




MEMORANDUM

DATE: August 30, 2013

TO: Deans and Directors

FROM: Darrell Bazzell,  Vice Chancellor of Finance and Administration

RE: Discretionary Compensation for Classified Employees

The 2013-2015 Compensation Plan approved by the legislature expands the ability to award discretionary pay increases to classified employees. The Discretionary Merit Compensation (DMC) adjustment implemented in the last biennium now provides us with the ability to give base-building, merit increases to both hourly and salaried classified employees. The new provisions also introduced the Discretionary Equity or Retention Adjustment (DERA) to address equity and market issues for salaried classified employees.

Attached are the new DMC and DERA policies (effective September 1, 2013). The policies include all the details units will need to provide these adjustments, including the electronic workflow for this process.

UW-Madison will need to get final approval from the Office of State Employment Relations (OSER) for these adjustments. However, OSER has been very responsive in turning around past DMC requests. We will pursue delegation for final DMC/DERA approval in the coming months.

I ask that you take an active oversight role in approving these increases. This includes providing appropriate justifications when requesting these adjustments.

If you have any questions about these policies, please contact Mark Walters, Director of Classified Human Resources (2-3666 or mwalters@ohr.wisc.edu).

cc Chancellor Blank
Provost DeLuca
Bob Lavigna