

Revision Final: Approved by Subcommittee for submission to USAC for its approval

Purpose

Recognizing that other classifications of employees at Wright State University have legal protections and/or bargaining units to advocate on their behalf that Unclassified Staff do not have, the Unclassified Staff Advisory Council (USAC) charges the Compensation, Benefits, and Equity Subcommittee (CBES) to help USAC advocate more effectively on behalf of unclassified staff.

This standing subcommittee is primarily focused on questions of equity for unclassified staff in the areas of compensation, benefits, and workload. The subcommittee regularly conducts research on such issues, and communicates its findings and relevant recommendations to USAC.

Workflow

CBES addresses action items as they are assigned by USAC, either through a vote or through executive assignment by the USAC Chair. The subcommittee may also propose action items related to its purpose to USAC for its consideration. Proposed action items are submitted as a motion to USAC by the CBES chairperson or a proxy of the chairperson's choosing.

The subcommittee makes regular reports of its progress, findings, and/or recommendations to the full USAC committee. In addition, each May prior to the spring informational meeting, it prepares and presents an annual report to USAC for its consideration.

All members of the subcommittee have equal voting privileges *within the subcommittee* regardless of their voting status within USAC. A simple majority vote of the subcommittee will be sufficient to determine which recommendations shall be made to the full USAC committee.

Membership

CBES is comprised of 7 members, at least 4 of whom are voting members of USAC, and no more than 3 of whom are appointed to serve as representatives of USAC to various university committees that allow for USAC representation.

Each year, the USAC chair may request eligible individuals to serve on the subcommittee, accept eligible volunteers, or both. Unexpected vacancies on the subcommittee are filled in a timely manner by the same process.

Subcommittee members serve on an annual basis with at least two of the members overlapping to allow for continuity in the subcommittee's business agenda. There is no limit to the number of terms a member can serve on the committee; however, when a subcommittee member's term of service to USAC expires, their service to the subcommittee also expires. The USAC chair reserves the right to remove no more than one member per academic year for any reason without dissolving the subcommittee in its entirety.

The membership of the subcommittee shall select an individual to serve as the chairperson through the process of majority vote. This appointment shall take place at the beginning of the academic year once USAC membership rotations have taken place and the revised committee composition has been established.