MEMORANDUM

TO: Randolph Moore
   Chairperson, Board of Regents

VIA: David Lassner
     President

FROM: Jan Gouveia
      Vice President for Administration

SUBJECT: INTERIM APPROVAL PROCESS OF SALARIES FOR EXECUTIVE AND MANAGERIAL PERSONNEL

Specific Action Requested:

The Board of Regents is requested to approve a modified interim approval process for the review and approval of executive and managerial salary range prior to recruitment, salaries for appointments (interim and permanent) and salary adjustments that both exceed the control point and exceed $150,000, effective January 1, 2016 through June 30, 2016, or unless sooner terminated.

Recommended Effective Date:

January 1, 2016 through June 30, 2016, or unless sooner terminated.

Purpose:

This interim approval process applies to proposed salary range prior to recruitment, salaries for appointments (interim and permanent) and salary adjustments of executive and managerial personnel until the Regents policies on personnel are revised.

Background:

Pursuant to Regents Policies 9.212, Executive and Managerial Personnel Policies, the Board of Regents is the approving authority for positions reporting directly to the board or President, specifically the positions of executive administrator and
secretary of the board, vice president, chancellor, and internal auditor. The approving authority for other executive and managerial positions requires the approval of at least two executive or managerial reporting levels above the position involved in the transaction.

In June 2013, the Governor signed Act 134, State Budget, and section 130 regarding salaries, which expired June 30, 2015. The Board of Regents discussed Act 134 at its July 30, 2014 meeting and subsequently approved an interim approval process on August 22, 2013 for Board approval of salaries for appointments, reappointments and changes in compensation where salaries would exceed $150,000. This interim process was effective through June 30, 2015, and was subsequently approved by the Board to continue through December 31, 2015.

A modification to the interim approval process for salaries of executive and managerial personnel is being recommended as the update to the Regents personnel policies are being reviewed and finalized. Starting January 1, 2016 through June 30, 2016, or unless terminated sooner, the Board of Regents retains authority to approve salary ranges prior to recruitment, salaries for appointments (interim and permanent), and salary adjustments that both exceed the control point and exceed $150,000. For all other actions, the President or the designated authority is authorized to approve salaries.

**Specific Action Recommended:**

The Board of Regents is recommended to approve a modified interim approval process for the review and approval of executive and managerial salaries for salary ranges prior to recruitment, salaries for appointments (interim and permanent) and salary adjustments, which both exceed the control point and exceed $150,000, effective January 1, 2016 through June 30, 2016, or unless sooner terminated.