

**Memorandum of Agreement between
Portland State University (University)
and the Portland State University Chapter
of the American Association of University Professors (Association)**

September 7, 2018

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Subject: Verification of Article 30 Section 4(a) salary distributions and reconciliation of salary data discrepancies.

Recitals

In the process of implementing Article 30 Section 4 of the Collective Bargaining Agreement, the verification of Inversion, Compression, and Equity (ICE) salary increase distributions for 2017 and 2018 has been unreasonably encumbered by data file integrity issues (changes to the “final” files agreed upon by the University and the Association without notification), file discrepancies (between “final” agreed upon files and HR implementation files), and inconsistencies between the monthly Banner SQL report ZPHAAUP annual salary calculation formula and Cognos reports.

In addition to requiring inordinate time for data verification, these errors caused inaccurate ICE distributions for 2017, and incorrect calculations of the 2017 ICE reserve fund that have required correction.

Agreement

The University will use, for the purpose of Article 30 Section 4(b) 2018 and 4(c) 2019 distributions data files mutually agreed to with the Association.

For the purpose of verification, the University will share with the Association:

1. the HR “payroll implementation files” detailing the salary increases to Association members pertaining the Section 4(a) salary increase distribution (2017).
2. the HR “payroll implementation files” detailing the salary increases to Association members pertaining the Section 4(b) salary increase distribution (2018)
3. the HR “payroll implementation files” detailing the salary increases to Association members pertaining the Section 4(c) salary increase distribution (2019). These shall be shared *prior* the implementation of the 2019 salary increase distribution.

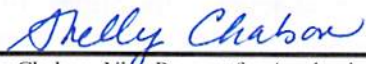
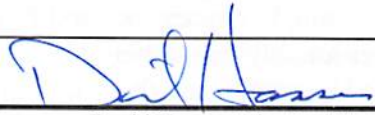
In the interest of proceeding with the implementation of Article 30 Section 4(b) as of September 7, 2018, the parties agree that the Banner SQL report ZPHAAUP annual salary calculation formula error, in that it is de minimus and that it will be corrected expeditiously, will be accepted by the Association, pending correction of the two outstanding errors in the 2017 distribution:

1. incorrect inclusion of an excluded employee in the NTT research faculty list, and
2. discrepancy between the agreed-upon final data files (which identified 489 members eligible for 2017 salary increases) and the corresponding HR “payroll implementation file” (which

identifies 452 members receiving 2017 salary increases).

The Parties agree that the salary increase assigned to Michele Morales as a result of the 2017 ICE salary increase implementation is not correct. The University agrees to correct the salary amount owed to Morales, and to pay any back owed amounts. In the interest of expediency, the Parties agree that this correction will not hold up the implementation of the 2018 ICE salary increases beyond September 7, 2018, and that the Article 30 Section 4(b) reserves are as follows:

1. \$427,039 for eligible tenure-track faculty, including librarian surplus funds.
2. \$196,664 for eligible non tenure-track faculty, including librarian surplus funds.
3. \$7,581 for eligible librarians.

<u>For the University</u>	<u>For the Association</u>
 _____ Shelly Chabon, Vice Provost for Academic Personnel & Leadership Development	 _____ David Hansen, Vice President
<u>9/12/18</u> _____ Date	<u>September 12, 2018</u> _____ Date