

DRAFT
College of Journalism & Communications Salary Equity Committee
Minutes of the Oct. 15, 2014 meeting

Members attending: Jon Morris (ADV), John Kaplan (JOU), Amy Jo Coffey (TEL), Moon Lee (PUR) [chair].

Absent: None

Agenda Item	Discussion and/or action taken	Follow-up required
Call to order	Lee called the meeting to order at 2:30 pm.	
Discussion Items	<p>Review of the current salary equity review procedures and criteria:</p> <ul style="list-style-type: none"> • The committee reviewed the current procedures and criteria • The committee recommended some language changes in the current document. <ul style="list-style-type: none"> a) In p. 3 on line 7, insert “no more than 750 words” b) In p. 3 on line 14, insert “and/or other appropriate salary comparison documentations” • The committee discussed some ways to inform the faculty the deadline for reviews (Oct. 1 of Fall Semester) in advance. • The committee recommended that the associate dean send out an email reminder of the deadline early in the beginning of Fall Semester. <ul style="list-style-type: none"> • The committee discussed the appropriateness of “d) availability of funds in accord with the most current version Article 27.5 (s) of the Faculty Collective Bargaining Agreement in p. 7, lines 17 – 19, item d). 	<ul style="list-style-type: none"> • Lee will edit the original document with these language changes and circulate among the committee members for approval. • Lee will meet with Spiro Kiouisis, associate dean, to communicate about needs to send out a reminder for the deadline. • The committee will review Article 27.5 to evaluate the inclusion of the Article 27.5 clause.
Adjournment	The meeting adjourned at 3:10 pm.	

Respectfully submitted by Moon J. Lee on 11/17/2014 and approved by the committee by email on 11/18/2014