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

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Notes

1. Colored Paper
2. Colored Ink
Handbook need to reflect changes
background
for minor employees

Fall
Compensation Meeting

JAC review committee AS rep
who is on this committee
is there one

Assign mentor value to JAC
committee comprised of Admin BBS, new HR

Evaluation

Executive summary very succinct
be brief in meeting
new HR & AS

Goals
Set time of MRR
take specifics to MRR

Issues/Concern
last year since the new 1st quarter

how do your other clients in budget
covered stay in market
Res. Compensation May 11/30/06

Problem at closing

Jan 20 minimum band at

Statutory spending limit

agents who for 4-6% increase
does percent do up 1-2 percent

Retainment /environment dropped

Forward and outtake:

All refers to checker's shift

ESA refers also to admin

A. Worldwide insurance March Board meeting

February 15

March Board meeting

to line/ beds by March 1

attended by cabinet in Feb 15

Jay - evaluate on that

First direct to VP - employee democracy to be explored seriously

Compensation Handbook

If you don't get the full amount the remainder will be

dedicated to you for professional use

Turn in vacation days

Handbook - Flexible work schedule + hyperlinks
need to monitor

1. Salary increase
2. Competitive flexible scheduling
3. Benefit policy
4. Role analysis
5. Review compensation at peer institutions —
   a. Vacation/s
   b. Health
   c. Work/life
   d. Retirement
   e. Compensation at home
   f. Annual review
   g. Discounts for staff

Request for equal treatment of all constituent groups for salary increase

We need a show of corporate committee meeting,

Willing to share what we can and can't do

We have a role on Unit Budget Committee

1. They might realize that they continually say no
2. They might have a history of what is in the best interest of
   why they continue to say no and what we can do to

We would like to meet with them again

Human resource

Drivers

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

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.

7. 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.

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.
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.