

University of Idaho

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TO: University of Idaho Faculty
FROM: John Wiencek, Provost and Executive Vice President
DATE: August 23, 2017
SUBJECT: Compensation Assessment via Classification of Instructional Program (CIP) Code Assignments

On May 25, we sent an initial communication out to UI faculty about market-based compensation and data needed to implement this new compensation process.

Average market salaries for faculty are available from two nationally recognized databases. To assign an appropriate target salary for a faculty member, we need to know the faculty rank, years in rank and the academic discipline as defined by a CIP (Classification of Instructional Program) code. We have spent quite a bit of time this summer advancing the project, and have received dean and department chair preliminary recommendations.

Now that our faculty are back from summer research and other activities, we are eager to have faculty select the CIP code that reflects the work that they do within their academic home. These recommendations will be documented as part of this process, along with the department chair and dean's recommendations. The final CIP code utilized for the new compensation process will be completed later this fall following guidelines discussed in earlier memos.

Given the constraints on the CIP codes (i.e. they need to be in our inventory of approved CIPs), as well as new faculty data uploads, we have opted to delay collecting this information until September 2017. We will be using a Qualtrics survey instrument customized to each faculty member's listed academic home to automate the data collection at that time. No later than Wednesday, September 14, tenured and tenure-track faculty will receive an email with a unique link to a Qualtrics survey. Within the survey tool, each faculty member will have the ability to read the titles and CIP descriptions available to them and select the one that most closely matches their work. We anticipate allowing about 10 days for faculty to complete this work.

Please feel free to forward questions or concerns to Lodi Price in my office (lodi@uidaho.edu).
