

## SALARY EQUITY COMMITTEE BYLAWS

Revised 02.03.2020

### I. Membership of the Committee.

The Salary Equity Committee, a committee constituted by the Faculty Senate, shall be comprised of eleven (11) members. There shall be six (6) Senators, one from each college and the University Libraries, elected by the Senate. Senators from each college and the University Libraries will be responsible for nominating their representative. If no Senator is available from a college, the Senate will accept nominations for non-Senators to serve on the Committee. Two members will be appointed by the President or their designee. One member shall be the elected Faculty Trustee currently serving on the Board of Trustees (BOT). One member shall be the previously elected Faculty Trustee. The Professional Administrative Council (PASC) shall select, from its membership, a representative to serve on the Committee. All committee members are voting members.

A. The committee shall elect annually at the last meeting of the spring semester faculty members as chair and vice-chair to serve a term of one year.

B. The term of office of faculty members elected or appointed by the Faculty Senate shall be three calendar years beginning July 1 of the year selected, unless the appointment is to finish a term for someone who has not completed their full term.

C. The members selected by the President or their designee shall hold office for one year. The PASC representative's term shall be consistent with the term of service on PASC.

D. The term of office for the Faculty Trustee shall be the time they serve on the Board of Trustees. If the previously elected Faculty Trustee is unable or unwilling to serve on the committee the Senate shall appoint a faculty member to fill this position.

## II. Duties of the Salary Equity Committee

A. Review the group of University approved peer institutions and make recommendations for any necessary changes, if possible, during the Fall semester.

B. Request and review the annual staffing plan of exempt staff and faculty at UNC. Ensure that copies are distributed to the offices deemed appropriate and ensure a copy is held in the University Archives.

C. Request appropriate data to make annual external and internal parity comparisons for the purpose of making recommendations on how to achieve internal and external parity. The tests for parity are defined as:

1. External parity for faculty is the ratio of UNC's average full-time faculty salary by rank to the average full-time faculty salary at the peer institutions. The average faculty salary at the peer institutions will be based on the discipline and rank mix reported by UNC to the College and University Personnel Association (CUPA), or other data as appropriate.

2. External parity for administrative staff is the ratio of UNC's average full-time administrative salaries for positions as reported to CUPA to the average administrative salaries for the same positions at the peer institutions. Only filled positions at UNC reported on the CUPA administrative survey will be included in the administrative salary parity calculation. Individual administrative staff positions will be classified using the Decision Band Method (DBM) of position classification and appropriate pay bands will be determined for each DBM classification using CUPA and other appropriate data.

3. The external parity measures will use only those peer institutions that have submitted both faculty salary data, by discipline and rank, and administrative staff salary data, by position.

4. Internal parity is defined as:

- a. When salary parity among faculty by rank and discipline is equal, and
- b. when salary parity among professional staff within the pay bands is equal, and
- c. when salary parity between the average faculty member, the average professional administrative staff member, and the average administrator is equal.

D. Ensure that fairness and equity is maintained, review annually the salaries for all faculty and administrative staff (all non-classified staff) which may include, but not be limited to, new hires, merit pay, and summer salaries, and recommend to the Senate any modifications to the distribution processes.

E. Review the annual university budget audits, the annual budget, or any other relevant budgetary documents to make relevant recommendations.

F. Review benefit plans including but not limited to health, life and disability insurance that are part of the fringe benefit pool and make relevant recommendations.

III. The chair shall report to the Senate on the Committee's activities.