

October 7, 2005

**A Proposal for the Formation of a
University Compensation Advisory Committee (UCAC)**

Background:

The recent work of the University Compensation Task force led to a number of significant recommendations. One of these concerned the formation of a Compensation Advisory Committee. The recommendation was that this committee be modeled on the Budget Advisory Committee already in existence.

Recently the executive committees of the Faculty Senate and the Staff Assembly met to discuss this recommendation. The Senate and the Assembly agreed that the need for this committee exists.

Compensation involves both salary and benefit issues. Since the university currently has a standing Retirement, Insurance and Benefits Committee an additional committee to review compensation could be duplicative and add another layer to the university's governance structure. As a result the two executive committees encourage consideration of an alternative structure resulting in the elimination of the Retirement, Insurance and Benefits committee and replacing it with a University Compensation Advisory Committee (UCAC).

UCAC Charge, Structure, and Operation:

Charge:

This committee would review university compensation initiatives and provide guidance and advice to the administration in light of the university's compensation philosophy. This review and guidance would include ongoing evaluation of market data for salaries, progress toward meeting comprehensive compensation plans, and current and future policies and procedures relating to retirement, insurance and other faculty/staff benefits.

Structure and Operation:

The committee will be composed of appropriate representation of faculty and staff and be co-chaired by a faculty and staff member. The UCAC will consist of 15 voting members (two of whom will function as co-chairs), 3 advisory liaisons from Human Resources: and 2 people providing administrative oversight.

The voting members will be as follows: 6 members of the faculty, 6 members of the staff (each serving five year terms), the past chair of the Staff Assembly, the past chair of the Faculty Senate, (each serving one-year terms) and a TCU retiree (serving a three-year term). One staff member and one faculty member will function together as co-chairs.

The Chancellor will appoint chairs on an annual basis. The Chancellor will appoint committee members for designated terms. Members will include the most recent past chairs of the Staff Assembly and the Faculty Senate.

The committee will require a quorum in order to vote on recommendations and advance passed recommendations to the university's administration. For purposes of this committee, a quorum is defined as three faculty, three staff and two additional members.

The advisory liaisons from Human Resources will be: The Associate Vice Chancellor for Human Resources; The Director of Compensation; and the Director of Employee Relations. The Provost and the Vice Chancellor for Finance and Administration will provide administrative oversight.