

COMMITTEE ON COMPENSATION
January 2008

**INTERIM RE-SLOTTING AND SALARY ADJUSTMENT FOR DIANE M. GRIFFITHS
AS SECRETARY AND CHIEF OF STAFF TO THE REGENTS**

RECOMMENDATION

The Chairman of The Regents recommended that the Committee on Compensation recommend to The Regents the following items be approved in connection with the interim re-slotting and salary adjustment for Diane M. Griffiths as Secretary and Chief of Staff to The Regents:

- (1) Change in slotting from SLCG grade 107 to SLCG grade 109; range minimum \$214,700, midpoint \$274,300, maximum \$333,700 as recommended by Mercer Human Resource Consulting.
- (2) As an exception to policy, a salary increase of \$61,000 (26.1 percent) to bring her annual base salary from \$234,000 to \$295,000.
- (3) Effective January 1, 2008, pending approval by The Regents.

Additional compensation and related items currently provided include:

- Per policy, 5 percent monthly contribution to the Senior Management Supplemental Benefit Program.
- Per policy, an automobile allowance of \$8,916 per annum.
- Per policy, participation in the Mortgage Origination Loan Program (MOP), available to be exercised within a period not to exceed 24 months from date of employment.
- Per policy, Administrative Fund for official entertainment and other purposes permitted by University policy.
- Standard Pension and Health and Welfare benefits and standard Senior Management benefits, including Senior Manager Life Insurance, Executive Business Travel Insurance
- As exceptions to policy as approved by The Regents at their March 2007 meeting, immediate eligibility upon retirement for the full University contribution for retiree health benefits and immediate eligibility for the senior management disability benefits.

The compensation described above shall constitute the University's total commitment until modified by The Regents and shall supersede all previous oral or written commitments.

BACKGROUND

The Regents have added the following additional duties to Ms. Griffiths' portfolio of responsibilities as Secretary and Chief of Staff to The Regents, resulting in this recommendation of a higher grade and a salary adjustment.

[Compensation form attached.]

**COMPENSATION FOR DIANE M. GRIFFITHS AS SECRETARY AND CHIEF OF STAFF TO THE REGENTS
OFFICE OF THE PRESIDENT**

Position slotted in Grade 109 - Minimum \$214,700 Midpoint \$274,300 Maximum \$333,700

ITEM	RECEIVING		AMOUNT	EXCEPTION TO POLICY	APPROVAL REQUIRED
	YES	NO			
SALARY AND OTHER CASH PAYMENTS					
· Annual Base Salary	X		\$295,000	YES	REGENTS
· Health Sciences Compensation Plan		X			
· Additional Salary (Stipend, add-ons, etc.)		X			
· Clinical Enterprise Management Recognition Plan		X			
· Any other bonuses/Incentives -		X			
· Annual Incentive Plan (Treasurer's Office only)		X			
· Senior Management Supplemental Benefit Program - eligible to receive 5% as contribution to retirement plan for total annual amount at current base salary	X		\$14,750	NO	
BENEFITS AND PERQUISITES					
· Standard Benefits Package (Health, UCRP, Vision, Dental, etc.)	X			NO	
· Automobile Allowance per year	X		\$8,916	NO	
· Leased Automobile		X			
· Senior Manager Life Insurance	X			NO	
· Executive Business Travel Insurance	X			NO	
· Exec. Salary Continuation for Disability*	X			YES	REGENTS
· Mortgage Origination Program (MOP) Loan to be exercised within 24 months of appointment date	X			NO	
· Supplemental Home Loan Program (SHLP)		X			
· University-provided Housing (President/Chancellors)		X			
· Educational Expenses		X			
· Other Perqs - please list below		X			
* provide credit for Ms. Griffiths' more than 20 years of service with the State to allow for immediate eligibility					
ONE-TIME PAYMENTS/REIMBURSEMENTS					
· Payment in Lieu of Sabbatical Pay		X			
· Relocation Allowance		X			
· Temporary Housing Allowance - reasonable costs not to exceed \$25,000 over 6 months		X			
· Payment in lieu of Vacation Pay		X			
· Moving Expenses/Movement of Household Goods - reasonable and actual		X			
· Other Payments - please list below -		X			

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ITEM	RECEIVING		AMOUNT	EXCEPTION TO POLICY	APPROVAL REQUIRED
	YES	NO			
FUTURE BENEFITS					
· Post-retirement Employment Agreements		X			
· Consultant/Independent Contractor Compensation Agreement		X			
· Severance/Separation Agreement		X			
· Sabbatical/Administrative Leave		X			
· Special Health Benefits or Other Benefits – Immediately eligibility for the full University contribution for annuitant health benefits upon retirement.	X			YES	REGENTS
· Other Benefits - please list below		X			
OTHER					
· Administrative Fund Allocation	X			NO	
· Corporate Board Service		X			
· Other (Specify):		X			
TOTAL ANNUAL EMPLOYEE COMPENSATION (Including, if applicable, Salary, Perquisites, One-time Payments, Future Benefits, and Other)					
			\$318,660		

[Please note that all payments, reimbursements, special benefits, etc. should be listed on this form in order to be authorized by the President and The Regents. This information will be released to the Public]

The only compensation permitted is what is listed on the summary page that accompanied the item.