

July 5, 2023

TO: Faculty Compensation Studies Steering Committee  
Laura Madson; Justin MacDonald;

FROM: Provost Alan Shoho,

SUBJECT: Charge - Faculty Compensation Studies Steering Committee

Thank you for your willingness to serve on the Faculty Compensation Studies Steering Committee, which will be co-chaired by Dr. Laura Madson, Professor of Psychology, and Dr. Justin MacDonald, Associate Professor of Psychology. The committee was formed in 2020 and is now re-charged with articulating and overseeing a process whereby internal and external studies of faculty compensation can be routinely and transparently conducted to identify areas where equity and market adjustments are appropriate.

Conducting regular and transparent external market and internal equity reviews, and validating internal compensation data, are best practices that should be part of our standard operating procedures, and are concrete ways to demonstrate NMSU's commitment to faculty equity and excellence, together with articulating bench-marks for improvement, and a specific plan for prioritizing funds to fill any identified compensation gaps, will help NMSU attract and retain excellent faculty members.

The Steering Committee is charged with the following responsibilities and tasks:

- Review and implement transparent procedures for regular external market competitiveness studies and internal equity reviews.
- Oversee an external market comparison study, and an internal equity review, in alternate years.
- Review, recommend, and comment on all studies upon completion of the analysis, and before they are submitted to the Office of the Provost.
- Assist with the development of policies and standard operating procedures governing faculty compensation studies in the future, to ensure to include all faculty in all studies using the same type of data and same methodology as far as possible.

- Articulate recommendations regarding the frequency of ongoing external market and internal equity reviews.
- Articulate recommendations on how results of internal and external reviews should be used to drive compensation management decision-making.
- Assist with communicating the processes and results of the above work to the NMSU community.
- Meet at least twice per semester to carry out the above work.
- Sign an agreement pledging to keep the project information confidential and not to use any of the compensation information provided to you for any purpose other than what is intended for this project.

This work is authorized by Regents Policy Manual (RPM), 6.10.B.