



**TO:** Compensation Review Committee (CRC)  
 Members: Amanda Greco, Diana Higgins, Leif Hoffmann, Lorinda Hughes, Rosita Nabarrete, Cindy Patterson, Vikki Swift-Raymond

**FROM:** Dr. Cynthia Pemberton, President, Lewis-Clark State College

**DATE:** 2/17/2021

**SUBJECT:** Compensation Review Committee Report/Recommendations Response

The Compensation Review Committee is charged with providing feedback for employee compensation, acting as a sounding board for initiatives related to compensation, and reviewing prior CRC committee recommendations and responses to ensure momentum forward or resolution of outstanding items. This memo reflects Leadership’s response to the report and recommendations.

First, I want to thank the CRC for their awareness and recognition of our ongoing fiscal challenges. As the committee is aware, in April 2019 I responded to 2018 and 2019 CRC recommendations; and in March 2020 responded in detail to the 2020 recommendations. Consistent with past practice, the Committee’s report/recommendations were read, reviewed, discussed and are herein responded to.

<b>CRC Recommendation</b>	<b>Response</b>
Increase employee tuition benefits from six (6) credits to seven (7). <ul style="list-style-type: none"> <li>○ This allows an employee to take two classes and one exercise (kinesiology) class each semester.</li> <li>○ At times, employees want to take one class in addition to another class with a lab, or quite possibly a language class, such as Nez Perce or Spanish. These classes are typically four credits, which bumps the employee from six to seven credits.</li> </ul> This one-credit increase will help encourage and promote employee wellness and diversity.	We will give this a try and <b>launch for fall 2021.</b>
Support two (2) classes during the summer session, up to seven (7) credits.	<b>Hold for now</b> – we need to model summer session cost-basis. VP Crea to bring forward 3 yrs of summer sessions info/data early fall 2021. Reconsider based on data for possible implementation Summer 2022.
Negotiate on behalf of faculty and staff to receive a discount at Sodexo (similar to the 10% discount at Follett’s Bookstore.)	<b>No action at this time.</b> Sodexo has been incredibly accommodating during the pandemic. Now is not the right time to consider a contract amendment.

<p>Consider a geographical differential for LC State employees in all represented regions who experience a higher cost of living, increased transportation costs, increased housing costs, etc. DHR’s Compensation Policy allows geographic differential, or additional compensation, paid to employees assigned to positions in geographical areas where the agency finds recruitment and retention particularly difficult. As mentioned previously, LC State’s Lewiston and CDA campuses are located directly on Washington's border. This makes it extremely challenging to recruit and retain employees due to the substantial difference in the minimum wage.</p>	<p><b>No action at this time.</b> Funds we would divert for this purpose would be subtracted from funds available to support CEC. Our priority is to implement CEC.</p>												
<p>Continue the current practice of making meetings available virtually to CDA faculty and staff as well as Boise staff. They appreciate the opportunity to increase their involvement and feel a sense of community with the rest of the Lewiston campus employees.</p>	<p><b>Agree</b> – support this for faculty/staff external to the LC valley per department/division/unit decisions. We plan to continue our zoom licenses.</p>												
<p>Continue providing remote learning spaces post-COVID for students on campus.</p>	<p><b>Agree</b> – believe we can continue to support this, assuming there is continued demonstrated need.</p>												
<p>Parking: Feedback has been negative from all three constituent groups regarding the substantial increase in parking permits. The Committee would like the Administration to consider decreasing the cost of parking permits for faculty and staff from \$75 to \$50 annually, while keeping the discounted rate of \$10 for a second permit. If the cost of parking permits is reduced to \$50, the number of permits sold would presumably increase. The Security Office would sustain the same revenue by selling 2000 permits at \$50 each as they do by selling 1340 permits at \$75. The increase in permits sold would contribute to fewer vehicles parked on the street. This would make LC State a better neighbor and reduce the discontent of the Normal Hill residents.</p>	<p>LC State’s parking fees structure is very modest. The long-term impact of fee implementation is needed for unit sustainability and safety needs into the future. <b>We cannot walk back this decision.</b></p>												
<p>Data from the Security Office shows the following:</p>													
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Fiscal Year</th> <th style="text-align: left;">Permits Sold</th> <th style="text-align: left;">Revenue from Sales</th> </tr> </thead> <tbody> <tr> <td>2019</td> <td>2908</td> <td>\$29,080</td> </tr> <tr> <td>2020</td> <td>2515</td> <td>\$25,150</td> </tr> <tr> <td>2021 (through 12/31/20)</td> <td>1341</td> <td>\$90,000</td> </tr> </tbody> </table>	Fiscal Year	Permits Sold	Revenue from Sales	2019	2908	\$29,080	2020	2515	\$25,150	2021 (through 12/31/20)	1341	\$90,000	
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<p>The parking permit increase has contributed to overall employee discouragement. Following a year with no CEC increases, mandated furloughs for employees earning salaries of \$40,000 or more, increased medical /dental insurance premiums, and an increase in parking permits, employees are feeling disheartened.</p>													
<p>Continue flexibility for employees to telecommute when their job allows it, even post-COVID.</p>	<p>While pandemic-related adaptations have allowed us to become better equipped and adept at flexible accommodations, <b>LC State is an in-person, live campus education institution. Flexibility accommodations should be an exception, not a new norm.</b></p>												

Continue LC State’s practice of summer hours.	<b>Agree</b> – it is our hope and plan to do so.
Continue the practice of flexibility with work hours in those departments that can accommodate such flexibility.	<b>Flexibility accommodations are allowable (per policy) with appropriate review and approvals (note these should be exceptions not new norms).</b>
DHR has proposed a 2% increase to the classified pay scale in July. When this takes effect, the state requires agencies to bring any classified staff member who falls below the new hourly rate up to their pay grade's minimum hourly rate. An issue that comes with this is that the minimum salary for professional staff is tied to pay grade K of the classified pay scale according to Idaho Statute Title 67 Chapter 53 67-5303. While the state funds the cost to bring classified staff to the minimum of their pay grade, they do not provide additional funding to increase the professional staff employees who fall below pay grade K. We recommend LC State bring our professional staff employees up to the minimum of pay grade K when the classified pay scale increases. Because it has increased every year for the last few years, it creates compression issues for our long-time professional and classified staff employees.	VP Crea to conduct and provide annual analysis, impact and recommendation. <b>Recommendation may be supported pending CEC availability and distribution model inclusion.</b>
The Committee feels it is important for our CTE faculty to be eligible for tenure. However, we understand this is a State Board of Education policy and not a LC State policy.	The CRC correctly identifies that this issue is beyond the scope of the Committee and institution/administration.
Work with the Administration at our sister institutions to revisit an employee’s ability to take graduate-level classes online with the employee discount. With the Presidents Leadership Council's creation, the four-year institutions have joined forces and are working together through the difficult budgetary issues that all of us are facing. Allowing employees to have access to affordable graduate-level courses at all four institutions encourages professional development. It makes our employees more qualified to assume the additional responsibilities that have come with budget reductions and reduced faculty and staff. The state will get more “bang for their buck” by allowing employees access to affordable education.	The CRC correctly identifies that this is beyond the scope of the Committee and LC State independently. That said, with the increased communication and collaborations between the 4-year presidents, and LC’s entry into the graduate education arena, this is an idea that may gain traction. <b>Administration will continue to pursue possibilities.</b>