

SDSU SENATE COMPENSATION PLAN

Rationale

The San Diego State University (SDSU) Senate strongly believes that shared governance “...is a system of partnership, equity, accountability, and ownership that forms a culturally sensitive, inclusive, and empowering framework for developing and implementing sustainable and accountability-based decisions in service to all members of our campus and broader communities.”¹ Shared governance is a service that is the responsibility of all members of the SDSU community. The ultimate goal of service is the betterment of our shared community and is rooted in a deeply held commitment to education, social justice, and public service. Even as these values guide us, the Senate recognizes inequities regarding the compensation benefit members receive for their Senate service.

Although we recognize a Senate Compensation Plan cannot completely solve the issues of inequity and overwork, it does aim to use the limited budget and means of the SDSU Senate in the most equitable way possible to ensure those members of our Senate community are acknowledged for their work and benefit directly in some manner.

Finally, it is recommended that the Senate Compensation Plan be reviewed by Senate Officers and updated every five years at minimum to ensure that as funding, priorities, etc. shift, this plan can remain relevant, and be useful as a tool to ensure movement toward equity in recognition of service.

Senate Compensation Plan

Compensation Type	Description
<i>Course Release Assigned Time</i>	Funding equal to the current Lecturer Replacement Rate shall be provided to the department/unit to fund a lecturer to teach a course typically taught by the employee. Awards can be for one semester or two semesters, or one or two courses, depending on the senate position/role.
<i>Operating Expense Funding</i>	Up to \$5000 (per .2 FTE as described in the chart below) in funds can be made available to support the operating expenses of their research, office, travel, conference registration fees, hiring a student assistant, small equipment purchases, software, and supplies.
<i>Stipend²</i>	Up to \$5000 (per .2 FTE as described in the chart below) in funds may be transferred to the employee’s unit with the expectation that the funds shall be distributed directly to the employee via payroll managed by the employee’s unit. Senate Officers shall determine the award amount based on the position/role and availability of funding.
<i>Honorarium³</i>	Up to \$5000 (per .2 FTE as described ³ in the chart below). Amount is paid directly to a non-employee.

¹ SDSU Principles of Shared Governance:

https://senate.sdsu.edu/09_resources_page/05_resolutions/2019-04-09_resolution_principles-of-shared-governance.pdf

² Eligibility for a stipend depends on the employee's current classification, salary, overload pay, etc and is determined in consultation with the employee's unit.

³ Only non-employees are eligible (e.g. retired Parliamentarian).

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Position/Role	Course Buyout*	Alternative Award**
Senate Chair	.2 FTE (summer) .6 FTE (fall) .6 FTE (spring)	Up to \$5000 per .2 FTE
Senate Vice Chair	.4 FTE (fall) .4 FTE (spring)	Up to \$5000 per .2 FTE
Senate Secretary	.4 FTE (fall) .2 FTE (spring)	Up to \$5000 per .2 FTE
Senate Treasurer	.2 FTE (fall) .2 FTE (spring)	Up to \$5000 per .2 FTE
Chair of a Core Committee (serves on Senate Executive Committee)	.2 FTE (fall) .2 FTE (spring)	Up to \$5000 per .2 FTE
Senate Parliamentarian	.2 FTE (fall or spring)	Up to \$5000 per .2 FTE
Contingent Faculty (service/equity award pool)	Not eligible	Up to \$1,200 per year

*FTE rates listed in the table above are based on the Lecturer Replacement Rate, which may be variable year-to-year.

**Includes operating expense funds, stipends, and honorariums.

Annual Compensation Process

- The Senate Treasurer and Senate Analyst shall survey all employees eligible for compensation during the next academic year to determine the compensation type.
- The Senate Treasurer shall ensure that the Senate Compensation Plan for the next academic year is included in the overall Senate budget for the next academic year.
- The Senate Treasurer will generate a Senate Compensation Memorandum that outlines the period of service, the role or position of the employee, the amount of the compensation, and the timeframe for use of the funding/release for each employee who will receive compensation. This memorandum will be sent to the Dean/Director of the employee's unit. The employee, the employee's supervisor, the resource manager of the employee's unit, the Senate Analyst, and the Senate Chair will be copied on the memorandum.

Additional Compensation Guidelines

- All compensation for Senate service is subject to the availability of funds. If the Senate does not receive its base funding, or that funding is decreased, compensation may be reduced or canceled.
- Only one compensation type can be applied per year, per senator, unless approved in writing by the Senate Chair.
- Compensation may be spread across all terms, including summer, at the discretion of Senate Officers.
- Compensation for additional work completed over the summer is allowed at the discretion of the Senate Chair.
- Any Senator, committee member, or Senate Parliamentarian eligible for compensation may choose to decline their award in writing. The Senate Analyst will keep a copy of the

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communication. If a Senate Compensation Memorandum has already been issued, a new memorandum that supersedes it will be issued by the Senate Treasurer to rescind the compensation.

- Any Senate-related compensation is expected to be used by the date stated in the Senate Compensation Memorandum, typically by the end of the academic year when Senate participation occurs. In exceptional circumstances, Senate Officers may approve “banking” of assigned time for a future year.