



ACCREDITATION EVIDENCE

Title: Board of Trustees Regular Workshop and Meeting: The Board of Trustees act to extend FY 2021-2022 employment contracts and approve related salary and benefit matters

Evidence Type: Circumstantial

Date: 8 April 2021

WAN: 22-0279

Classification: Agenda

PII: No

Redacted: No





Agenda Item Details

Meeting	Apr 08, 2021 - REVISED: Board of Trustees Regular Workshop and Meeting
Category	12. Recommended Action - New Business
Subject	D. FY 2021-22 Salaries & Benefits - Dr. Kim Dale
Type	Action
Recommended Action	That the Board of Trustees act to extend FY 2021-2022 employment contracts and approve related salary and benefit matters.

In April of each year, the Board of Trustees considers salaries and staffing for the upcoming fiscal year. The Administration welcomes input from the surveys conducted by the Senate and the Paraprofessional Alliance to determine their priorities related to salaries and benefits. At the March Board workshop, the Paraprofessional Alliance and Senate presented the results of their salary and benefits surveys to assist in developing recommendations (Policies and Procedures 4210C and 4310A).

During our budget discussions in the midst of state and local appropriation reductions and known increased expenses related to health insurance and benefits, the President's Cabinet had to make some difficult but necessary decisions regarding academic programs and ensure Western is positioned to fulfill its mission during our State's economic downturn. We were challenged with balancing our top three guiding principles: "Learning is Our Purpose," "Students are Our Focus," and "Employees are Our Most Important Resource."

We recognize our employees play a significant and critical role in the success of our students and of our College and are pleased to maintain our current benefits structure which is a top priority for our employees.

Recommendation:

That the Board of Trustees act to extend FY 2021-2022 employment contracts and approve related salary and benefit matters.

[Presidential Recommendations Salaries and Staffing 2021-2022.pdf \(130 KB\)](#)

[Employee Contracts-Exhibit A.pdf \(61 KB\)](#)

[2021 - 2022 FT Salary Schedule.pdf \(70 KB\)](#)

[2021 - 2022 PT Salary Schedule.pdf \(141 KB\)](#)

**Presidential Recommendations
Salaries and Staffing
Fiscal Year 2021 – 2022**

April, 2021

- (1) Employment Contracts**
That 2021 – 2022 re-employment contracts be extended to the employees listed on Exhibit A. Said contracts to be returned to the Human Resources Office in accordance with Board Procedure 4210C.
- (2) Salary Schedules**
That salary schedules for full time and part time professional, administrative, faculty and paraprofessional employees for the 2021 – 2022 year be approved as listed on Exhibit B which is included in the addendum. No campus-wide base salary increases are recommended at this time.
- (3) Compensation for Workforce Training, Continuing Education and Non-Credit Community Education Instructors**
That the current salary range be maintained.
- (4) Compensation for the College President**
That compensation be set by the Board of Trustees.
- (5) Compensation for the Vice Presidents**
That the current salary range be maintained.
- (6) Compensation for Horizontal Advancement and Performance Incentive Awards**
That no Horizontal Advancements or Performance Incentive Awards will be funded and that rank advancements may be considered by the Board in accordance with Board procedure 4220G.
- (7) Academic Leave**
That no Academic Leaves will be funded.
- (8) Institutional Stipend**
That the Institutional Stipend will be \$200 per month for the 2021-2022 year as approved by the Board on January 28, 2021.
- (9) Employee's Retirement Contribution**
That, effective July 1, 2021, the College contributes 15.12% for full-time and benefitted part-time employees, and as approved by the Board on January 28, 2021, 3.5% of the employee portion of the retirement contribution will be paid by the employee towards the 9% total maximum employee contribution as allowed by the State of Wyoming.
That, effective July 1, 2021, the College contributes 9.62% for non-benefitted part-time employees.

That this recommendation includes the final phase of the increase in contribution rates in Enrolled Act No. HEA No. 0065, passed in the State of Wyoming 64th Legislature and signed by the Governor on March 16, 2018. The act provides for a total 2% increase in contribution rates – 1% in employee and 1% in employer – which will be fully effective July 1, 2021. The act phased in the new rates as follows: The employee and the employer contribution rates are each increased by 0.25% on September 1, 2018, July 1, 2019, July 1, 2020, and July 1, 2021.

(10) Health, Dental, and Life Insurance

That the following monthly contribution amounts be approved with the proviso that if the state contribution amount increases later in the fiscal year, that these amounts be increased correspondingly to reflect the change:

- Family Coverage \$2,185.12
- Employee + Spouse Coverage \$1,906.85
- Employee + Children Coverage \$1,452.78
- Single Coverage \$955.23
- Split Coverage \$1,102.38

(11) Part-time Benefitted Employees

The current benefits package be maintained.

(12) Other Fringe Benefits

That all other fringe benefits in effect for the 2020-2021 year remain in effect for the 2021-2022 year.

Note: Current salary schedules are appended and marked as Exhibit C.

Recommendation:

To approve the President's recommendations listed above regarding staffing, salaries, and benefits for the 2021-2022 fiscal year.