To: Dean Van Galen, Chancellor  
116 North Hall  
University of Wisconsin-River Falls

From: Wes Chapin, Chair  
Faculty Senate  
University of Wisconsin-River Falls

November 17, 2011

RE: UWRF Faculty Senate Motion 2011-2012/61*

At the November 16, 2011 meeting of University of Wisconsin-River Falls Faculty Senate, motion 2011-2012/61 was passed and it is effective immediately. This motion is forwarded to you for your action.

Motion from the Faculty Senate Executive Committee (Wes Chapin, Chair) to recommend a proposal from the Compensation Committee (Joe O’Kroy, Chair) to amend the salary adjustment plan in the Faculty and Academic Staff Handbook, Chapter Three, Article VII, Section 7.6. This motion will take effect immediately.

UWRF Faculty Salary Adjustment Plan  
Implementing UWRF Motion 2009/2010/25 – Section 5

Motion as Originally Passed/Amended

UWRF Faculty Senate Motion 2009/2010/25 bullet 5 states:

5. That beginning with the 2010-2011 academic year, salary adjustments (other than the pay plan percentage increase) for faculty of all ranks will be made on the basis of a model to be determined that would include, but not be limited to, 1) Post Tenure Review; 2) the difference between the faculty member's salary and the salaries of faculty at peer institutions adjusted for academic discipline; and 3) years of service at UWRF. A minimum of $100,000 shall be allocated to this adjustment fund annually. These monies are separate from the RRF program or its UW System institutional successor. Other compensation adjustment programs currently in existence at UW-RF will continue to exist. This allocation shall continue at least until UWRF faculty (tenured and tenure track) salaries at all ranks reach the average of our peer institutions as determined by the AAUP Faculty Salary Survey. This salary adjustment may be delayed for one year in the event of a significant UW System lapse and only after consultation with the Executive Committee of the Faculty Senate and Faculty Senate.
Guidelines to Implement the Motion

1. All tenured and tenure-track faculty members at UWRF will be in the initial pool for salary analysis.

2. Distributions are to address compression within UWRF and disparities between UWRF faculty salaries and those of peer institutions as determined by the College and University Professional Association's (CUPA) National Faculty Salary Survey for Four-Year Institutions (NFSS) and by the AAUP Faculty Salary Survey as stated in UWRF Motion 2009/2010/25 – Section 5.

3. Distributions will be $2,500.

4. A faculty member receiving a distribution will be eligible for consideration again two years after receiving the distribution.

5. Those faculty members who received $5,000 salary adjustments during the 2010-2011 academic year will not be eligible for salary adjustment for four years.

6. The data source for salary analysis will come from the College and University Professional Association's (CUPA) National Faculty Salary Survey for Four-Year Institutions (NFSS). The base for each year will be the academic year that was just completed or the most recent data available from CUPA.

7. Sample peer Institutions are the schools listed in Table 1 -- ACCRA Cost of Living Index of UW-River Falls Self-Identified Peer Institutions.

Procedure

1. At the beginning of a new fiscal year, the UWRF Budget Office and institutional research office, under the VACF direction, will make available to the chairs of departments, faculty members and the chair of the compensation committee, the UW CIP code web page link as well as the full CUPA data set such that faculty and chairs may determine the appropriate 4-digit CIP code and CUPA data discipline designation.

2. Academic discipline determination (CIP code)
   a. The chair will consult with each individual faculty member in his/her department to determine an appropriate 4-digit CIP code and CUPA data discipline designation for each faculty member prior to forwarding to the dean. In the event an agreement cannot be reached the faculty member may appeal the classifications to the dean, and the dean will in such a case make the appropriate determination in consultation with the faculty member and their chair.
   
   b. The list of faculty and their corresponding 4-digit CIP code and CUPA data information will then be sent to the appropriate college Dean, and then to the Provost for her/his approval.
   
   c. The list will then be sent to the Budget Office.
d. When a department or program is not identified specifically in CUPA categories or the member’s academic responsibilities may involve multiple disciplines, a comparative discipline/program will be identified by the faculty member and the faculty member’s department/program chair and forwarded to the College Dean and to the Provost.

3. The UWRF Budget Office will then prepare a spreadsheet listing the following data:
   a. Name
   b. CIP code
   c. CUPA data designation
   d. Budgeted base salary or nine-month equivalent for the current academic year
   e. Rank
   f. Time in rank at UWRF
   g. The CUPA median 9-month salary for the discipline and rank
   h. Median time in rank at UWRF for each rank
   i. Adjusted 9-month salary (using appendix A formula)
   j. Compression differential between actual 9-month salary and adjusted 9-month salary
   k. University EP used

4. Inclusion into the distribution pool will be achieved by computation of the compression differential as described in appendix A and section 5 below.

5. The Dean of each college will examine the list of faculty in his/her college and prepare a distribution pool. The primary factor for preparing the pool will be the data driven compression differential. In addition, the Dean will consider other factors such as post tenure reviews for tenured faculty, renewal reports of probationary faculty, teacher evaluations, service to the University, and other factors consistent with Guideline 2 above.

A dean may remove a faculty member from the pool only for substantial and demonstrable reasons. Prior to a dean’s removing a faculty member from the pool, the dean must give five business-days’ notice, via e-mail, to both the faculty member being removed and the faculty member being moved into the pool requesting from each an updated curriculum vitae. To remove a faculty member from the pool, the dean must consult the person’s updated CV, justification for the removal, which justification must be approved by the Provost prior to removing the faculty member from the pool. The dean may promote into the pool by this procedure only the next eligible faculty member in the ranking from that dean’s college or must enter the same process of requesting a CV from that next-in-line person and writing a rationale for that person’s removal to be approved by the Provost and so on for each person removed from the pool, whether initially in the pool or subsequently in the pool by the removal of faculty member with a higher ranking. Each person removed from the pool must be notified by the Provost in an e-mail message that includes the dean’s justification and be given three business days to respond to the approved justification. The Provost will notify the faculty member and the dean within 48 hours of receiving a response as to whether the Provost affirms the approval for removal or reconsidered and thereby rescinds the approval, leaving the faculty member in-question in the pool. If the Provost receives no response from a faculty member within the three-business-days period, the approval stands.

6. All the money budgeted for this program will be allocated each academic year.
7. Salary adjustments will be made retroactive to the beginning of the current academic year.

8. The University Auditor will verify that the procedures involved in that year’s decision complied with the guidelines and procedure detailed above; this will be a limited procedure review. In accordance with the University of Wisconsin System Policy, the University Internal Auditor shall have full, free, and unrestricted access to all University records, properties, and personnel used to fulfill the requirements of this procedure. The University Auditor will meet with the chair of faculty senate, the chair of the faculty compensation committee, the Vice Chancellor for Administration and Finance, and the Provost to report his/her findings. The Provost will prepare a summary written report that will be sent to Faculty Senate that includes the names of the recipients and the amounts awarded.

9. Review Policy. This program will continue until the median salary of all UWRF faculty ranks (tenured and tenure-track) reaches the median salary of our peer institutions. A review, collaboratively undertaken by the Senate Faculty Compensation Committee and Administration, will be conducted annually.

Table 1
(Sample Peer Institutions)
ACCRA Cots of Living Index of
UW-River Falls Self-Identified Peer Institutions

<table>
<thead>
<tr>
<th>Institution</th>
<th>City</th>
<th>Metropolitan Statistical Area</th>
<th>Cost of Living vs St. Paul, MN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Angelo State University</td>
<td>San Angelo, TX</td>
<td>San Angelo, TX</td>
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<td>Augusta State University</td>
<td>Augusta, GA</td>
<td>Augusta, GA</td>
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<tr>
<td>Austin Peay State University</td>
<td>Clarksville, TN</td>
<td>Clarksville, TN</td>
<td>0.78242</td>
</tr>
<tr>
<td>California State University-San Marcos</td>
<td>San Marcos, CA</td>
<td>San Diego, CA</td>
<td>1.26055</td>
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<tr>
<td>Cameron University</td>
<td>Lawton, OK</td>
<td>Lawton, OK</td>
<td>0.84038</td>
</tr>
<tr>
<td>College of Charleston</td>
<td>Charleston, SC</td>
<td>Charleston, SC</td>
<td>0.88358</td>
</tr>
<tr>
<td>Indiana University-Purdue University-Fort Wayne</td>
<td>Fort Wayne, IN</td>
<td>Fort Wayne, IN</td>
<td>0.85861</td>
</tr>
<tr>
<td>Midwestern State University</td>
<td>Wichita Falls, TX</td>
<td>Wichita Falls, TX</td>
<td>0.86221</td>
</tr>
<tr>
<td>SUNY at Geneseo</td>
<td>Geneseo, NY</td>
<td>Rochester, NY</td>
<td>0.94352</td>
</tr>
<tr>
<td>Texas Southern University</td>
<td>Houston, TX</td>
<td>Houston, TX</td>
<td>0.81832</td>
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<tr>
<td>University of Southern Indiana</td>
<td>Evansville, IN</td>
<td>Evansville, IN</td>
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<td>University of Wisconsin-Stevens Point</td>
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<td>Stevens Point, WI</td>
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<tr>
<td>Virginia State University</td>
<td>Petersburg, VA</td>
<td>Richmond, VA</td>
<td>0.95518</td>
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<td>Washburn University</td>
<td>Topeka, KS</td>
<td>Topeka, KS</td>
<td>0.8152</td>
</tr>
</tbody>
</table>

(ACCRA) American Chamber of Commerce Research Association (now Council for Community and Economic Research)
The ACCRA Cost of Living Index is the most reliable source of city-to-city comparisons of key consumer costs. ACCRA COLI data is recognized by the U.S. Census Bureau, US Bureau of Labor Statistics, CNN Money, and the President's Council of Economic Advisor.
Appendix A

Calculation of the compression differential will be accomplished using the following formulas and procedures.

\[ ES = EP \times (YIR - MYR) + MDS \]

Where:

- **ES** = Expected salary
- **YIR** = Years in rank, at UWRF (Associate professors are capped at 8 years in rank maximum).
- **MYR** = Median years in rank, at UWRF (of all faculty)
- **MDS** = Median disciplinary salary, (median CUPA data, by rank)

Once the expected salary (ES) is obtained, the adjusted expected salary is calculated, adjusting for percent academic appointment, using the following formula:

\[ AES = \%AP \times ES \]

Where:

- **AES** = Adjusted expected salary
- **\%AP** = Percent academic appointment
- **ES** = Expected salary

The compression differential is then calculated using the following equation:

\[ \%CD = \frac{AES - S}{AES} \]

Where:

- **CD** = Compression differential
- **AES** = Adjusted expected salary
- **S** = Salary (current faculty 9-month salary)

The compression pool will be composed of the faculty with the largest compression differentials. The number of faculty in the pool will depend on the distribution amounts up to the funding available. Faculty with a zero or negative CD value will not be eligible for the pool.

**Experience Premium (EP) calculation:**

EP is calculated by the following method:

Graph the median time in rank (at UWRF) for the three ranks (i.e., - assistant, associate, professor; 3.1 yrs, 9.1 yrs, 21.1 yrs, respectively) on the x axis.

Graph the median salary for each rank within each department. See sample graph.
Plot a linear regression line between the three data points. The SLOPE of the line is the EP. If a department has only two ranks, the regression line is calculated between those two points.
In the event a negative department EP is calculated, that datum point would be excluded from the calculation of the university median EP.

Once the EP is calculated for each department, the MEDIAN EP is generated for the University and it is used for all calculations in Appendix A.

\[
y = 1114.2x + 44950
\]

Approved

Disapproved

Dean Van Galen, Chancellor  
12/23/11

*This motion contains some amendments made unanimously by the UWRF Faculty Senate on December 14, 2011.*