



## **MEMORANDUM**

**September 21, 2022**

**TO: Members of the Board of Trustees**

**FROM: Deborah F. Stanley, Interim Chancellor**

**SUBJECT: Approval of Salary Schedules and Guidelines for  
Managerial/Confidential Employees in the State University's  
Professional Service**

### **Action Requested**

The proposed resolution adopts guidelines and sets salary schedules for salary adjustments for managerial/confidential employees in SUNY's professional service.

### **Resolution**

I recommend that the Board of Trustees adopt the following resolution:

**Whereas**, pursuant to Education Law sections 355 and 355-a, the State University Board of Trustees has the authority to set salary schedules and guidelines for unclassified employees in the professional service of the University; and

**Whereas**, Chapter 361 of the Laws of 2022 confirms (in conjunction with the recent ratification and legislative implementation of compensation agreements between the State of New York and collective negotiations units) the Board of Trustees authority for the State University to update its salary schedules and provide salary increases for employees who have been designated, stipulated or excluded from collective negotiating units as managerial/confidential; now therefore be it

**Resolved** that the "Guidelines for Salary Adjustments for Certain Managerial/Confidential Employees in the Professional Service of the State University" (copy on file in the Office of the Secretary of the University), are approved, and, be it further

**Resolved** that the salary schedules adopted on June 20, 2019, by Resolution 2019-42 are hereby repealed; and, be it further

**Resolved** that the "Salary Schedule for Managerial/Confidential Employees in the Professional Service of the State University of New York" (copy on file in the Office of the Secretary of the University) be, and hereby is, approved, subject to and in accordance with any applicable legislation; and, be it further

**Resolved** that the Chancellor, or designee, be, and hereby is, authorized to take all steps necessary and appropriate to implement the above-referenced salary schedules and guidelines in a fiscally responsible manner dependent on the individual circumstances of each institution.

### **Background**

In conjunction with the passage of Chapter 361 of the Laws of 2022, recent ratification and legislative implementation of agreements between the State of New York and collective negotiating units, and pursuant to the authority of the Board of Trustees to establish salary schedules and compensation for employees who have been designated, stipulated, or excluded from collective negotiating units as managerial/confidential it is appropriate for the State University to update its salary schedules and guidelines for 2021/2022 for State University employees who have been so designated.

This resolution authorizes potential compensation increases for State University managerial/confidential employees in the amount of two percent (2%) effective April 1, 2021, and two percent (2%) effective April 1, 2022. The attached salary schedules for Managerial/Confidential employees have been amended to reflect the respective increases. As noted on the salary schedules, campuses located in New York City, Nassau, Westchester, and Suffolk Counties may exceed the maximum of the salary range by ten percent (10%). All employees must be paid at least the minimum of the grade.

The Guidelines delegate to the Chancellor, with respect to System Administration employees, and to campus presidents for employees under their discretion, the authority to make all or a portion of the salary pool discretionary in recognition of merit. Portions not distributed on a discretionary basis may be distributed as across-the-board increases provided, however, that the Chancellor or designee may request additional information or approve compensation plans prepared by the campus at any time.

This resolution also authorizes a potential compensation increase for State University managerial/confidential employees of one-half percent (0.5%) of the total basic annual salaries as of June 30, 2021, and June 30, 2022, as discretionary pools that may be distributed to incumbents as a base salary increase in recognition of meritorious service. This resolution also authorizes a potential compensation increase for State University managerial/confidential employees for one-half percent (0.5%) of the total basic annual salaries as of June 30, 2021, and June 30, 2022, to address salary equity, compression, and inversion issues. These updates will bring alignment between managerial/confidential State University employees and other collective negotiating units.



**Guidelines for Salary Adjustment for Certain  
Managerial/Confidential Employees in the Professional Service of  
The State University of New York  
September 20, 2022**

**1. Managerial/Confidential (M/C) Salary Pool**

Effective both April 1, 2021, and April 1, 2022, the basic annual salary of incumbents of positions designated managerial/confidential in the State University Professional Service may be increased as follows. Such increases in basic annual salary rates, shall not exceed in the aggregate two percent (2%) based on the total basic annual salary rates in effect on March 31, 2021, and March 31, 2022.

The Chancellor, with respect to System Administration employees, and each campus president with respect to employees under the president's jurisdiction may elect to distribute the money as an across-the-board percentage to M/C employees or use a portion of the funds as a merit pool to reward performance, and may determine how much, if any, of the pool is expended. The Chancellor, with respect to System Administration employees, and each campus president may withhold any part of the increase from an M/C employee based upon a review of performance. In addition, the Chancellor or designee may require campus presidents to engage directly with System Administration prior to the distribution of the increases to ensure affordability and need at each campus.

To receive an across-the-board or merit increase for April 2021 or April 2022, the employee must be on the payroll on March 31<sup>st</sup> of the appropriate year and must be on the payroll at the time of actual payment.

**2. Discretionary Adjustment Pools**

There shall be available two pools of funds, each equal to one half percent (0.5%) of the total basic annual salaries on June 30, 2021, and June 30, 2022, for distribution to incumbents to recognize meritorious service for the previous year, which will be added to basic annual salary effective July 1 of each respective year. These discretionary increases are to be used to recognize performance, and distribution on an across-the-board basis is not recommended.

There shall also be available two pools of funds, each equal to one half percent (0.5%) of the total basic annual salaries on June 30, 2021, and June 30, 2022, for distribution to incumbents to address salary equity, compression, and inversion issues, which will be added to basic annual salary effective July 1 of each respective year.

The Chancellor, with respect to System Administration and each campus president with respect to employees under the campus president's jurisdiction shall determine the distribution of the individual pools and may determine how much, if any, of the pool is expended. In addition, the Chancellor or designee may require campus presidents to engage directly with System Administration prior to the distribution of the increases to ensure affordability and need at each campus.

To be eligible to receive an increase from one or more of these pools, the employee must have been employed as a managerial/confidential prior to the effective date of the payment and must be employed as a managerial/confidential employee at the time of the actual payment.

**3. Rosters**

All increases must be reported on a roster to University-wide Human Resources. The format of the rosters will be provided prior to the date on which the increases will be made. All rosters must be signed by the Chancellor or the campus president.

**4. Exception Policy**

In extraordinary circumstances, campuses are able to exceed the salary maximum for an individual employee. The authority to approve an exception resides with the campus president and is not delegable to any other officer. An exception to the maximum must be reported to the University-wide Human Resources office, including the rationale and documentation supporting the exception.

While there is no predetermined limit on exceptions, this procedure is expected to be used only in exceptional cases. An individual's state salary may not exceed that of the campus president without prior approval by the Chancellor. The request for prior approval by the Chancellor should include the rationale and documentation supporting the exception along with a certification that the funds to support this request are available in the current campus budget.

**BOARD OF TRUSTEES SALARY RESOLUTION  
MANAGEMENT/CONFIDENTIAL EMPLOYEES**

ALL  
CAMPUSES

**EFFECTIVE April 1, 2020**

Salary Level	Minimum	Maximum
MP1	\$119,988	\$203,336
MP2	\$100,163	\$190,219
MP3	\$82,417	\$168,977
MP4	\$66,956	\$127,348
MP5	\$47,678	\$95,627
MP6	\$43,523	\$63,818

**EFFECTIVE April 1, 2021**

Salary Level	Minimum	Maximum
MP1	\$122,388	\$207,403
MP2	\$102,166	\$194,023
MP3	\$84,065	\$172,357
MP4	\$68,295	\$129,895
MP5	\$48,632	\$97,540
MP6	\$44,393	\$65,094

**EFFECTIVE April 1, 2022**

Salary Level	Minimum	Maximum
MP1	\$124,836	\$211,551
MP2	\$104,209	\$197,903
MP3	\$85,746	\$175,804
MP4	\$69,661	\$132,493
MP5	\$49,605	\$99,491
MP6	\$45,281	\$66,396

**Additional Salary Grades**

**Health Science Centers**

**EFFECTIVE April 1, 2020**

Salary Level	Minimum	Maximum
MH1	\$170,958	\$268,750
MH2	\$157,741	\$252,138

**Additional Salary Grades**

**Health Science Centers**

**EFFECTIVE April 1, 2021**

Salary Level	Minimum	Maximum
MH1	\$174,377	\$274,125
MH2	\$160,896	\$257,181

**Additional Salary Grades**

**Health Science Centers**

**EFFECTIVE April 1, 2022**

Salary Level	Minimum	Maximum
MH1	\$177,865	\$279,608
MH2	\$164,114	\$262,325

Note: The Salary Schedules for campuses in the New York Metropolitan Area will be increased by 10% per salary level maximum.