

Equity Committee October 2, 2018

Sign In Sheet for Equity Committee

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|--------------------------------|-------------------------------|---------------------------------------|
| 1. Zivar Yousefipour, COPHS | 9. Adeanah Pooler, Athletics | 18. Melanie Jackson, Staff Council/AP |
| 2. Sheri Smith, SOPA | 10. Maria Esquivel, Custodial | 19. E.C. Bell, COPHS |
| 3. Sharon Hudson, COSET | 11. Kevin Adams, SOC | 20. Linda Solis, COPHS |
| 4. Sonya Good, Chemistry/COSET | 12. Vera Hawkins, SOC | 21. Ronda G. Lewis, COLABS |
| 5. Derrick Wilson, TMSL | 13. Angie Eaton, COPHS | 22. Katie Rich, IAPE |
| 6. Trudy Green, TMSL | 14. Carol Abel Lewis, COSET | 23. Michelle Martin, Education |
| 7. Haiqing Sam. COLAB | 15. Yoruba Mutakabbir, COE | 24. Marcia Johnson, LAW |
| 8. Ginu Simon, Athletics | 16. Carla Brailey, COLABS | |
| | 17. Thomas Britt, Purchasing | |

Minutes:

1. Dr. Lane recapped history:
 - Faculty Senate raised concern about equity and how we compare to other intuitions.
 - Formed Equity Committee
 - At first Equity Committee meeting, CUPA data was provided that shows how we compare to peer intuitions
 - Attendees then said wanted to know how we compare internally.
 - People have gone a long time without increases.
 - Threw out of whack to where we are today
 - There was no monitoring by HR of salary bands.
 - Most universities go through salary studies about every 5 years. This WON'T be a onetime thing.
2. Charged this group with being the thought leaders for this process. Will be an active committee and must communicate with constituents.
3. Website with meeting minutes & updates will be established.
4. **Dr. Cavil brought group up to date on what has been done so far:**
 - 1st meeting- introduction & charge to group
 - Original layout = around 30 with more faculty than staff
 - Staff said the wanted more representation
 - Accepted this recommendation and added staff.
 - 2nd meeting – summarized info and “caught up” new members to what was presented the first time
 - Group did back planning so work can start in the fall.
 - Provost Harris, Keisha David and Dr. Cavil were facilitators
 - Now will be Provost Harris, Dr. Cavil, and Melanie Jackson facilitating.
 - This is the first meeting that well begin the work.
 - Website well be setup so you can get colleagues information.

- Group was reminded that there is a new General Counsel and the New HR AVP will be on board October 15th
 - 5. Dr. Lane to group:
 - New HR person's job to make sure we never get in this position again.
 - We did not get here overnight. Results of years of no oversight.
 - Gave timeline of what will do:
 - **Today:** Feedback that tells up what we will tell the consultant about the scope of work we expect (Build scope)
 - Will get RFP out group identified, will work with consultants this fall
 - Once we get a group on board this group will have to work with consultants.
 - Consultants will wrap up work by Spring Break so that recommendations can go to board in April.
 - Plan of Attack will be developed to address what consultants find:
 - Most egregious categories addressed immediately
 - Have all info for financial impact for April/June meeting
 - What is the financial impact?
 - What will each category cost?
 - To get people where they ought to be may not be able to do all at one time ~ may have to do in phases- Year 1,2,3 etc. because we have to get the money to do it
 - Reminded will be out Non formula = 9m/ if state doesn't fund and this needs to be taken into consideration
 - Consultants will look at job descriptions and what they look like.
 - Will go back to board and say here is where we are and must identify sources of funds
 - Must be sustainable money
 - Earliest to get approved would see September 1, 2019
 - Enrollment drives a 2-3% Cost Of Living adjustment
 - Must be up in all colleges and schools – One college up doesn't carry the university
 - Need all schools to be up because we are funded based on enrollment
 - 2% raise for entire university would cost 1.9 million
 - What pocket do you pull it from?
 - Hold the Line ~ we started 2 years ago which allows us to stack a reserve~ we have to get it from money left on table.
 - Sweep all unspent
 - So if need to go into reserve and push back out into COL increases
5. Action: Tell us what needs to be included in the scope that we will submit to the consultant
6. Group said needs to be addressed:
- even out the interim situation (lack of oversight to stipends) Scope- must include interim appts so that there is a policy and procedure
 - Look at total roles and the individuals description across unworthy of job duties
 - Analysis By gender

- Analysis By age
- By education/ experience
- Years of service/ state years of service
- TRS doesn't count but is there a way to get credit for it in terms of salary
- When people return to faculty
- Stepping down cause inequity
- Make sure close study on policy as it related to faculty who went to admin side and then back to faculty.
- Scope- how to compute 75/25 break down contracts that are incorrect
- Professional Develop. and opportunities for advancement
- #1's need #2's - Need people trained in the wrap ready to step in and promote from within
- Leadership groups
- Internal candidate procedures

7. Other ways to address funding if emergency:

- capped VP/Travel
- 3million is spent on travel so all if these areas are key
- PT employees

Group suggested alternative ways to fundraise

- USE HPE
- Also can do something in BBVA to save \$\$

8. Goal: To create a place where people want to work an feel they are being compensated fairly

9. Group reminded about Mandatory Training- people not completing training

10. Meeting adjourned.