UWMF Compensation Development Committee

April 6, 2021, 4:30 - 6:00 PM

WebEx: https://uwhealth.webex.com/uwhealth/onstage/g.php?MTID=eb6e52a0926d63f8cfc958738a82293fa

Meeting number: 120 777 4816 // Password: 040621


**ADVANCE MEETING MATERIALS ARE POSTED FOR REFERENCE. OCCASIONALLY, THE POSTED MATERIALS DO NOT REFLECT CHANGES MADE SHORTLY BEFORE OR DURING COMMITTEE MEETINGS. THE FULL COMMITTEE MINUTES ARE THE OFFICIAL RECORD OF FINAL COMMITTEE ACTION**
I. Call to Order
Dr. Cristopher Meyer

II. Meeting Minutes - Open Session
Dr. Cristopher Meyer

III. UWMF Compensation Development Committee: Calendar Year 2021 Workplan
Dr. Cristopher Meyer

Presentation - UWMF CDC: Calendar Year 2021 Workplan

IV. UWMF Compensation Development Committee - Compensation Plans: CDC Survey and Review Process
Dr. Cristopher Meyer, Ms. Lisa Kurth

Presentation - Compensation Plans: CDC Survey and Review Process

V. Closed Session
Motion to enter into closed session pursuant to Wisconsin Statutes section 19.85(1)(e), for the discussion of the following confidential matters, which for competitive reasons require a closed session: review and approval of closed session meeting minutes and department compensation plans foundational components discussion.

VI. Adjourn
CY2021
CDC Work Plan

UWMF Compensation Development Committee Meeting
Tuesday, April 6, 2021
2021 Proposed Work Plan

• Review and modify compensation plan faculty survey
• Review and modify compensation plan review process
• Review and endorse CPG Workgroup proposal(s)
Historical Process

• Compensation plans are reviewed on an ongoing basis to make sure:
  • Remain current with changes in healthcare
  • Incorporate recommendations from previously reviewed CDC Report
  • Understand faculty perception of department compensation plan based on survey responses
  • Compensation plans were on a rotating schedule for review; with 18 plans (including Primary Care), reviewed approximately every 3 years
Historical Process Participation

• Process led by Department Administrator
• Subgroup typically included three CDC physicians (not members of department being reviewed)
• Process steps coordinated by PPA
Historical Process Steps

• Evaluation Form was sent to department Chair and Administrator for input
• CDC Compensation Survey was sent to faculty members
• Subgroup would meet to review above documents, current compensation plan, and last CDC Compensation Plan Report
• Department Administrator would follow-up with department regarding questions, if applicable
• CDC meeting to review plan; included attendance of Department Chair, Administrator, and possible Department Compensation member(s)
  • CDC would discuss presentation, documents and outline pros and cons of current plan
  • Next CDC meeting a formal report would be presented for approval
  • After full approval process, report is forwarded to Department Chair and Administrator
Historical Approval Process

- CDC completes and approves Report
- Report is then routed to the following for approval:
  - UWMF Board
  - UWHC Authority Board
  - Dean Golden
  - Compensation Review Committee (CRC) - final approval
<table>
<thead>
<tr>
<th>Month</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>CDC Evaluation Form sent to Chair and Department Administrator (DA)</td>
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<tr>
<td>February</td>
<td>CDC Survey distributed to physicians</td>
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<tr>
<td>April</td>
<td>Survey results compiled</td>
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<tr>
<td>April or May</td>
<td>CDC Sub-group meeting</td>
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<tr>
<td>June</td>
<td>CDC Meeting - Department reviewed</td>
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<tr>
<td>June or July</td>
<td>Department report drafted (DA &amp; CDC Chair)</td>
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<tr>
<td>August</td>
<td>CDC Meeting - Department report reviewed/approved</td>
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Next Steps

• Develop process for post-CPG guidelines
  • Review Survey for updates
    • What is the goal of the survey?
    • What have we learned from this process in the past?
  • Review Department Evaluation Form for updates
  • Develop review outline/checklist
Faculty Questionnaire

Identify yourself: Tenure Track/CHS Track/Clinical Track

1. Are you familiar with how your compensation is calculated? Yes/No
2. Do you think your compensation plan is implemented objectively? Yes/No
3. Have you received information about the determinants of your compensation in the last year? Yes/No
4. In your opinion, is the methodology used to calculate your compensation fair as it relates to:
   a. Clinical – Yes/No
   b. Research – Yes/No
   c. Teaching – Yes/No
   d. Service – Yes/No
5. In your opinion, do the faculty have adequate input into your compensation plan? Yes/No
6. Do you know your options if you have a grievance about your compensation? Yes/No
7. Comments:
### Survey Results Example

<table>
<thead>
<tr>
<th>Select your track:</th>
<th>Are you familiar with how your compensation is calculated?</th>
<th>Do you think your compensation plan is implemented objectively?</th>
<th>Have you received information about the determinants of your compensation in the last year?</th>
<th>In your opinion, are the determinants in your compensation plan fair as they relate to Clinical?</th>
<th>In your opinion, are the determinants in your compensation plan fair as they relate to Research?</th>
<th>In your opinion, are the determinants in your compensation plan fair as they relate to Teaching?</th>
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<th>Do you know your options if you have a grievance about your compensation?</th>
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#### 2018 Results

- **Yes**: 11
- **No**: 2
- **Total**: 13
- **Yes % of (Y/N)**: 85%

#### 2019 Results

- **Yes**: 10
- **No**: 2
- **Total**: 12
- **Yes % of (Y/N)**: 83%

#### All Departments Average

- **Avg Yes % by Question**: 85% 84% 83% 83% 75% 77% 70% 64% 54%

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**Surveys Distributed**: 20
**Responses Received**: 14
UWMF Compensation Development Committee Evaluation Form

Department: 
Department’s Completion Date: ________________________________

1. Please describe your compensation plan in a single paragraph and how it relates to the mission of your department:

2. Please provide feedback on what the department did with the recommendations made by the Compensation Development Committee in the last report issued.
   
   • Specific changes made:
   • If changes were not implemented, describe analysis completed to support decision:

3. Please identify any significant changes made to your compensation plan since the last review.
   
   • What approval process was completed? (e.g. Department Committee; faculty vote, etc.)
   • How often do you review and update your compensation plan?

4. How does the compensation plan measure and compensate clinical activity?
   
   • What are the measures (RVUs, charges, cash, clinical sessions, blend)?

5. How do you measure and compensate for research activity, service, teaching and excellence?
   
   • What are the sources of these funds, more specifically clinical revenue?

6. Does your compensation plan measure and compensate for quality?
   
   • What are the metrics?
   • How frequently are the metrics evaluated/changed?
   • How much of the total compensation is attributed to quality?
7. Have you had significant changes in clinical or research income which have altered the balance in your compensation plan? If yes, please elaborate:

8. What percentage of your total compensation pool does the Chair, Department Administrator or compensation committee have control over?
   - Is there a discretionary component?
   - What is the percentage/amount available?
   - How are dollars allocated and for what purpose?

9. How do you determine and fund the guaranteed salaries of new faculty? Where do funds come from?

10. How are UWSMPH base salaries and fringes accounted for in the compensation plan?
    - Allocated directly to faculty or treated as a department operating expense?

11. How do you allocate UWSMPH MAMA funds?
    - Are funds directly allocated to faculty or used for overall department expenses?

12. Are salary benchmarks utilized in your compensation plan?
    - If so, what benchmarks do you use?
    - What determines which benchmark source is used?
    - If so, what is done in cases where faculty are below benchmark salary but perform benchmark work?

13. How does a new faculty member learn about the compensation plan?

14. Do you provide feedback or make adjustments to the faculty member on their compensation?
    - If so, how often?
    - How is this communicated?
15. Regarding compensation, how do you handle extended leaves and sabbaticals? (medical, family, military, etc.)

16. Do you have a compensation grievance policy within the department for faculty members?
   - If so, what is it?

17. Do you have a termination policy?
   - If so, what is it?
   - Have you incorporated the organizational termination policy into your plan?

18. What is your annual at-risk (withhold) amount?
   - What is the evaluation process/metrics used to determine if a provider receives?

19. Compensation by mission:
   - Total UW/UWMF Faculty Compensation - $______________
   - Percentage coded as Clinical:
   - Percentage coded as Research:
   - Percentage coded as Teaching:
   - Percentage coded as Admin/General: