

SALARY, BENEFITS, BUDGET, AND FISCAL PLANNING (SBBFP)

2023-2024 Report

Prepared by: Valerie Herzog (Committee Chair)

The charges from the Faculty Senate are in black and our work for each charge is noted in red. Recommendations for the 2024-25 AY are in bold.

1. Examine salary options for compensation increases and prioritize recommendations. (Spring) (**Ongoing**)
 - Conducted a salary survey in February/March 2024. Discussed the results as a committee and developed recommendations. The negotiating team then met with President Mortensen and Provost Ravi to discuss our recommendations.
 - Final salary increases: 3% Cost of Living, 2% adjunct/overload flat rate increase
2. Review the dollar amounts of equity and merit adjustments from the previous year. (Fall) (**Ongoing**)
 - Will request this data for next year. We have not been provided with this data.
3. Review campus salary levels using CUPA data, turnover data, and data from regional peer institutions. (Spring) (**Ongoing**)
4. Review equity issues
 - a. Review compression and inversion in salaries.
 - b. Review gender equity in faculty salary
 - c. Review race/ethnicity/other equity in faculty salary (Spring) (**Ongoing**)
 - Analyzed salaries addressing charges 3-4 and presented the findings at Faculty Senate on Dec. 14, 2023
 - Sent data to Deans on Feb. 15, 2024
5. Review faculty hiring process in conjunction with HR. (Fall) (**Ongoing**)
 - **Need clarification on this charge for 2024-25 AY**
6. Work with VP Administrative Services Norm Tarbox to explore budgetary processes and trends. (Fall and Spring) (**Ongoing**)
 - VP Norm Tarbox presented a detailed WSU Financial Summary to the committee members on April 8, 2024
7. Review the structure of online/adjunct/overload pay across all academic units and CE (in conjunction with Provost Ravi Krovi).
 - a. Identify and address inequities in overload compensation.
 - Gathered data on faculty overload pay and add survey questions to annual faculty salary survey regarding their opinions about overload pay and preferences for moving to a different pay model. Presented the initial report at Faculty Senate on January 18, 2024 and solicited feedback. Prepared the final report that was shared with Faculty Senate on April 11, 2024. The final report was also shared with the President and Provost, including all of the comments from the survey (comments were not included in the report that was share with Faculty Senate).
 - This charge is complete, other than following up with the administration to see if they need additional information to make their decision regarding any changes to the overload pay model.
8. Ensure that the language of new or updated documents are inclusive. Review

those documents to see how they may inadvertently impact particular communities in an adverse manner. Consult with EDI taskforce for guidance (**Ongoing**)

- The WSU EDI Committee requested that we review processes for developing annual faculty review/merit pay documents. In response, we have developed a new proposed policy that addresses their concerns and now also complies with HB 438 that passed during the 2024 legislative session.
- When analyzing salary data related to charges 2-4, we noted and reported that we still do not have enough data to present comparisons between men, women, and non-binary individuals without compromising anonymity.

9. Monitor how various colleges allocate merit pay and poll faculty to determine if decisions are fair and transparent.

- a. The committee made recommendations to the Provost and President to encourage colleges to review the Faculty Senate Resolution document related to allocation of merit pay. Deans were asked by the Provost to review their current process and refine it to ensure that it is more transparent and fair. This work is still ongoing in several colleges. This charge should continue in 2023-24 to determine if improvements have been made.
- b. If possible, the committee should request next year (as a charge) that each Dean share their merit pay process and rubrics for review by the committee so that we may provide feedback before the next merit pay cycle.

10. Based on the best practices for merit pay document available on the Faculty Senate resolutions web page, investigate the feasibility of sharing some best practices and the creation of an area to share the information.

- **Addressing Charges 9 & 10:** The committee developed a new proposed policy (PPM 8-28) that addresses how annual faculty performance review documents are created and used which also complies with HB 438 that passed during the 2024 legislative session. The policy was approved by SBBFP at the April 2024 meeting. It was also distributed to the Deans for review/feedback and the EDI Committee. **The next step will be to have APAFT review it in the fall and then send it through the approval channels, so this should be a charge for the 2024-25 year for both SBBFP and APAFT.**

11. Finalize and implement the process for promotion of instructors and ensure that the changes to PPM 8-7 regarding these promotions is implemented.

- The WSU Administration requested that APAFT review and make additional changes to this policy, which they completed. As of April 2024, the policy is still awaiting final approval from President's Council. Ravi is then going to meet with the Deans regarding how to fund increases. Funding available for the raises linked to the promotions will be determined within each college based on what the college prioritizes and can afford to do. **This charge may be complete, but I'm not completely certain.**

12. Re-evaluate PPM 3-21a related to Sick and Family Leave, specifically explore the viability of changing the 12 weeks of paid leave to a full semester.

- The committee met with WSU Legal Counsel to discuss the issue on Nov. 13, 2024. Legal counsel is concerned that providing a full semester of leave for faculty would be

inequitable to the maximum of 12 weeks that is currently available to staff. In the short term, Legal Counsel is working on language in the policy that would require Dept. Chairs to coordinate leave plans with Human Resources, who will develop a list of acceptable activities that can be used to complete the remainder of the semester.

- Because of all of the other required PPM changes that had to be made to comply with new laws that passed in the 2024 legislative session, PPM 3-21a has not yet been completed by legal counsel, but they are working on it.
- **This should remain a charge for the 2024-2025 AY for SBBFP.**

13. Prioritize a comprehensive one-year study to review adjunct compensation and equity issues. This review should address the full spectrum of the adjunct experience including the following:

- Regional practices for adjunct pay; in particular, review structures that separate adjunct pay from overload pay and align with NISS findings suggesting that WSU proceed with separating associate-seeking student activities (largely taught by instructor, adjunct representatives) from bachelor or higher seeking student activities (focused more on the tenure track, overload system)
- Equity issues in adjunct pay both in general and by subgroup populations (e.g. gender, race/ethnicity, etc)
- Approaches to institute a tiered compensation system that supports retention/promotion of high quality adjunct instructors.
- Options for timing of adjunct pay
- Trends in adjunct pay over time
- A report was developed that analyzed the available data. Unfortunately, it was determined that a large amount of overload and adjunct pay is currently coded incorrectly and/or paid through ePARs, so we do not yet have full confidence in our conclusions. HR will work with Administrative Specialists in each department to ensure that all overload and adjunct pay for the 2024-25 AY is coded correctly entered using FLAC in Banner whenever possible.
- **I recommend that this be modified to be an ongoing charge similar to the current charges 3 & 4, but for adjunct pay. We likely won't have reliable data in this area for the 2023-24 AY, but hope that the training being done will create better data in 2024-25 that we can then analyze in the 2025-26 AY.**

See the meeting attendance chart for meeting dates.

All committee members served on one or more subcommittees related to specific charges. Special thanks to the committee members below who served on multiple subcommittees and went above and beyond in their committee work.

- Tressa Quayle
- Fon Brown
- Loisanne Kattelman
- Deana Froerer
- Kurt Ward

Name	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April
All members attended marked with an X								
Fon Brown, EAST	X	X	X	X	X	X	X	X
Tracy Covey, S	X	X	X	X	X	X	X	X
Tressa Quayle, HP	X	X	X	X	X	X	X	X
Jeffery Ward, ED	X	X	X	X	X	X	X	X
Russell Burrows, A&H (Sabbatical Fall)					X	X	X	X
Loisanne Kattelman B&E	X	X	X	X	X	X	X	X
Nicole Beatty, LIB	X	X	X	X	X	X		X
Valerie Herzog, HP	X	X	X	X	X	X	X	X
Huiying Hill, SBS	X	X	X	X	X	X	X	X
Jason Francis: Liaison	X	X	X	X	X	X	X	X
Brad Mortensen, Ex-O		X			X	X		
Ravi Krovi, Ex-O		X	X	X	X	X	X	X
Belinda McElheny , Admin	X	X	X	X	X	X	X	X
Yas Simonian , Administrator	X	X		X	X	X	X	X
Yu Jane Yang (sabbatical replacement)			X					
Deana Froerer	X	X	X	X	X		X	

James Hedges (repl for Ravi)

X