

Roger Williams University and
Roger Williams University School of Law

Policy Change – Compensation Controls - RWU

Changes to the Compensation Policies and Related Controls

The President of the University is authorized to approve exceptions to the compensation policies should a case exist where it is warranted and beneficial to the organization. The key is to provide a reporting mechanism to ensure that abuses do not occur. In addition, there should be an additional review on exception items that are above the normal ranges identified by the University. The following represents clarification to our procedures to ensure the propriety and transparency of exception items:

1) Merit Awards Within Authorized Salary Bands

In addition to the required signatures currently, any annual merit award within the appropriate salary band which is greater than 10% of the employee's base salary will be reviewed and approved by the Executive Vice President for Finance and Administration. Once approved, all merit increases are forwarded to the President for final approval. Merit awards greater than or equal to 20% of the employee's base salary will be forwarded by the President to the Chairman with justification for the increase. Any merit awards approved at a level of 20% or higher are to be reported quarterly to the Audit Committee of the Board of Trustees along with the justification for the award.

2) Merit Awards Above Authorized Salary Bands

In addition to the required signatures currently, any annual merit award that raises the employee base salary above the maximum of the salary band is to be reviewed and approved by the Executive Vice President for Finance and Administration. All requests are then forwarded to the President for approval or denial. Any
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4) New Positions Requiring Unbudgeted Funding

In addition to the signatures requ