

# Welcome, attendees!

- Your microphone and camera will remain off for this meeting.
- Use the chat to send your questions.
- This meeting is being recorded, and your questions will also be saved for follow-up as needed.

## Land Acknowledgment

We acknowledge that the land our university and school stands on is ancestral Ho-Chunk land.

# SMPH All-Staff Forum

*Sponsored by USIC, CASI and SMPH HR*

October 27, 2021



# Format and Agenda

- Seven mini panelist presentations based on your pre-submitted questions:
  1. Diversity, Equity and Inclusion
  2. Budget Updates
  3. COVID-19 Policies
  4. Remote Work & Workplace Flexibility
  5. Retaining and Attracting Staff
  6. Compensation and Promotions
  7. Title and Total Compensation (TTC)
- Participants may submit questions via chat during the presentations
- Participant questions from the chat will be collated and responded to during the Q&A portion of the program

# Diversity, Equity and Inclusion

Hope Broadus, Associate Dean for HR

*on behalf of Shiva Bidar-Sielaff*

*Associate Dean for Diversity and Equity Transformation*



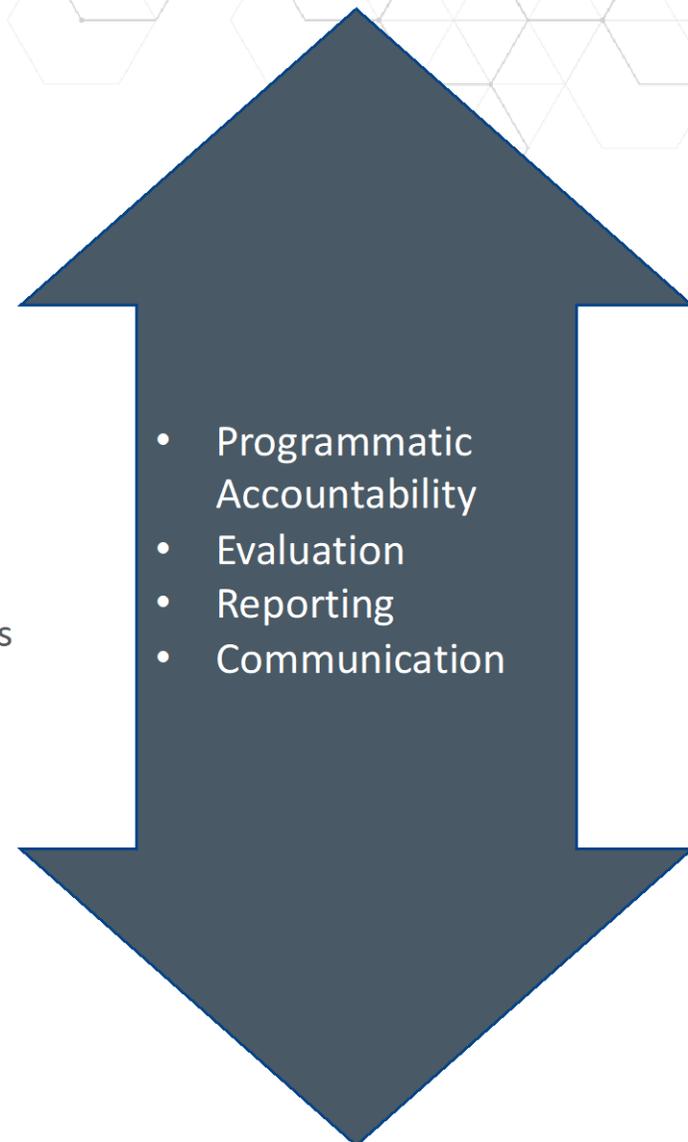
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# UWSMPH & UW Health Integrated Office of Diversity & Equity Transformation: Why?

- Breaking down siloed work and connecting across the system will allow us to develop more strategic and transformative approaches
- Fewer, targeted strategies that are integrated/aligned will allow us to be more intentional and have deeper impact at *both* SMPH & UW Health
- Strategic alignment and leveraging of resources rather than recreating the wheel

# Office of Diversity & Equity Transformation: Main areas of focus



# Budget Updates

Ken Mount

Senior Associate Dean for Finance



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# Is There Still a Budget Crisis?

Some direct quotes from the Chancellor's *State of the University* speech:

- "...we have entirely absorbed the losses of the past year and half of the pandemic through furloughs and budget cuts, through reduced spending over the year, through additional federal dollars, and by using our reserves."
- "This year we are putting \$2 million in a faculty compensation fund for merit and matching salary increases. We will also be funding equity increases for staff. And we are putting out a \$5 million bonus fund, aimed primarily at rewarding employees who worked particularly hard this past year dealing with the pandemic."
- "In conclusion, this past year was difficult but we are in a much better place than we were last fall."

# Is There Still a Budget Crisis?

UW Health, another major funder of SMPH, has generally seen clinical activity return to pre-pandemic levels. This is not true in all areas; some are still lower and some are higher.

FY21 Operating Margin returned near target levels

FY22 Operating margins are in line with budget

UW Health is moving ahead with the east campus construction and is maintaining its bond rating while issuing new debt

With only two months of the fiscal year recorded, grant activity appears to be consistent with prior years, absent specific covid awards from last year.

# What are SMPH Priorities?

SMPH priorities are always a combination of central priorities as articulated by the Dean as well as local priorities as expressed by department chairs and center directors.

School-wide programmatic priorities include:

Moving forward with our DEI and climate initiatives including Building Community

Advancing research priorities such as expanding clinical trials and health disparities research

Securing support for future opportunities through fund raising. Key areas for fundraising include scholarships and research support

# COVID-19 Policies

Anne Mekschun

Employee Relations Manager



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# Workplace Safety Policy- <https://policy.wisc.edu/library/UW-5086>

- Faculty, staff, and other campus community members must periodically review the information provided by the university to remain aware of up-to-date university information on continued preparedness, action, and response to COVID-19
- Includes:
  1. Working on site (campus testing, symptom tracking, positive tests personal responsibility when sick or feeling sick, quarantine)
  2. Physical Distancing (Masks -November 26<sup>th</sup> , hygiene, PPE, Cleaning)
- UW Madison currently has a testing requirement for unvaccinated employees working on campus.

# Remote Work & Workplace Flexibility

Hope Broadus  
Associate Dean for HR



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# Remote work and workplace flexibility

- Campus Remote Work Policy
  - <https://policy.wisc.edu/library/UW-5087>
  - Supported by SMPH guidance and tools
  - Continue to explore new ways to support hybrid work environment
- Workplace flexibility (part of remote work policy)
- Professional development opportunities provided at UW-Madison:
  - <https://hr.wisc.edu/professional-development/>
  - You have access to thousands of courses, seminars, conferences, online trainings, and events every year.
  - Many courses offered online

# Retaining and Attracting Staff

Hope Broadus  
Associate Dean for HR



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# Strategies and Tools

- Market-competitive job titles and salaries
- Robust central funds programs and pay plan
- Staff development opportunities
- Remote work and workplace flexibility
- Creative talent acquisition

# Compensation and Promotions

Kristen Seguin

Director of Talent Management



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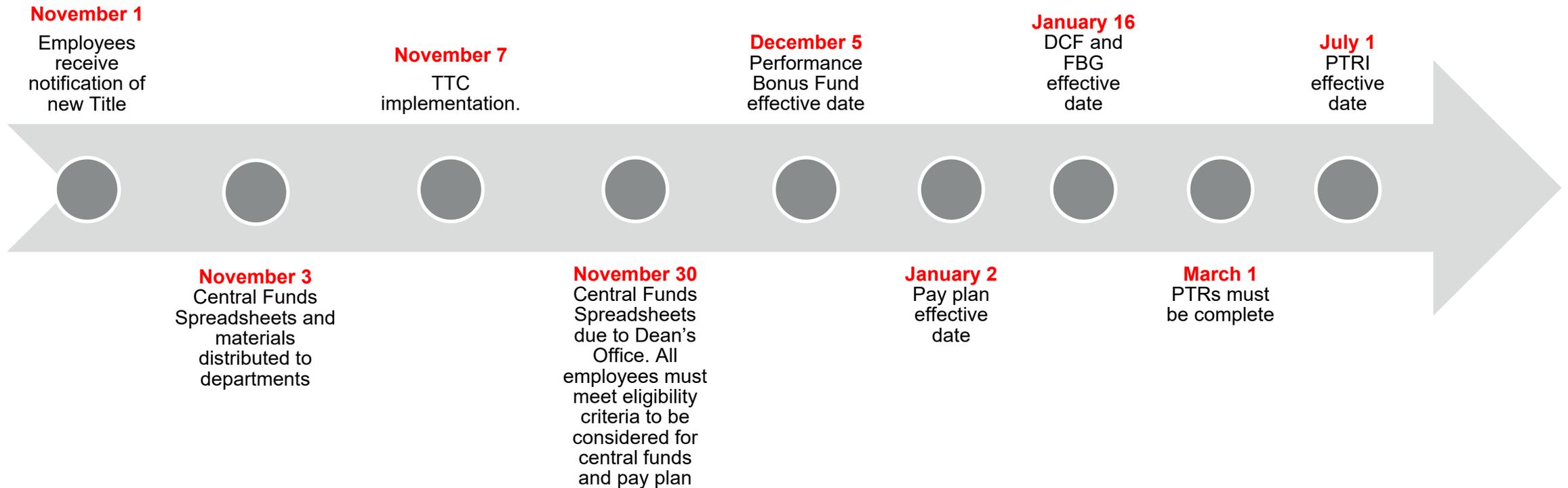
# FY22 Central Funds

- Performance and Retention Based
- To be eligible employees must:
  - Complete the UW-Madison Sexual Harassment and Violence Prevention training
  - Complete the UW- Madison Cybersecurity training
  - If supervisor, must be current on all performance evaluations for their employees
- Increases will be effective:
  - PBF: 12/5/21
  - DCF and FBG: 1/16/22
  - PTRI: 7/1/22
- Departments must submit recommendations to the Dean's office by **Tuesday, November 30**

# FY22 Central Funds

- Discretionary Compensation Fund (DCF): Base building increases for university staff, academic staff, and limited appointees. Must be on 101 funds
- Performance Bonus Fund (PBF): Lump sum increases for university staff, academic staff, faculty and limited appointees regardless of funding source. Departments should consider providing bonuses through the PBF for those who have gone well above the expectations set for their role during the COVID-19 pandemic.
- Faculty Block Grant (FBG): Base building increases for Faculty on 101 funds
- Post Tenure Review Increment (PTRI): Base building increases for Faculty on 101 funds

# Timeline



# Title and Total Compensation (TTC)

Kristen Seguin

Director of Talent Management



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## What Is Changing?

- Official job title
- Job framework
- Salary structure
- Business titles (currently called working titles)
- Position descriptions
- Salary administration guidelines
- Enhanced benefits (in the future)

## What Stays the Same?

- Job duties
- Base pay
- Reporting relationships
- Performance and development goals
- Employee category (e.g., US, AS, LI)
- Wisconsin state employee benefits (health, vision, dental, life insurance, retirement)

# Market Pricing

- The systematic process of obtaining, reviewing, and analyzing external salary survey data to assess the value of jobs
- Helps inform salary grade assignment SJD Library Market Survey Salary Structure



# Market Data/Salary Survey Sources

## Higher Education (CUPA-HR)

Official Salary Peers, Association of American Universities (AAU), and Big Ten Academic Alliance (BTAA)

## General Industry (Willis Towers Watson)

\$1-3 billion and \$3-6 billion revenue organizations

## Healthcare (Willis Towers Watson)

\$1.5-3 billion and \$3-5 billion revenue organizations



# TTC Key Dates for Employees

- **November 1**
  - Employees receive official notification letters
  - Salary structure available to view online
- **November 7**
  - New titles and salary structure go into effect
- **November 22**
  - TTC Appeals process begins
- **December 31**
  - Deadline for TTC appeals to be submitted by employee

# What can I appeal?

## **You can appeal:**

- Your new official job title

## **You cannot appeal:**

- The salary grade assigned to your official title
- The salary range assigned to your official title
- Your salary as a result of TTC Project implementation
- The title assigned to the standard job description (SJD)
- The language included in the standard job description (SJD)
- Your exempt or nonexempt status under the Fair Labor Standards Act (FLSA)
- The method used to determine the assignment of your title and standard job description (SJD)

# TTC Appeals Steps

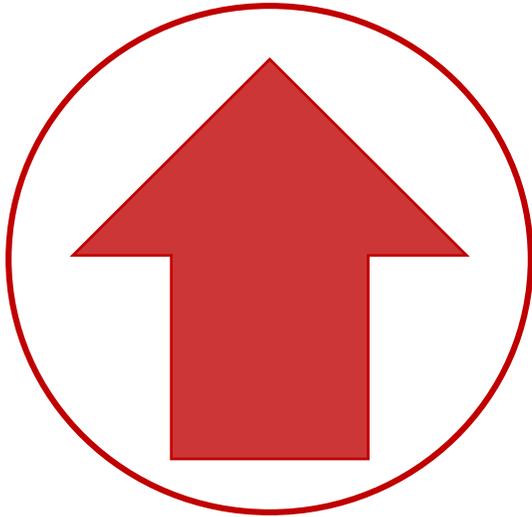
- **Step 1**  
**Informal Resolution**
- *if not resolved ↴*  
**Step 2**  
**Supervisor and/or Divisional HR**
- *if not resolved ↴*  
**Step 3**  
**Compensation Team/OHR**
- *if not resolved ↴*  
**Step 4**  
**TTC Job Title Appeals Panel**
- *if not resolved ↴*  
**Step 5**  
**UW–Madison Chief HR Officer**

# Pay Increases Today and in the Future

- **Performance** – Recognize exceptional performance
- **Parity** – Maintain salary relationships for same classifications/titles
- **Equity** – Address salary differences relative to protected statuses (e.g., gender, race, age)
- **Market** – Address market and/or retention issues
- **Change in unique duties** – Provide ability to move laterally in pay grade
- **Pay Plan** – Increase approved by Joint Committee on Finance for state employees
- **Lump Sum (bonus)** – One time payment

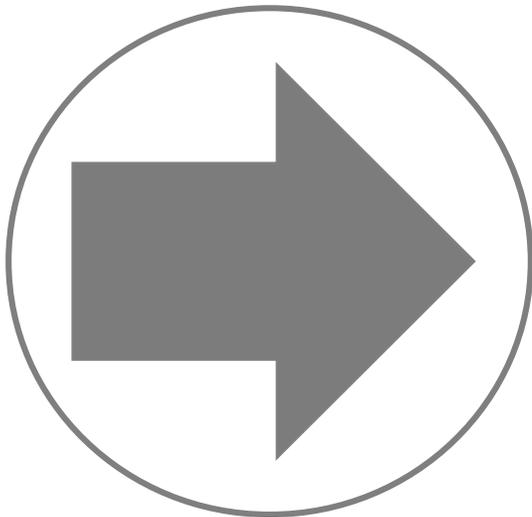


# Progression and Promotion After TTC Implementation



## Promotion

- **Vertical advancement to a new job**
- Duties based on work performed
- Market influenced
- Internal salary alignment (parity)
- Not based on time in seat or seniority



## Progression

- **Horizontal advancement within the same job**
- Performance driven within the same title
- Market influenced
- Internal salary alignment (parity)
- Not based on time in seat

# Questions?

