

AFRICAN UNION

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UNION AFRICAINE

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**HONORARIA FOR MEMBERS OF THE PAU COUNCIL
PROPOSAL PRESENTED BY THE TECHNICAL TEAM
ESTABLISHED BY THE COUNCIL DURING ITS
INAUGURAL MEETING**

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DEPARTMENT OF HUMAN RESOURCES, SCIENCE AND TECHNOLOGY



Nurturing Quality, Exemplifying Excellence

HONORARIA FOR MEMBERS OF THE PAU COUNCIL

**PROPOSAL PRESENTED BY THE TECHNICAL TEAM ESTABLISHED BY THE
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Introduction

1. The Statute of the Pan African University (PAU) establishes the PAU Council as the highest governing body of the PAU, with oversight responsibility for the policy, finances and property of the PAU. The PAU Council consists of twenty-eight members. This includes a President and Vice President who are elected by the Executive Council and twenty-six other members who are appointed by the Chairperson of the Commission to represent various academic bodies and stakeholders as specified in the Statute. Each member of the PAU Council is elected or appointed for a three-year term renewable once upon expiration. The Statute further provides that half of the membership of the PAU Council shall be replaced at the end of their three-year tenure.
2. As the highest governing body of the university, the PAU Council is required to meet in ordinary session once a year. Extraordinary sessions of the Council may be convened at the request of the President or at least two-thirds of all Council members and in consultation with the Commission.
3. In accordance with the foregoing, the Executive Council elected Professor Tolly S. Mbwette and Professor Paulo Horacio de Sequiera e Carvalho as the first President and Vice President respectively of the PAU Council during the January 2015 Summit. The Chairperson of the Commission appointed the twenty-six other members of the Council, and the inaugural meeting of the PAU Council was held in Addis Ababa on 25 June 2015. These members include: the commissioner for Human Resources, Science and Technology of the AUC; the chairperson of COMEDAF or the Specialized Technical Committee (STC) in charge of education; two vice chancellors/rectors of the host universities of PAU Institutes; two directors of the five PAU Institutes; two scholars from the African Diaspora; one representative each of the academic and administrative staff of the PAU; two student representatives of the PAU; as well as high-level representatives of the Regional Economic Communities, Key and Thematic Partners of the PAU, UNESCO, the Association of African Universities (AAU) and the African Academy of Sciences (AAS).
4. The functions of the PAU Council include:
 - a. Promotion and discipline of academic and research staff of the PAU;
 - b. Issuance of all PAU regulations, rules and measures and setting a code of conduct;
 - c. Promotion of socio-cultural activities;
 - d. Adoption, review and amendment of staff terms and conditions of service;
 - e. Identification and recommendation of new Centres;
 - f. Approval of programmes and budgets of the PAU;

- g. Consideration and adoption of the Rector's annual report;
 - h. Approval of the strategic plan and operational plans of the PAU;
 - i. Approval of agreements and conventions to be signed by the Rector; and,
 - j. Performance of any other functions within its mandate necessary for the smooth operation and development of the PAU.
5. The President and Vice President of the Council are elected officials of the Union. Aside from the Rector, Vice Rector and the representatives of PAU Institute Directors, Academic and Administrative Staff who are staff members of the Commission, the status and classification of all of the remaining PAU Council members is unclear under the Staff Rules and Regulations. Some members of the Council – notably the Chairperson of COMEDAF or the STC on Education – are currently Ministers of State in their respective countries of origin.
 6. In accordance with relevant AUC policies, procedures and practices, all PAU Council members will be provided with air tickets and daily subsistence allowance (DSA) whenever they are required to travel to attend Council meetings. However, above and beyond air tickets and DSA, the question of whether or not PAU Council members should receive honoraria or sitting allowances for their time and effort spent participating in Council meetings and other related PAU activities has not been specifically addressed. The African Union Administrative Policy on Travel and Mission (Travel and Mission Policy) addresses the question of honorarium for Council members but only partially.
 7. At its inaugural meeting held on 25 June 2015, the Council established a Technical Team with the mandate to consider and make concrete proposals on the issue of honoraria for Council members for consideration at an extraordinary session of the Council. The Technical Team met in Addis Ababa on 5 and 6 October 2015 and considered working papers provided by the PAU Rectorate. This proposal reflects the outcomes of the Technical Team's deliberations on the subject.

Best Practices in Academia

8. The PAU is a continental academic institution designed to nurture quality and exemplify excellence in African higher education. As such, in all of its activities, the PAU must identify and exemplify best practices in academia wherever practicable. In most African universities members of the governing council or board are entitled to honoraria whenever they attend meetings. Also, at the international level (e.g., at the United Nations University, University of the Francophonie, ARIF etc, Council members are eligible for honoraria).
9. Most universities in Africa and around the world do not remunerate members of their governing boards in the same manner as they remunerate their staff

members. However, it is common practice for academic institutions to provide honoraria or sitting allowances to members of their governing boards whenever they attend meetings or perform functions related to their positions on the governing board. Although there is no uniformity in the actual rates or amounts offered as honoraria to governing board members of universities within any one country or region, it is quite clear that such honoraria or sitting allowances are offered as a token of recognition and appreciation for the time and efforts spent by the board members to participate in the governance of the academic institution concerned.

10. It is therefore considered that payment of honoraria or sitting allowances to members of the governing board of an academic institution is a standard practice in academia. Usually, members of such governing boards are eminent personalities within their fields of expertise or in society. Staff members of an academic institution who also happen to be members of the governing body are usually not entitled to receive honoraria since their participation in the governing body forms part of their employment obligations for which they already receive remuneration. PAU may therefore wish to emulate the practice of offering honoraria or sitting allowances to the members of its Council who are neither employees of the university nor of the Commission in light of the above-mentioned reasons.

AU Guidelines on Honoraria

11. Section 5.2 of the African Union Administrative Policy on Travel and Mission provides that the Union will pay honorarium per working day in addition to DSA to appointees that ordinarily do not receive any daily, monthly or annual emoluments for services rendered on behalf of the Union as per the categories and rates set out in Table 1 below. It is important to observe that the AU honorarium entitlements and rates are based on the status or designation of the recipient rather than the specific role he or she would perform.

Table 1: AU Travel Policy Honorarium Rates

	Honorarium Category	Daily Rate (US\$)
a.	Appointees or panel members that were either former Presidents or former Prime Ministers of Member States	1000.00
b.	Appointees that were former Chairpersons of the Commission, former Head of other AU Organs or Agencies, former Deputy Chairpersons of the Commission, former Commissioners, or former Ministers of Member States or Special Envoys	700.00

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c.	Ambassadors, former Ambassadors or former elected officials of other AU Organs	500.00
d.	All other categories of appointees	300.00

Proposed Honorarium Rates for Members of the PAU Council

12. Taking into account the structure of the Council as well as the role it is expected to play in the development and smooth operation of the university, the technical Team hereby recommends that a special scale of honoraria be adopted for use by the PAU. Although the scale proposed for the PAU Council is based on the AU guidelines above it differs slightly in two respects:
 - a. It places more emphasis on the role assigned to the recipient of the honorarium within the Council, rather than his or her status or designation prior to the appointment as a member of the PAU Council; and,
 - b. Unlike DSA, the proposed honorarium rates specified below are intended to be offered to PAU Council members NOT on a daily basis but for the entire duration of a session of the Council, irrespective of how long the session lasts. It is also proposed that the same scale be used whenever PAU Council members are required to perform, on behalf of the PAU, other official duties emanating from, or by virtue of, their position as Council members (e.g., when Council members preside over or participate in staff recruitment activities for the PAU).
13. Table 2 below shows the proposed honorarium rates for the PAU Council:

Table 2: Proposed Honorarium Rates for PAU Council Members

	Honorarium	Rate per session (US\$)
PAU 2.1	Special Honorarium	
	(President of the Council)	500
PAU 2.2	Regular Honorarium	

	Honorarium	Rate per session (US\$)
	(Vice President of the Council)	400
PAU 2.4	Basic Honorarium	
	(All other members of the Council)	300

Recommendations

14. The Technical Team made the following recommendations:
 - a. The entitlements should be referred to as honoraria (rather than sitting allowances) because they are intended to compensate members of Council for their expert contributions during deliberations of the Council.
 - b. Those members of Council who represent organisations that forbid their staff from accepting honoraria will be eligible to receive them but must individually decide whether or not to accept them.
 - c. The PAU Rectorate must include a dedicated budget line in its annual budget to cover the cost of honoraria entitlements for Council members.
 - d. If the foregoing proposals are approved, they should be applied with effect from the Council meeting at which the approval is granted.
15. The Technical Team further recommended that over and above his/her honorarium entitlements, the President of the Council should exceptionally be entitled to a monthly allowance to compensate him/her for the extra effort expected from him/her in representing the Council/PAU. As justification for the proposed monthly allowance, the Team proposed the following Terms of Reference to reflect the additional contractual duties to be performed by the President.

Major Duties and Responsibilities of the President of the Council:

- a. The President shall perform the following statutory duties:
 - i. Set the agenda of the Council sessions in consultation with the Rector;
 - ii. Summon the Council members to attend Council sessions;
 - iii. Preside over the Council;
 - iv. Monitor discussions;
 - v. Represent the Council;
 - vi. Receive all communications addressed to the Council; and
 - vii. Sign all official documents issued by the Council.

- b. The PAU Council is the highest governing body of the PAU, which has oversight of the policy, finances and properties of the PAU. The PAU President's role is to create visibility, collaborate with the Rectorate to ensure harmonization and coherence of directives, decisions and recommendations of the Council that are directed towards the overall vision and goals of PAU. Specific areas of planning and decision-making of the Council will be delegated to PAU Council Committees. The President will ensure the organization, steering and reporting back of the Committees as well as the coordination at the interfaces with the support of the Rectorate. The President's role is integral to ensuring that PAU Council decisions are considered and integrated in strategic and operational planning of PAU and in line with the Statutes. The responsibility for the implementation lies with the Rectorate.
- c. The President shall Chair the following meetings:
 - i. The Bureau of the PAU Council; and
 - ii. The PAU Council (in plenary).
- d. In addition to his statutory duties, the President shall perform the following contractual duties:
 - i. Reproduce annual report from the standing committees and submit it to the PAU Council for deliberation and steering;
 - ii. Coordinate the PAU Council Committees;
 - iii. Coordinate proposals and inputs on strategic issues for PAU's development for presentation at the PAU Council in coordination with the Rectorate.
 - iv. Assist the Rectorate in compiling the PAU Council activity report;
 - v. Initiate, guide and oversee the Strategic Planning of PAU;
 - vi. Represent the PAU in public events and towards partners as its highest representative;
 - vii. Reach out, liaise and communicate with current and new partners to build institutional partnerships and to assure sustainable financing of PAU;
 - viii. Maintain continuous communication and coordination with the AU via HRST with regard to integration of the PAU in the African Union, the preparation and reporting at the STC, the overall information of member states.