July 17, 2015

To: Deans, Chancellors, Vice Presidents, Vice Provosts

From: Gerald Baldasty, Interim Provost and Executive Vice President

Re: 2015-16 Salary Adjustments

As you know, the 2015 Washington State legislature approved operating and capital budgets with moments to spare before the close of the biennium. This Legislature funded—at least partially—tuition reductions for resident undergraduate students and salary increases for our employees.

At its July 9, 2015 meeting, the Board of Regents approved the University’s FY 2016 operating budget. Below please find the details of the salary increases supported by this budget, which will be effective September 1, 2015. Bothell, Tacoma, and Seattle academic and administrative units will receive a proportionate share of state funds for compensation; the values of these allocations will be provided to all deans, vice presidents, vice provosts, and unit administrators in subsequent correspondence. Any shortfall in funding is the responsibility of each unit.

**Academic Personnel**

**Faculty Merit Salary Adjustments**

A total salary pool of 3.0% is available for merit salary adjustments for faculty members. At this time, all continuing faculty members should have been evaluated for merit pursuant to Faculty Code Section 24-55, including part-time lecturers, clinical faculty-salaried, teaching associates, and research associates. All faculty members who were determined to be meritorious will receive a minimum 2.0% regular merit salary adjustment unless they received a prior salary adjustment that precluded further adjustment. Faculty members who were not determined to be meritorious must be identified and will not receive a salary adjustment.

In addition to the 2.0% regular merit pool, there will be a 1.0% additional merit pool. The distribution of the 1.0% additional merit pool should take into consideration factors of compression, equity, and merit. In her February 9, 2015 communication, then-Provost Ana Mari Cauce requested that you consult with your elected faculty councils, department chairs, and executive leadership regarding the distribution of any additional merit pool. Please remember that, pursuant to the Faculty Code Section 24-71 B.1, an additional merit pool must be distributed by departmentalized schools, colleges, and campuses as equal percentage increases to each academic unit.

The average merit salary adjustment for all faculty members within your units will be 3.0%. Funds in vacant positions or merit funds not awarded to faculty members may be reallocated to provide additional merit on the basis of compression, equity, or merit. All faculty in research, WOT, and other non-state/tuition-funded positions (including the B portion of an A/B salary plan) are to receive the minimum 2.0% salary adjustment if they are meritorious or have not had a prior salary adjustment that precludes further adjustment. Additional merit should also be awarded with the average merit increase at the 1.0% additional merit limit. Funding for these increases should come from the applicable grant, contract, or other alternative source of funds relevant to the appointment.
Librarian Merit Salary Adjustments
A 3.0% merit salary pool will be available for University Libraries. The distribution of this pool is to be consistent with the provisions of the Librarian Personnel Code.

Educational Outreach International & English Language Programs Extension Lecturers
Educational Outreach International & English Language Programs Extension Lecturers will receive salary adjustments consistent with the provisions of their labor contract, which ties the allocation and effective date for performance-based base salary increases to those of professional staff.

Minimum Salary Floors
Effective September 1, 2015, the minimum salary floors for faculty and other academic personnel will be adjusted as follows:

<table>
<thead>
<tr>
<th>Position Description</th>
<th>9-month rate</th>
<th>12-month rate</th>
<th>% increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research Associates, Teaching Associates, Acting Instructors, Senior Fellows, and other Academic Staff</td>
<td>$3,396</td>
<td>$3,145</td>
<td>2%</td>
</tr>
<tr>
<td>Lecturers, Artists in Residence, and Librarians</td>
<td>$3,672</td>
<td>$3,401</td>
<td>4%</td>
</tr>
<tr>
<td>Assistant Professor (including WOT, Research, Clinical, Acting, and Visiting)</td>
<td>$5,124</td>
<td>$4,699</td>
<td>2%</td>
</tr>
<tr>
<td>Associate Professor (including WOT, Research, Clinical, Acting, and Visiting)</td>
<td>$5,577</td>
<td>$5,112</td>
<td>2%</td>
</tr>
<tr>
<td>Professor (including WOT, Research, Clinical, Acting, and Visiting)</td>
<td>$6,621</td>
<td>$6,070</td>
<td>2%</td>
</tr>
</tbody>
</table>

Note: The above table does not apply to Educational Outreach International & English Language Programs Extension Lecturers, whose minimum salary floors are articulated in their labor contract.

Faculty and Librarian Promotion Adjustments
Faculty and librarian promotion increases will be 7.5%, on the effective date of the promotion (July 1st or September 16th).

Faculty and Librarian Retention Salary Adjustments
Retention salary adjustments that will be effective September 1, 2015 are to be submitted separate from the merit salary adjustment process. While the minimum retention salary adjustment is generally 5.0%, any retention salary adjustments that are intended to preclude eligibility for the September 1, 2015 merit salary adjustment must be effective no later than September 1, 2015 and provide at least an 8.0% salary increase. Otherwise, the criteria and process for approval of retention salary adjustments remain unchanged.
Professional Staff

Similar to faculty and librarians, a total salary pool of 3.0% is authorized for merit salary adjustments for professional staff employees. All units are advised to consider carefully whether employees who were hired or promoted, or who received an “in-grade” adjustment since March 31, 2015 are eligible for a merit salary adjustment.

Vice Presidents, Vice Provosts, Deans, Chancellors, Directors, and Chairs should award available funds based on merit, market, and equity considerations. Performance expectations, ongoing feedback, and performance evaluations should have laid the foundation for determinations of merit adjustments.

The Professional Staff Program requires that merit recommendations be supported by a current performance evaluation completed within the previous 12 months. The documentation supporting salary adjustments should be retained at the unit level and must include sufficient detail to confirm that a performance evaluation has occurred in the last year.

More information about retention-based “in-grade” adjustments and the possibility of adjustments to mandatory market minimums will follow this transmittal.

Classified Staff

Contract classified staff will receive 3% salary increases effective July 1, 2015 as negotiated with their individual labor unions, as well as market range adjustments for over 100 job classes. It is anticipated that the labor contracts providing the complete details of the increases will be available by the end of this month on the UW’s Labor Relations website: http://www.washington.edu/admin/hr/laborrel/index.html.

Classified non-union employees will also receive 3% salary increases effective July 1, 2015, as directed by the Legislature, along with selected market adjustments for two legal jobs. The 3% increase will apply to all classified non-union jobs, including medical centers jobs on health care special pay.

Due to ongoing negotiations, there are no across-the-board, market range or premium pay increases at this time for contract classified jobs represented by SEIU 1199NW or the Washington State Nurses Association (WSNA). This includes Registered Nurses at Hall Health and all contract classified Research Nurses. Despite our best efforts to reach agreement in time for July 1, 2015 pay increases for these jobs, it has not occurred and, therefore, these jobs will not receive across-the-board, market range, or premium pay increases effective July 1, 2015.

There are also currently no pay changes for the 192 FTEs represented by SEIU Local 925 who are in “me too” or “like me too” jobs described in Side Letter G of the contract. Side Letter G states that jobs covered under it “receive the equivalent salary adjustments, market adjustments and premium pay rates agreed upon between the University and SEIU District 1199NW for those job classifications at Harborview Medical Center.” In the absence of an agreement with 1199NW, there are no increases for this group.

In addition, the management negotiating team has clearly and repeatedly communicated to the unions that all increases that may eventually be agreed upon will be prospective and not retroactive.
Academic Student Employees

Academic Student Employees (ASEs), covered by the collective bargaining agreement between the University and the United Auto Workers (UAW) Local 4121, will receive July 1, 2015 salary increases consistent with the provisions of their labor contract.

ASEs in units using the non-variable rate salary schedule will receive an annual percentage wage increase toward matching the Global Challenge States median. Based upon salary analysis performed by an outside compensation consulting firm, the non-variable scale will increase by 11.59% this year.

ASEs in units using the variable rate salary schedules and that already pay above the Global Challenge States median will receive a minimum of 2% wage increase or the percentage needed to match the new base rate for the category, whichever is greater. Units are allowed to increase their variable salary rates above this minimum if they choose.

All ASEs on an hourly wage scale will receive a 2% wage increase over and above their current rate. This includes ASEs who were brought up to $11 per hour as of April 1, 2015.

The Graduate School is coordinating updates to include July 1 salary schedules in the payroll system.

Additional Instructions

You will receive additional information directly from the Office of Planning and Budgeting regarding the salary module process and schedule. I am pleased to be able to announce the availability of salary adjustments for 2015-16 and exemplify our continued commitment to improve compensation for our dedicated employees.

cc: Norman Beauchamp, Chair, Department of Radiology; Vice Chair, Faculty Senate
    Cheryl Cameron, Vice Provost, Academic Personnel
    Sarah Hall, Assistant Vice Provost, Planning and Budgeting
    Mindy Kornberg, Vice President, Human Resources
    Kathleen O’Neill, Professor, School of Law; Chair, Faculty Senate