

2006

Personnel Welfare Committee presentation to President's Compensation Committee meeting Fall 2006

Bowling Green State University. Administrative Staff Council

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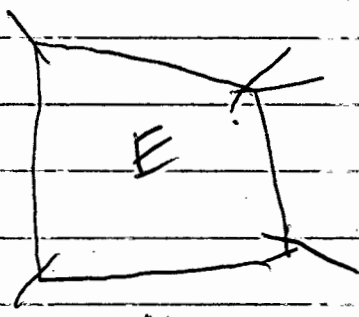
Notes

1. Colored Paper
2. Colored Ink

Handbooks need to reflect changes
background
for incoming employees

Fall Compensation Meeting

JAQ REVIEW Committee AS rep.
who is on this committee
is there over



Assignment of value to JAQ
Comm comprised of Admin & HR reps
& HR
evaluation

for comp where we are
EXECUTIVE summary
of previous mt. haven't
been addressed.
* If we solve for merger
impem. it will
come out of
compensation mt.

new HR
vs. exist HR & AS

Goals

Reaction of Merger

take specifics
to merger

Issues of
Concern

first years since the was 1st solved for

how do you other
clients in budget
covered stay in
market

11/30/06

Monday Ad closure

June 23 biennium Board mtg

statutory spending limit

agency why for 4-6% increase

down percent or up 1-2 percent

intention expenditure dropped

knowing what cutbacks

llc

OK - refers to classified staff

ESEA refers to admin

* Handbook revisions March Board meeting
 to Linda Bell by March 1
 approved & to cabinet in Feb 15

* Jay - exclude on that

goes back to VP - employee salaries to be selected annually

Compensation in Handbook

if you don't get the full amount the remainder will be
 dedicated to you for professional dev.

turn in vacation slips

Handbook → Flexible work Scheduling + hyperlinks

back of mind process for only 2d sb

what they think they may be able to do ask what we might want

- 1. Salary increase
- 2. Competitive flexible work scheduling
- 3. Reward Policy
- 4. work Ombuds
- 5. review compensation at peer institutions -

vacation sl
 address
 Kac work
 other insurance
 hospitalization

Chart Room

- 6. implementation of changes →
- 7. Annual and Kac all ed status
- 8. discounts for skills in Kac

we can get to implementation - ok
 minor - steps here we can
 get us track over long term
 paper police to check
 off what we've been so
 established manual so
 independent inspection

* sick leave bank

* request for equal treatment of all constituent groups for salary increase

* classified staff met; of Compensation Committee monthly
 willing to share what we can do and can't do
 how can we be more involved in shared governance in budgetary matters

we have a rep on Univ. Budget Committee

1- they might realize that they continually say no

2- they might have a history of what we've why for

why they continue to say no and what we can do to change that

Start from long term

we would like to meet w/ them from before next meeting

humanistic attempt to drive message home

PWC/ASC Goals for 2007

- 1. Salary Increase
- 2. Changing the Compensatory Time statement in the Handbook and also changing the title for the new statement. [Latest revision attached]
- 3. Take a position on the Rewards Policy
- 4. Help define the function of the Ombudsperson by submitting a "role statement" for institutional review and approval
- 5. Review full compensation at peer institutions, especially non-salary compensation
 - Maximum vacation and sick leave accrual and maximum amount paid at retirement.
 - Wellness programs
 - Tuition fee waiver
 - Other insurances
 - Hospitalization program and coverages

guidance on schools for benchmarking to Bacc.
Bill Knight has a list of peer institutions

- 6. Continued implementation of the Mercer Compensation plan
 - Insure all administrative staff receive annual evaluations by creating an evaluation oversight process to contact first and second level supervisors of AS who have not been evaluated. ASC is willing to assist HR in following up with these supervisors until evaluations are completed.

capacity tied to evaluation process

Develop a phased plan for having AS penetrate their salary range so they may achieve the 50% point in their range, defined as the competitive market reference point.

how you want us to like the pt

- 7. Develop a sick leave bank to be used for serious or catastrophic illness. *submit to Faculty*
Staff when students are required to eat in 24 hr 1st 24 hr.
- 8. Discounts for university staff for on campus food purchases
- 9. Review and update the non-compensation conciliation policy to better serve the resolution of performance expectations and relationships between employees and supervisors.

Cincinnati

Dave,

Here is the discussion we had today as I remember it with regards to the Goals and the Comp meeting:

6. Implementation of Mercer is a large complex topic. We need to show the administration steps that will get us to implementation over time such as ASC being the 'paper police' for HR to check off who has been evaluated and send memos to individuals who have not been evaluated, their direct supervisor and their supervisor's supervisor.

Add sick leave bank as a goal.

Add: Equal treatment of all three constituent groups in any salary increase.

Add: Faculty and Classified Staff both have a grievance policy and administrative staff needs to have one as well.

Classified staff meets with the Compensation Committee monthly. Administrative staff would like to be more involved in the budget process. We would like to meet again with the Compensation Committee at least one more time before the usual march meeting so we can discuss issues before they are already decided.

Exec mentioned maybe having short term goals and long term goals. Also to prepare for the next Compensation a set of humanistic examples illustrating why a sick leave bank is so necessary and would have positive impact on the University community. Why resolving issues before there is real conflict is good for the institution.

They also suggested that if we met with the Comp committee more often, they might realize that they continually say no to everything we ask. We would have a record of what we are asking for since our memory is short as a council; we might learn why they continue to say no and what we can do to change that.

They wondered why food discounts were on the list and sick leave bank was not.