

FROM: Carolyn Green
TO: Faculty-All; Staff-All
March 12, 2019

Dear faculty and staff:

I am pleased to share with you the official launch of two very important campus-wide initiatives referenced within The WKU Strategic Plan. We are initiating a comprehensive study of faculty and staff compensation and redesigning our performance management systems. Projects of this nature have not been conducted at WKU in more than 10 years. These strategic initiatives are targeted for completion during spring 2020. They will be led by our Office of Human Resources and the Provost's Office in partnership with Sibson Consulting—a nationally ranked consulting firm recognized for its work with hundreds of higher education institutions across the country.

Essential to the success of these initiatives is employee involvement—direct and indirect. Working groups will be formulated through the University Senate and through the Staff Council. General campus input will be solicited from “town hall” type sessions, small groups and supervisory focus groups. We will create a website and post relevant materials and updates.

Provided below are the broad objectives for both initiatives:

- Development of a comprehensive compensation program that is market-competitive, fair, and ensures internal equity
- Creating a holistic compensation philosophy that includes positioning of salaries to an appropriately defined market
- Development of an effective, contemporary performance management system that is aligned with the recently piloted executive leadership development (ELD) program and that will remain effective as the makeup of the workforce changes over time
- Creating and implementing tools and approaches to successfully support implementation of the performance management system in to the WKU culture
- Development of a communication plan for effective implementation of the new compensation and performance management programs.

For **faculty** positions, we will be assessing how faculty salaries compare with the relevant higher education market by academic discipline and by rank. For **staff** positions, we will be updating job descriptions, evaluating market competitiveness, creating a new structure for salary administration and designing a new hierarchy for career growth and advancement.

Secondly, we will be redesigning our performance management system. As with the compensation project, the performance management project will require a unique path for **faculty** positions and a separate approach for **staff** positions. The method and instruments by which faculty are evaluated is not a part of this project and will remain as currently in place. However, the methodology by which merit pay rewards are determined for faculty will be

a part of the project. For **staff** positions, this initiative will include redesign of performance management instruments, criteria, communication and training.

Thank you for your individual and collective efforts to advance WKU and our students.

Sincerely,

K. Ann Mead
Senior Vice President for Finance and Administration