

# A&S Salary Equity Appeal Committee

## appeal process 2023-24

The College of Arts & Sciences maintains a strong commitment to the principles of merit-based evaluation and salary equity. If inequities are identified, the cost of correcting the inequity is the responsibility of the department or primary unit. If the salary inequity cannot be resolved at the unit level, then the case can be heard at the college.

If a regular A&S faculty member (TT or Teaching / Clinical Professor) has cause to petition that their current base salary is not equitable within their own department / program / unit, then they have the right to file a grievance – following the guidelines of their home unit and the campus:

<https://www.colorado.edu/facultyaffairs/faculty-career-milestones/evaluation-and-compensation/salary-and-equity>

[https://www.colorado.edu/facultyaffairs/sites/default/files/attached-files/salary\\_equity\\_policy\\_revision\\_2015\\_final.pdf](https://www.colorado.edu/facultyaffairs/sites/default/files/attached-files/salary_equity_policy_revision_2015_final.pdf)

Salary equity appeals submitted by the faculty member for consideration by the primary unit must be filed in the fall for resolution during that academic year.

After the petition has been heard at the unit level, the committee must report their recommendations (in writing) to the chair / director of the unit and the petitioning faculty member, noting how the decision was determined and the dollar amount they recommend for resolution of the salary inequity. The primary unit salary equity appeal process must be completed by December 1, 2023.

As per the “Academic Affairs Policy on Salary Equity” (2015), “The unit must devote half of its salary funds to the resolution of such inequalities if any have been identified. If inequalities cannot be fully resolved during the current year, the unit must submit with its recommended salary increases a plan for resolving the inequalities with future salary funds.”

1. If the faculty member does not agree (in writing) with the unit recommendation, then the faculty member has the right to petition their appropriate Dean of Division (DoD) of the College of Arts and Sciences for consideration by December 15, 2023. The case will be heard by the ASFS Grievance Committee only at the request of the DoD. In regard to cases forwarded to it, the ASFS Grievance Committee serves exclusively in an advisory and consultative capacity to the DoD of the College of Arts and Sciences and the final decision regarding their disposition rests with the DoD.

<https://www.colorado.edu/asfacultystaff/shared-governance/arts-sciences-faculty-senate/asfs-committees#grievance-committee>

2. If the faculty member agrees with the unit recommendation – and the issue cannot be resolved financially at the unit level – then the faculty member has the right to petition their appropriate Dean of Division of the College of Arts and Sciences. The A&S Salary Equity Appeal Committee will only consider cases at the request of a DoD.

- a. The deadline to send cases to the college is December 15, 2023, and should be sent to the appropriate Dean of Division and the Associate Dean of Faculty Success. The packet must include:
  - i. The original faculty petition letter to the unit
  - ii. A copy of the unit's salary grievance process
  - iii. The response from the unit's salary grievance committee, including a proposed payment plan if the issue cannot be resolved in one merit cycle
  - iv. A note from the chair indicating the average size of the unit's annual merit pool in the last 5 years
- b. The A&S Salary Equity Appeal Committee is made up of one faculty member from each of the A&S Divisional Councils.
  - i. Ideally, terms are for three years, staggered so that there is continuity to the work of the committee
  - ii. Terms can be renewed
  - iii. The Associate Dean of Faculty Success (ADFS) will convene meetings of the A&S Salary Committee but will not vote on cases brought before it. The meetings will occur in early December.
- c. The A&S Salary Equity Appeal Committee will look at the case with a focus on the initial faculty appeal request and the processes used by the unit to determine their recommendation. They will make a recommendation (in writing) to the appropriate Dean of Division by January 19, 2024, outlining their process to get to this decision and the dollar amount they recommend for resolution of the salary inequity.
- d. The ADFS will convene a meeting of the Divisional Deans, the Dean of the College of Arts and Sciences, and the Vice Dean for Finance in December to review recommendations from the A&S Salary Equity Appeal Committee.
  - i. If the Dean of Division agrees with the recommendation from the A&S Salary Equity Appeal Committee, then they will work with the necessary college entities (i.e. A&S Budget Office) to implement the recommended changes.
    1. Recommendations will typically take the form of cost-sharing between the home unit and the Dean of Division. Each unit must set aside up to 50% of their merit pool to handle retentions and other salary adjustments.
    2. Recommendations can be multi-year schemes.
    3. If an appellant's petition, which has the support of the A&S Salary Equity Appeal Committee and the appropriate Dean of Division, is not funded in one cycle it will be forwarded to the next AY.
  - ii. If the Dean of Division does not support the recommendation from the A&S Salary Equity Appeal Committee, then the case moves to the Dean of the College of Arts and Sciences.
    1. The Dean of the College of Arts and Sciences may delegate this case to the ASFSS Grievance Committee for a recommendation.
    2. There is no appeal of the decision of the Dean of the College of Arts and Sciences.
  - iii. The resolution of the petition will be communicated to the petitioning faculty member and their chair / director (in writing) by February 1, 2024.
  - iv. If the appellant is not satisfied with the dean's response, the appellant may appeal to the campus Salary Equity Appeals Committee no later than February 15.
  - v. The campus maintains a faculty committee for the resolution of salary grievances and oversight of the appeals process: Salary Equity Appeals Committee (SEAC). <https://www.colorado.edu/about/strategic-initiatives/campus-committees/salary-equity-appeals-committee-seac>

SEAC will review any appeal regarding salary equity that has not been resolved at either the primary unit or college/school level. It makes a recommendation to the Provost. The Provost's Advisory Committee (PAC) hears particular grievances that have not been resolved at a lower level. The Provost's Grievance Procedure may be used only in one of the following special circumstances:

1. The grievant alleges that an action taken by their dean violates an applicable school or college policy
  2. No applicable grievance policy exists at the department, school, college, or campus level
  3. The grievant alleges that a grievance process employed at the department or school/college level was conducted improperly
- vi. By April 1, the campus Salary Equity Appeals Committee will submit its recommendations for all salary equity appeals to the Provost, who will make a final decision on the appeal no later than May 1.