

ASSOCIATED STUDENTS OF  
WESTERN WASHINGTON UNIVERSITY

# WAGE POLICY

# AS WAGE TASK FORCE

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OUR  
TEAM



# PERSPECTIVES & VALUES

- The AS values student employment. By financial allocation, employment is the largest service the AS offers to students.
- The AS strives to lower economic barriers and provide financial stability for students.
- AS employment and titles enhances student's experience and futures beyond wages.
- The AS must carefully balance funding position wages and services provided to students.

# BACKGROUND

AS Wages are currently determined by multiplying a base rate with a percentage.

From 2015 to 2020, minimum wage in Washington State increases 42%. This stretches the wage gap in the AS over time.

DIRECTOR PAY RATE

\$12.42

X

120%

=

\$14.90



2015 Wage Gap



2020 Wage Gap

# CURRENT POLICY

AS Title	Multiplier	2019 Wage*	2020 Wage*
Program Assistant	0%	\$12.42	\$13.97
Coordinator	7.5%	\$13.35	\$15.02
Assistant Director	9.5%	\$13.60	\$15.30
Director	20%	\$14.90	\$16.77
Senator		\$14.50	
Vice President	32.5%	\$16.46	\$18.51
President	35%	\$16.77	\$18.86

*\*Base rate is calculated by multiplying minimum wage by 3.5%.*

# OUR PROPOSAL

The AS must conform to the WWU's wage categories.

Our proposal calculates wages by adding fixed numbers to WWU category minimums. This holds the pay gap constant over time.

## WWU CATEGORIES

Category	Minimum
1	\$13.50/hr
2	\$14.85/hr
3	\$16.35/hr

## COORDINATOR PAY RATE

\$14.85

+

\$0.30

=

\$15.15

AS Title	Level	WWU Min	+	Wage
Program Assistant 1A	1A	1	\$0.10	\$13.60
Program Assistant 1B	1B	1	\$0.50	\$14.00
Program Assistant 2	2A	2	\$0.00	\$14.85
Coordinator	2B	2	\$0.30	\$15.15
Assistant Director	2C	2	\$0.65	\$15.50
Director	3A	3	\$0.00	\$16.35
Elected Official	3B	3	\$0.15	\$16.50

# OPTION A

Recommended by the Wage Task Force and Personnel Committee



AS Title	Level	WWU Min	+	Wage
Program Assistant 1A	1A	1	\$0.00	\$13.50
Program Assistant 1B	1B	1	\$0.40	\$13.90
Program Assistant 2	2A	2	\$0.00	\$14.85
Coordinator	2B	2	\$0.20	\$15.05
Assistant Director	2C	2	\$0.45	\$15.30
Director	3A	3	\$0.00	\$16.35
Elected Official	3B	3	\$0.10	\$16.45

## OPTION B

A fiscally conservative model

AS Title	Level	WWU Min	+	Wage
Program Assistant 1A	1A	1	\$0.50	\$14.00
Program Assistant 1B	1B	1	\$0.75	\$14.25
Program Assistant 2	2A	2	\$0.00	\$14.85
Coordinator	2B	2	\$0.30	\$15.15
Assistant Director	2C	2	\$0.85	\$15.70
Director	3A	3	\$0.00	\$16.35
Elected Official	3B	3	\$0.40	\$16.75

## OPTION C

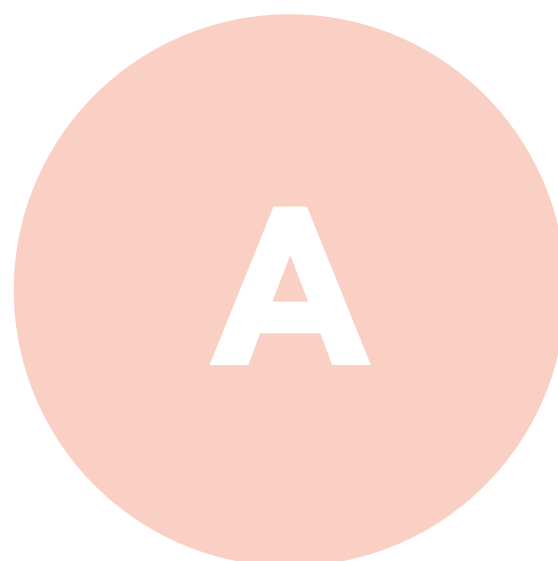
Higher wages & bigger budget impact

# BUDGET IMPLICATIONS



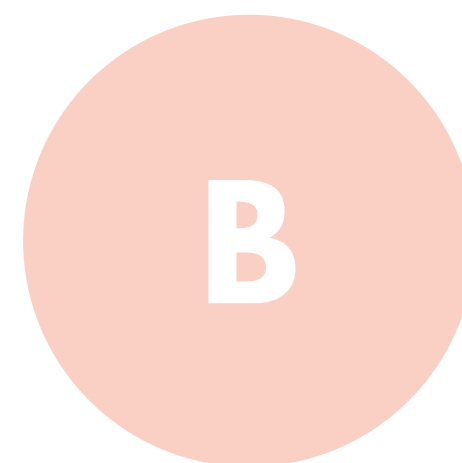
**NO CHANGE**

\$1,163,000



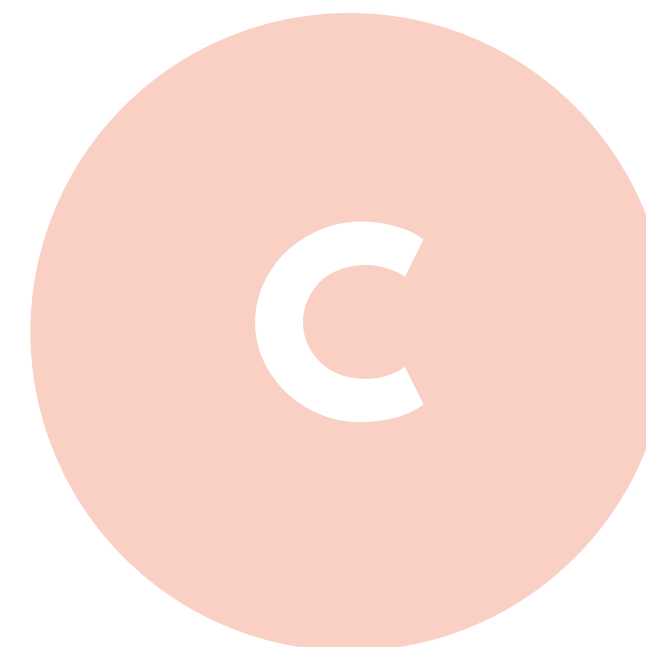
**OPTION A**

\$1,133,000



**OPTION B**

\$1,128,000



**OPTION C**

\$1,142,000

*\*Expected total cost of wages is based on averages and ignores summer planning hours and irregular positions.*

# TIMELINE

From development to implementation



**Build**

Wage Task Force  
April 1-30

**Review**

Personnel Committee  
May 1-9

**Approve**

Board/Senate  
May 9-24

**Launch**

Personnel Office  
June 1-30

**ASSOCIATED STUDENTS**

# **WAGE POLICY**



**AS WAGE TASK FORCE**

# POLICY

Effective Date: June 16, 2019

Revised:

Approved By: AS Executive Board

Cancels: AS Salary Determination Policy Revised 2/19/2014 (ASB-14-W-44)  
See Also: AS Personnel Policy  
WWU Student Employment Center Guidelines

## POL-AS-FIN-05

## DETERMINING AS WAGES

*This policy describes the hourly rate of compensation for all positions funded by the Associated Students.*

### 1. The Policy for Determining AS Wages Conforms to University Policies

AS positions must be classified and compensated within the University's parameters for student employment. This policy must conform to the University's Guidelines for Determining Pay Levels, Wage Schedule, and Classification Guidelines. See the WWU Student Employment Center website for more information.

### 2. Changes to AS Wages Occur the Day after Spring Commencement

The AS Business Director and AS Personnel Office are responsible for determining the new rate of compensation for the following year based on this policy and the following year's WWU Wage Schedule. Changes to this policy are effective the day after spring quarter commencement.

### 3. AS Positions Receive AS Wage Level Classifications Based on Type of Work

The Personnel Committee is responsible for ensuring that AS Positions receive proper wage levels. Wage level numbers correspond to WWU wage categories. Wage level changes require approval from the Executive Board. The following definitions describe the type of work for each AS wage level.

Level	Description
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1A	Entry level positions which perform specialized tasks under supervision.
1B	Positions which perform specific tasks requiring higher independence.
2A	Positions which perform specific tasks requiring high level technical knowledge.
2B	Positions which provide programming and services for the AS.
2C	Positions which provide support and supervision for specific areas of the AS.
3A	Positions which provide supervisory roles and coordinate whole areas of the AS.
3B	Positions elected to represent the student body.



## POLICY

#### 4. **AS Wages are Determined by Adding a Fixed Number to WWU Category Minimums**

The following table defines the process for calculating AS Wages:

AS Level	WWU Category	Addition
1A	1	\$0.10
1B	1	\$0.50
2A	2	\$0.00
2B	2	\$0.30
2C	2	\$0.65
3A	3	\$0.00
3B	3	\$0.15

For example, if the WWU minimum for category 2 is \$14.85/hour, the wage for positions at the 2B level would be \$14.85 + \$0.30, or \$15.15/hour.

Exception: The wages for positions receiving stipends are determined separately.

#### 5. **The Pay Gap in AS Wages Does Not Exceed \$3.50**

The difference between the lowest and highest paid positions in the AS shall not exceed \$3.50.

#### 6. **The Policy for Determining AS Wages is Reviewed on an Annual Basis**

The AS Business Director and the AS Personnel Committee shall evaluate this policy at least once per academic year. Proposed changes must be approved by the Executive Board.



ASSOCIATED STUDENTS

# WAGE LEVELS



AS WAGE TASK FORCE



Department	Title	Level	WWU Classification
AS Review	Review Editor in Chief	3A	Program Support Staff 3
	Review Assistant Editor	2B	Program Support Staff 2
	Review Writer (4)	2A	Writer/Editor 2
	Photographer	2B	Program Support Staff 2
Board Admin	Assessment Coordinator	2B	Program Support Staff 2
	Alumni Coordinator	2B	Program Support Staff 2
	Board Assistant for Club Committees	1B	Program Support Staff 1
	Board Assistant for Internal Committees	1B	Program Support Staff 1
	Board Assistant for Representation Committees	1B	Program Support Staff 1
	Board Assistant for Academic Shared Governance	1B	Program Support Staff 1
	Board Assistant for Lobby Days	1B	Program Support Staff 1
Busin	Business Director	3A	Program Support Staff 3
	Student Enhancement Fund Coordinator	2B	Program Support Staff 2
Club Hub	Assistant Director for Club Finances	2C	Program Support Staff 2
	Club Event Planning Coordinator	2B	Program Support Staff 2
	Club Promotion & Outreach Coordinator	2B	Program Support Staff 2
	Club Training & Development Coordinator	2B	Program Support Staff 2
	Fall Info Fair Coordinator	2B	Program Support Staff 2
Communica	Communications Director	3A	Program Support Staff 3
	Communications Coordinator	2B	Program Support Staff 2
	Video Coordinator	2B	Video Production Assistant 2
	Videographer	2B	Video Production Assistant 2
Electe	Executive Board (7)	3B	Program Support Staff 3
	Student Senate (20)	3B	Program Support Staff 3
ESC	ESC Advocacy & Programming Coordinator	2B	Program Support Staff 2
	ESC Assistant Director for Club Logistics	2C	Program Support Staff 2
	ESC Cultural Education Coordinator	2B	Program Support Staff 2
	ESC Marketing & Outreach Coordinator	2B	Program Support Staff 2
	ESC Office Assistant	1A	Program Support Staff 1
ESP	Environmental & Sustainability Director	3A	Program Support Staff 3
	Environment Center Coordinator	2B	Program Support Staff 2
	Outback OELP Program Coordinator	2B	Program Support Staff 2
	Outback OELP Assitant Coordinator	2B	Program Support Staff 2
	Outback Forest Gardener Assistant	1B	Program Support Staff 1
	Alternative Transportation Coordinator	2B	Program Support Staff 2
	Community Outreach & Volunteer Coordinator	2B	Program Support Staff 2
	Environmental Justice Coordinator	2B	Program Support Staff 2
	Media & Marketing Coordinator	2B	Program Support Staff 2
	Sustainable Action Fund Education Coordinator	2B	Program Support Staff 2
	Outback Farm Apprentice (3)	1A	Laborer 1

KUGS	Program Director	3A	Program Support Staff 3
	Maintenance Engineer	2B	Program Support Staff 2
	Music Director	3B	Program Support Staff 2
	Public Affairs Producer	3B	Program Support Staff 2
	Operations Coordinator	3B	Program Support Staff 2
	Local Music Coordinator	3B	Program Support Staff 2
	Specialty Music Coordinator	3B	Program Support Staff 2
	Office Assistant	1A	Program Support Staff 1
	Morning Show Program Host	2B	Program Support Staff 2
Personnel	Personnel Director	3A	Program Support Staff 3
	Personnel Development Coordinator	2B	Program Support Staff 2
	Personnel Recognition Coordinator	2B	Program Support Staff 2
Productions	Productions Director	3A	Program Support Staff 3
	Asst Director for Marketing & Assessment	2C	Program Support Staff 2
	Asst Director for Logistics	2C	Program Support Staff 2
	Marketing Coordinator - Arts & Entertainment	2B	Program Support Staff 2
	Marketing Coordinator - Music & Entertainment	2B	Program Support Staff 2
	Films Coordinator	2B	Program Support Staff 2
	Pop Music Coordinator	2B	Program Support Staff 2
	Special Events Coordinator	2B	Program Support Staff 2
	Underground Coffeehouse Coordinator	2B	Program Support Staff 2
	VU Gallery Director	2B	Program Support Staff 2
	Productions Assistant (2)	1A	Program Support Staff 1
	Gallery Attendant (4)	1A	Program Support Staff 1
Publicity Center	Project Manager 1	2B	Program Support Staff 2
	Project Manager 2	2B	Program Support Staff 2
	Distribution Coordinator	2B	Program Support Staff 2
	Lead Graphic Designer	3A	Graphic Artist 3
	Distributor (4)	1A	Promotion Worker 1
	Graphic Designer (8)	2A	Graphic Artist 2
	Graphic Production Specialist	2A	Graphic Artist 2
REP	REP Director	3A	Program Support Staff 3
	Organizing & Outreach Coordinator	2B	Program Support Staff 2
	Committee Coordinator	2B	Program Support Staff 2
	Elections Board Chair		
	Elections Coordinator	2B	Program Support Staff 2
	Director of Legislative Affairs	2B	Program Support Staff 2
	Local Liaison	2B	Program Support Staff 2
	Voter Registration Staff (7)	1A	Program Support Staff 1
	DOC Educational Programming Coordinator	2B	Program Support Staff 2
	DOC Community Engagement Coordinator	2B	Program Support Staff 2
	DOC Advocacy Coordinator	2B	Program Support Staff 2
	Legal Information Center Coordinator	2B	Program Support Staff 2

SAIRC	QRC Educational Programming Coordinator	2B	Program Support Staff 2
	QRC Community Engagement Coordinator	2B	Program Support Staff 2
	QRC Advocacy Coordinator	2B	Program Support Staff 2
	SAIRC Marketing & Assessment Coordinator	2B	Program Support Staff 2
	SAIRC Representation & Outreach Coordinator	2B	Program Support Staff 2
	Veteran Community Coordinator	2B	Program Support Staff 2
	WIRC Educational Programming Coordinator	2B	Program Support Staff 2
	WIRC Community Engagement Coordinator	2B	Program Support Staff 2
	WIRC Advocacy Coordinator	2B	Program Support Staff 2
	Legal Information Center Program Support Staff	1A	Program Support Staff 1