PERSONNEL AFFAIRS COMMITTEE  
(Following the Academic Affairs Committee)  
Friday, October 26, 2012  
Science Lecture Hall  
Southern University  
3050 Martin Luther King Drive  
Shreveport, Louisiana

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Items
   A. Recommendations for appointment, SUBR
      1.) Vice Chancellor for Student Affairs
      2.) Vice Chancellor for Student Success
   B. Request for faculty salary adjustment, SULC
6. Informational Items
7. Other Business
8. Adjournment

Members
Atty. Warren A. Forstall – Chair; Mr. Patrick W. Bell- Vice Chair; Mr. Calvin W. Braxton, Sr.; Atty. Tony M. Clayton, Atty. Bridget A. Dinvaut, Mr. Marc A. Guichard, Mr. Willie E. Hendricks, Dr. Eamon M. Kelly, Mrs. Ann A. Smith; Mr. Darren G. Mire - Ex Officio
October 10, 2012

Dr. Ronald Mason, Jr.
President
Southern University System
J.S. Clark Administration Building
Southern University Campus
Baton Rouge, Louisiana 70813

Dear President Mason:

We have a pay increase request pending in Human Resources for Professor Mark Thurmon, who was recommended for promotion to full professor and subsequently approved by the Board of Supervisors this past spring with an effective date of August, 2012. Professor Thurmon's increase is based upon the customary six percent pay increase that accompanies a successful tenure and promotion personnel action.

In that his increase will take his new base pay over the $100,000, I am requesting, in accordance with policy, that his pay increase be put before the Board at its October meeting for approval.

Thank you and with kind regards, I am

Sincerely,

Freddie Pitcher, Jr.

Freddie Pitcher, Jr.
Chancellor and Professor of Law
SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

<table>
<thead>
<tr>
<th>JOB CLASS 3</th>
<th>8100</th>
</tr>
</thead>
<tbody>
<tr>
<td>JOB CODE</td>
<td>F</td>
</tr>
<tr>
<td>CAL ID</td>
<td>M</td>
</tr>
</tbody>
</table>

RECEIVED

| POSITION NUMBER | 3    | F   | 9963 |

CAMPUS: SUS SUBR 08/20/2012

SUNO SUSLA

EMPLOYMENT CATEGORY:

- X Academic
- Temporary
- Tenured
- Tenured Track
- Other (Specify)
- Non-Academic
- Part-time (% of Full Time)
- Graduate Assistant
- Retiree Return To Work
- Civil Service
- Restricted
- Job Appointment
- Probationary
- Permanent Status

Previous Employee: Mark Thurmon

Date Left: 08/20/2012

Reason Left: Promotion and Tenure

Salary Paid: 96,000

Profile of Person Recommended

Length of Employment: 08/20/2012 to 05/10/2013

Effective Date: 08/20/2012

Name: Mark Thurmon

SS# 437-19-4627

Sex: M

Position Title: Professor

Department: Law Center – Instruction

Check One: Existing Position

*Visa Type (See Reverse Side):

Expiration Date: 2012

Years Experience: 17

Degree(s):

- Type/Discipline (BA-Education): J. D.
- Institution/Location (SU-Baton Rouge): Duke University School of Law
- B.S. – Electrical Engineering
- Louisiana State University

Current Employer: Southern University Law Center Student

Personnel Action

Check One: New Appointment

Transfer

Continuation

Replacement

Sabbatical

Leave of Absence

X Other (Specify)

Promotion and Tenure

Recommended Salary: $101,760

Salary Budgeted: $101,760

Source of Funds: General Appropriation

Identify Budget: State Location 311001-32020-61083-31000

Change of:

Position: Professor

From: Professor

To: Professor (T)

Salary Adjustment: $96,000

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

Date 10/13/12

Vice Chancellor

Date 10/13/12

Director, Personnel

Date

President

Date

Dean/Unit Head

Date

Chancellor

Date

Vice President/Finance

Date

Business Affairs/Comptroller

Date

Chairman/S.U. Board

Date

of Supervisors
This information is requested solely for the purpose of determining compliance with Federal Civil Rights Laws and does not affect employment consideration.

ETHNIC ORIGIN (Please check one):

- Hispanic or Latino
- Non-Hispanic or Non-Latino

RACE (Please check all that apply):

- White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.
- Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.
- Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.
- Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.
- American Indian or Alaskan Native. A person having origins in any of the original peoples of North America, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS:

Tenure and Promotion Recommendations

<table>
<thead>
<tr>
<th>EMPLOYEE REGULAR WORK SCHEDULE:</th>
<th>Daily</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMPLOYEE DIRECT SUPERVISOR:</td>
<td>V/C Russell Jones</td>
</tr>
<tr>
<td>NUMBER OF EMPLOYEES SUPERVISED, (if any)</td>
<td>0</td>
</tr>
</tbody>
</table>

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<table>
<thead>
<tr>
<th>TYPE</th>
<th>CODE</th>
<th>EXPIRES</th>
</tr>
</thead>
<tbody>
<tr>
<td>United States Citizen/Certificate of Naturalization</td>
<td>US</td>
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</tr>
<tr>
<td>Resident Alien</td>
<td>RA</td>
<td></td>
</tr>
<tr>
<td>H-1 Visa (Distinguished Merit &amp; Ability)</td>
<td>H1</td>
<td></td>
</tr>
<tr>
<td>J-1 Visa (Exchange Visitor Program)</td>
<td>J1</td>
<td></td>
</tr>
<tr>
<td>F-1 Visa (Student Emp. FT Student at S.U.)</td>
<td>F1</td>
<td></td>
</tr>
<tr>
<td>OPT (F-1 Visa-INS Prior Approval-“Practical Work Experience”)</td>
<td>F0</td>
<td></td>
</tr>
</tbody>
</table>

Do Not Write Below This Area

For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- Application for Employment Form Admin/Fac/Unc1 Positions(Civil Service Application for classified employees)
- Authority to Release (signed by employee) (submitted to Campus Police with Criminal/Background Check form)
- Supervisory Criminal/Background Check Form (completed by employee/verified and signed by supervisor)
- Exemptions Survey Form (signed by employee and budget head)

SOUTHERN UNIVERSITY LAW CENTER

ENCUMBRED / FUNDS AVAILABLE

DATE 11/2/12

CONTINGENT UPON AVAILABILITY OF FUNDS 07-08FY