



University Academic Senate  
Executive Committee of the Senate  
Kristine Mullendore, Chair 2009-10  
Lawrence Burns, Vice Chair 2009-10

## Memorandum

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**TO:** Donijo Robbins, Chair, Faculty Salary and Budget Committee

**FROM:** Kristine Mullendore, Chair, ECS/UAS

**SUBJECT:** Agenda for 2009-10

**DATE:** August 28, 2009

**CC:** Gayle R. Davis, Provost  
ECS Members  
FSBC Members

At its retreat in May the Executive Committee of UAS agreed that we should continue to offer some guidance to the standing committees as they embark upon another academic year. This assistance is intended to support the ongoing work of the members of each committee as they identify and prioritize agenda items for the upcoming academic year.

Attached for your reference is the section from the Faculty Handbook which outlines the regular responsibilities of your standing committee. In attending to these regular duties, ECS would like you, as time permits, to address the following matters:

### 1. Faculty Salaries and Benefits

FSBC should seek, in concert with the administration, to provide the necessary support to continue the improvements in GVSU faculty salaries — with a goal of moving faculty salaries (at all ranks) and promotional increments to at, or above, the mean value of each of these values among the 14 other Michigan public universities.

Now that we have several years of salary information for review, please reevaluate the current salary distribution parameters with specific recommendations pertaining to the assignment of [any] salary increase to faculty receiving an unsatisfactory performance rating, and conversely, whether the gap between satisfactory and exemplary is conferring sufficient distinction between the two performance rankings. In its oversight capacity on behalf of faculty the FSBC may wish to evaluate the differing Unit/Department/School/College processes by which such faculty performance rankings are obtained and whether these are consistent and aligned, in principle, with current policy.

The last Salary Study was undertaken at the request of the Women's Commission in 1997-98. Please conduct a thorough review of salary increases at GV in the past decade using comparisons such as rank, gender, race, including any other variables deemed pertinent by the FSBC.

- Please review faculty compensation for summer teaching at GV to that provided at comparable Michigan institutions.
- Please review faculty overload compensation at GV to that provided at comparable MI institutions.
- Please review retirement contributions made on behalf of GV faculty by the University, to those provided to faculty at comparable Michigan institutions.

- Please review compensation and benefits provided to each type of contingent faculty (Adjunct, Affiliate, Visiting, etc.) at GV, to compensation and benefits provided at comparable Michigan institutions.

**2. Prospecti/Final Plan Budgets**

Please transition to the use of standardized electronic processes (e.g., Excel spreadsheet format with specific required information) for all submitted proposals.

**3. 2 & 4 Year Program Review**

In consultation with the University Assessment Committee, please evaluate the effectiveness of the 2 & 4 year program reviews. If possible, please consider ways in which the electronic submission process might be best designed to facilitate a timely and useful review of programs. If feasible please consider retroactive application of same for all programs approved in the past two [or 3] years.

**4. Retrenchment (and Program Viability)**

While the current circumstances do not warrant contingency plans on a scale of significant specificity, a general review of the existing retrenchment policy and any potential problems identified may be of benefit. Likewise, are the protective processes in place on behalf of faculty sufficient should enrollment in a program or series of programs decrease suddenly and significantly?

**5. Proactive Suggestions**

Given the increasingly dramatic downward shift in Michigan's economy, the FSBC is fully encouraged to provide the UAS with proactive suggestions and/or concerns related to issues that may, in the judgment of the FSBC, warrant timely consideration of behalf of faculty, staff, and students.

**6. Monitor Enrollment and Budget Goals**

As part of the FSBCs fiduciary responsibilities on behalf of faculty—in line with #5 above, as appropriate, please work with the administration to monitor the university's enrollment and budget goals.

Thanks for all the work you do on this important committee.

**d. Faculty Salary and Budget Committee (FSBC):**

i. Faculty Membership: Faculty membership of the FSBC consists of seven members from the College of Liberal Arts and Sciences, two from the Seidman College of Business, one from each of the remaining colleges, and one from the library. The term of office is three years beginning at the end of the winter semester. Terms of those from colleges with two or more members are staggered. .

ii. Student Membership: One student representative selected by and from the Student Senate for a term of one year.

iii. Administration Membership: The Provost or designee ex officio, non-voting

iv. Responsibilities: The FSBC has three primary responsibilities:

a) To study pertinent data and make recommendations to the Senate through the ECS on the allocation of funds within the GVSU budget as a whole as well as within the budgets of the administrative divisions, and

b) To study pertinent data and make recommendations to the Senate through the ECS on the items of the budget, compensation or faculty security, .

c) To study pertinent data and make recommendations to the Senate through the ECS, at both the Prospectus and Final Plan stages, on proposals for the establishment of additional units/programs at GVSU.

The President and/or ECS may request the FSBC to study specific items and make recommendations concerning them.