Non-Instructional Academic Staff Equity Adjustment for FY13 only

Premise: Due to budget constraints, there has not been a UW System pay plan for Academic Staff in the last four fiscal years. Therefore, Academic Staff serving in the same position for four or more years have not received a pay plan adjustment and may no longer be comparable to market. Individuals serving less than four years have had the opportunity to negotiate a salary that is relatively comparable to market. Factors to be considered in determine equitable pay relationships are: employee credentials, employee salary history at the University, and documented employee work performance.

Eligibility: Academic Staff that have been in the same position for four or more years are eligible. Academic Staff that have had their wages adjusted/negotiated in the last four years and have received an adjustment $1,000 or more are not eligible. Instructional Academic Staff (IAS) are not eligible because they have an opportunity to advance through the lecturer series promotion policy. (Note: Administration, Human Resources, and the Academic Staff Council will be reviewing the lecturer series promotion policy, procedures, and possible compensation during FY13.) Coaches are not eligible as they are evaluated using Title IX criteria. Academic Staff that are on a fixed term contract that have the opportunity to renegotiate their wage at a new contract are not eligible. Academic Staff that have been officially notified that their contract will not be renewed are not eligible. Academic Staff on a fixed term terminal (not permanent) are not eligible. Academic staff who are currently earning a wage that is higher than the median for their individual job code are not eligible.

Procedure:

1. Academic Staff are identified from HRS.
2. Instructional Academic Staff and coaches are removed from the list.
3. Academic Staff that have served in the same position for less than four years are removed from the list.
4. Academic Staff that have served in the same position for four or more years that have had their salary adjusted/negotiated in the last four years and received an adjustment $1,000 or more are removed from the list.
5. Stipend payments are identified from HRS and are excluded as a salary adjustment.
6. Minimum and maximum salaries for an individual’s job code are listed using the UW System unclassified title and salary structure effective January 1, 2012 through June 30, 2013 (UPG 4).
7. For individual job codes that do not have a minimum or maximum listed, Human Resources will conduct a survey of wages paid throughout UW System for the same job code to determine a high, low, and median at similar size campuses.
8. A median salary is determined for each job code.
9. The median salary is compared to the individual’s current salary to determine which salaries are over or under the median salary.
10. Academic staff wages under the median salary are listed in order of the greatest to smallest difference between median salary and current salary.
11. Starting with the greatest difference, employees with salaries that are under the median will receive a $1,000 equity adjustment as long as the total of the equity adjustments for limited appointees and academic staff does not exceed $35,000.
12. Equity adjustments are base building.
13. The Chancellor reserves the right to remove any individual from the list.