

The University Compensation Advisory Committee
Annual Report and Recommendations
December 10, 2015

Introduction

UCAC appreciates the opportunities afforded us to openly discuss ongoing issues that are of concern to every member of the TCU community. A prime example of this dialogue is the collaboration by TCU staff, faculty, administrators and retirees that culminated in the TCU Bridge program. The discussions leading up to the implementation of the Bridge program, which took effect earlier this year, comprised much of UCAC's business during the spring and summer. Consequently, recommendations presented in this report were developed mainly during the fall semester.

UCAC Work and Actions

As in previous years, UCAC remains committed to the practice of compiling the minutes of all meetings held between January and December 2015. We shall request that the Chairs of Faculty Senate and Staff Assembly post these minutes on their websites. During the first half of 2015, the University Compensation Advisory Committee met on February 18th, April 6th, and May 1st. UCAC also participated in discussions on the aforementioned Bridge program on April 13th, May 2nd, and June 3rd. During the fall 2015, the committee met on September 17th, October 27th, and December 1st. The committee's work has been focused on three critical areas:

- The TCU Bridge Program.
- The Employee Emergency Relief Fund
- Improving Compensation for Staff and Faculty

TCU Bridge Program

After discussing changes that had occurred in the retirees' health care benefits in 2013, UCAC adopted the following recommendation during 2014:

The University Compensation Advisory Committee supports a quick and comprehensive review by Human Resources and the Administration of the retirees' health care benefits in Medicare Part D with a clear process and timeline. The current retirees' survey results as of fall 13 should be taken into consideration.

In response to this recommendation and after receiving the report from the Task Force on the TCU Promise, Dr. Boschini convened a meeting on April 13th to discuss concerns with retiree health benefits. Among the attendees were Trustee Nancy Richards, Vice Chancellors Karen Baker and Brian Gutierrez, as well as

representatives from faculty, staff, and retirees. At the conclusion of that meeting, Dr. Boschini announced that a plan to deal with issues related to retiree health benefits would be forthcoming within 30 days. On May 12th a follow-up meeting took place in which the outline of the TCU Bridge program was presented. At that time, Dr. Boschini requested that UCAC give it's response to the proposed Bridge program by Friday, June 5th. This timeline set in motion a series of meetings with the Retirees' Association, and the executive committees of the Faculty Senate and Staff Assembly. On Wednesday, June 3rd UCAC met to discuss the Bridge program that was developed by Human Resources to assist TCU retirees. Also present were Vice Chancellor for Finance and Administration, Brian Gutierrez, Vice Chancellor for Human Resources Karen Baker, and Associate Vice Chancellor for Human Resources, Faith Perkins, who provided additional information about the program and were available to answers questions from the committee.

UCAC Action on Bridge Program

During executive session a quorum of UCAC members, including three retiree representatives, voted unanimously to recommend the Bridge program amended as follows:

- The program should be extended to cover all retiree dependents.
- The program should be retroactive to June 2013.

Employee Emergency Relief Fund

During its 2014 meetings, UCAC formed an ad-hoc committee to investigate the possible creation of an emergency compensation fund to help current employees and retirees cope with catastrophic situations and conditions. The members of this ad hoc committee included Robin Williamson, Jean Walbridge, Marie Schein, Aisha Torrey-Sawyer, and Chris Sawyer. The ad hoc committee met throughout 2015 and was assisted ably by Associate Vice Chancellor Faith Perkins who provided much needed information and expertise on the plan. Reports on the deliberations of the Ad Hoc committee were provided to UCAC at its regular meetings.

UCAC Action on Employee Emergency Fund (EEF)

During the October 27th meeting, UCAC passed a three-part resolution to establish an emergency assistance fund:

The University should create an emergency assistance fund to benefit faculty, staff and retirees by:

- Committing \$20,000 for the initial year of the program. Of this amount, UCAC estimates that approximately \$12,000 for use of lawyer fees.
- Appointing a university committee to establish the EEF charter and by-laws.
- Evaluating this pilot program after three years.

Improving Compensation for Staff and Faculty

During each of its regular meetings throughout 2015, UCAC heard proposals on a variety of compensation issues. Among the items considered was the continuance of the TCU Child Care Resource – Camp Fire program. We learned that at any given time there are 250 employees with children within the age range that could benefit from the TCU Child Care Resource.

Further, the Policy and Advocacy Committee of the Staff Assembly brought forward a proposal to extend tuition benefits allowing TCU employees to attend TCC. A small number of employees who are not ready for the rigors of a TCU education desire to further their training by earning college credit. We concluded that this solution makes sense and aids in workforce development at low cost.

Considerable discussion over the annual merit pool revealed concerns about pay equity due to employees with similar job titles receiving substantially differing rates of pay. For example, faculty members with the rank of Professor in some colleges within the University receive considerably less salary than their counterparts in other units at the same rank and with similar years of experience. Further, we heard from members of the committee with prior management experience or who had served as Department Chairs. They describe a dilemma that arises when distributing 3% merit increases among several highly productive employees within the same unit. Specifically, how can one give an appropriate merit increase to the most productive employees without giving substandard increases to others who are also highly productive? Conversely, awarding similar amounts or the same percentage to every member of one's department does not constitute a merit increase. Much of TCU's success in recent years has been driven by the commitment and quality of its faculty and staff. We've concluded that a boost in the merit pool will help to address these issues.

UCAC Action on Improving Staff and Faculty Compensation

The following recommendations are listed in order of priority.

1. Recommendation on Merit Pool. UCAC recommends that a merit pool of 5% be made available to faculty and staff of \$7,869,648 in salary and totaling \$9,404,229 including benefits.

2. Recommendation on Employee Emergency Fund. TCU should investigate the possible creation of an emergency compensation fund to help current employees and retirees cope with catastrophic situations and conditions.

3. Recommendation on Extending Tuition Benefits

UCAC recommends that TCU amend its community college policy tuition benefit (number 6.005) to include TCU employees. Estimated annual costs for extending this benefit should be no greater than \$10,000.

4. Recommendation on TCU Child Care Resource

UCAC recommends funding the Camp Fire Child Care Program (\$10,000 per year).

UCAC commends the University for its commitment to the principle of shared governance that unites all members of the TCU community. In order to continue to value the people who make TCU a great place of work, UCAC respectfully submits its recommendations.

Aisha Torrey-Sawyer and Chris R. Sawyer, 2015 UCAC Co-Chairs

2015 UCAC Members:

Staff

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Sheri Milhollin
Craig Alen
Lisa Aven
Jeannie Bosillo
Jay Iorizzo
DeAnn Jones
Dorenda Kesler
Vicki Lawson
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Faculty

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Marie Schein
Jan Quesada
Lori Diel
Paul King
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Jane Mackay
Ryan Schmitz
Matt Switzer
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Retirees

Emily Burgwyn
Paul Hartman
Jean Walbridge

Advisory Liaison

Rachelle Blackwell
Susan Campbell
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