

November 7, 2018

MEMORANDUM

TO: State Board of Regents

FROM: David L. Buhler

SUBJECT: Revision of Regent Policy R805, *Women and Minorities in Faculty and Administrative Positions*

Issue

The Regents have a long history of actions designed to focus attention on and to encourage representative participation in the Utah System of Higher Education (USHE) for students, faculty and staff. Regents Policy R805, *Women and Minorities in Faculty and Administrative Positions*, approved by the Board in 1985, is a part of that history. It is time to update this 33-year-old policy to assure it is responsive to current times.

Background

Current Board members have expressed interest in continuing to carefully monitor the representation by gender and ethnic group of the faculty and staff of the USHE. This is particularly important because there is research that demonstrates students from diverse backgrounds are more likely to participate in higher education and continue to completion if they see individuals like themselves represented in the faculty, staff and administration of higher education institutions. Appointments of women to the presidencies of four of the eight USHE institutions have brought the power of these appointments into sharp focus.

Updating the policy to reflect more current language and data reporting includes:

1. **Policy Title Change:** A change in the policy title from “Women and Minorities in Faculty and Administrative Positions” to the broader, more specific, and inclusive of all USHE positions (not just faculty and administrative positions, but staff positions as well) “Demographic and Salary Representation within the Utah System of Higher Education.”
2. **Clarity in Board Goals:** This proposed revision includes more clearly stated policy goals: (1) representation to mirror Utah’s population, and (2) market-based salaries (to attract and retain a representative workforce).
3. **Clarity in the Data to be Collected:** Collecting good data to inform future best practices and policies requires a clear delineation of the data to be collected. USHE Chief Diversity Officers and USHE Institutional Research staff assisted in drafting the language being considered today, with advice about what data can and should be collected to inform Board decisions.

Commissioner's Recommendation

The Commissioner recommends the Board approve the proposed changes to R805, to include a change in policy title from "*Women and Minorities in Faculty and Administrative Positions*" to the broader, more specific, and inclusive of all USHE positions (not just faculty and administrative positions, but staff positions as well) "*Demographic and Salary Representation within the Utah System of Higher Education.*"

David L. Buhler
Commissioner of Higher Education

DLB/EJH/KH/GL
Attachment



R805, ~~Women and Minorities in Faculty and Administrative Positions~~ Demographic and Salary Representation Within the Utah System of Higher Education Workforce¹

R805-1. ~~Purpose: To provide for an annual report to the Board on the representation by gender and ethnicity in the workforce of the Utah System of Higher Education (USHE) with the goals of having USHE institutions: (1) employ a diverse workforce that mirrors the population representation within Utah across all levels of faculty, staff, and administration; and (2) achieve equitable market-based salaries for all groups, concerning the status of women and minorities as faculty members and administrators in the Utah System of Higher Education.~~

R805-2. References

- 2.1. Utah Code §53B-2-106 (Duties and Responsibilities of the President - Approval of the Board of Trustees)
- 2.2. Policy and Procedure R801, Equal Opportunity and Nondiscrimination

R805-3. ~~Policy Analysis of USHE Workforce~~

3.1. ~~Comparative Analysis of USHE Workforce Representation~~ **Faculty Employment:** ~~The Commissioner is directed, in consultation with the Presidents, to prepare annually comparative analyses of women and minorities in faculty and administrative employment, including salary levels, and tenure status and awards. The reports shall take into account specific academic departments, specific CIP categories of academic disciplines and fields, or appropriate classifications of administrative personnel, and length of service. The Commissioner shall prepare a report detailing the USHE workforce's demographic representation and salaries. Institutions shall provide the Commissioner's staff data as requested, including the following:~~

~~3.1.2. The number of faculty—tenured, tenure track, instructors, and adjunct separately, and disaggregated by gender, race, ethnicity, and salary for each classification.~~

~~3.1.3. The number of general staff (FLSA non-exempt), part-time and full-time, and disaggregated by gender, race, ethnicity, and salary.~~

~~3.1.4. The number of administrative/executive (FLSA exempt), -disaggregated by gender, race, ethnicity, and salary.~~

~~(1) The Presidents will ensure their respective institutions provide data such that the Commissioner can prepare Presidents, an annual report (in the aggregate) of faculty (tenured, tenure track, and adjunct), general staff, and administrative/executive positions showing, for for the full group and disaggregated by gender and ethnicity for each category the:
(a) number and percentage represented;~~

¹ Adopted February 15, 1985, amended January 27, 1995.

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~~(b) average salary; and include the following: and by college, school, and other administrative units within each institution; women and for minorities:~~

- ~~(a) the number and percentage in faculty positions;~~
- ~~(b) the number and percentage in administrative positions;~~
- ~~(c) the average faculty salary and the average salary for all faculty;~~
- ~~(d) the average administrative salary and the average salary for all administrators;~~
- ~~(e) the number and percentage holding tenure-track faculty positions; and~~
- ~~(f) the number and percentage with tenure.~~

~~(2) The report shall aggregate the data at the system level, but take into account and appropriately weight factors including academic department, CIP category of academic discipline and field, length of service, and classification of administrative personnel.~~

~~**3.2 Board Discussion.** The Commissioner shall present the annual report will be presented to the Board with comparative demographics analysis, potential areas of concern, analysis of areas needing improvement in order for the workforce of the USHE institutions to: (1) mirror representation consistent with Utah's population, and (2) reflect market salaries. Based on Board discussion, the Commissioner may and recommend recommendations for policy and/or best practices changes to be implemented to reach the Board's desired goals that will help the system cultivate a diverse workforce and equitable pay practices.~~

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R805, Demographic and Salary Representation Within the Utah System of Higher Education Workforce¹

R805-1. Purpose: To provide an annual report to the Board on the representation by gender and ethnicity in the workforce of the Utah System of Higher Education (USHE) with the goals of having USHE institutions: (1) employ a diverse workforce across all levels of faculty, staff, and administration; and (2) achieve equitable market-based salaries for all groups. .

R805-2. References

- 2.1. Utah Code §53B-2-106 (Duties and Responsibilities of the President - Approval of the Board of Trustees)
- 2.2. Policy and Procedure R801, Equal Opportunity and Nondiscrimination

R805-3. Analysis of USHE Workforce

- 3.1. : The Commissioner shall prepare a report detailing the USHE workforce's demographic representation and salaries. Institutions shall provide the Commissioner's staff data as requested, including the following:
 - 3.1.2. The number of faculty—tenured, tenure track, instructors, and adjunct separately, and disaggregated by gender, race, ethnicity, and salary for each classification.
 - 3.1.3. The number of general staff (FLSA non-exempt), part-time and full-time, and disaggregated by gender, race, ethnicity, and salary.
 - 3.1.4. The number of administrative/executive (FLSA exempt), disaggregated by gender, race, ethnicity, and salary.
- 3.2 **Board Discussion.** The Commissioner shall present the annual report to the Board with comparative demographics analysis, potential areas of concern, and recommendations for policy or best practices that will help the system cultivate a diverse workforce and equitable pay practices.

¹ Adopted February 15, 1985, amended January 27, 1995.