

Item 15

(Information Item)

Policy on Requesting Increases to Executive Director's Salary

SUMMARY:

This item provides information for the Commission's consideration regarding the establishment of a policy governing requests for increases to the Executive Director's salary.

RECOMMENDATION:

The Commission scheduled an action item to consider adopting a formal policy on requesting increases to the Executive Director's salary at its December 2022 meeting.

BACKGROUND:

The Commission has previously discussed the need to develop a consistent and transparent policy for exercising its discretion to request an increase to the Executive Director's salary.

ANALYSIS:

This draft policy outlines the process and criteria to be followed by the Commission when exercising its discretion to request an increase to the Executive Director's salary. The criteria include completing a performance evaluation of the Executive Director for the previous year and a determination that the Executive Director has met or exceeded expectations. Among other components, the draft policy also generally limits salary increases to five (5) percent, and requires, prior to Commission approval, public disclosure of whether the criteria has been satisfied and the percentage increase being requested.

RESPONSIBLE PERSON(S):

Commissioner Guillermo Mayer
California Student Aid Commission

Commissioner Patrick Day
California Student Aid Commission

Libby Knerl, Personnel Officer
Fiscal and Administrative Services Division

California Student Aid Commission

ATTACHMENT(S):

Draft Policy on Requesting Increases to Executive Director's Salary