

EXECUTIVE COMMITTEE CHARGES FOR 2024-2025

Valerie Herzog, Chair
Jason Francis, Liaison

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

PPM 1-13, Article B-V, Section 4.10: The Committee on Salary, Benefits, Budget and Fiscal planning shall study, evaluate and make recommendations on faculty salaries, benefits, budgets and fiscal planning issues.

This Committee shall not exceed nine members with representation from each organization unit. The Faculty Senate chair shall serve as the Executive Committee liaison. A subcommittee shall serve under the direction of this Committee and represent the faculty in salary and related negotiations with the University administration. No two members of this subcommittee shall be from the same organizational unit. This subcommittee shall consist of the Faculty Senate chair, the chair of the Committee on Salary, Benefits, Budget and Fiscal Planning and a third member nominated by the Committee and approved by the Faculty Senate.

1. Review the recommendations of the Shared Governance task force related to the SBBFP committee, in September, to prepare for a vote of the Faculty Senate on October 10th 2024 and share feedback with the Executive Committee to facilitate the vote.
2. Examine salary options for compensation increases and prioritize recommendations. (Spring) (**Ongoing**)
3. Review the process related to equity and merit adjustments from the previous year. (Fall) (**Ongoing**)
4. Review campus salary levels using CUPA data, which includes data from some regional peer institutions. (Spring) (**Ongoing**)
5. Review salary equity issues
 - a. Review compression and inversion in salaries.
 - b. Review demographic equity in faculty salary(Spring) (**Ongoing**)
6. Consult with various departments who conducted faculty searches, review turnover data and identify issues associated with failed searches. Provide recommendations for streamlining the hiring process when necessary.
7. Work with VP Administrative Services Norm Tarbox to explore budgetary processes and trends. (Fall and Spring) (**Ongoing**)
8. Work with APAFT to review and approve the proposed Annual Faculty Review PPM language.

9. 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.

10. 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.

11. 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

12. Review the potential of eliminating contract employee status for Instructors.

Adjunct charges:

1. Explore ways to improve practices, such as automation, and transparency surrounding creation and finalization of adjunct contracts.
 - a. Adjuncts sign contracts each semester, and notice that the process is not automated so some have never been paid because the contract was not finalized. Review the process and look for automation and communicate with adjuncts when the official start and end dates are enacted.
 - b. If an adjunct is not employed for 12 months, need to reapply for the position. Have to reapply every 12 months, look for possible ways to address, even if it is every 2 years to follow course rotation. Once the rehire process is complete, could People Admin be used to hire from a pool of candidates to streamline the process.
2. Explore options for improving the timing of adjunct pay in a semester. The current model is after 6 weeks, but could the adjunct pay model follow the full-time staff and faculty pay model?
 - a. Benchmark pay schedules and implementation at other USHE schools.
 - b. Suggest that adjuncts shouldn't have to follow the three week mark as some adjuncts have noted a 2 week pay schedule at other schools.
 - c. Research alternate pay structures/schedules for adjunct faculty to separate them from traditional pay structures