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Edwardsville Bulletin

To the Faculty and Staff of Southern Illinois University at Edwardsville

Vol. 11, No. 15
June 19, 1979

MEMO TO: The University Community
FROM: Kenneth A. Shaw
SUBJECT: Salary Increase Plans for Fiscal Year 1980

Before the change in fiscal years I want to take this opportunity to transmit information about the status of, and plans for the distribution of salary increase monies for the coming fiscal year. The Vice Presidents and I are in agreement that salary increases will be approached with a goal of distributing the greatest possible cost-of-living type adjustments to all eligible employees within the confines of available funds and the increase guidelines approved for each type of university employment. Whatever the level of state appropriations for salary increases, all such funds will be distributed as increases. Two proposals are currently in the legislature: one would appropriate funds at the level of 7% of the base, and the other would appropriate funds at 7.5% of the base. Be assured that the bill appropriating funds at the 7.5% level has our full and complete support.

So that each of you will have complete information about the guidelines applicable to your type of employment, the increase guidelines, as submitted to the Board of Trustees, are attached. These guidelines were approved by the Board at the June 14 meeting.

Attachment

EXHIBIT A

Salary Increase Plans for Fiscal Year 1980, SIUE

1. Guidelines for Faculty Employees

- a. The full state appropriation for salary increases for faculty expressed as a percentage of the base shall be applied as cost-of-living and performance adjustments.
- b. The cost-of-living adjustment shall be 8-1/2% of the first \$1,300 of monthly salary.
- c. The monies remaining after application of the cost-of-living adjustment shall be applied as performance increments which shall be computed uniformly as a flat percentage of monthly salary less \$1,300.
- d. Eligibility for increments as described in the foregoing shall be governed by (1) adequacy of performance and (2) other appropriate factors as determined by the Office of the Vice-President and Provost.
- e. A faculty member whose performance is demonstrably inadequate shall be ineligible for both the cost-of-living adjustment and the performance adjustment.
- f. A faculty member whose performance, though not demonstrably inadequate is no better than minimally satisfactory, shall not be eligible for the performance adjustment.
- g. Unit recommendations concerning the eligibility of each faculty member for cost-of-living and performance adjustments shall follow from peer review conducted in accordance with formal unit guidelines and criteria. In the absence of such guidelines and criteria, current University guidelines on promotion and tenure may be used. Written notice and justification of all recommendations not to award cost-of-living or performance adjustments shall be provided to the faculty members affected and to the Office of the Vice-President and Provost by the appropriate Dean or Director.
- h. Those faculty members who receive the full amounts possible for cost-of-living and performance but remain below the minima for ranks established for FY-79 will be brought to minimum for that rank by the use of reallocated monies.
- i. Of the remaining reallocated monies available for salary adjustment, 60% will be used for equity and 40% for outstanding performance.
- j. The Vice-President and Provost, in conjunction with the deans and directors, shall prepare guidelines for FY-80 that identify groups eligible for equity adjustment.

- k. Outstanding performance awards ranging from \$50 to \$100 monthly on a one time nonrecurring basis for FY-80 will be used to reward outstanding, not simply good or adequate, performance. These awards will be made on the basis of recommendations by peers together with the concurrence of deans or directors and the Vice-President and Provost. Money for these awards will be distributed to units on the basis of FTE.

- l. In the event the method of allocation described in b and c above proves detrimental to a unit, alternatives may be entertained by the Vice-President and Provost if in his judgment, such proposed alternatives have strong faculty support in the affected unit and if it can be demonstrated that such alternative plans are in the best interest of the unit and institutional achievement.

2. Guidelines for Administrative Staff Employees

- a. Each administrative staff employee whose performance has been demonstrably satisfactory shall be eligible for an increment equal to the percentage appropriated by the state.
- b. Administrative staff employees whose performance has been demonstrably unsatisfactory shall not be eligible for salary increment.
- c. Recommendations to the Vice-President and Provost concerning administrative staff increments will be made by appropriate supervisors, such recommendations to be based upon a process of review and evaluation.
- d. Reallocated monies available for merit/equity consideration will be distributed on the basis of guidelines prepared by the Vice-President and Provost in consultation with the Salary Committee of the Administrative Staff Welfare Committee of the University Staff Advisory Council.

3. Guidelines for Civil Service Range Employees

- a. Each Civil Service range employee will receive an across-the-board increase equal to the percentage increase in salary monies appropriated by the state.
- b. Merit or equity increases for Civil Service employees will be funded through reallocated funds under guidelines established by the Vice-President for Business Affairs.

4. Guidelines for Persons Holding Assistantships

Graduate, teaching, and research assistantships will receive a \$24.00 per month across-the-board increase. Assistantship ranges will be adjusted accordingly. Increases will be effective July 1, 1979.

5. Guidelines for Student Workers

Student workers will receive an hourly rate increase to meet the requirements of the federal minimum wage law. Increases will be effective with the payroll period which includes January 1, 1980.