

Compensation and Budget Committee
Meeting Minutes
February 22, 2019
McIntyre Library, L3020

Present: Melissa Boellaard, Peter Currie, Staci Heidtke, Robin Miller, Alex Smith, Tim Vaughan
Absent: Susan Ayres, Peter Hart-Brinson, Bridget Kurtenbach, Ganga Vadhavkar
Non-Voting attendees: Mary Hable, Stephanie Jamelske

1. Election of Secretary: Staci offered to write meeting minutes
2. Review of minutes from 2/8/19 meeting. Motion to approve meeting minutes made by Peter, Tim seconded the motion. Meeting minutes approved as presented.
3. Comprehensive Salary Plan, section 6.4. Feedback was solicited on changes to the Comprehensive Salary Plan, Section 6.4. Motion made to approve Section 6.4 as edited and distributed earlier this week; motion made by Alex, seconded by Peter. Discussion ensued on edits. Each administrator may revise adjustment amounts as deemed appropriate, in order to provide rational response to the inequity cases addressed by different supervisors. Recommendations on word and sentence order were made and edits made. Question posed to Jamelske, on term division administrator. Colleges are part of Academic Affairs; thus, it is Chancellor, Provost, Vice Chancellors. Group is satisfaction with the current wording.

Peter Hart-Brinson, via email, suggested the following statements be added to Section 6.4. "Information regarding the definitions of internal salary equity, compression, and inversion, along with illustrative examples. A memo to be forwarded to employees that explains the equity adjustment process and informs them of their right to request that their direct supervisor recommend them for an equity adjustment."

Per Robin, this is included in the EFORM. This allows people who complete EFORM to understand the definitions. Language currently indicates all employees must be notified. Specifying a memo be forwarded may not be able to be regulated by this committee. The equity piece of this is a small subset of the entire salary adjustment process. Alex indicates there is not much communication on this. Discussion on role of university senators, supervisors and committee members to communicate this salary pay plan and equity. Peter Currie asked if an all-staff email could be sent? Group indicates a memo does not need to be included in the pay plan. Referring to inequity feels enough to most present at the meeting. Motion to approve Section 6.4 with edits made by Chair Miller (and distributed prior to the meeting via email). Motion made. Tim called the question, Motion passed 6 for, 0 against.

4. Section 6, Table 5, percent allocations: Current pay plan is 15%, an increase from previous years. Chair Miller indicates Chancellor would like it to remain at 15% for him to use it to address inequity.

Discretionary Portion	Merit	Solid Performance	
15%	50%	35%	Unclassified Staff
15%	40%	45%	University Staff

Motion made to keep discretionary portion at current rates. Tim made a motion, Peter Currie seconded it. Discussion: Scale is 0 to 4. Discussion of 10% vs 15% for discretionary portion, the importance of merit and parameters. Human Resources would like university staff and unclassified staff have the same

distribution of funds. Mary indicates university staff is not ready to adjust the percentages, because they are still working on the equity. At this time, this committee will move forward with unclassified staff only. Call to question: motion passes 6 for, 0 against.

Tim brought up he believes ratings might be fractured, as Table 7 is using integers. Tim made a motion to add a statement: "In such cases, rating of 2.0 or above is required to receive a merit adjustment." Seconded by Peter. This is how the formula works, and the examples don't clarify because they are all 2.0 or greater. Doing it one way will ensure the spreadsheet is accurate. Call to question: Add the statement in Section 6.2. Motion passes 6 for, 0 against.

New Business:

Preview for next week: Geoff Peterson will be at the meeting next week to discuss post-tenure review for faculty. The last time we had a pay plan, we operated under 3 categories of performance. Compensation committee then decided on what amount of salary was assigned to each category. Faculty personnel committee has voted to eliminate Exceeds Expectations category from the Category of Performance. FASRP will not include statement about levels of Meets Expectations, but there could be 3 levels of performance. This committee needs to decide on how much money to assign to each level. There will be 4 levels then.

Meeting minutes submitted by Staci Heidtke