

**\*Revised\***

**Deletions shown by strikethrough; additions shown by underscore**

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**Office of the President**

**TO MEMBERS OF THE COMMITTEE ON COMPENSATION:**

**ACTION ITEM**

*For Special Meeting of January 14, 2009*

**APPROVAL OF PROPOSAL TO FREEZE SENIOR MANAGEMENT GROUP SALARIES AND SUSPEND BONUS AND CERTAIN OTHER VARIABLE PAY PLANS**

**EXECUTIVE SUMMARY**

The President recommends that a salary freeze be imposed on members of the Senior Management Group (SMG) for fiscal year 2008-09 and fiscal year 2009-10 and that certain additional restrictions be imposed on participation in bonus and variable pay programs for that same time period. The current fiscal challenges facing the University are significant, coming in the wake of decades of underinvestment by the State in higher education. In addition to a \$33.1 million reduction in its fiscal year 2008-09 budget, the University is also facing an additional \$65.5 million reduction from the State this year. The Governor's proposed fiscal year 2009-10 budget similarly provides no additional workload funding to UC. In addition, the University is compelled to absorb enrollment growth, inflationary increases, and other unavoidable cost increases.

**RECOMMENDATION**

The President recommends that the Committee on Compensation recommend to the Regents that a salary freeze be imposed on members of the Senior Management Group (SMG) for fiscal year 2008-09 and fiscal year 2009-10 as outlined below, and that certain additional restrictions be imposed on participation in bonus and variable pay programs for that same time period.

As part of an overall budget reduction strategy to address these problems, the President is proposing the following plan to freeze SMG member salaries and to curtail participation in bonus and variable pay plans for fiscal year 2008-09 and fiscal year 2009-10:

1. Freeze salaries for the following SMG members, disallowing any consideration for merit, equity or retention increases:
  - a. The President
  - b. Chancellors
  - c. All Vice Chancellors and above at the campuses
  - d. Medical Center Chief Executive Officers
  - e. All Vice Presidents and above at the Office of the President

- f. Treasurer, Chief Investment Officer & Vice President Investments at the Office of the President
- g. Senior Vice President, Chief Compliance and Audit Officer at the Office of the President
- h. General Counsel and Vice President for Legal Affairs at the Office of the President

If an individual is offered a new position (in any of those listed above) resulting in a higher grade with different or expanded responsibilities, a promotional increase may be considered on a case-by-case basis. If an individual temporarily assumes one of the positions listed above, a stipend, in addition to the base salary, may be considered on a case-by-case basis. Promotional increases and stipends will be subject to the President's review and Regental approval.

- 2. The salaries for all other SMG positions not set forth above will also be frozen, disallowing any consideration for merit or equity increases. Consistent with the standards and guidance provided in Section One above, stipends or promotional increases may be considered on a case-by-case basis. If an individual in this group receives a bona fide offer of employment, a retention increase may be considered on a case-by-case basis. The recommendation must be accompanied by supporting justification including documentation of the competing offer. Any recommendations for stipends, or promotion or retention increases will be subject to President's review and Regental approval.

Compensation offers for all newly recruited SMG members will be governed by market and internal comparisons and will be subject to Presidential review and Regental approval.

If an SMG member holds an academic appointment in addition to his/her staff role, and receives an academic merit increase which results in the faculty salary exceeding his/her staff salary, the staff salary may be adjusted to match the faculty salary subject to President's review and Regental approval.

- 3. The Staff Development and Recognition Program (SRDP) is amended, along with locally-funded bonus and other similar programs, for fiscal year 2008-09 and fiscal year 2009-10, to limit participation in SRDP and the locally funded programs to only those non-SMG staff with annual base salary of less than \$100,000. Total bonus payments for any recipient will be limited to no more than \$1,000 per year.
- 4. Maintain the current Clinical Enterprise Management Recognition Plan (CEMRP) for fiscal year 2008-09 and fiscal year 2009-10, including other substantially similar locally-funded clinical incentive programs, as follows:
  - a. The Plans will continue for fiscal year 2008-09 for SMG and non-SMG participants.
  - b. For fiscal year 2009-10, the plans will limit individual award payouts for SMG and non-SMG participants so that each participant's total cash compensation (base and CEMRP) will not exceed the compensation received in 2008-09.

Note: This program is funded through clinical revenue and does not use State Funds.

In addition, the Regentally-approved Treasurer's Annual Incentive Plan will continue unchanged since this program directly links reward levels to investment management results and other performance criteria. These incentives represent key elements of total cash compensation for the participants and represent competitive remuneration. The Regents' Committee on Investments will continue to monitor this plan.

5. Payouts that are currently pending from fiscal year 2007-08 for staff participants in other bonus or incentive plans are subject to the following actions:
  - a. All pending payouts are cancelled for SMG members in any bonus or incentive plan.
  - b. All pending bonus payments will be cancelled for non-SMG members whose total cash compensation is above \$205,000.
  - c. Any pending incentive payments will be processed for non-SMG participants.

If legal or contractual obligations are identified thereby requiring processing of a payout, the Regents' approval will be required for any SMG awards.

### **BACKGROUND**

The funding shortfall confronting the University is dramatic, and the President and the chancellors are working diligently to reduce all unnecessary expenditures to conserve resources. At the Office of the President, reductions have been taken to save approximately \$30 million this year, and additional reductions will be taken in the coming months. All locations are limiting travel expenditures, equipment and other purchases. Significant restrictions are also in place limiting the ability to fill vacant positions to only those positions critical to the mission of the University. All of these actions, coupled with ongoing strategic reductions in budgets across the University, are critical to its ability to withstand these difficult financial times.

With this backdrop, the President strongly recommends that salary freezes for SMG members and the restrictions on participation in bonus and variable pay programs as outlined above for fiscal year 2008-09 and fiscal year 2009-10 are prudent measures which should be implemented immediately.