

SALARY EQUITY COMMITTEE  
UC Aspen C  
October 7, 2019 | 3:00-4:00 p.m.  
MINUTES

**Members Present:** Clinefelter, Fischer, Greene, Heise, Kyle, Morgan, Parks, Trask

**Members Absent:** Burgett, Martin

**Call to Order**

The meeting was called to order 3:04pm.

**Approval of the Agenda**

The agenda was approved with addition of Staff Compensation Outcomes, 2018-19.

**Approval of the September 23, 2019 Minutes**

The 9/23/19 minutes were approved without objection.

**Chair's Report/Announcements** (Clinefelter)

- Clinefelter distributed a communication from Parks that explained Kay Norton was paid \$67,217.50 from August-December 2018 to assist with Andy Feinstein's transition. It also detailed the faculty and staff salary pool distributions broken down by MOE and Parity from FY 2013 to FY 2019. In the previous salary plan, the goal was to have no staff/faculty at less than 70% parity and to get salaries up to 90% parity. That goal was not met, and we need a new long-term salary plan.
- Faculty Compensation Outcomes & Staff Compensation Outcomes: data coming from HR
  - Heise – Let's examine both faculty & staff at the same time.
  - Parks will try to have both summary documents available for the next meeting.

*Discussion on the Banding Project – key points*

- Unlike faculty ranks with peer equity, it is harder to make comparisons on the staff side. Banding shows ranges for staff groups. Some jobs posted are below the minimum range in bands. Some departments may not even have money to pay the band minimum.
- Problems with imposing limit on hiring below band minimum:
  - HR cannot mandate how departments spend their budget.
  - In many cases it would be worse not to be able to hire at all.

**Unfinished Business**

- Salary Equity bylaws – New language from Heise regarding PASC representation
  - I. Membership of the Committee, section C: "The members selected by the President or his/her designee shall hold office for one year. The PASC representative's term shall be consistent with the term he/she serves on PASC."

MOTION: Heise - Approve addition of PASC term language.

SECOND: Clinefelter

VOTE: Approved by voice vote

- Loan Policy – Parks submitted a draft for review
  - “Plan Administrator” – currently Michelle Quinn - language intentionally vague to account for potential position/title changes
    - Plan Administrator roles is internal, not an outside provider.
    - The committee would prefer language to make sure it is clear the Administrator is internal to UNC.

MOTION: Clinefelter – Every time “Administrator” is used, insert “UNC Plan administrator”.

SECOND: Greene

VOTE: Approved by voice vote

- The committee agrees that the number of outstanding loans shall be 1.
  - Regarding the use of “outstanding” versus “active” to describe the loans, the committee agrees to use “outstanding, active”.
  - Loan Policy to go into effect next fiscal year
    - There needs to be communication to faculty, so they know what to expect and are aware of resources for help.
    - Existing loans would not be affected.
  - The committee will review the policy again after Parks submits it to lawyers.
  - Termination of employment section – Any unpaid balance becomes due as of the day of termination.
    - Parks will confirm with lawyers; this is true of every employer that allows loans.
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- Compensation Identity Update, April 2018
  - Faculty Compensation Outcomes, 2018-19
  - Staff Compensation Outcomes, 2018-19
  - Salary Equity Report on Compensation Nov. 2018
  - Fall 2017 Staffing Report

### **New Business**

- None

### **Adjournment**

The meeting was adjourned at 3:55pm.

Joan Clinefelter  
Chair

Betsy Kienitz  
Recording Secretary