

FACULTY SENATE
March 26, 2008
REID HALL 103
4:10 AM – 5:00 PM
MONTANA STATE UNIVERSITY-BOZEMAN, MONTANA
Minutes

Members Present: Bandyopadhyay, Cherry, Clark for Wojtowicz, Fleck, Gerlach, Gipp, Jacobs, Jones, Livingston, Locke for Ashley, Leech, Lynch, C. McClure, M. McClure, Neeley, Peed, Pinet, Prawdzienski, Sharrock, Taylor, Watson, D. Weaver, Zhu

Members Absent: Amin, Bailey, Bangert, Becker, Bennett, Dyer, HHD, Igo, Jackson, Johnson, Lei, Longcope, Mokwa, Nursing On-Campus, Political Science, T. Weaver

Others Present: David Dooley, Joe Fedock, Marvin Lansverk, Bok Sowell

Chair Shannon Taylor called the meeting to order at 4:10 PM. A quorum was present. The minutes from March 19, 2008 were unanimously approved.

ACCREDITATION – Past Chair Warren Jones

- The Northwest Commission of College and Universities is conducting their 10-year accreditation of MSU. Between now and December 2008 there are steering committees and a variety of working groups associated with 9 different standards having to do with the assessment and function of the university on a variety of different levels. Warren Jones and Marvin Lansverk are participating in *Standard Four – Faculty*. These standards represent what the status of faculty and university, as a whole, are and what we have achieved. Surveys will be produced and distributed to faculty and staff this fall. Marvin Lansverk and Warren Jones will gather and compile data for a report that will be generated in October, 2008. It was noted that there is copious historical data that may be used.
- Warren Jones would like FS members to click on the link: <http://www.montana.edu/accreditation/standards/index.html> review, share Standard Four with their department, and bring feedback to Marvin or Warren.

SALARY DISTRIBUTION SURVEY OUTCOMES – Chair-elect Lynch

- Chair-elect Lynch compiled data from a Salary Distribution Survey distributed to Faculty Senate.
 - The majority believe ½-2/3% of the raise pool should be distributed towards COLA to anyone who receives “Met Expectations” or above. The minority thought COLA should be across the board no matter what the annual review outcome is.
 - The majority believe the Provost should hold back ½%.
 - The majority believe college deans should not hold back any of the raise pool; the minority thought less than 1% should be held by deans for equity and merit.
 - Priorities:
 - Reducing compression;
 - Raising salaries relative to peers with priority given to lower paid faculty first;
 - Reducing salary inversion within departments;
 - Addressing the high cost of living in Bozeman; and
 - Addressing the low salaries of faculty at MSU in relation to peer institutions.
 - FS also believe there should be more transparency in how faculty, as well as adjunct, salaries are distributed, what the criteria are, and what the outcomes are. FS believed there should be a single process and not one that has deans recommending people, and then having the Provost and Salary Review Committee making decisions; there is a need for a separate pool of funds for salary floors and promotions; there should be a long range plan to get faculty salaries up to competitive levels of peer institutions; and, there is a need for a pool of funds beyond cost of living to address equity and merit.

SALARY DISTRIBUTION GUIDELINES – Provost Dooley

- The 3.6% pool is mandated by the legislature; the 3.0% will be allocated to deans and/or academic officers; the .6% pool is allocated for special market, merit or equity increases.
- **3.0% Salary Increase Pool for Faculty**

- Each Dean or Academic Officer will be allocated a pool of funds for an average 3.0% salary increase for faculty.
- *Each faculty member who has received an April 2008 performance evaluation of at least a “Meets Expectations” shall receive no less than a 1.5% salary increase.*
- *Any additional salary increase for each faculty shall be based upon merit, equity and/or market factor. The merit component shall be supported by an annual review conducted in accordance with the MSU Faculty Handbook.*
- **0.60% Equity & Market Pool**
 - The Provost will retain a pool of 0.60% for all promotions raises as well as equity and market adjustments for faculty who are funded from the General Operation budget, as well as for promotion and floor increases. These funds will be used to address equity or market issues such as the following:
 - Significant inequity within a department or college, perceived to be based upon gender or other protected status;
 - Significant inequity, based on market, as measured by comparisons to appropriate external data (OSU for faculty, CUPA for professional); and,
 - Significant internal inequity caused by salary compression or inversion within the department or college; and,
 - Significant internal inequities across academic departments.
 - No other MSU executive or administrator is authorized to establish any special “salary adjustment pool.”
 - A written Annual Performance Review is to be completed for every employee, 0.5 FTE and above, by April 15th, 2008 (April 10th for Faculty).
 - The 3.0% salary increase fund allocation for one pool (e.g. Professional) cannot be utilized to increase salaries for another pool (e.g. Faculty).
 - The 3.0% salary increase fund allocation attributable to one Department within a College cannot be utilized.
- The professional pool will be distributed in a similar way. For the 3.0% salary increase pool, the President and Vice Presidents will be allocated a pool of funds for an average 3.0% salary increase for all contract professional employees who are funded from the General Operations budget. *Each administrative/professional employee who has received an April 2008 performance evaluation of at least a “Meets Expectations” shall receive no less than a 1.5% salary increase.* It is expected that *all additional salary increases will be based upon merit and supported by written performance reviews.*
- For the 0.60% Equity & Market Pool, the President will retain a pool of 0.60% for equity and market adjustments for contract professional employees who are funded from the General Operations budget. These funds will be used to address equity or market issues such as the following:
 - Significant inequity within a department or college, perceived to be based upon gender or other protected status;
 - Significant inequity, based on market, as measured by comparisons to appropriate external data;
 - Significant internal inequity caused by salary compression or inversion within the department or college.
 - Each Vice President may submit written requests for equity or market adjustments to the President. Proposals for contract professional equity and market adjustments must be submitted to the President by April 18, 2008. These proposals will be reviewed and acted upon by April 25, 2008.
 - Each request shall include start date in current position, present (FY08) salary, CUPA or other comparative salary data, brief summary of employee’s recent performance evaluations, and brief narrative explaining the nature of the equity or market situation.
- **Adjuncts**
 - There are two kinds of adjuncts salary allocations: For multi-year, semi-permanent or permanent appointment, the salary must go to and the raise is specifically awarded on that position. If it is a pool, the specific requirements sent from administration preclude department heads or deans from using raise dollars to increase the raise pools for tenure track faculty.

- **The next biennium**
 - There are discussions with the governor for a 4% salary pool for the next two biennia for market and equity, with an additional 2% on top of that for adjustments in cost escalations in the Gallatin Valley that hamper MSU's hiring ability.

The Faculty Senate meeting ended at 5:00 PM, as there was no further business.

Signature

Shannon Taylor, Chair

Signature

Gale R. Gough, Secretary