

CRC Committee Recommendation  
March 26, 2015

Committee Members:

Faculty Representatives- Alex Bezzerides and Louis Sylvester  
CSO Representatives- Amanda Gill and Karen Schmidt  
PSO Representatives- Jessica Schumacher and Jerry Hindberg  
Human Resources- Vikki Swift  
Budget Office- Sue Hasbrouck  
Chair- Heather Henson-Ramsey

This committee assessed the following documents as instructed by the President. They include:

- The annual compensation report from the Division of Human Resources (DHR).
- The current benefits package from the Division of Financial Management (DFM).
- The governor's recommendations for CEC.
- Guidance for FY 2015 salary savings and FY 2016 CEC provided by the DFM, DHR, and Division of Statewide Payroll.
- Compared CSO salaries to averages as determined by the DHR. Compa-ratios were used for these comparisons.
- Compared faculty salaries across all ranks to average salaries at our peer institutions.
- Compared PSO salaries to professional staff nation-wide by using the data provided by the College and University Professional Association of Human Resources (CUPA-HR).

Based upon analysis of this data, the committee makes the following recommendations for both monetary and non-monetary compensation.

Monetary Compensation

General Recommendations: The committee is especially concerned with suggestions that will help the institution to meet its own goals as stated in the Strategic Plan for 2014-2018.

- The Strategic Plan for 2014-2018, Objective IE specifically states, "All faculty and staff pay will meet or exceed the median reported from our peer institutions." This committee recommends that the college institute a specific mechanism that can be used to meet this goal. Alternatively, if this is not a reachable goal, we recommend that the strategic plan be revised.

- The recommendations of this committee are aimed at helping the college to meet the goal stated above, although these recommendations alone will not be sufficient to get all salaries to the median of our peer institutions. We feel strongly that a working group needs to be organized with this objective as a goal and given guidance provided by the President.
- The legislature has appropriated a 3% on-going merit-based increase in CEC as well as an increase in the minimum rate of pay for each paygrade from 68% to 70% of policy. **The committee would like to thank the administration for covering the increase in health insurance for all employees.**
- The committee respectfully suggests that, in future years, administration consider moderate increases in student fees with the intent of using the funds generated specifically to address the issues of salary competitiveness and salary compression. The committee understands that student fees and occasional student fee increases (such as the one that is planned for this year) are already the main mechanisms by which salary increases and faculty promotion increases are made. In recent years, however, little to no state funding has been provided for mitigating the serious issues of salary competitiveness and salary compression. Given this reality, the committee feels that the only way to make progress on these issues will be with a somewhat less conservative approach to student fee increases in the upcoming years. We suggest that the issue of student fee increases is not approached from the standpoint of raising fees by the bare minimum to cover our costs, but that the administration consider raising them to a level that reflects a compromise between the needs of the faculty/staff and the desire to keep student costs as low as possible.

#### Recommendations for Faculty CEC FY 2016:

A comparison of faculty salaries across ranks has shown that our average salaries range from 79% of our peers (full professors) to 92% of our peers (instructors).

- The committee recommends that faculty promotions be funded and that the college continues its past practice of funding faculty promotions from institutional resources.
- The committee recommends that the administration increase the raises associated with promotions as a mechanism for increasing faculty pay to help achieve the goals as stated in the Strategic plan. The following is a list of highly suggested increases to base pay with this goal in mind. Please see the attached proposal for full details.

- An increase in the assistant to associate promotion raise from \$4,000 to \$6,000.
  - An increase in the associate to full promotion raise from \$6,000 to \$10,000.
  - An increase of \$1,000 to base salary for all full professors to start addressing compression.
  - A commitment to address most egregiously compressed salaries first, especially at the full professor rank.
- In addition to salary increases, the committee would like to recommend an increase in funding for faculty development and sabbaticals. The recommendation is to increase faculty development funds to \$20,000/year and increase sabbatical funding to \$30,000/year.

#### Recommendations for CSO CEC FY 2016:

The legislature has mandated that all CSO employees be brought up to at least 70% the state-prescribed policy rate for their respective paygrade. LCSC currently has 11 employees who are paid at less than 70% of policy. The majority of CSO (55 employees) are paid at between 70-80% of policy.

- In addition to the 3 % increase in CEC from the legislature, it is recommended that the college fund additional 2 % for a total of 5% on-going increase that can be used as a merit pool for all eligible CSO members.
- The committee also recommends a higher starting salary for CSO who have a degree as well as a raise for current employees who complete a degree while working at LCSC.

#### Recommendations for PSO CEC FY 2016:

Analysis of PSO salary comparisons is challenging. The most widely used source of information is the CUPA data set, which does not have equivalent salaries for every employee type. The PSO representatives on the committee were able to match 72 out of 114 employees on CUPA. PSO salary comparisons in relation to the job market for specific skills presents difficulty in recruiting qualified employees. City, County, and the private sector have higher salaries than the CUPA median for a variety of PSO as well as CSO positions on campus. Examples are an Electrician for the CSO and Information Technology specialty positions for the PSO. Our estimation of PSO salaries in comparison to CUPA matchable staff suggests that our employees are paid from 50% to over 100 % of the reported salaries on the CUPA database. The majority of PSO staff are paid at 70-90% of their peers according to CUPA.

- The committee would like to recommend that in addition to the 3% merit pay, there is money set aside for dealing for compression with in the PSO and an effort to increase the salary of the 10 employees who are paid less than 70% of CUPA.

### **Non-monetary Compensation**

Suggested changes: The committee recommends the following changes. The committee would like to thank the administration for providing an education benefit for staff and dependents.

- ***Increased campus health and wellness activities***

The committee supports increased campus health and wellness activities and recommends the following items as a way to increase staff/faculty compensation and to encourage wellness.

- a) An allowance of up to 60 minutes of release time per week for health and wellness activities on campus during work hours. This initiative is modeled after a Boise State University program recently established for all benefit eligible employees.
  - b) Having the fitness center open during academic holidays. With the loss of Gold's Gym in the valley, many staff and faculty are more reliant upon LCSC's facilities.
  - c) Allow for spouse access to the gym at no cost.
  - d) Allow staff, who exercise during their lunch break, to attach their 15 minute morning break to their lunch hour, rather than having to take it mid-morning as mandated by some departments.
- ***Influence policy change at the state level***
    - a) The committee would like to have representation at the CEC committee in January 2016.
    - b) The committee supports and encourages Executive Administration to work with other state agencies to influence a policy change at the state level to discontinue the practice of sweeping health insurance funds from appropriated and non-appropriated accounts that are declined by employees.

- c) Additionally, the committee strongly recommends that Executive Administration work with the legislature to reinstate the I-time code 'MDA' for (Medical, Dental or Optical appointments).
- ***Non-working hours, flexible schedules, and suggestions for changes to scheduled time off***
    - a) The committee recommends the institution of flexible work schedules. For example, 8.5 hour days for staff Monday through Thursday and 6 hour work day on Fridays. Another suggestion is closing the campus on Friday's during the summer. Research done by Human Resources has shown that during the summer 75% of staff take off Friday.
    - b) A scheduled "study day" on a Monday in October during the 8<sup>th</sup> week of the semester. This is to alleviate the problem of the fall semester having one more day than the spring semester. The day could be a study day for students to better prepare for their upcoming midterm examinations.
    - c) Allowing for employees to take non-working hours rather than vacation during the Christmas break. An alternative suggestion was for the campus to schedule non-working hours around July 4<sup>th</sup>.

- ***Parking permits***

The committee would like the administration to re-evaluate the fee scale for staff and faculty parking permits. Currently the faculty/staff rate is \$55/permit and the student rate is \$5/permit. We suggest that by lowering the staff/faculty rate to \$10/permit and increasing the student rate to the same, there would likely be more money made by the campus on parking permits.

**The committee has reviewed current benefits that are provided to all benefit eligible employees and strongly support continuation for:**

- Continued professional development training opportunities both on and off campus.
- Employee use of the LCSC Fitness center.
- Admission to campus athletic events for employees and their family.
- Christmas week closure to the public, strongly recommend campus-wide departmental flexibility for staff to work during those days.
- Continued allowance of adjusted work schedules for summer hours when campus is closed to the public.

- Support for flex schedules within all units that are able to provide coverage. This is particularly important for individuals who would like to take advantage of their education benefit.
- Continuation of education benefits.