Members Present: Katy Olney (Chair), Kaylin Tingle (Secretary/Treasurer), Taylor McNeilly (Vice Chair), Abby Roberts, Ashelle Brown, Bill Galaspie, Carolyn Smart, Cindy Smith, Craig Buchbinder, Frances Dickerson-King, Fred Hagemeister, Jamie Lynn Haskins, Jeff Smith, Kourtney Ennis, Mike LaRue, Paul Just, Rachel Weinburg-Rue, Susan Sokolsky

Non-Voting Attendees: Carl Sorenson, Mary Finley-Brook, Mark Stanton

Members Absent: Brianne Meagher, Cassie Price, John Srofe

Non-Voting Absent:

Katy Olney, chair, called the Council meeting to order at 1:02 p.m.

2021-2022 Goal Review, Katy Olney

1. Continue to highlight, support, and encourage diversity, equity, and inclusion in university staff experiences, including USAC meetings and events.
2. Actively engage university staff in professional development opportunities both during and outside of USAC meetings that encourage staff to connect and showcase their expertise for the campus community as well as better their performance in the workplace.
3. Continue to support active, two-way communication and knowledge sharing with upper administration while increasing staff representation and voices in University decisions that impact staff.

Budget & Compensation Updates, Dave Hale

FY 23 Employee Salary Increase

- Most ambitious increase in university’s compensation budget in a decade and the highest priority in the FY 23 university operating budget
- 5.5% increase for faculty and staff salary pool effective July 1, 2022
  o Compounded with 3.5% across-the-board increase in March 2021 makes this a 9.2% increase in salaries since June 30, 2020
- Minimum wage increase to $15/hr (from $14/hr) effective July 1, 2022
  o 25% increase in since June 30, 2020 when rate was $12/hr
- Total university net revenue budget increase for FY 23 = $13 million
- Total salary budget increase for FY 23 = $10 million
- Total employee benefits budget increase for FY 23 = $2.6 million

Benchmarking Staff Salaries

- Benchmark about 1100 positions every fall
  o 40% benchmarked against positions in higher ed, 60% benchmarked regionally or locally
- Higher ed benchmarking occurs with colleges and universities with budgets $100 million - $900 million (top 50 liberal arts, law and business schools) plus VCU and UVA

**Merit Increase Pools compared to CPI-U (Consumer Price Index for Urban Consumers)**

- 13-year average annual percentage increase (FY 09 – FY 21)
  - UR Merit Increase – 2.81%
  - CPI-U – 1.77%

**Endowment Distribution Projections**

- Endowment spending guideline – bring in the increased value to the budget over a period of time
- Over next 5 years, endowment payout projected to increase by $35 million
  - This is a permanent increase in our budgeted revenues
- If we have investment loss of about 5% in current fiscal year, we could lose about $300 million of value this year, that’s why the log-term approach of the endowment spending guideline is important, gives budget a predictable sense of the support than can be provided by the endowment versus ramping way up when we have a great year or way down when the endowment has investment losses.

**Q&A**

Clarification on CPI-U?

- If you start w/ 1$ in FY 08 and receive merit increase every year, you would make $1.43 in FY 21 (versus $1.25 CPI-U)
  - Salary based on merit pool increases is 14.4% higher salary than simply increasing based on inflation (CPI-U)

Clarification on 5.5% increase to merit salary pool?

- 5.5% increase is to the POOL, not 5.5% increase to an individual’s salary
- This will no longer be based on previous “meets expectations,” “exceeds expectations,” etc. rubric
  - Working with UR Engaged & HR for a hopefully more robust performance review process, which merit increases will be based on

Will divisions get to decide how to allocate 5.5%?

- Decided by each school/division how merit increases are allocated

What is senior leadership doing to offset great resignation and pressure on existing staff?

- Everything we can. Working hard to continue to attract excellent talent. If we’re short-staffed we have to recognize it, and not simply say our expectations need to increase or even stay the same. We have to take care of ourselves and each other. UR is not alone or being left behind, other industries are struggling. It has full attention of senior leadership.

Are there any concrete things you can provide in terms of how you have worked to maintain your current staff? EX: any across-the-board measures that don’t depend on supervisor discretion?

- 3.5% across-the-board increase last year. 5.5% merit increase is attractive and competitive; ambitious and needed increase in salary budget for next year.

Is 5.5% increase calculated off total salaries or what the salary pool usually is?
- It is calculated off of the current budget, which creates a pool of money that is then allocated

Who was involved in decision for 5.5% increase?

- Senior leadership and budget office, then presented to Business Management Committee of Board of Trustees
- Each school or division allocated their 5.5% then determine how that is allocated down

Benchmarking – how does this process work?

- 40% of jobs benchmarked in Higher Ed, 60% are benchmarked regionally or locally
- Data are provided to and purchased from several different companies for benchmarking

How does 5.5% increase play into vacant positions?

- Vacant positions are budgeted 5.5%

**USAC Executive Committee Candidate Elections**

Executive committee candidates provided 3-5 minute speeches during Open Session. USAC voted through a confidential voting system in the week following the meeting. The USAC Executive Committee for 2022-2023 Academic Year are:

- Jamie Lynn Haskins (Chair)
- Paul Just (Vice Chair)
- Kourtney Ennis (Secretary/Treasurer)

Thank you to all nominators, nominees, candidates, and the Elections Committee, and congratulations to our incoming Executive Committee!

**Committee Updates**

**Communications Committee** Kourtney Ennis (chair), Kaylin Tingle, Jamie Lynn Haskins, Abby Roberts, Mike LaRue, Paul Just

Social media contest this Spring – goal to bolster morale and recognize colleagues. Stay tuned for more details – also send any ideas to Kourtney. Send any news, photos, social media content to Kourtney as always. Be sure to follow USAC on social media! Follow us on [Facebook](https://www.facebook.com) and [Instagram](https://www.instagram.com)!

**Elections Committee**, Fred Hagemeister (chair), Taylor McNeilly, Carolyn Smart, Craig Buchbinder, Jeff Smith, Ashelle Brown, John Srofe

General elections for 3 seats will take place in April.

**Volunteer & Engagement Committee**, Susan Sokolsky (chair), Katy Olney, Bill Galaspie, Cassie Price, Rachel Weinberg-Rue, Frances Dickerson-King, Cindy Smith

Volunteers being sought for President’s Inauguration. Volunteer positions won’t be long, all encouraged to attend evening event and enjoy!

**Faculty Senate Liaison**, Brianne Meagher

No updates.

**PIT, Paul Just**

No updates to report.

**FSIG, Mike LaRue/Jeff Smith**

No updates to report.
**Budget Review, Kaylin Tingle**

Initial Budget: $5,875  
Expenditure YTD: $58  
Balance: $5,817  
Expenses: $0  
Expected Expenses: $500

**Gallery Comments:**  
Naming Commission Feedback being collected through March 21.

**Closed Session:**  
The Council entered closed session at 2:05pm

**Web Submissions, Taylor McNeilly**

A summary of web submissions can be found on the USAC website.

**President’s Inauguration, Save The Date, April 8**

Katy Olney adjourned the meeting at 3:06pm.

The next meeting will be held Tuesday, April 12, 1pm-3pm, via Zoom.

*Respectfully submitted, Kaylin Tingle, Secretary/Treasurer*