

2019-2021 Biennium Internal Budget Proposal Narrative

Division: Academic Affairs

Evaluation Criteria: Proposals will be evaluated on every aspect of this template. It is highly recommended that the narrative portion touch on each area. Proposals forwarded to UPRC by unit leaders will be discussed at UPRC and authors are encouraged to attend so that they may answer questions and provide clarification.

Race and Gender Salary Equity Study

- This is a revised version of a previously submitted budget proposal.
If box is checked please briefly outline any significant changes and/or indicate why it is being resubmitted.

This has not previously been submitted as a budget proposal item, but the EO Office has done initial research to understand the scope and cost of the project.

Statement of Purpose: *(What is the challenge or opportunity being addressed? How does the proposal address this challenge or opportunity? Limit response to 1 page – please link to any existing reports, data, supplemental materials, etc.)*

There is a need to conduct a comprehensive review of salaries by race and gender, as part of a compliance requirement for the university's Affirmative Action Plan (AAP). Western is highly committed to equity, inclusion and diversity, and it is essential to periodically assess if any disparities exist by race and gender for faculty and staff. The last comprehensive study of faculty salaries by race and gender, was conducted by an outside consultant in 2012.

Anticipated Outcome(s):

The anticipated outcome is the ability to establish a current baseline assessment of any race or gender salary disparities that may exist for employees to ensure equity and fairness.

Metrics: *(How will outcomes be measured? Please include current data points and goals. If this proposal will have any impact on the [Overall Metrics](#) included in the university's strategic plan, please indicate which specific ones here.)*

This outcome will be measured through a comprehensive salary analysis, involving regression analyses to be able to compare similarly situated employees, by holding constant, among other variables, rank, degree, years of service, etc, to ascertain if race or gender play a part in any identified disparity.

How does this proposal align with your departmental/divisional strategic priorities? *(Please reference specific items from the recently completed departmental/divisional strategic plan and attach a copy.)*

The Equal Opportunity (EO) Office, prepares annual updates of the Affirmative Action Program (AAP) Report which is signed by the President and subject to review by a federal agency. This would allow us to expand on analyses already included in the AAP. An essential element of the AAP is to document good faith efforts in our employment outreach, to a broad and diverse applicant pool in order to address any identification of underutilization of women, ethnic minorities, veterans, and people with disabilities. Another essential element is to ensure fairness and equity in various aspects of employment, including salary.

How does this proposal support the University Mission and Strategic Objectives? *(Please refer to the [2018-2025 Strategic Plan](#) and indicate which core theme(s) this proposal will help achieve.)*

This proposal strongly supports Western's Strategic Plan which speaks to fairness and equity for faculty, staff, and students in its Strategic Goals. The proposal strongly supports Western's Goal #3 to "foster a caring and supportive environment where all members are respected and treated fairly," and Goal #4 to "pursue justice and equity in its policies, practices, and impacts," as well as ensures the University's compliance with relevant guidance. [Source: Western Washington University Strategic Plan 2018-2025.

What are the consequences of not funding this proposal?

Not funding this proposal will limit the university's ability to identify any race and/or gender salary discrepancies and also limit the university's ability to ensure that salaries are equitable and fair, without regard to race and/or gender, ensuring that no disparity exists.

What alternatives were explored?

It is challenging to conduct this type of comprehensive study internally, given the need for specialized expertise and also the ability to prioritize this, given workloads (e.g., the involved parties of HR, EO, IR, Provost's Office). In addition, there is a benefit to be gained by hiring an outside consultant who affords an external, objective review of this highly sensitive subject.

Which units (departments, colleges, etc.) will be involved?

EO, HR, IR

Equipment needed:

No equipment needed, but would need to hire a consultant and they could utilize the EO Office (OM 355) should they need to work on site for any part of the Study.

For major (>\$25k) purchases, please provide the following information.

Item:

Outside consultant

Purpose:

Conduct race/gender salary equity study for all employees

Cost:

Approximately \$25,000. EOO has contacted other institutions/organizations to better understand the cost associated with hiring such a consultant. We anticipate the potential costs to be between \$20,000 and \$30,000, depending on the available consultants, consultant selected, and the finalized scope of the work.

Anticipated Useful Life:

Race/Gender Salary Equity Studies should be conducted periodically. Part of contracting with an outside consultant would include working closely with offices internal to the university to ideally develop a model that could be replicated in-house.

Replacement Cost if any:

N/A

Human Resources *(Complete the table below adding additional rows if necessary):*

<i>Position Title</i>	<i>Total Headcount</i>	<i>Total FTE</i>	<i>Salary and Benefits per FTE</i>	<i>Total Cost</i>
<i>N/A</i>				

--	--	--	--	--

Table above should match data on budget spreadsheets submitted with this proposal. Complete the spreadsheet to get salary, benefit, and total cost amounts. Contact your division budget officer with questions.

Operating & Maintenance Costs (include service contracts, installation costs, etc.):

N/A

Space Requirements:

What type of space is needed for this proposal? (e.g., private office, lab space, group work/study space, etc.)

N/A

What features must this space have? (e.g., fume hoods, plumbing, 3-phase power, etc.)

N/A

What needs can be accommodated within your existing space?

N/A

How much new space will be required?

N/A