



Maurice D. Edington, Ph.D.
President

November 14, 2023

The Honorable Phil Mendelson, Chairman
Council of the District of Columbia
1350 Pennsylvania Avenue, NW, Suite 504
Washington, DC 20004

Dear Chairman Mendelson:

In accordance with the provisions of D.C. Code §§ 1-611.05, 1-611.11 and 1-608.58, I am forwarding to you a proposed compensation resolution for introduction and approval by the Council of the District of Columbia. The resolution is as follows:

“University of the District of Columbia Revised Compensation Scale For UDC
Undergraduate And Graduate Students Approval Resolution of 2023”

The proposed resolution would approve wage increases for all graduate and undergraduate students employed by the University of the District of Columbia. The sources of funds for the student wages are institutional and federal grants.

Considering the significance of this action to our students, I respectfully request that the Council affirmatively approve expeditiously the “University of The District of Columbia Revised Compensation Scale for UDC Undergraduate and Graduate Students Approval Resolution of 2023.”

If you have questions, please contact me at 202-274-5100. Thank you for your consideration.

Sincerely,

Maurice D. Edington, Ph.D.

ASPIRE. ACCOMPLISH. TAKE ON THE WORLD.

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Chairman Phil Mendelson
at the request of the University of the District of
Columbia

A PROPOSED RESOLUTION

IN THE COUNCIL OF THE DISTRICT OF COLUMBIA

Chairman Phil Mendelson, at the request of the University of the District of Columbia introduced the following resolution to approve the Proposed Compensation Resolution entitled "University of the District of Columbia Approval of Revised Compensation Scale For Undergraduate And Graduate Students".

RESOLVED, BY THE COUNCIL OF THE DISTRICT OF COLUMBIA, that this resolution may be cited as the "University of The District Of Columbia Revised Compensation Scale For UDC Undergraduate And Graduate Students Approval Resolution of 2023".

Sec. 2. Pursuant to §1-611.11 of the District of Columbia Government Comprehensive Merit Personnel Act of 1978, effective March 3, 1979 (D.C. Law 2-139; D.C. Official Code §1-611.11(i)(4), the Council approves the compensation scale for the University of the District of Columbia, student workers in work-study, teaching assistant and other related capacities recommended by the Board of Trustees and transmitted to the Council by the Board Chairperson on October 10, 2023 and which is reflected in the attached pay schedule and the resolution adopted by the Board at a meeting on September 12, 2023.

Sec. 3. The compensation schedule changes approved in section 2 of the resolution shall become effective upon approval by the Council of the District of Columbia.

Sec. 4. Fiscal Impact Statement.

The Council adopts the fiscal impact statement of the University of the District of Columbia's Chief Financial Officer as the fiscal impact statement required by section 4a of the General Legislative Procedures Act of 1975, approved October 16, 2006 (120 Stat. 2038; D.C. Official Code § 1-301.47(a).

Sec. 5. The Secretary of the Council shall transmit a copy of this resolution, upon its adoption, to the University of the District of Columbia's President and the Mayor.

Sec. 6. This resolution shall take effect immediately.

**BOARD OF TRUSTEES
UNIVERSITY OF THE DISTRICT OF COLUMBIA
UDC RESOLUTION NO. 2023 - 39**

**SUBJECT: UNIVERSITY OF THE DISTRICT OF COLUMBIA APPROVAL OF A
REVISED COMPENSATION SCALE FOR UDC UNDERGRADUATE
AND GRADUATE STUDENTS**

WHEREAS, pursuant to D.C. Code §§ 1-611.05, 1-611.11 and 1-608.58, the Board of Trustees shall provide for the periodic review of its basic compensation systems, including but not limited to, a review of the adequacy of the rates of basic pay for all employees including students; and

WHEREAS, pursuant to D.C. Code §1-611.1, the Board of Trustees shall provide continuing conformity with the principle of equal pay for substantially equal work; and

WHEREAS, pursuant to D.C. Code §§ 1-611.05, 1-611.11 and 1-608.58, the Board of Trustees shall cause to be submitted to the Council of the District of Columbia all proposed pay changes and adjustments to the compensation systems; and

WHEREAS, the University currently utilizes a flat compensation structure whereby all students employed by the University receive minimum wage regardless of their position, classification or capacity; and

WHEREAS, the minimum wage rate utilized by the District of Columbia increased from \$16.10 to \$17.00 effective July 1, 2023; and

WHEREAS, the University strives to ensure employment opportunities for students remain competitive and enriching as a valuable component of the student educational experience, and a cornerstone of campus life for both graduates and undergraduates, and

WHEREAS, the current compensation structure does not incentivize graduate students to seek employment on campus when their experience and maturity qualify them for job prospects with compensation above the minimum wage; and

WHEREAS, the University receives grants where the compensation may exceed the maximum compensation on the compensation table for students and the University must comply with the requirements of the grants.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the University of the District of Columbia approves a revised compensation table, attached hereto as **Exhibit A**, and approves compensation for students as required by grants received by the University.

TO: The Honorable Phil Mendelson
Chairman, Council of the District of Columbia

THRU: Paris Saunders *Paris Saunders*
Associate Chief Financial Officer, Education Cluster

FROM: Roy Layne *Roy Layne*
Chief Financial Officer, University of the District of Columbia

DATE: October 23, 2023

RE: Approval of Compensation System Changes for the University of the District of Columbia's Student Employees.

Conclusion:

The University has not identified additional funding in the operating budget to support the estimated fiscal impact of the revised compensation table for student employees.

The University has sufficient funding available in the FY 2024 operating budget to implement the minimum wage rates of the revised student compensation table for undergraduate students.

The University does not have sufficient funding available in the FY 2024 operating budget to implement the minimum wage rates for certain graduate students nor any wages in excess of the minimum rates of the table.

The University must reduce student employee FTEs and hours to offset the increased minimum wage for certain graduate students and any wages in excess of the minimum wage rates in the revised compensation table, unless the position is funded by a grant.

Background:

The Board of Trustees ("Board") of the University of the District of Columbia passed Resolution No. 2023-39 (Resolution) on September 12, 2023, which provided a new compensation structure for students employed by the University.

The University currently utilizes a flat compensation structure whereby all students employed by the University are paid the District of Columbia's minimum wage rate, currently \$17.00 hourly, regardless of their position, classification, or capacity. The Resolution approved a revised

compensation table for student employees that allows wage rates in excess of the District's minimum wage rate, as shown below:

Position:	Education Level:	Recommended Salary Range (Hourly)
Work Study Aide IV	Undergraduate and Graduate	\$17.00 – \$22.50
Work Study Aide III	Undergraduate and Graduate	\$17.00 – \$22.50
Student Worker	Undergraduate and Graduate	\$17.00 – \$22.50
Residential Life Advisor	Undergraduate and Graduate	\$17.00 – \$25.50
Undergraduate Research Assistant	Undergraduate	\$17.00 – \$25.50
Graduate Teaching Assistant	Graduate	\$22.50 – \$27.00
Graduate Research Assistant	Graduate	\$22.50 – \$27.00

The minimum wage of the revised compensation table is equal to the District's minimum wage rate for five (5) of the seven (7) student employee categories. However, the minimum wage rate of the revised table for two (2) categories (Graduate Teaching Assistants and Graduate Research Assistants) is greater than the District's current minimum wage.

Additionally, the Resolution approved compensation in excess of the maximum compensation on the revised table for student positions funded by grants. The maximum compensation rate for these grant-funded student positions is not defined in the Resolution other than that the maximum compensation must comply with the requirements of the grants.

Financial Impact:

The University has not identified additional funding in the operating budget in FY 2024 to pay for the fiscal impact of the revised compensation table for students employed by the University.

The University has sufficient funding available in the FY 2024 operating budget to implement the minimum wage of \$17.00 hourly for undergraduate students who are already being paid the required minimum wage of \$17.00 hourly; therefore, there is no increase in costs for those student employees. Wages in excess of the minimum rates for undergraduate students are contingent on the availability of additional funding in future fiscal years or proportional offsetting reductions to student FTEs and hours.

The University has not identified sufficient funding available in the FY 2024 operating budget to support the cost of the increased minimum wage rate for certain graduate students. The fiscal impact of the rate increases for certain graduate students are shown in the table below.

Fund Type	Position Title	Min. Wage	FY23		Est. FY24		FY24		FY24	
		Change (Hourly)	Hours Worked	FY23 Regular Pay	Est. FY24 Regular Pay	Regular Pay Impact	Fringe (7.65%) Impact	Hours Impact	FTE Impact	
Local Subsidy	Graduate Research Assistant	\$ 5.50	171	\$ 4,693	\$ 5,635	\$ 943	\$ 72	42	0.02	
Funds & Special Purpose Revenues	Graduate Teaching Assistant	\$ 5.50	2,391	\$ 54,166	\$ 67,318	\$ 13,152	\$ 1,006	584	0.28	
	Residential Life Advisor	\$ -	2,178	\$ 47,976	\$ 47,976	\$ -	\$ -	-	-	
	Student Worker	\$ -	42,856	\$ 925,791	\$ 925,791	\$ -	\$ -	-	-	
	Undergraduate Research Assistant	\$ -	10	\$ 155	\$ 155	\$ -	\$ -	-	-	
	Work Study Aide III	\$ -	-	\$ -	\$ -	\$ -	\$ -	-	-	
	Work Study Aide IV	\$ -	-	\$ -	\$ -	\$ -	\$ -	-	-	
Grand Total			47,807	\$ 1,082,782	\$ 1,045,877	\$ 14,095	\$ 1,078	626	0.30	

The estimated fiscal impact of the minimum wage rate increase for Graduate Research Assistants and Graduate Teaching Assistants is \$15,173 (\$14,095 in Regular pay – other and \$1,078 in Fringe Benefits Expenses). Fringe Benefits Expenses are calculated as 7.65% to account for Social Security and Medicare taxes.

Because no additional funding has been identified in the FY24 operating budget for this cost increase, the University must offset the, otherwise, resulting fiscal impact by a proportional reduction in student employee FTEs and hours (equivalent to 0.3 FTEs and 626 hours worked by Graduate Student(s) being paid \$22.50 hourly).

The fiscal impact associated with grant-funded student positions is not substantive because any wages in excess of minimum wage for those positions are subject to requirements of the grantors and funding availability of those grants.

The below table summarizes the estimated fiscal impact of implementing only the minimum wage rates of the revised table for the current and each of the following four (4) fiscal years if no offsetting reduction were made to student employee FTEs and hours. The University must impose a reduction in FTEs and hours, as compared to FY 2023 actual hours worked, to offset the below costs increases that would, otherwise, be incurred.

Expenditure Type	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
Regular Pay - Other	\$ 14,095	\$ 14,095	\$ 14,095	\$ 14,095	\$ 14,095	\$ 70,475
Fringe Benefits	\$ 1,078	\$ 1,078	\$ 1,078	\$ 1,078	\$ 1,078	\$ 5,390
Total	\$ 15,173	\$ 15,173	\$ 15,173	\$ 15,173	\$ 15,173	\$ 75,865

Should you have any questions, please contact Brian Connell, Budget Officer, at brian.connell@dc.gov or 202-274-6057.

Attachments:

1. Board of Trustees UDC Resolution No. 2023-39
2. UDC Financial Impact Statement

Submitted by the Operations Committee:

August 24, 2023

Approved by the Board of Trustees:

September 12, 2023

Christopher D. Bell

Christopher D. Bell
Chairperson of the Board

Exhibit A

Position:	Education Level:	Recommended Salary Range (Hourly)
Work Study Aide IV	Undergraduate and Graduate	\$17.00 – \$22.50
Work Study Aide III	Undergraduate and Graduate	\$17.00 – \$22.50
Student Worker	Undergraduate and Graduate	\$17.00 – \$22.50
Residential Life Advisor	Undergraduate and Graduate	\$17.00 – \$25.50
Undergraduate Research Assistant	Undergraduate	\$17.00 – \$25.50
Graduate Teaching Assistant	Graduate	\$22.50 – \$27.00
Graduate Research Assistant	Graduate	\$22.50 – \$27.00

Fiscal Impact Statement

TO: The Board of Trustees
FROM: Managing Director of Finance *David A. Franklin*
DATE: July 24, 2023
SUBJECT: Student Employment Worker's Proposed Compensation Scale

Conclusion

It has been concluded that the proposed recommendation to revise the compensation structure for student employees would result in no significant financial impact to the University's operating budget.

Background

The University of the District of Columbia seeks to adjust student compensation, both at the undergraduate and graduate levels, to be in line with the new minimum wage which will be adopted by the District of Columbia on July 1, 2023. Currently all UDC students earn minimum wage through a flat compensation practice for student workers. UDC proposes the adoption of pay ranges for various student employment roles, all of which would have a floor of \$17.00 – the new minimum wage in the District. The new student compensation structure will not only accommodate the new minimum wage but also allows students funded through grants, sponsored programs, and external resources to earn compensation above minimum wage which is particularly relevant for graduate students whose grants have provisions for compensation commensurate with their capacity, training, and academic level. Without a corresponding pay table, students funded through grants are unable to avail themselves of higher wages that would be supported through their project budget.

These changes will help ensure the retention of student workers as UDC becomes more competitive with off-campus employment opportunities. Similarly, stronger compensation options for graduate students can potentially improve enrollment in UDC's graduate programs.

Fiscal Impact

The adoption of this modified compensation structure will have no significant fiscal impact upon the institution. UDC will increase student compensation to the new minimum wage of \$17/hour which may result in fewer FTEs that can be supported through current resources. Students who are supported through grants and sponsored programs will be eligible to receive compensation according to the respective budget parameters if they fall within the ranges delineated in the adopted pay table which is provided below:

Based on the internal breakdown of UDC student labor force:

Position:	Education Level:	Recommended Salary Range (Hourly)
Work Study Aide IV	Undergraduate and Graduate	\$17.00 – \$22.50
Work Study Aide III	Undergraduate and Graduate	\$17.00 – \$22.50
Student Worker	Undergraduate and Graduate	\$17.00 – \$22.50
Residential Life Advisor	Undergraduate and Graduate	\$17.00 – \$25.50
Undergraduate Research Assistant	Undergraduate	\$17.00 – \$25.50
Graduate Assistant	Teaching Graduate	\$22.50 – \$27.00
Graduate Assistant	Research Graduate	\$22.50 – \$27.00

All student workers employed by UDC would adhere to the above pay ranges and under no circumstances could a student earn more than what is prescribed for their given job classification. With the adoption of the student pay table, approximately 300 students who are compensated through grants and sponsored programs may benefit from additional compensation. UDC will continue exploring funding options and resources to offer more students work opportunities above minimum wage.

CERTIFICATE

To: The Honorable Phil Mendelson
Chairman
Council of the District of Columbia
1350 Pennsylvania Avenue, NW, Suite 504
Washington, DC 20004

From: Ms. Avis Marie Russell
General Counsel

Re: Legal Sufficiency Certification – Proposed Compensation Resolution entitled,
"University of the District of Columbia Approval of a Revised Compensation
Scale for UDC Undergraduate And Graduate Students"

Date: October 4, 2023

This is to certify that this the Office of the General Counsel has reviewed the above-referenced Proposed Compensation Resolution entitled "University of the District Of Columbia Approval of a Revised Compensation Scale for UDC Undergraduate And Graduate Students" and found such Resolution to be legally sufficient.

If you have any questions, please do not hesitate to contact me at (202) 274-5604.

By: *Avis Marie Russell*
Avis Marie Russell
General Counsel
University of the District of Columbia