

1991

## **Inequities, Ad Hoc Committe on 1989-1991**

Bowling Green State University. Administrative Staff Council

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**Collection:** Bowling Green State University  
Administrative Staff Council, UA-022

**Location:** Bowling Green, Ohio

**Title of Series:** Inequities, Ad Hoc Committee on

**Inclusive Dates:** 1989-1991

**Format:**  Bound  Loose

**Order:**  Alpha  Chronological  Numerical

**Index:**  Included  Separate  None

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*Notes*

1. Photocopies

Title Comparison 1989-90  
Glossary of Terms

1. V.1 Actual List - This list was prepared using actual job title of BGSU administrative staff employees.

2. V.2 Adjusted List - This list was prepared by the 1989-90 ASC Salary committee. The committee reviewed each VP area and adjusted some individuals job titles, based on job responsibility and/or level of reporting.

3. University Educational level codes

1. High School
2. Some College
3. BS
4. Some Masters
5. Masters
6. Ph.D.
7. Technical Degree
8. Associate Degree
- A = Specialist Degree

4. ADJ EDUC = Adjusted Education level codes

1. High School
2. Some College
3. Technical/Associate Degree
4. BS
5. Some Masters
6. Masters
7. Specialist Degree
8. Ph.D.

ASC SALARY	TOT ADJ	TOT YRS	TOTAL MEAN	TOT N	% REL	FEM MEAN	FEM MEAN	FEMALE MEAN	FEM N	FEM %	MALE MEAN	MALE MEAN	MALE MEAN	MALE N	MALE PERCENT
SUMMARY V.I	EDUC	OF SVR	SALARY		TO PRES	EDUC	SVR			PRES	EDUC	SVR			RELATIVE TO PRES.
President	9	7	\$124906	1	100%				0	0%	8	7	\$124906	1	100%
<b>Vice President</b>															
Academic Affairs	8	6	\$97172	1	78%	8	6	\$97172	1	78%				0	0%
Firelands										0%					0%
Operations	6	1	\$71690	1	57%				1	0%	6	1	\$71690	1	57%
Planning & Budgeting	3	12	\$85800	1	69%				0	0%	8	12	\$85800	1	69%
President										0%					0%
Student Affairs	8	6	\$90012	1	72%	8	6	\$90012	1	72%				0	0%
University Relations	8	11	\$88121	1	71%				0	0%	8	11	\$88121	1	71%
	7.6	7.2	\$85559	5	69%	8	6	\$93592	3	75%	7.3	8	\$81870	3	66%
<b>Associate Vice President</b>															
Academic Affairs					0%					0%					0%
Firelands					0%					0%					0%
Operations					0%					0%					0%
Planning & Budgeting					0%					0%					0%
President					0%					0%					0%
Student Affairs	3	17	\$53256	1	43%				0	0%	3	17	\$53256	1	43%
University Relations	4	11	\$57045	1	46%				0	0%	4	11	\$57045	1	46%
	6	14	\$55151	2	44%				0	0%	6	14	\$55151	2	44%
<b>Assistant Vice President</b>															
Academic Affairs					0%					0%					0%
Firelands					0%					0%					0%
Operations	5	21	\$50869	1	41%				0	0%	5	21	\$50869	1	41%
Planning & Budgeting	7	12.5	\$64475	2	52%				0	0%	7	12.2	\$64475	2	52%
President					0%					0%					0%
Student Affairs	7	16.5	\$49847	2	40%				0	0%	7	16.5	\$49847	2	40%
University Relations	4	2	\$59546	1	48%				0	0%	4	2	\$59546	1	48%
	5.75	13	\$56184	6	45%				0	0%	5.8	12.9	\$56184	6	45%
<b>Director</b>															
Academic Affairs	5.96	3.64	\$3283	36	30%	5.64	8.64	\$33316	21	27%	6.56	8.64	\$42332	15	34%
Firelands	6.14	5.71	\$3067	7	26%	6.5	3.25	\$28222	4	23%	5.7	9	\$39527	3	32%
Operations	4.57	12.8	\$41025	7	33%	4	10.5	\$43129	2	35%	4.8	13.8	\$40184	5	32%
Planning & Budgeting	5	11	\$41555	11	33%	4.5	5.25	\$32490	4	26%	5.4	15.6	\$46421	7	37%
President	5.67	5	\$37915	6	30%	8	5	\$35076	1	28%	5.4	5	\$38490	5	31%
Student Affairs	6.5	8.94	\$38363	18	31%	6.22	7.67	\$33347	9	27%	6.78	10.22	\$43379	9	35%
University Relations	4.25	15	\$37510	9	30%	3.5	12.75	\$34004	4	27%	5	17.25	\$41016	5	33%
	5.4	9.6	\$38074	94	30%	5.5	7.6	\$34226	45	27%	5.6	11.4	\$41620	49	33%
<b>Associate Director</b>															
Academic Affairs	5	6	\$29665	2	24%	6	9	\$31404	1	25%	4	3	\$27925	1	22%
Firelands	6	0	\$25000	1	20%	6	0	\$25000	1	20%				0	0%
Operations	3.75	7.75	\$40898	4	33%				0	0%	3.75	7.75	\$40898	4	33%
Planning & Budgeting					0%					0%					0%
President	5.33	4	\$44264	3	35%	6	2	\$45901	1	37%	5	5	\$43480	2	35%
Student Affairs	5.64	3.55	\$26381	3	21%	5.5	3.5	\$28103	2	21%	6	3.67	\$27125	1	22%
University Relations	5	6	\$37446	7	30%	5.25	5.25	\$30335	4	24%	5	10.25	\$42256	3	34%
	5.12	4.53	\$33942	20	27%	5.75	3.95	\$31749	9	25%	4.75	5.934	\$36337	11	29%
<b>Assistant Director</b>															
Academic Affairs	5.33	5.44	\$26152	3	21%	5.33	5.44	\$26152	9	21%				0	0%
Firelands					0%										0%
Operations	4.25	4.2	\$35167	5	28%	3.5	3.5	\$30422	2	24%	4	5.3	\$38330	3	31%
Planning & Budgeting	5	5	\$29944	6	24%	5	5	\$26313	2	21%				4	25%
President	6	2	\$29901		24%						6	2	\$29901		24%
Student Affairs	5.64	3.55	\$26381	11	21%	5.5	3.5	\$26103	8	21%	6	3.67	\$27125	3	22%
University Relations	4	6	\$31620	5	25%	4	5	\$27110	4	22%	4	10	\$49660	1	40%
	5.0	4.4	\$29861	36	24%	4.5	4.3	\$27220	25	22%	5.0	5.1	\$35355	11	28%

ASC SALARY	TOT	TOT	TOTAL	TOT	%	FEM	FEM	FEMALE	FEM	FEM	MALE	MALE	MALE	MALE	MALE
SUMMARY V.2	ADJ	YRS	MEAN	N	REL	MEAN	MEAN	MEAN	N	%	MEAN	MEAN	MEAN	N	PERCENT
ADJUSTED LIST	EDUC	OF	SALARY		TO	ADJ	YRS	SALARY		REL	ADJ	YRS	SALARY		RELATIVE
		SVR			PRES	EDUC	SVR			PRES	EDUC	SVR			TO PRES.
President	5	7	\$124906	1	100%				0	0%	8	7	\$124906	1	100%
<b>Vice President</b>															
Academic Affairs	8	6	\$97172	1	78%	8	6	\$97172	1	78%				0	0%
Firelands															
Operations	6	1	\$71690	1	57%				0	0%	6	1	\$71690	1	57%
Planning & Budgeting	8	12	\$85800	1	69%				0	0%	8	12	\$85800	1	69%
President	6	7	\$81943	1	66%				0	0%	6	7	\$81943	1	66%
Student Affairs	8	6	\$90012	1	72%	8	6	\$90012	1	72%				0	0%
University Relations	9	11	\$88121	1	71%				0	0%	9	11	\$88121	1	71%
	7.33	7.17	\$85790	6	69%	8	6	\$93592	2	75%	7	7.8	\$81889	4	66%
<b>Associate Vice President</b>															
Academic Affairs	3	13	\$78500	1	63%				0	0%	8	18	\$78500	1	63%
Firelands					0%					0%					0%
Operations					0%					0%					0%
Planning & Budgeting					0%					0%					0%
President	5.53	4	\$44263	2	35%	6	2	\$45901	1	37%	5	5	\$45445	2	35%
Student Affairs	8	17	\$53256	1	43%				0	0%	8	17	\$53256	1	43%
University Relations	4	11	\$57045	1	46%				0	0%	4	11	\$57045	1	46%
	6.23	12.5	\$58266	6	47%	6	2	\$45901	1	37%	6.25	12.8	\$58062	5	46%
<b>Assistant Vice President</b>															
Academic Affairs					0%					0%					0%
Firelands	8	1	\$70000	1	56%				0	0%	8	1	\$70000	1	56%
Operations	5.5	17	\$54180	2	43%				0	0%	5.5	17	\$54180	2	43%
Planning & Budgeting	7	12.5	\$64475	2	52%				0	0%	7	12.5	\$64475	2	52%
President	6	2	\$29901	1	24%				0	0%	6	2	\$29901	1	24%
Student Affairs	7	16.5	\$49847	2	40%				0	0%	7	16.5	\$49847	2	40%
University Relations	5.25	16.3	\$53502	3	43%				0	0%	5.33	16.33	\$53502	3	43%
	6.47	10.9	\$53631	11	43%				0	0%	6.472	10.9	\$53631	11	43%
<b>Director</b>															
Academic Affairs	6.1	7.55	\$37231	20	30%	6	7.22	\$33538	9	37%	6	7.82	\$40253	11	32%
Firelands	6.1	7.1	\$38098	9	31%	6.3	3.3	\$28222	4	23%	5.8	9.7	\$44677	5	36%
Operations	4.5	13	\$44760	8	36%	4	10.5	\$43129	2	35%	4.546	13.3	\$45303	6	36%
Planning & Budgeting	4.75	13.5	\$46197	11	37%	4.67	5.67	\$40583	3	32%	4.75	16.38	\$48303	8	39%
President	5.1	7.4	\$30813	10	25%	6	5	\$36758	2	25%	4.98	8	\$30826	8	25%
Student Affairs	6.3	8.94	\$38365	13	31%	6.22	7.67	\$33347	9	27%	6.78	10.22	\$43379	9	35%
University Relations	4.4	14.8	\$37952	5	30%	3	13.5	\$34096	2	27%	5.33	15.67	\$40523	3	32%
	5.25	10.3	\$39059	81	31%	5.199	7.551	\$34810	31	28%	6.973	11.7	\$41895	50	34%
<b>Associate Director</b>															
Academic Affairs	4.5	9.5	\$30606	6	25%	4.6	10.8	\$31142	5	25%	4	3	\$27925	1	22%
Firelands	6	0	\$25000	1	20%	6	0	\$25000	1	20%				0	0%
Operations	3.75	7.75	\$40898	4	33%				0	0%	3.75	7.75	\$40898	4	33%
Planning & Budgeting	5.24	16.7	\$40475	3	32%	4	13	\$36500	1	29%	6	17.5	\$42463	2	34%
President					0%					0%					0%
Student Affairs	6	9.67	\$39207	3	31%	5	10.5	\$38481	2	31%	8	8	\$40660	1	33%
University Relations	4.78	9	\$35542	3	28%	5	8.2	\$32609	5	26%	4.5	7.75	\$39207	4	31%
	5.06	8.60	\$35288	26	28%	4.92	8.9	\$32743	14	26%	5.25	8.8	\$38231	12	31%
<b>Assistant Director</b>															
Academic Affairs	4.91	5.55	\$27311	11	22%	4.82	5.55	\$27311	11	22%				0	0%
Firelands					0%					0%					0%
Operations	4.25	4.2	\$35167	5	23%	2.5	2.5	\$30402	2	24%	4	5.3	\$38330	3	31%
Planning & Budgeting	5.11	2.44	\$26956	9	22%	4.8	3.6	\$28027	5	22%	5.5	0.75	\$25618	4	21%
President	6	2	\$21784	2	17%	6	0	\$16000	1	13%	6	4	\$27568	1	22%
Student Affairs	5.64	3.55	\$26381	11	21%	5.5	3.5	\$26103	8	21%	6	3.67	\$27125	3	22%
University Relations					0%					0%					0%
	5.18	3.55	\$27520	36	22%	4.724	3.03	\$25573	27	20%	5.375	3.4	\$29660	11	24%

BOWLING GREEN STATE UNIVERSITY  
AGE AND SEX DISTRIBUTION PER CENSUS DATA  
AS OF NOVEMBER 21, 1990

AGE	<u>FACULTY</u>			<u>ADMINISTRATIVE STAFF</u>			<u>CLASSIFIED STAFF</u>			<u>ALL CLASSES</u>			
	MALES	FEMALES	TOTAL	MALES	FEMALES	TOTAL	MALES	FEMALES	TOTAL	AGE	MALES	FEMALES	TOTAL
Under 30	18	21	39	35	42	77	36	66	102	Under 30	89	129	218
30 - 39	109	64	173	82	76	158	101	207	308	30 - 39	292	347	639
40 - 49	197	74	271	78	70	148	76	260	336	40 - 49	351	404	755
50 - 59	183	44	227	57	31	88	64	149	213	50 - 59	304	224	528
60/over	56	16	72	11	4	15	9	52	61	60/over	72	76	148
TOTALS	563	219	782	263	223	486	286	734	1020		1108	1180	2288

Additional breakdown data:

Of the total 2,288 employees, 9 1/2% are under age 30, 28% are between ages 30-39, 33% between ages 40-49, 23% between ages 50-59 and 6 1/2% age 60 and over.

Breakdown by individual group is:

<u>Age Distribution</u>	<u>Faculty</u>	<u>Administrative Staff</u>	<u>Classified Staff</u>
Under age 30	5%	16%	10%
30 - 39	22%	33%	30%
40 - 49	35%	30%	33%
50 - 59	29%	18%	21%
60 & over	9%	3%	6%

General breakdown information:

70% of all full-time employees are under age 50, 62% of faculty are under age 50; 79% of administrative under age 50 and 73% of classified are under age 50

27% of faculty are under age 40; 49% of administrative staff and 40% of classified staff are under 40



ASC AD HOC Committee on Inequities  
Agenda 2/5/91

1. Introduction of committee members - Gregg DeCrane
2. Review of Charge to the Committee - Gregg DeCrane
3. Review of information leading to the formation of the committee-  
Barry Fiersol and Sam Ramirez
4. Future meetings and plan of action - Wayne Colvin



ASC AD HOC COMMITTEE ON INEQUITIES  
February 28, 1991  
Meeting Minutes

Wayne Colvin began the meeting by reviewing the meeting minutes from February 5, 1991. He then explained that because of the conflicts in everyone's schedules, future meetings would consist of those who could attend.

Upon review of the literature and the 1982 Report, Rob Cunningham asked if the 1982 Survey was still valid. Michelle Simmons commented that there are many variables or ways to proceed with this project. Gardner McLean also pointed out that this project was going to be a mathematical puzzle and that the framework of the University of Michigan study was too big for Bowling Green State University. He added that this project will not be used to point a finger at anybody, but simply to identify and discrepancies. Gardner suggested we obtain a computer to manipulate this study and a statistician to assist us. Gardner followed by saying that this project may act as an intermediate study.

Wayne commented that the committee seemed to agree on the fact that the resources needed to replicate another university's study were not available to us. Sam Ramirez then agreed with Gardner's comment by saying that another study, on a larger scale, may be deemed necessary after this initial one.

After more discussion, Wayne explained that the 1982 study did not target salaries, but rather examined benchmark positions and then compare salaries, years of service, and gender. The committee agreed to use the 1982 survey as a guide to this project. Wayne then further summarized the methodology and conclusions of the 1982 survey.

Wayne then urged the committee to make our questionnaire as similar to or the same as the 1982 questionnaire because it produced results and was used a second time for another survey. There is existing data which will show us that it was valid. For example, it was given two trial runs prior to the 1982 study, and it represented a good cross-section of positions. The committee was urged to read the 1982 study and questionnaire which was distributed at that time. A decision will then be made at the next meeting as whether or not to use the 1982 questionnaire.

Wayne questioned the idea of surveying assistant directors as the target population. Sam agreed with that idea, stating that disparities were largest there in relation to mean salary and years of experience. The committee discussed where or how to acquire information on and individual's years of experience. Gardner then asked how many assistant directors would be needed for validity purposes. Wayne suggested that we need a 75% return rate from those assistant directors polled. The committee could then decide on a comprehensive, university-wide study.

Rob agreed to call Dick Ward, a statistician who helped with the 1982 survey, to look into numbers needed for a target population for validity purposes.

The meeting was concluded with Wayne proposing that the committee accomplish several tasks: decide whether or not to use the 1982 questionnaire, determine the target population, review the scoring scheme used in 1982, and compare the results and salaries of the 1982 study.

AGENDA  
ASC AD HOC COMMITTEE ON INEQUITIES  
March 13, 1991  
11:00-12:00 p.m.  
Student Services Building Courtroom

Introduction/Review of minutes	5 min.
Report from Rob Cunningham	5 min.
Review of 1982 Survey -questionnaire -scoring scheme	25 min.
Determine Target Population	5 min.
Assign Tasks	5 min.

## ASC AD HOC COMMITTEE ON INEQUITIES

March 13, 1991

### Meeting Minutes

Wayne Colvin began the meeting by reviewing the meeting minutes from February 28, 1991.

Before examining the 1982 Survey, Wayne pointed out that Dick Ward had been contacted by Rob Cunningham. Dick will be attending our next meeting to offer insight, statistical expertise, and a synopsis on another study using the 1982 questionnaire.

Joan suggested, for purposes of our study, that we not only look at salaries but also at job titling and definitions. Wayne agreed and added that this study will also include ranking the positions in terms of job responsibilities. He then reminded us that Gregg DeCrane would like a preliminary report by the end of June. The committee then discussed using the assistant director position as the possible target population.

Wayne briefly touched on all the materials which have been handed out thus far, two of which have been the 1982 Report and the Percentage Weighting, which he went on to explain. After some questioning, he said that the 1982 committee had argued and decided on the appropriate percentages using literature reviews and the experience of two consultants (Dick Ward being one). The committee was also guided by the statement: "What is the impact of this position on the mission of the institution?" Other issues influencing the 1982 study were the number of supervised staff, budget and travel responsibilities, and recognition of abnormal hours. In relation to validity, there was opportunity for incorrect answers to be caught and changed. For example, after the incumbent filled out the questionnaire, the supervisor and vice president signed off on it, thus ensuring little to no chance of error.

Michelle Simmons asked that if we repeat the questionnaire, do we want to duplicate the questions exactly? Wayne answered by saying that the instrument was proven valid before, and if the questions were to change now, then the percentage rankings would also change. This may take more time than what we might anticipate. He suggested that we might want to work off of Dick Ward's study and information. Sam Ramirez agreed and suggested that we work off of the 1982 questionnaire, changing very little or nothing.

Determining target population was tabled until the next meeting. By that time, everyone will have had a chance to review the survey and literature.

The following items will be covered in the March 21st meeting, which will be held in the Union Canal Room from 10:30 - 11:30 am:

- \*Dick Ward's report
- \*1982 rankings with salary and gender comparisons
- \*1991 target population determined
- \*Duplication or alteration of the 1982 questionnaire

ASC  
Ad Hoc Committee on Inequities

Jill Carr  
Director of On-Campus Housing  
2-2011

✓ Lisa Chavers  
Assistant Director of Undergraduate Admissions  
2-2086

✓ Wayne Colvin - Chair  
Director of Greek Life  
2-2151

Rob Cunningham  
Director of Affirmative Action and Handicapped Services  
2-8495

✓ Gardner McLean  
Associate Director of News Service/Public Relations  
2-2616

Joan Morgan  
Director of Academic Enhancement and Pre-Major Advising  
2-2677

Penny Nemitz  
Director of Academic Services/Firelands College  
832-214

✓ Sam Ramirez  
Manager of Employment Services/Personnel Services  
2-2228

✓ Michelle Simmons  
Assistant Director of Financial Aid and Student Employment  
2-2651

Cynthia Zantow  
Project Coordinator/Architect's Office  
2-2533