

RFP 21-65 Compensation Study

1. How does the University define Management?
 - A. Managers include employees in titles of Manager and above. Management may manage people or processes and they are not affiliated with a collective bargaining unit. At the present time, Rowan management includes approximately 275 employees on the Glassboro and CMSRU campus. This engagement will include only a smaller subset of management at the School of Osteopathic Medicine campus since many also have clinical responsibilities as part of the compensation structure which will be outside of this engagement. The SOM titles to be reviewed would not exceed 50.

2. How many people would be included in each of the unique groups that will be included in the study (e.g., management, faculty)?
 - A. Management 325 This is the total number of positions but many are redundant

 - Faculty/Prof Staff 300 This is an approximation. Not all faculty and professional staff will be reviewed.

3. The RFP says it includes Cooper Medical School of Rowan University (CMSRU) and Rowan University's School of Osteopathic Medicine (SOM), are you looking to have analysis/results separate for these entities in addition the aggregate results?
 - A. Yes there would be a separate review for each entity since the MD or DO designation changes the compensation levels. Our CMSRU team, although physicians, do not provide clinical care through Rowan.

4. You have requested an "internal pay equity analysis" and an "internal equity audit"; can you describe the desired outcomes of each and how they might differ?
 - A. The analysis would be more of an overarching review and report related to compensation for various demographics. The audit would be more specific to looking at individual employees and how their hiring level or promotion impacting salary levels.

i.e. analysis would be how the salary level of female faculty in engineering audit would be whether the male earning more was hired at a higher salary based on research, previous employment, etc.

5. What result are you looking for in a compensation risk assessment?
 - Do we see differences based on race, age, gender
 - Do we have the appropriate documentation to verify the hiring level?
 - Are our collective bargaining agreements contributing to issues of equity
 - Pay practices that may be contributing to compensation concerns
 - These are representative samples of questions
6. Are union positions included in the study? If so, what unions and how many individuals?
 - A. Yes there are union positions included. The positions included are within AFT (American Federation of Teachers). The number is outlined above in faculty/professional staff. Although there are specific steps and increases outlined in the contract, the initial hiring step establishes the salary throughout the employees career which is why the initial offer is so critical.
7. Are you looking for results for the University as a whole or each of the three campuses?
 - A. There will be some overarching similarities that can be part of the overall report but there will need to be a different comparison for the medical schools from the university.
8. Can you share the career framework, classification process, compensation strategy, comparison markets in place today?
 - A. This is complicated and varies my category and campus. The information is available on the HR website
9. Are non-faculty job descriptions for the roles in scope accurate and up-to-date?
 - A. Not all are especially at the AVP and above level. New hires are more up to date and detailed.
10. What is your timeframe to begin the project and for completion?
 - A. We would like to begin by September. Completion date has not been determined. Completion of an in-depth review is of greater concern than a hard deadline.

11. Do you expect to involve any stakeholder groups in the work? If so, which groups and to what extent?

A. Managers will be included in the project.

12. Given that the answers to the Q&A will only be posted on 6/16 would you consider extending the deadline by one week to 6/28?

A. Not at this time

13. Why are you conducting this study now, and what outcomes are you hoping to achieve?

A. This information will be useful for the future of the University.