



University of Illinois Chicago Equity Concern Report

Overview

This form is for SEIU 73 members to report concerns of inequity to the university. By going on strike members won new equal pay language that will improve the union's ability to pursue equal pay grievances. The contract had already stated that employees **“who are doing substantially equal work, which requires substantially equal skill, effort and responsibility, and are performed under similar working conditions shall receive equal pay, except when a wage difference is based upon some other factor, such as experience, longevity, or merit progression within ranges.”**

The new language states that these exceptions shall not create inequities, defined as **“an unjustifiable pay variance created when one employee is compensated more than another employee with equal or comparable experience, longevity and/or education.”** If you believe that unjustifiable pay variances exist within your title and/or department, please fill out this form.

Process for Submitting and Equity Concern to the Employer

The union will review these reports and send them to the employer on a monthly basis. The employer will then conduct their own internal investigation and respond to us within 30 days or as soon as practicable. Two Stewards have been appointed as Equity Review Co-Chairs and they will prioritize which open cases are sent to the employer and when using the following criteria:

1. Level of egregiousness of the inequity
2. Current pay and classification (equity concerns involving lower paid employees will be prioritized)
3. Length of time that the equity has existed for
4. Length of time the employee(s) has been waiting for a review
5. Amount of time since the last raise
6. Size of department

Steps to determining an Equity Concern internally

Use this as a guide when filling out the form to determine the scope and the reason for your Equity Concern.

1. Determine the scope of the issue.
 - a. How many employees are affected?
 - b. Which title(s)?
 - c. Which department(s)/college(s)?
2. Determine that all employees within the scope of the issue are “doing substantially equal work, which requires substantially equal skill, effort, responsibility, and are performed under similar working conditions.”
 - a. Compare the kind of work that employees are doing.
3. Determine that all employees within the scope of the issue are doing equal work “performed under similar working conditions.”

- a. Compare the employees working conditions.
4. Determine the extent to which experience is a factor.
 - a. Compare years of experience prior to working at UIC with the minimum qualification for the job title.
 - b. Compare years of experience within UIC with the minimum qualification for the job title.
5. Determine the extent to which longevity is a factor.
 - a. Compare hire dates and total years of service at UIC.
2. Determine the extent to which merit progression is a factor.
 - a. Compare the track record of merit raises for each employee within the scope of the grievance.
3. Determine the extent to which education is a factor.
 - a. Compare the educational history and qualification of the employees.
4. Determine what it might take for this inequity to be resolved.

Information to gather through your investigation

Information that cannot be obtained through union records and employee surveys can be requested as a part of the report sent to management.

1. Work duties and assignments for the employees in the title(s)
2. Years of experience the employees have prior to UIC
3. Years of experience that employees have at UIC
4. Educational history and qualifications of the employees
5. Merit increases the employees received

SEIU 73 UIC Equity Concern Report Form

SCOPE OF INEQUITY	
Number of Employees:	
Job Title(s):	
Department(s) and/or College(s):	
How long have you suspected an equity concern?	
REASON FOR INEQUITY	
State with as much detail as possible why you believe the pay in your title and/or department is unequal; attach additional pages or spreadsheets as necessary.	
CONSIDERATIONS FOR RESOLUTION	
Please list out suggestions for how this inequity may be resolved if an inequity is discovered after further investigation.	
INFORMATION REQUESTED FROM UIC	
Please list out the information required from the employer to complete the investigation into this potential inequity.	
FORM SUBMITTED BY	
Name:	Date Submitted:
Email/Cell Phone:	Work Area/Unit:

TO SUBMIT FORM:
FAX COMPLETED FORM TO (312) 337-7768 ATTN: Melinda Bunnage; OR
EMAIL SCANNED COPY TO mbunnage@seiu73.org