original peoples of the Far East, Southeast Asia, the Inc or example, China, Japan, Korea, the Philippine Islands, and Sam
American Indian or Alaskan Native. A person having maintains cultural identification through tribal affiliation o	g origins in any of the original peoples of North American, and r community recognition.
COMMENTS:	The second second
EMPLOYEE REGULAR WORK SCHEDULE:	8:00 – 5:00 p.m.
EMPLOYEE DIRECT SUPERVISOR:	Chancellor, James Llorens
SUPERVISOR/DEPARTMENT CONTACT NUMBER	771-5020
NUMBER OF EMPLOYEES SUPERVISED, (if any)	
HR USE ONLY: STATUS (circle one):	EXEMPT NON-EXEMPT
GUIDELINES: All employees, students, graduate assis report to and be cleared by the Human Resources <u>befor</u> All students are to bring with them clearance from the and a class schedule. All prospective employees/student certificate, certificate of naturalization, resident alien ca	Financial Aid office, Statement of Account (fee receipnts must bring a pictured ID, social security card, bi
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Office of the Chancellor P.O. Box 9374 Baton Rouge, Louisiana 70813 Voice: (225) 771-5020 FAX: (225) 771-5075

September 5, 2012

Dr. Ronald Mason, Jr., President Southern University System J. S. Clark Adm. Bldg. Baton Rouge, LA 70813

Dear President Mason:

Enclosed are items to be included on the Board's agenda for its September meeting.

- · The Chancellor's Report
- Personnel Action Forms for:
  - ∆ Interim Provost and Executive Vice
  - ∆ Interim Associate Provost
  - △ Interim Dean of Graduate Studies

Recommendations for tenure and promotion were submitted previously, and we are requesting that this item is also placed on the Board's agenda for action.

Thank you.

Sincerely,

James L. Llorens Chancellor, SUBR

JLL/swm

XC:

Mrs. Evola Bates Ms. Cheryl Dunn

tames L. Llorens