Academic Specialist Advisory Committee Meeting  
Thursday, March 21, 2013  
Room 443 Administration Building  

Meeting Minutes

Meeting called to order by Joy Landis at 11:02 AM.

Attending: Kristy Dumont, Sandra Eagan-Hill, Michael Everett, Sarah Handspike, Joy Landis, Lucy Maillette, Quinn Moreno, Michael Rich, Paul Streng, Donna Ullrich  
Ex Officio: Terry Curry & Donna Zischke  
Absent: Carmellia Davis-King, Kristin Getter, Mary Beth Graebert, Elizabeth Webster

Motion to accept the agenda: Motion to approve agenda by Sandra Eagan-Hill and seconded by Donna Ullrich; carried unanimously.

Motion to approve February minutes: Motion to approve minutes by Paul Streng and seconded by Mike Rich; carried unanimously.

Associate Provost/Associate Vice President for Academic Human Resources update (Terry Curry):
- Distinguished Academic Staff Award
  - Looking to make some changes in requirements and wording for nominees:
    - The recommendation is to move from 5 years to 10 years of continuous service and remove the word “continuous.”
    - It is a significant process to nominate and someone at 5 years is not likely to be competitive with those having 10 plus years.
    - Sarah Handspike motioned to approve; Paul Streng seconded; carried unanimously to advise changing the wording to 10 years and take out the word continuous.

New Business (Update from Dave Byelich, Asst VP and Director of Office of Planning and Budgets):
- Provided a draft of the faculty affairs letter to Joy Landis
- Handed out the MSU Faculty Salary Data – Feb 12, 2013
  - Data directly from AAUP
  - MSU tried to move to the midpoint of Big Ten faculty salaries, although we tend to remain at about the one-third mark. There is not a lot of difference in salaries in the middle range.
  - Policy/practice is:
    - 1) to keep up with other Big Ten institutions so we can continue to recruit and retain faculty
    - 2) to catch-up to the middle of the group
  - Compensation averages are better, MSU is closer towards the middle of the group because we have good health care coverage.
Readouts by rank
- We are ranked 12 for Assistant Professor salary
  - At other institutions the assistant professor may be lecturers and would not be included in this chart
- Average raise excluding MSU is 3.0%
  - MSU’s average raise is 3.0%
- This data is part of what the faculty use to determine salary recommendations.
- Percentages based on responses at 2012 Big Ten Budget Officers meeting
  - MSU is at 3.0%, among the highest on the list

Budget information from the Michigan House Appropriations Committee
- Used formulas in the past couple of years to determine appropriations
  - As part of formula will consider how the institution handled Right to Work and tuition increases
  - The president has noted that we don’t have open support employee contracts at this point
- Don’t know what the penalties will be for universities that renew union contracts before deadline. The money not distributed to the universities who renewed contracts before March 28, will be divided among the other universities.

Old Business
- Raise recommendation for next budget year discussion
  - Agreement to align with the faculty recommendations

- Subcommittee on salary structure (Sarah Handspike)
  - Handed out “Questions to be sent out to other Big Ten Schools”
    - They added the table on the second page
    - Maintained consistent language throughout the communication
    - Mentioned that it might be difficult to get some information from the schools, such as supervising experience because it is difficult to know by just looking at title. Institutions won’t respond or be able to respond so specifically. It is alright to ask them about levels and to distinguish them, and then we can compare to ours. If we need to make them run special data and will take too much time, institutions will not respond
    - Suggested giving them an idea of our structure at MSU so they can relate to the questions. Could have a drop-down menu of options to choose from.
    - We want advisor compensation, perhaps based on degree and level
    - Challenging us to think about whether we want to send this survey or not if we already have the other institutions advisor salary information.
Some of our advisors have larger administrative roles than others, so we don't know how to compare to other schools.

Could we tap into NACADA information to compare salaries?

Based on the labor market (how far people are recruited from for positions). When you look at salaries there is the internal equity and external equity. It sounds like we are wanting the internal equity and not really wanting to look at other Big Ten Schools.

Perhaps we need to look into our internal structure of academic specialists further.

Talking about discrepancies across campus for salaries is there anything we can do about it? Should we pursue data if we don’t have a path for a solution?

Are we even sure that the departments/colleges are giving specialists the percentage approved by the Board of Trustees?

Raise information goes to the colleges, the colleges distributes it to the departments.

o The subcommittee is working on this because they thought ASAC wanted the data. Do we really need this data? Suggestions that we further analyze MSU data instead of sending the survey out to the Big Ten Schools.

o Some people thought the purpose of the survey effort was to get more equality among academic specialists salaries.

o Some people thought the point of the survey was to support a salary increase recommendations for specialists beyond that recommended for the faculty.

o This was tabled for further discussion about whether we should take more action.

• ASAC Election committee update (Paul Streng)

  o Paul mentioned how complicated the election process is. He will record more information about procedures for the future.

  o Paul met with Sherry Lott to get the call for nominations out in the email

    ▪ Sherry will send email of position announcement with list of approved people that are eligible to run

    ▪ We only have one position open in outreach

    ▪ By first of next week should be ready to send it out

  o Will collect the bios of nominations then elections will be sent out

  o Paul will follow the timeline from last year for the election process although it is later than last year

Motion to adjourn by Mike Rich, seconded by Paul Streng. Motion carried unanimously.

Meeting adjourned: at 12:15 pm.

Next scheduled meeting: April 18th, 4th Floor Administration Building
Attachments:
- Questions to be sent out to other Big Ten Schools
- MSU Faculty Salary Data – Feb 12, 2013 from Dave Byelich