



Staff Council

Staff Council Agenda

Date: Dec. 13, 2023

Location: Zoom

Zoom: <https://uidaho.zoom.us/j/87129561969>

1. Call to Order & Welcome [1 min] – Crystal
2. Attendance [3 mins] – Renee
3. Approval of Minutes [3 mins] Crystal
 - a. Sept. 2023
4. Staff Member of the Month [3 min] **Jami Redmon** - Tami
5. **CEC FY24 Summary** [15 mins] - Kim
6. **Vandal Healing Garden and Memorial** [30 mins] - Blaine
 - a. <https://www.uidaho.edu/giving/healing-garden-and-memorial>
7. Reports [40 mins]
 - a. Staff Council Working Groups:
 - i. Dependent Tuition – Charles & Becky
 - b. CEC Staff Compensation Committee [20 min] -Michelle
 - c. Human Resources - Brandi
 - d. Employee Training - Elissa
 - e. Faculty Senate – Charles & Barb
 - f. Elections & University Committees - Arlette
 - g. OIT – Teresa
 - h. UCM – Jodi or Chad
 - i. SC Leadership Report – Crystal or Cody
8. Parking Lot Topics [2 mins] – Crystal
9. Good of the Order and Member Announcements [5 min] – Crystal
10. Close [1 min] – Crystal

Meeting Guidelines

1. The monthly agenda will be posted in Teams (UI-Staff Council) under the general channel and agenda tab. A copy of the agenda will also be emailed before each meeting and posted to Staff Council's website.
2. Each agenda item will be assigned an estimated time limit. All council members are encouraged to hold the agenda item owner accountable to time and topic integrity.
3. Discussions will spur questions and topics not on the agenda. Those items will be recorded in the topic parking lot section of the agenda and meeting minutes. Items in the parking lot will be reviewed by the Staff Council officers. If the items align with the parameters of Staff Council's mission, they will be added to the next month's agenda as new business.
4. Presentations and subsequent Q&As will be time limited. If more time is needed, items may be posted in the parking lot and presenters may be invited to future meetings. The desired outcome is a presentation specific to topics that align with Staff Council's purpose.

FY24 CEC SUMMARY

Snapshot as of 05.18.2023

	Staff GenEd	Staff GenEd	Non-Staff Total	Faculty GenEd	Faculty GenEd	Non-Faculty Total	GenEd Total	Non-GenEd Total	Grand Total	Staff % of Total	Faculty % of Total
FY24 Target Salary	\$ 47,763,716	\$ 44,172,405	\$ 91,936,121	\$ 48,478,160	\$ 23,963,002	\$ 72,441,162	\$ 96,241,876	\$ 68,135,407	\$ 164,377,282	55.93%	44.07%
Pre-CEC Salary	\$ 42,030,925	\$ 44,401,786	\$ 86,432,711	\$ 43,599,797	\$ 22,577,863	\$ 66,177,660	\$ 85,630,722	\$ 66,979,649	\$ 152,610,371	56.64%	43.36%
Across the Board Increase \$600 per 1 FTE	\$ 397,537	\$ 475,568	\$ 873,104	\$ 286,895	\$ 153,665	\$ 440,559	\$ 684,431	\$ 629,232	\$ 1,313,664	66.46%	33.54%
Up to Minimum Classified/Exempt Minimums	\$ 120,725	\$ 79,669	\$ 200,394	\$ -	\$ 1,336	\$ 1,336	\$ 120,725	\$ 81,005	\$ 201,730	99.34%	0.66%
Up to 80% of Target	\$ 477,432	\$ 189,625	\$ 667,057	\$ 102,019	\$ 35,285	\$ 137,304	\$ 579,451	\$ 224,910	\$ 804,361	82.93%	17.07%
Merit Pool Funds	\$ 506,427	\$ -	\$ 506,427	\$ 459,765	\$ -	\$ 459,765	\$ 966,192	\$ -	\$ 966,192	52.41%	47.59%
Promotion and Tenure Increments	\$ -	\$ -	\$ -	\$ 178,940	\$ 272,283	\$ 451,224	\$ 178,940	\$ 272,283	\$ 451,224	0.00%	100.00%
University-Wide CEC	\$ 1,502,120	\$ 744,862	\$ 2,246,982	\$ 1,027,620	\$ 462,568	\$ 1,490,188	\$ 2,529,740	\$ 1,207,430	\$ 3,737,171	60.13%	39.87%
Additional Unit Funded Non-Merit	\$ 267,234	\$ 667,503	\$ 934,736	\$ 185,654	\$ 364,876	\$ 550,530	\$ 452,888	\$ 1,032,379	\$ 1,485,266	62.93%	37.07%
Additional Unit-Funded Merit	\$ 74,262	\$ 386,022	\$ 460,284	\$ 53,382	\$ 260,589	\$ 313,971	\$ 127,644	\$ 646,611	\$ 774,255	59.45%	40.55%
Additional Unit-Funded Increases	\$ 341,495	\$ 1,053,525	\$ 1,395,020	\$ 239,036	\$ 625,465	\$ 864,501	\$ 580,531	\$ 1,678,989	\$ 2,259,521	61.74%	38.26%
Total CEC Investment in Salaries	\$ 1,843,616	\$ 1,798,387	\$ 3,642,002	\$ 1,266,656	\$ 1,088,033	\$ 2,354,689	\$ 3,110,272	\$ 2,886,420	\$ 5,996,691	60.73%	39.27%
Final FY24 Base Salary	\$ 43,835,374	\$ 46,240,342	\$ 90,075,716	\$ 44,955,370	\$ 23,582,009	\$ 68,537,379	\$ 88,790,744	\$ 69,822,350	\$ 158,613,094	56.79%	43.21%
Overall Increase in Salary over FY23	4.29%	4.14%	4.21%	3.11%	4.45%	3.57%	3.69%	4.24%	3.93%		
Total Merit Increases (Pool + Unit Funds)	\$ 580,689	\$ 386,022	\$ 966,711	\$ 513,148	\$ 260,589	\$ 773,736	\$ 1,093,836	\$ 646,611	\$ 1,740,447	55.54%	44.46%
Starting Average % of Target			89.72%			92.41%			90.66%		
Average Increase as % of Target			3.87%			3.34%			3.69%		
Final Average % of Target			93.59%			95.75%			94.34%		
# Eligible Employees			1475			737			2,212	66.68%	33.32%
# Employees Not Eligible for CEC			112			27			139		
# Employees Brought up to 80% of Target			184			41			225	81.78%	18.22%
# Employees Receiving Merit			507 34.4%			340 46.1%			847 38.3%	59.86%	40.14%
# Eligible Still Below 80% of Target Due to Funding			14			2			16	87.50%	12.50%

Calculations do not include employees ineligible for CEC or the President (SBOE determines)



University
of Idaho

STAFF COMPENSATION COMMITTEE

**FY25 CHANGE IN EMPLOYEE
COMPENSATION (CEC) DRAFT
RECOMMENDATIONS**

STAFF COMPENSATION COMMITTEE

FSH 1640.81

Purpose:

- Advise the president, provost and the vice president for finance and administration on matters pertaining to staff compensation
- Be involved strategically in the university annual CEC process
- Initiate and/or respond to the study of staff compensation policies and issues
- Provide periodic reports to Staff Council and Faculty Senate on matters pertaining to staff compensation



TERMS

Change in Employee Compensation (CEC): is the salary funding increase to our general education base budget that the state legislature decides each year




Market Rates: uses average salary data to establish salary rates for individual positions

Target Annual Pay: considers the unique contributions an individual brings to a specific position. It utilizes a minimum target compa-ratio (80% or greater) with credit for education, prior equivalent experience, time in U of I service and time in U of I responsibility.

You can see your Target Annual Pay here: [VandalWeb-Employees-Employee Information-Target Annual Pay](#)

As of 29-Mar	
Current Base Salary ⓘ	Target Annual Pay
\$40,019.20	\$44,678.40

WHAT COMES OFF OF THE TOP

-  Increasing exempt staff's minimum salary as required by federal law
-  Faculty Promotions
-  Increasing graduate student teaching assistantships equivalent to the across-the-board staff increase

FY25 CEC DRAFT PRIORITIES

- I Priority #1** – Across-the-board (ATB) increase of at least 2% and up to 4%, if funds allow. ATB based on an employee's target annual pay.
- I Priority #2** - Increase positions to at least 81% of their target annual pay, if Priority #1 does not bring them to 81%.
- I Priority #3** – Merit pay with remaining funds after Priority #1 and Priority #2 have been met.

POINTS OF EMPHASIS

- I Advocate for staff equity, transparency, and consistency in compensation
- I Support the long-term goal of our market and target salary system to ultimately see all staff attain their calculated target annual pay
- I Inflation continues to be a burden for everyone with the Consumer Price Index increase of 3.7% over the last 12 months ending September 2023.
- I Advocating for increases in staff pay to retain valuable employees and urge leadership to adopt staff retention as a university-wide priority.



WHERE DO WE GO FROM HERE

- I** Review input and finalize committee recommendations for December Staff Council vote
- I** Submit committee recommendations to President Green
- I** Identify ways to gain input from staff on other compensation concerns
- I** Develop a prioritized list of committee projects



STAFF COMPENSATION COMMITTEE

COMPTASKFORCE@UIDAHO.EDU

Michele Mattoon, Chair - Office of Sponsored Programs

Theresa Albright, Voting Member - Kimberly Research & Extension Center

Eric Anderson, Voting Member - Career Services

Lindsey Brown, Voting Member – Registrar’s Office

Cretia Bunney, Voting Member – Payroll Services

Omni Francetich, Voting Member – University Communications and Marketing

Elissa Keim, Voting Member - Employee Development & Learning

Sara Moore, Voting Member – Idaho Falls Center

Kimberly Osborne, Voting Member – College of Art & Architecture

Kim Salisbury, Ex Officio/Non-Voting Member – DFA Budget and Planning

Brandi Terwilliger, Ex Officio/Non-Voting Member – Human Resources