TO: Andrew Leavitt, Chancellor

FROM: John Koker, Provost and Vice Chancellor

DATE: December 9, 2019

RE: UWS Pay Plan Compliance Form

On the recommendations of the Faculty Senate, Senate of Academic Staff, University Staff Senate, and Oshkosh Student Association Senate, I am recommending your approval of the UWS Pay Plan Compliance Form.

I have attached the policy for your review. Please contact me if you have questions regarding the proposal.

JK/eh
Attachment

[Signature]

[审批]

[Date: 12/17/2019]

OFFICE OF THE PROVOST AND VICE CHANCELLOR
800 Algoma Blvd. | Oshkosh, WI 54901
PHONE (920) 424-0300 | FAX (920) 424-0247 | WEB uwosh.edu/provost
Institution

Purpose: Use this form to review institutional compliance with the guidelines outlined in the Pay Plan and minimum requirements established by UW System Admin. Policy 1278 (TC4)

Institution Name: ___________________________ Date Form Completed: ___________________________

UWSHR Reviewer: ___________________________ Date Form Reviewed: ___________________________

Scope

1. Do the institution’s pay plan guidelines expressly state which employees are eligible for pay plan? Yes____ No____

   If yes, provide link to relevant policy for each employment category:

   (Faculty, Academic Staff, Limited Appointees and University Staff – or FA/AS/LI/US)

Performance

1. Do the institution’s pay plan guidelines expressly state that employees must be a solid performer in order to be eligible for pay plan and what that means? Do the guidelines provide guidance for determining meritorious performance for pay plan purposes?

   Solid Performance: Yes____ No____

   Describe how performance is documented/evidenced:

   Link to relevant institutional document(s):

   Meritorious Performance:

   Yes____ No____

   Describe how performance is documented/evidenced:

   Link to relevant institutional document(s):
Eligibility

1. Do the institution’s pay plan guidelines expressly name the systemwide mandatory trainings required to qualify or link to that information?
   - UW System Administrative Policy 1032: Information Security Awareness and Preventing Sexual Violence: Yes____ No____
   - Sexual Harassment (RPD-14-2): Yes____ No____

2. Do the institution’s pay plan guidelines expressly name any institution-level training or mandates required to qualify or link to that information?
   - Information Security Awareness and Preventing Sexual Violence: Yes____ No____
   - Sexual Harassment (RPD-14-2): Yes____ No____
   - Other: Yes____ No____

3. Do the institution’s pay plan guidelines expressly state the hire date required to be eligible for pay plan? Yes____ No____
   
   Describe or link to hire date requirement: ________________________________

Rev 06/2019
1. Do the institution's pay plan guidelines expressly state whether or not the Chancellor will be earmarking a percentage of the total pay plan?
   
   Yes____ No____
   
   If Yes, how much? __________

   Link to relevant document(s):
   
   ________________________________

2. Do the institution's pay plan guidelines expressly indicate that the pay plan guidelines have been discussed with all governance groups?

   Yes____ No____
   
   If yes, Date Discussed __________

   Link to relevant document(s):
   
   ________________________________
HR – Presented Policy from System
2019-2021 UWS Institution Pay Plan LAB Compliance Form

1. 2019-2021 UWS Institution Pay Plan LAB Compliance Form

2. REVISION HISTORY

<table>
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<tr>
<th>Date</th>
<th>Committee</th>
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<tr>
<td>10/22/2019</td>
<td>Faculty Senate</td>
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<tr>
<td>10/24/2019</td>
<td>Senate of Academic Staff</td>
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<tr>
<td>10/23/2019</td>
<td>Oshkosh Student Association Senate</td>
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<tr>
<td>11/13/2019</td>
<td>University Staff Senate</td>
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3. CHANCELLOR’S APPROVAL

[Signature]

Chancellor’s Signature

[Date]

Date