

## Request for Salary Adjustment

**To:** Commissioner of Higher Education  
Attention: Kevin McRae / Labor Relations & Human Resources  
[kmcrae@oche.montana.edu](mailto:kmcrae@oche.montana.edu)  
FAX: (406) 444-1469  
Phone: (406) 444-0327

**From:** *W. Franklin Gilmore, Chancellor*  
496-4130

**Date:** *October 7, 2008*

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The requested salary adjustments are for Douglas Abbott, Michael Johnson and Maggie Peterson.

The basis for the requested adjustment is *(circle or bold underline the applicable basis or bases)*:

- I. Regent-authorized general pay raise
- II. Retention
- III. Equity
- IV. Performance Bonus
- V. Recruitment Bonus
- VI. **Other – Reorganization, restructuring and additional responsibilities assigned**

**Explanation** *(Please reference the appropriate provisions of the BOR-approved salary guidelines.):*

The proposed salary increases are for additional duties and responsibilities assigned as a result of restructuring. Starting in February 2008, the campus undertook the challenge of reviewing the organizational structure and how we could improve on efficiencies and student services. A large committee (24) met numerous times and the outcome resulted in additional responsibilities for each of the three Vice Chancellors. (Attached is a copy of the new organizational chart).

As a result of this reorganization, Vice Chancellor for Academic Affairs and Research, Douglas Abbott, assumed responsibility and oversight for the newly established Director of Institutional Research, Distance Learning Coordinator, and the campus Learning Center. This \$4,000 increase recognizes the additional duties which result from this increased assignment. His salary as of October 1, 2008 is \$113,753 and this increase will take his salary to \$117,753.

Another effect of the reorganization was to create a one-stop-shop experience for our students. We elevated the Dean of Students to an Associate Vice Chancellor position and moved this position plus all student services formerly known as Registrar,

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Admissions, and Financial Aid under the oversight and supervision of Vice Chancellor Johnson. In addition, we relocated the Webmaster position as a report to this area. In recognition of the additional duties and responsibilities assumed, the Vice Chancellor title is being changed to Vice Chancellor for Development and Student Services. This reorganization has resulted in a huge increase in time and effort with regard to student services. We are requesting a salary increase of \$6,000 for this position. His current salary is \$102,150 and this increase will take him to \$108,150.

During the restructuring, it was also determined that several areas might more appropriately report to the Vice Chancellor for Administration and Finance. Therefore, responsibility and oversight of the Bookstore, Mail/Duplicating Center, Network Services and Information Services was reassigned to this position. In addition, Vice Chancellor Peterson has taken a more active role in the campus wellness program. In recognition of these increased responsibilities, we are requesting a \$6,000 salary increase. Her current salary is \$84,797 and this increase will take her salary to \$90,797.

These increases are to be effective December 1, 2008.