

<b>Present:</b>	Darci Blackney, Melissa Chesnut, Kala Dixon, Chris Guess, Duane Havard, Jill Kain, Kathleen Kobayashi, Colin McDonough, Marsha Martin, Becky Meneely, Nancy Ozanne, Jessie Peter, Sue Smith, Grace Stephens, Taylor Suiter
<b>Absent:</b>	Lisa Crater, Selena Foreman, Derek DeMott, Matt Cronk, Sherry Gutzmer, Remington Long, Kelley O’Riley, Kim Todd, Troy Brady
<b>Guests:</b>	Rob Voss, Clarence Green, Krista Barcus, Michelle Drake

**1. Clarence Green – Leadership Advisory Team**

- The compensation study was presented to both NLT and the BOR

**2. Krista Barcus – Human Resources**

- Dr. Van Buren
  - Currently working on a financial wellness series that will be on the Wellness website ([Employee Wellness | Human Resources | Northwest \(nwmissouri.edu\)](http://EmployeeWellness|HumanResources|Northwest(nwmissouri.edu)))
  - October will feature an immune support learning module
  - Will have one hour meet and greets across campus
- Employee Satisfaction survey
  - Contract is complete and the company feels the survey will be released to employees late September or beginning of October.
  - There are no changes to the survey questions
- Open Enrollment
  - Preliminary meeting with USI who will meet with BCBS to negotiate health insurance renewal
- Physician Health Screening due October 15. All employees that have not completed this will be charged an additional \$50 in health premium starting December paycheck
- Football Employee Appreciation event – October 7 – 11:30-12:30 at Hughes Fieldhouse. There will be free t-shirt for employees and snacks
- Athletics has sent out a notice about employees receiving discounted single game football tickets. Up to six tickets are available at a discount but must be purchased prior to the game

**3. Committee Reports**

- Employee Recognition – Colin McDonough
  - Discussing having a stress-free mental health event during October in lieu of the October meal event. Possibly looking at Walkout Day at 1:00 – 4:00 pm. Details to follow.
  - There was a discussion of combining Holiday Coffee (Alumni) and our Hot Chocolate fall get together since they are only a week apart. They are going to discuss this with more detail.
- Outreach – Darci Blackney
  - T-shirts sales are currently at a profit of \$1,363 as of today
    - Have sold 193 shirts
    - There are 33 shirts on hand that have not been sold
    - Small, medium, x-large and 3x large are available
    - September 30 is the last day to place you order
  - Bake Sale in the Spring – more details to come at later
  - Request from individuals for a non-traditional design for sweatshirts as the next fundraiser
- Policy Committee – Taylor Suiter
  - Nothing to report
- Diversity & Inclusion – Jessie Peter
  - Fall Programming flyer (full flyer below) September events – make sure to track your participation on google sheet.
    - September 20 – 6pm-8pm ODI Movie Night: Mi Familia, Student Union, Boardroom

- September 27 – 6pm-8pm Interactive Activity: Papel Picado Dr. Aracelli Hernandez Presentation, Student Union, Boardroom
- JEDI Scholar program (full flyer below)
- Hot Topics with L.T. Honest. Open. Transparent. Conversations for students. Next meeting is October 12<sup>th</sup>.
- Bobby's Shop formerly the Barber Shop will be not only be cutting hair they will be adding dates for having your hair braided. Looking at Sunday's. The haircut is \$20 but the braids will depend on the style. Bobby's Shop is open to students, faculty, staff and community.
- The ODI opportunities for employees
  - Safe Zone Training – details for this is on ODI website.
  - Social Justice
    - Need at least two Staff Council members to attend SJI each semester. This starts on October 5<sup>th</sup>.
    - Complete form online here [Social Justice Institution | Office of Diversity and Inclusion | Northwest \(nwmissouri.edu\)](https://www.nwmissouri.edu/socialjustice)
  - Book Club
- Feedback that there is a need for a support group for employees of color. Jessie and Krista will discuss how to move forward
- Michelle Drake – ALLY Affinity
  - Group meet on August 29, 2023 and they watched a Ted Talk about Hispanic Heritage Month,
  - Meetings will be last Tuesday of every month from 3:00-4:00 via Teams. Each meeting they will talk about events that are happening in the next month.

#### 4. Old Business

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#### 5. New Business Items

- Suggestions for the one-time additional funds?
- Compensation Study presentation (presentation here) will be sent out to all staff with the September minutes.
  - Does Staff Council have any questions regarding the presentation?
    - With yearly evaluations how do these work for people that are already here? We do not use performance evaluations here at Northwest. We are still looking into how all this is going to work.
    - Will each individual job/tasks be evaluated to be graded? No. An office manager will be graded as an office manager for example.
  - Questions from other staff can be referred to Human Resources

#### 6. Engagement Survey Actions

- See above in Krista's notes

#### 7. Employee Suggestions/Comments/Concerns

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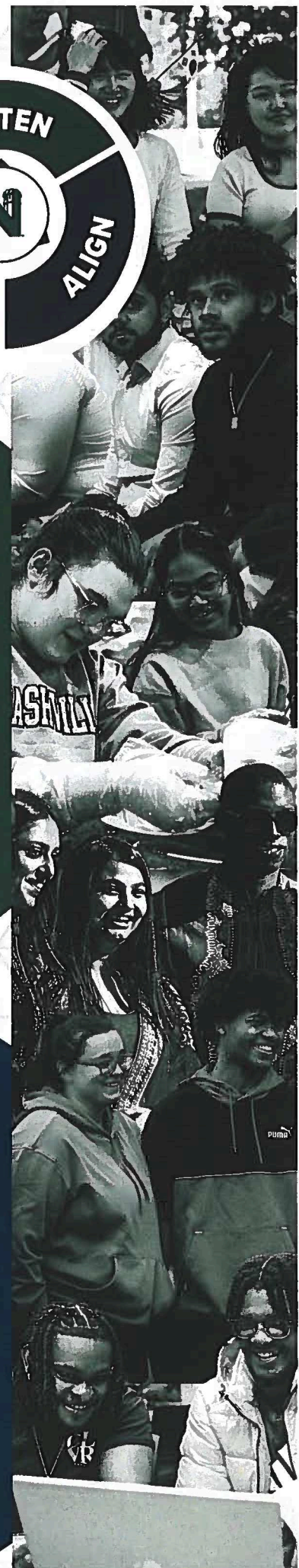
#### 8. Announcements

- October 2<sup>nd</sup> is National Custodian Day

#### 9. Next Meeting – October 18| 1:30pm, OL 250

# OFFICE OF DIVERSITY AND INCLUSION PROGRAMMING

## Fall 2023



### September 2023

**Sept 20, 6 PM - 8 PM**

**ODI Movie Night:** Mi Familia.

*Student Union, Boardroom*

**Sept 27, 6 PM - 8 PM**

**Interactive Activity:** Papel Picado

Dr. Aracelli Hernandez Presentation

*Student Union, Boardroom*

### October 2023

**Oct 4, 6 PM - 8 PM**

**ODI Movie Night:** Bros.

*Student Union, Boardroom*

**Oct 11, 7 PM**

**Guest Speaker:** Hayden Kristal

Charles Johnson Theatre (CJT)

**Oct 18, 6 PM - 8 PM**

**Interactive Activity:** Love is Love: Bracelet and

Button Making.

*Student Union, Boardroom*

**Oct 25, 6 PM - 8 PM**

**ODI Movie Night:** Disclosure.

*Student Union*

### November 2023

**Nov 1, 7 PM**

**Guest Speaker:** Amber Rose Williams

Charles Johnson Theatre (CJT)

**Nov 8, 6 PM - 8 PM**

**Interactive Activity:** Beyond the

Circle Dancers.

*Student Union, Boardroom*

**Nov 15, 6 PM - 8 PM**

**ODI Movie Night:** Gather.

*Student Union, Boardroom*

Student Involvement  
Date: 9/5/23  
Staff: JL  
All University Boards  
Approved Posting



**NORTHWEST**  
MISSOURI STATE UNIVERSITY

**Justice. Equity. Diversity. Inclusion**

# J.E.D.I. PROGRAM

The Justice, Equity, Diversity and Inclusion (J.E.D.I.) program is a three-level leadership certificate for students that aims to facilitate students' self-awareness, and identity development, understanding of diverse cultural experiences, and advocacy to reduce structural inequities.



**YOUR  
JOURNEY  
STARTS HERE**



**FALL DATES:**  
8/27, 9/10,  
9/24, 10/8  
10/22, 11/12, 12/3

# BOBBY'S SHOP



**SIGN-UP NOW OPEN!**  
8:30-NOON

**ODI SPACE  
STUDENT UNION**



**\$20**

**FOR STUDENTS  
FOR STAFF / COMMUNITY**



**NORTHWEST**  
MISSOURI STATE UNIVERSITY  
OFFICE OF DIVERSITY AND INCLUSION

**APPLICATIONS  
OPEN NOW!**

**FOR BEARCAT EMPLOYEES**

# SOCIAL JUSTICE INSTITUTE

**LISTEN. LEARN. UNDERSTAND. ADVOCATE**

**TWO COHORTS  
6-WEEK SEMESTER**

The Social Justice Institute (SJI) is designed as a cohort-based forum for Northwest employees to enhance and refine their skills and competencies to create greater inclusion for all members of the Bearcat community.

register at [bit.ly/sjinorthwest](https://bit.ly/sjinorthwest)





# Northwest Missouri State University Total Compensation Study



**PRESENTED BY EVERGREEN SOLUTIONS, LLC**

August 2023



## Topics:

- Methodology
- Market Results
- Benefit Results
- Recommendations
- Next Steps





## Market Survey Methodology



*To Determine NWMSU's market position, Evergreen leveraged both primary and second market data for staff and faculty*

- Primary data was collected from peer institutions
- Secondary data was leveraged from CUPA-HR
- NWMSU currently lacks a defined compensation structure, therefore average actual pay of incumbents was the point of comparison for both sources
  - **Staff:** 75 Benchmark classifications for staff were selected to determine overall market position of the University
  - **Faculty:** All faculty ranks & disciplines were included in the market comparison
- Market differentials determine the University's relative position to market
  - Positive differentials indicate where the University is ahead of market average
  - Negative differentials indicate a lag to the market average



## Market Survey Primary Data Peers

### Staff Respondents Peers

- Angelo State University
- Fort Hays State University
- LSU Shreveport
- Northern Kentucky University
- SIU Edwardsville
- University of Central Missouri
- University of Nebraska Kearney
- University of Northern Iowa
- Western Carolina University
- Truman State University
- Univ of Arkansas Fort Smith
- Southeast Missouri State Univ

### Faculty Respondent Peers

- Angelo State University
- Southeast Missouri State University
- Southern Illinois University
- University of Central Missouri
- University of Central Oklahoma
- University of Northern Iowa
- Western Carolina University
- University of Arkansas-Fort Smith

Peer 36 and MIAA were basis of peer selections, additional peers added based on similar institutional characteristics



## Market Survey Staff Primary Results

- 75 Classifications served as representative benchmarks for comparison
- Average NWMSU incumbent salary vs. average peer incumbent salary
- On average, NWMSU was -2.6% behind the peer average
- The classifications furthest behind market were mostly concentrated in the higher-level classifications (Director and above)



## Market Survey Staff Secondary Results

- All classifications compared against CUPA
- Average/median NWMSU incumbent salary vs. CUPA average/median
- National & regional comparisons were performed
  - Regional comparison is with the West North Central census designated region
- Regional comparison includes WNC census designated region

COL	Regional		National	
	% Diff Average	% Diff Median	% Diff Average	% Diff Median
No COL Adjustment	-5.1%	-1.7%	-9.6%	-6.1%
Proxy COL Adjusted	4.7%	7.8%	2.0%	5.3%



## Market Survey Faculty Primary Results

- All faculty ranks were included in the comparison
- Data was normalized for contract length
- Not all institutions utilized the same rank structure
  - Most peers did not have Senior Instructor

Rank	10th Percentile	50th Percentile	90th Percentile	NWMSU		Peer	
				Incumbent Count	Avg Years' Experience	Institution Count	Incumbent Count Rank
Professor	12%	5%	-3%	33	14.6	8	727
Associate Professor	9%	5%	-5%	58	10.2	8	786
Assistant Professor	8%	6%	-11%	74	3.6	8	711
Instructor	19%	11%	6%	25	5.6	8	578
Senior Instructor	10%	4%	-2%	24	12.5	3	83
<b>Average</b>	<b>11.7%</b>	<b>5.9%</b>	<b>-2.9%</b>				
<b>**Outliers Removed</b>	<b>12.1%</b>	<b>6.4%</b>	<b>-3.2%</b>	-	<b>7.92</b>	<b>6</b>	<b>489</b>



# Market Survey Faculty Secondary Results

- All classifications compared against CUPA
- Average/median NWMSU incumbent salary vs. CUPA average/median
- National & regional comparisons were performed

Rank (Not COL Adjusted)	Regional		National	
	% Diff Average	% Diff Median	% Diff Average	% Diff Median
Instructor	-	-	-22.8%	-8.1%
Assistant Professor	-15.6%	-2.0%	-18.4%	-3.7%
Associate Professor	-8.8%	-1.5%	-12.7%	-5.8%
Professor	-8.3%	-2.6%	-10.9%	-5.1%
No COL Adjustment	<b>-10.9%</b>	<b>-2.0%</b>	<b>-16.2%</b>	<b>-5.7%</b>

Rank (Proxy COL Adjusted)	Regional		National	
	% Diff Average	% Diff Median	% Diff Average	% Diff Median
Instructor	-	-	-9.7%	3.4%
Assistant Professor	-4.7%	7.6%	-5.8%	7.3%
Associate Professor	1.4%	8.1%	-0.7%	5.5%
Professor	1.9%	7.0%	0.9%	6.1%
Proxy COL Adjusted	<b>-0.5%</b>	<b>7.6%</b>	<b>-3.8%</b>	<b>5.6%</b>



# Benefits Results

## Medical Insurance

### Medical Coverage Cost Sharing

- Peer coverage averaged 86% of the total premium for employee only insurance
- NWMSU Averaged 91%
- Peer coverage averaged 68% of the total premium for family insurance
- NWMSU Averaged 61%

## Other Insurance

### Insurances Provided

- All peers provided dental, vision, short-term, long-term and life insurance plans

### Peers who contributed to these insurances

- Dental: 60%
- Vision: 67%
- Short-Term Disability: 33%
- Long-Term Disability: 85%

## Time-off Benefits

### Holidays Offered

- Peers offered 10 days on average
- NWMSU offers 12 days

### Accruals

- Peers averaged 2 vacation days per month
- NWMSU offers 2 days (16 hours)
- Peers average 8 hours of sick leave per month
- NWMSU offers 10 hours per month

## Retirement

### Retirement Options

- Minority of respondent peers utilize a state retirement system
- Peers with state retirement plans offered additional non-state plans as well
- 25% of peers contribute to non-state retirement plans



## Staff Recommendations

- Adopt a formal open range pay plan structure
  - 26 defined grades with minimums, midpoints, and maximums
  - Range spreads from 50-65%
- Assign all staff classifications to the new structure
  - Placement determined by market (primary & secondary considered)
- HR will need to review & approve final grade assignments
  - Internal equity review is necessary
- Recommend no salaries lowered as a result of this study





## Faculty Recommendations

- Adopt a set of formal open range pay plan structures
  - 30-55% range spreads depending on rank
- Each faculty rank has unique pay grade
- Disciplines are being considered in range development
- Recommend no salaries lowered as a result of this study



## Next Steps

- Staff Council & Faculty Senate meetings (Week of 8/28)
- Board presentation (9/7)
- Develop pay plans, pay grade assignments, and cost estimations