

**To: Provost Brenda Kelly**

**From: Chuck Niederriter, Chair of Faculty Senate**

**Re: Senate Recommendation on Compensation for Chairs and Directors**

**Date: October 17, 2017**

At its meeting on October 13, 2017, the Faculty Senate received the report of the Senate Working Group on Compensation for Chairs and Directors. After a brief discussion the Senate voted unanimously to recommend:

That the Provost continues the current (2017-2018) compensation structure for five years, both stipends and course releases, with the addition of these provisos:

- **In basing stipends on the number of graduates and the budget of a department or program, the budget figure should include both restricted and unrestricted lines.**
- **Stipends should also be based on these two factors: 1) the number of faculty, including adjuncts and continuing instructors, in a department or program, and 2) major responsibilities for facilities that fall to chairs/directors of certain departments/programs.**
- **There should be a mechanism for increasing stipends. We recommend linking increases in stipends to increases in per-course compensation for adjuncts. As the latter increases, so will stipends by the same dollar amount (e.g., if per-course compensation increases by \$1,000, stipends will also increase by \$1,000).**
- **Chairs/directors who must take on major department/program responsibilities over the summer months should receive additional compensation through an extended contract.**
- **Chairing/directing a department/program and serving on the DCPDC is major service, and chairs/directors are not expected to participate further in service and/or the faculty committee system.**

Please find attached the letter from the working group that includes the original charge and other details.

**To: Faculty Senate and Provost Brenda Kelly**

**From: Senate Working Group on Compensation for Chairs and Directors  
(Priscilla Briggs, Scott Bur, Greg Kaster, Steve Mellama)**

**Re: Our Report to the Senate**

**Date: September 16, 2017**

Our working group met from 3:30 to 4:30 pm on September 15, 2017. Provost Brenda Kelly joined us at 4:00.

Our charge was to consider the 2015-16 DCPDC Chair and Director Compensation Subcommittee Report, including the subcommittee's recommendation that "the Provost continue the current compensation structure for 2016-2017 with the addition of one course release for the director of every program that offers a major but is not currently projected to have a course release (net addition of 5 course releases: Biochemistry, GWSS, Japanese Studies, LALACs, Russian Studies, though GWSS and LALACs do currently have one grandmothers in)."

We recommend that the Senate endorse continuing the current (2017-2018) compensation structure for five years, both stipends and course releases, with the addition of these provisos:

- **In basing stipends on the number of graduates and the budget of a department or program, the budget figure should include both restricted and unrestricted lines.**
- **Stipends should also be based on these two factors: 1) the number of faculty, including adjuncts and continuing instructors, in a department or program, and 2) major responsibilities for facilities that fall to chairs/directors of certain departments/programs.**
- **There should be a mechanism for increasing stipends. We recommend linking increases in stipends to increases in per-course compensation for adjuncts. As the latter increases, so will stipends by the same dollar amount (e.g., if per-course compensation increases by \$1,000, stipends will also increase by \$1,000).**
- **Chairs/directors who must take on major department/program responsibilities over the summer months should receive additional compensation through an extended contract.**
- **Chairing/directing a department/program and serving on the DCPDC is major service, and chairs/directors are not expected to participate further in service and/or the faculty committee system.**

We have included with this report the original DCPDC subcommittee report as emended by us to incorporate the above provisos. Recommended emendations are in bold; recommended deletions are in red.

Thank you.

**DCPDC Chair and Director Compensation Subcommittee Report**

**Subcommittee members: Thia Cooper (LALACs), Kate Knutson (FTS), David Obermiller**

**(HIS), and Martin Lang (GWSS)**

1. The subcommittee recommends the Provost continue the current compensation structure for 2016-2017 with the addition of one course release for the director of every program that offers a major but is not currently projected to have a course release (net addition of 5 course releases: Biochemistry, GWSS, Japanese Studies, LALACs, Russian Studies, though GWSS and LALACs do currently have one grandmothers in).
2. The subcommittee recommends that the DCPDC refer the matter to the Faculty Senate to eliminate the conflict of interest that comes from the chairs and program directors attempting to negotiate equitable compensation.
3. The subcommittee recommends that the DCPDC endorse the following principles and observations for the Senate to consider:

**A. Course release considerations:**

- The purpose of the course release is to compensate for time needed to execute administrative duties. All chairs and program directors share a fixed set of administrative duties (as outlined in the Administrative Guidelines for Department Chairs), but these duties are more substantial for some because of the size and complexity of some departments or programs.
- Because all chairs and program directors share a base level of administrative duties, all chairs/directors of departments and programs offering a major should be granted a minimum of one course release.
- There should be a guideline/framework established for allocating additional release(s) to any program/department, or for issuing a release to a non-major program or department.
- Additional course releases should, at minimum, be based on:
  - a. Number of faculty (affiliated faculty, for interdisciplinary programs)
  - b. Number of courses offered
  - c. Number of graduates
  - d. Budget size and complexity
- Additional factors may include:
  - a. Ten-year external review.
  - b. Tenure track search(es).
  - c. Number of majors.

**B. Stipend Considerations:**

- Chairs and program directors are currently provided a stipend ranging from \$1,000-\$3,000 (with some chairs/directors receiving additional compensation for summer work).
- Stipends are currently based on the number of graduates and the budget of a program or department. (See Option A document provided by Provost's Office.) **Budget figures should include both restricted and unrestricted lines.**
- **In addition to graduates and budget, stipends should also be based these two factors: 1) the number of faculty, including adjuncts and continuing instructors, in a department or program, and 2) major responsibilities for facilities that fall to chairs/directors of certain departments/programs.**

- **Further, chairs/directors who must take on major department/program responsibilities over the summer months should receive additional compensation through an extended contract.**
- **There should be a mechanism for increasing stipends. We recommend linking increases in stipends to increases in per-course compensation for adjuncts. As the latter increases, so will stipends by the same dollar amount (e.g., if per-course compensation increases by \$1,000, stipends will also increase by \$1,000).**
- Because number of graduates and budget are variables that affect time spent on tasks related to chairing or directing a department or program, these factors seem more appropriate to take into consideration when determining appropriate course releases, not chair funds
- Great confusion exists regarding the purpose of stipends and this needs to be clearly articulated and communicated to chairs and program directors. Currently, chairs and program directors view the stipend in very different ways (as supplemental department budget, as a professional development account, to use for department majors/minors, etc.)
  - The Provost has clarified use of chair fund as PDA for the chair/director, not as a supplement to department budget.
- Given a clarified purpose for the chair fund plus a transparent, appropriate, and equitable system of course releases, a uniform stipend for all department chairs and program directors might be more appropriate and more equitable.

### **C. Committee Release Considerations:**

- The Senate should clarify expectations for service for chairs/directors receiving one or more course releases. **Chairing/directing a department/program and serving on the DCPDC is major service, and chairs/directors are not expected to participate further in service and/or the faculty committee system.**

**DELETED and replaced with boldface above: If the purpose of a course release is to compensate for time, those receiving course releases should be expected to participate in service and/or the faculty committee system.**

- Historically, chair compensation has been offered through a stipend and/or course release. Committee release could be considered as an option for compensating smaller programs that do not offer a major. For example, a director of a program that offers only a minor could be exempted from committee service during their term.