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# MEETING MINUTES OCT. 20, 2023

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Meeting called to order: 12:00 p.m.

**In Attendance:** Ben Davis, Brian Fletcher, Andy Hughes, Matt Leathen, Ron Marston, Jackie McDonald, Staci Miller, Haley Orthel-Clark, Douglas Plourde, Phil Smilanick, Brad Summerhill (Chair)

**Absent:** Skyler Cruz, Meeghan Gray (Proxy: Matt Leathen), Fred Lokken

**Guests:** Amber Anaya, Mike Peyerl

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## Chair Report

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Brad reported a travel application was received after the Fall deadline. The committee agreed to move the application to Spring travel and fund the applicant if money is left. The applicant was also asked to resubmit their request.

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## Mike Peyerl, Vice President Finance and Government Relations

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Mike reported the first quarterly report is complete and includes a budget-to-actuals tracker. The LOA budgets will show in a later report. A predictive model with three scenarios (maximum, minimum, and middle of the road) was created. So far, restoration is over what was budgeted.

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## Approval of the September 22, 2023 Minutes

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Ron Marston moved and Haley Orthel-Clark seconded to approve the September 22, 2023 minutes of the Salary, Benefits and Budget Committee. The committee approved the minutes as amended.

Megan will be listed as proxy for Matt and Ron will be listed as proxy for Staci in the published minutes.

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## Salary Survey Results

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Brad provided some takeaways: COLA, merit, equity, and longevity ranked. He noted that in the ranking question longevity ranked low but, in the comments it seemed more important to respondents. Most faculty agree upon an annual pay increase for satisfactory. Committee members expressed concern that longevity pay leads to mediocrity. Accountability would be needed to avoid that. Other issues were supervisors differing opinions of what commendable is.

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## Old Business

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**Salary Increase Policy:** The committee agreed to hold until the November 17 meeting. A procedure will need to be created. The policy is in the drive.

**Salary Equity Adjustment Policy:** There was discussion on the word "market" and to add Academic and Administrative Faculty.

**Motion:** Ron Marston moved and Meeghan Gray seconded to approve the Salary Equity Adjustment Policy (below) as edited with "market" removed and Academic and Administrative Faculty included. The committee approved the motion.

Per the Procedures and Guidelines Manual, Ch.3, Section 3:

TMCC shall adopt an Equity Salary Adjustment Plan effective in 2024, that includes the following elements:

An initial review will be conducted in AY 24-25; thereafter, a biannual review of the salaries of academic and administrative faculty will determine whether a faculty member's salary is appropriate as compared to the salaries of other faculty at the institution based upon years of experience, educational attainment, and other relevant factors.

An accompanying biannual identification of institutional resources to fund equity adjustments shall be made.

The salary equity study may be performed by institution personnel or the institution may hire an outside consultant as agreed upon by the president and the faculty senate.

The results of all equity studies shall be provided to the faculty senate.

Appropriate adjustments of salaries may be phased-in incrementally within the biennium they are awarded, depending on funding resources.

A faculty member may request an equity review of his or her salary. The review shall be conducted by Human Resources and any equity adjustments made as a result shall be approved by the president and shared with the faculty senate.

The annual progress of the Equity Salary Adjustments shall be reported annually to the Board of Regents regarding the progress, per P&G manual, Ch.3, Section 3.

## **New Business**

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**Motion** for Consideration of Tenure Award (below): Brad Summerhill moved and Jackie McDonald seconded to approve the Motion for Consideration of Tenure Award. There was discussion regarding who is counted as a respondent regardless of whether they answered "I don't know". It was determined all respondents count and to use the counts (82 yes, 12 no, 18 does not apply/I don't know/I'm not sure). The committee agreed to use the counts and the motion passed. This will go to the Faculty Senate on the November 3 agenda.

### Motion for Consideration

NSHE Procedures and Guidelines Manual, Chapter 3, Section 3, subsection 3.e) indicates that "Upon the award of tenure, an academic faculty member shall receive a minimum 2.5 percent increase in salary, which is added to the base salary. An institution may provide for a higher salary increase upon award of tenure in accordance with a written policy drafted by the president in consultation with the faculty senate."

As indicated in the recent TMCC Faculty Salary Survey, an overwhelming majority of academic faculty respondents (82 yes, 12 no, 18 does not apply/I don't know/I'm not sure) support awarding five or more percent to the base salary of newly tenured faculty.

Therefore, SBBC and the TMCC Faculty Senate recommend that, beginning July 1, 2024, TMCC faculty who earn tenure shall be given a five (5) percent increase in salary, added to the base salary.

In accordance with NSHE Procedures and Guidelines Manual Chapter 3, Section 3.3e (cited above), we request that the president adopt the following written policy to be added to institutional bylaws:

Upon the award of tenure, a TMCC faculty member shall receive a five (5) percent increase in salary, which is added to the base salary.

**Meeting Adjourned:** 2:20 p.m.

Next Meeting: November 17, 2023 at 12 noon.