



May 14, 2019

GARY L. MILLER
Chancellor

MEMORANDUM

TO: UW-Green Bay Branch Campus Employees

FROM: Gary L. Miller *Gary L. Miller*

SUBJECT: Branch Campus Performance-Based Funding Distribution – Phase 2

As identified in a memo dated October 1, 2018, based upon positive UW-System and campus performance, UW-Green Bay received an allocation of ongoing performance-based funding from the State of Wisconsin in 2018-19. The original dollars identified were allocated specifically to the Green Bay campus. A distribution process for those dollars was developed in two phases, and initiated during the summer of 2018 (Phase 1) and late 2018 (Phase 2). Our understanding was that UW Colleges was also given a designated allotment, with applicable branch campus amounts to be determined.

The first phase of distribution in June, 2018 set \$15.00 per hour as the lowest compensation rate paid to any employee in an on-going position at the institution. As a result, 44 Green Bay campus and 10 branch campus employees received an increase in pay at a cost of approximately \$180,000 to the University. These adjustments represent a University philosophy that all employees who work for the University of Wisconsin – Green Bay should be entitled to a wage that facilitates not merely a living wage, but one that reflects the value that all employees bring to the institution. The adjustments made to branch campus pay as a part of Phase 1 was in anticipation of distribution of similar performance-based funds from UW Colleges for their former campuses.

The second phase included distribution of performance dollars based upon merit, in accordance with HR 14-17-3 [Compensation and Pay Plan Policy \(I. iii.\)](#). The University's Strategic Budgeting Committee and the Compensation and Workload Committee were presented the allocation plan and administrative process for assessment and distribution. Both Committees reviewed information regarding the second phase and expressed support for moving forward. Phase 2 implementation in November/December of 2018 was based upon dollars allocated specifically for Green Bay campus faculty and staff.

In the October 1, 2018 memo, it was indicated that once allotments for branch campuses had been confirmed, further communication about Phase 2 increases would be distributed to

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that constituency. Unfortunately, we learned this spring that no dollars will be distributed from UW Colleges to receiving institutions related to ongoing performance-based funding.

In recognition of the impactful work done by branch campus employees, central UW-Green Bay dollars have been identified to ensure that performance-based funding increases are distributed for branch campus faculty and staff. The process for distribution of performance-based funding dollars to branch campus faculty and staff will be consistent with the process undertaken for Green Bay campus employees.

Merit adjustments allow for recognition of employees' superior or meritorious performance. Remaining consistent with the allocations for Green Bay campus employees, the allotment for branch campus merit distribution after minimum pay adjustments (Phase 1) and accounting for fringe costs is approximately \$50,500. Available dollars based upon campus/division will be allocated to the Vice Chancellors and Cabinet-Level Directors as budget authorities for distribution.

During the next month, Vice Chancellors and Cabinet-Level Directors will be communicating with their units regarding branch campus merit adjustment recommendations. The intent is to have merit adjustments identified prior to the end of fiscal year 2019, with effective dates at the start of fiscal year 2020 (with specific dates based upon employee type). For further information on the approved performance-based funding distribution procedure and timeline, please see the guidelines sent as a separate attachment. If you have questions about the distribution process within your area, please contact your Vice Chancellor or Cabinet-Level Director.

The Cabinet and I recognize the impactful work being done by faculty and staff at the Manitowoc, Marinette and Sheboygan campuses. Thank you for all you do to support the success of our students! I hope you will join me in embracing the opportunity to provide meaningful rewards based upon these outstanding contributions.