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1992-93 UNOPA Salary Issues Committee Survey

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August 26, 1992

To: UNOPA Board Members
From: Lorraine Moon, Director, 1991-92 Salary Issues Committee

Enclosed is a copy of the results of the salary issues survey. I apologize for not being able to include the report with Kathy's other materials but due to all the checking and rechecking that was involved, the final copy took slightly longer than expected.

Please look over the report and the draft of the cover letter before the September 2 board meeting. The report needs to be mailed to the appropriate persons during the month of September in order to have the greatest "political" impact. Any comments or suggestions would be welcome. If you wish to call me before the meeting, I may be reached at 2-3507.

I am looking forward to meeting with you on September 2.

Lorraine Moon

September 7, 1992

To: Chancellor Spanier
Vice Chancellors
Council of Academic Deans

From: Lorraine Moon, Director, 1991-92 UNOPA Salary Issues
Committee

Attached please find a report of the University of Nebraska Office Personnel Association (UNOPA) Salary Issues Survey. This survey was distributed to all office/service personnel during April of 1992. At the end of the report are representative comments which were taken directly from the survey.

The members of the salary committee realize that with the current budget situation we cannot request increased salaries while other positions are being cut. Instead, we hope this report will in some way aid office/service personnel and, when money again becomes available, raises above 4% will occur. Therefore, we hope you will consider this report carefully.

* The Committee plans to release the contents of this report to the Daily Nebraskan and/or Scarlet on September 28. This was planned in accordance with the wishes of some of the respondents (who were not UNOPA members) who wished to see the results. Before the release of the report, we would appreciate any comments or suggestions you wish to make.

Thank you in advance for considering this report.

c. President Martin Massengale

This first sentence is subject to change.

**REPORT OF
UNIVERSITY OF NEBRASKA OFFICE PERSONNEL ASSOCIATION
SALARY SURVEY FOR OFFICE/SERVICE STAFF 1992**

*Written by the UNOPA Salary Issues Committee
(Lorraine Moon and Ruth Bohmont, Co-Chairs; Janelle Jones,
Rasma Strautkains and Judy Winkler)*

The following is the result of a Salary Issues Survey that was sponsored by the University of Nebraska Office Personnel Association (UNOPA). A total of 1,990 surveys were mailed to all Office/Service staff on the Lincoln campuses during April of 1992. Of that number, 961 surveys were completed and returned.

The purpose of the survey is twofold. First, the members of the committee wished to have information available to present to the State Legislature when appropriate (for example, spring of 1993). Second, the information obtained through the use of the Survey should be helpful to UNL administrative areas which work with employee salaries and benefits.

The data taken from the survey document (see attached) and presented herein is as accurate as possible considering that not all respondents chose to answer each question. Respondents (11) omitting their UNL salary were not included in this report. Questions concerning marital status, number of children under the age of 18, family income, school lunch program and government assistance were only included to help the committee determine whether there were any employees at UNL living at or near the poverty level. The questions concerning insurance were placed on the survey as the Committee had been informed that some Office/Service personnel could not afford UNL insurance. The tuition question seems to surface every other year and as it does relate to benefits and UNL, those questions were included as well.

Profile of Office/Service Personnel

(Not all Tables demonstrate 950 responses
since some respondents skipped questions)

Job Title, Pay Grade and Sex: These questions were asked in order to determine accuracy of information. Some job titles, such as receptionist and baker, are not listed in the classification system. With the help of the paygrade information, the committee could fit the responses into the proper category. The following worksheet shows the number of respondents in the various paygrades.

TABLE 1:

	2	4	5	6	7	8	9	10	11	12	13	?
< 10,000	3	3	7	21	6	24	0	8	2	1	0	10
10-13,000	4	6	31	24	11	58	0	10	2	0	0	13
13-16,000	0	4	15	10	33	137	6	66	2	0	0	11
16-20,000	0	0	7	2	5	25	10	141	54	20	2	10
20-25,000	0	0	0	0	0	6	2	25	27	34	10	7
< 25,000	0	0	0	0	0	0	0	3	5	7	16	4
Totals	7	13	60	57	55	250	18	253	92	62	28	55

Salary Issues Survey - Spring 1992

UNOPA Salary Issues Committee requests your assistance in gathering information which will be presented to appropriate departments within UNL and to the Nebraska Legislature. This survey will only be effective if EVERYONE takes time to complete and return it. This survey is completely anonymous. Please return the completed survey by May 1, 1992 to Lorraine Moon, 29 Hamilton Hall, UNL, Lincoln, NE 68588-0304 (phone 472-3507).

Job title: _____ Pay Grade: _____ Sex: _____

How many hours per week do you work? _____

Marital Status: single married widowed/divorced

Number of children school age or younger (0-18 yrs): _____

Are you the primary wage earner? yes no

Your UNL salary: _____
(without benefits) _____
below \$10,000
10,000 - 13,000
13,000 - 16,000
16,000 - 20,000
20,000 - 25,000
above 25,000

Total family income: _____
20,000 - 40,000
40,000 - 60,000
above 60,000

Insurance Benefits: Do you have UNL health insurance? yes no

If NO, from another source? yes no (e.g. spouse's employer)

Do your school-age children qualify for free lunches from school? yes no
reduced price lunches? yes no

Do you qualify for any other government assistance? yes no

Do you hold a second job or earn part-time income from another source?
you yes no spouse yes no

Do your children plan to attend college: yes no

Do they plan to attend UNL? yes no

If NO, would they attend UNL if they received free or reduced tuition? yes no

Are you supportive of free or reduced tuition? yes no

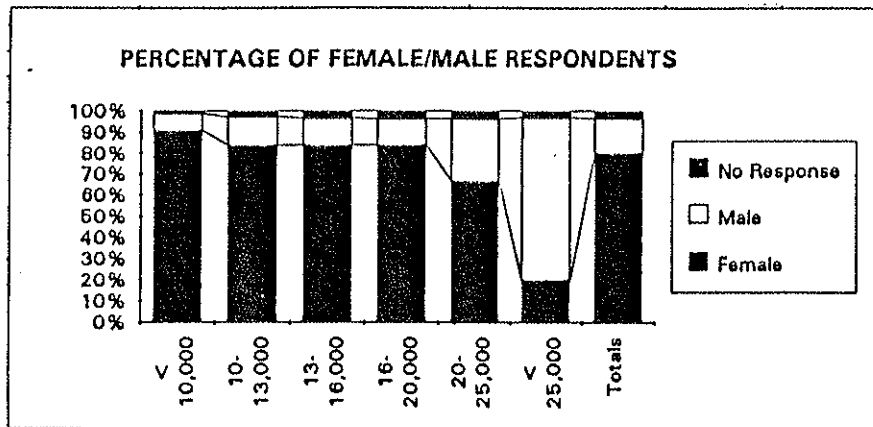
Please share any comments or concerns that you have. Thank you so much for your cooperation.

The majority of respondents were female (760). The male respondents numbered 161. The breakdown for each UNL salary category is depicted in the table and chart shown below. Twenty-nine respondents chose not to supply information for Job Title, Pay Grade and Sex.

TABLE II:

	Female	Male	No Response
< 10,000	77	7	1
10-13,000	133	22	4
13-16,000	238	37	9
16-20,000	231	35	10
20-25,000	74	33	4
< 25,000	7	27	1
Totals	760	161	29

CHART II:



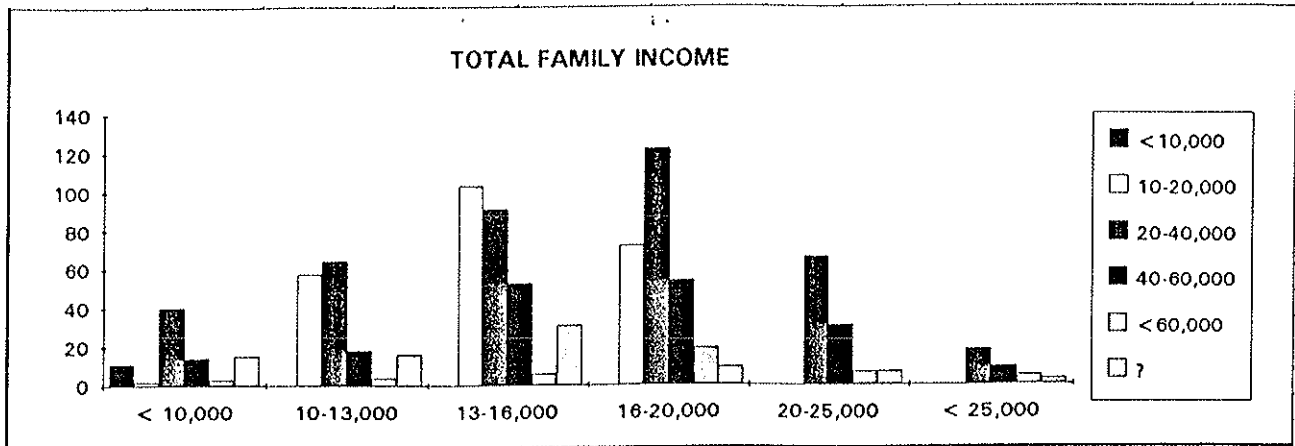
Hours Per Week Worked/Primary Wage Earner: As can be seen from Table II and Chart II, 60 respondents work 25 to 30 hours per week. Fifty (83%) of those employees earn below \$10,000. Nearly 6% (60 of 950) respondents work less than 30 hours per week and most in this category (83%) earn less than \$10,000 per year. The majority (859 of 950 or 90%) work a full 40 hour week, and most in this category (32%) earn between \$16,000 and \$20,000 per year.

Two hundred eighty-one (281) out of 950 respondents were the primary wage earner in their family. The category with the largest number of primary wage earners was the \$13,000 - \$16,000 grouping.

TABLE III:

	40 hpw	%	30 hpw	%	25 hpw	%	Primary Wage Earner
< 10,000	25	27%	10	12%	50	60%	10
10-13,000	139	87%	12	7%	8	5%	77
13-16,000	279	98%	4	1%	1	0.35%	142
16-20,000	270	98%	5	2%	1	0.36%	50
20-25,000	111	100%	0	0%	0	0%	2
< 25,000	35	100%	0	0%	0	0%	0
Totals	859	90%	31	3%	60	6%	281

CHART IV:



Insurance Benefits: The UNOPA Committee received only two comments about the affordability of the UNL Group Insurance: (1) "can only afford dental insurance cannot afford health insurance", (2) "cost of UNL health insurance is more than employee makes in a month" (this was not a full-time employee). [See Miscellaneous Concerns under the Comments Section for more employee comments.] The majority of the employees subscribe to the insurance program. Those who did not were usually covered by their spouse's insurance.

School Lunch Benefits: The majority of employees did not feel that they qualified for a free or reduced lunch program for their children. Upon checking with the Lincoln Public Schools, it became obvious that some were not aware they could take advantage of this benefit.

TABLE VI.

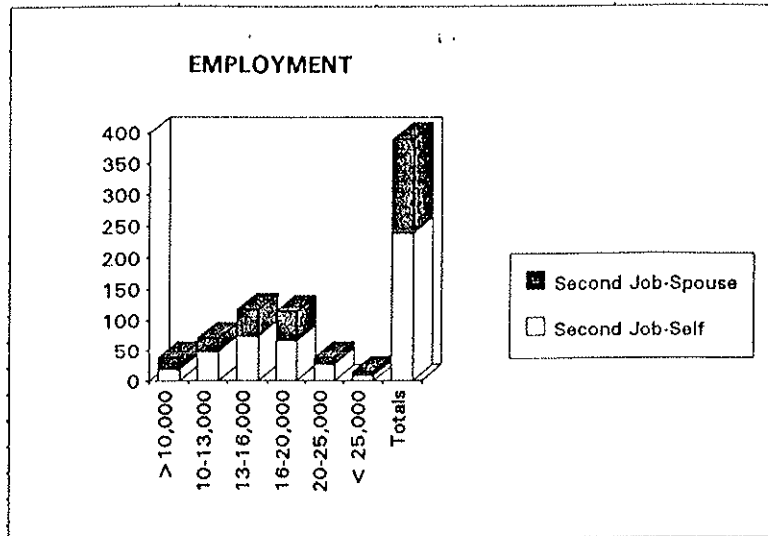
1991-92 Family Income Below Which Children Receive Lunch Benefits can be Received

<u>No. of Children in Family</u>	<u>Annual Family Salary</u>
1	12,247
2	16,428
3	20,609
4	24,790
5	28,971
6	33,152
7	37,333
8	41,514

Keeping the above numbers in mind, 49 out of 551 UNL employees who have children would qualify for some type of reduction when paying for their child(ren)'s lunches.

Government Assistance: Although several employees felt that their total family income was at the poverty level, very few were taking advantage of government assistance. According to the National Poverty Level Program, employees can take advantage of some type of government assistance if their income falls within a certain range. The ranges are low.

CHART V:



College: Out of 950 respondents, 506 of those with children either had children planning for college or hoped their children would want to go to college when they were old enough.

The survey was almost unanimous in support of free or reduced tuition: Nine hundred and thirty-seven (937) respondents voted Yes, thirteen (13) voted No. [Editorial Note: There were a number of comments on this topic. Please see the section under Comments labeled Tuition.]

Asked if free or reduced tuition would make a difference as to whether or not their children would attend UNL, 224 (out of 506) answered YES! Two hundred and thirty-two (232) said their child(ren) would attend UNL.

TABLE X:

	College Plans	Attending UNL	Yes, if free/reduced tuition (551 out of 950 are families with children)	Supportive of free/reduced tuition
< 10,000	53	19	30	68
10-13,000	74	30	37	222
13-16,000	146	73	62	242
16-20,000	152	83	39	257
20-25,000	56	16	38	91
< 25,000	25	11	18	57
Total	506 /551 (91%)	232 /551(42%)	224/551 (40%)	937/950 (98%)

11. I am still upset that Human Resources changed my pay grade from 10 to 11 and I did not receive a 5% raise. When I look at promotions or audit forms to change my current position, it makes me sick that I would only get a 5% raise from pay grade 11 to pay grade 12 instead of 10% from pay grade 10 to pay grade 12. It would never happen to Assistant Professors!
12. The longer you've been at UNL, the less you get ahead. It pays to quit and come back because the starting wages go up as much as possible. Also the 10% increase for Custodian II to a leader has hurt lead custodians that have been here longer.
13. The custodial department offers shift differential for working night hours. It is one of our benefits, yet when we use vacation or sick leave, we do not receive our extra pay. I feel that we earn our time. You should receive full pay even when we are not here.
14. I am earning only .91/hr over what I started at in October of 1989. My income is definitely not keeping up with the cost of living. It creates stress of a higher degree in personal life and does not give any incentive on the job.
15. I think it is bad when you have worked at UNL for 10 years and then hire someone to start a job and that person makes almost as much as you do after 10 years of service. After so many years of service you should be compensated for that in order to keep up with inflation and new minimum wages.
16. I believe a great job incentive would be end of year dollar bonus for those who have a certain number of days accumulated in sick leave. Individuals would have an option to take the bonus or continue to accumulate the sick leave days.
17. Word Processing Specialists salary: It was my understanding that the pay grade was to be a 9. Instead the pay grade is an 8. I think that Technical typists should be a different pay grade than either a clerical assistant or staff secretary as technical typing is very different than regular typing.
18. UNL pay structure is incredibly top heavy. It seems very unfair that the Top paid people also get the largest percentage pay increase every year. The rich get richer, the poor stay poor.
19. There seems to be no provision made to enable a person to move up the scale within a paygrade, much less provisions for promotion beyond!
20. Custodial pay grade should be higher. It is a very physical, very demanding job. We need more pay because we work with so many chemicals.

Tuition: The majority of the respondents clearly wanted some type of free or reduced tuition. Part-time employees felt they should receive tuition remission before children of employees were considered. Some respondents were concerned as to how a free/reduced tuition would be financed and, therefore, made suggestions.

1. Some Universities allow parents to pre-pay. The parents begin making payments years in advance and much if not all costs are paid by the time the child is ready. It would give the University money to use now. It would be great if free/reduced tuition could be for any University of Nebraska campus, not just the campus where the parents work.
2. I believe reduced tuition should be available to the employee's spouse as well.

Miscellaneous Concerns:

1. Recruit more private sector scholarship money.
2. Have more work study students available.
3. What about subsidized daycare? Or more adequate daycare?
4. Daycare: Right now nearly "1/2" of my take home pay goes to pay for daycare. Day care this summer for 3 children will take 2/3 of my take home pay. Needless to say, my income is not providing much help financially. I can't help but wonder what would happen if I had to suddenly be the sole provider.
5. The University needs a better daycare program.
6. My main concern is health insurance. Even with our UNL policy, our total health expenses (including premiums, which are of course higher since I work .50 FTE) are almost \$700 a month. This is more than I earn in a month. Because of a "special needs" child, I can't work 1.00! We have even had to resort to an additional insurance plan at one point in time for our child because the Mutual of Omaha benefits are so inadequate to meet his needs.
7. Educational seminars: I recently attended a seminar. I was told I had to take vacation leave even though others were granted administrative leave. I would appreciate all departments treating employees with the same benefits.
8. An institution of higher learning should be encouraging staff to enroll in classes, offering raises as an incentive.
9. "Not only have I had to scale back my insurance coverage in order to afford it, but, because I work .75 FTE, I actually pay more for that low option than someone clocking in 40 hours per week pays for identical coverage. **A full-time employee**, paid bi-weekly, electing the 3-A Basic Option (Mutual of Omaha-Basic/Employee Only) **pays \$53.70 per month**, and has \$55 per month added to check for NuFlex credits. **A .75 FTE employee** paid bi-weekly, electing that same option, **pays \$72.80 per month**, and has \$41.88 per month added to check for NuFlex credits. I absolutely cannot understand why my premium should be linked to hours per week I sit at my desk. Health coverage should be a value available equally to all employees. Employees paid the least should not have to pay the most. [Editorial Note: This employee has 13 years of service at UNL.]