

University of Northern British Columbia
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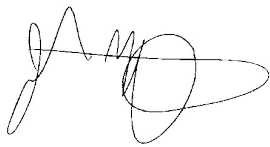
July 13, 2023

John Davison, President & CEO
PSEC Secretariat
Suite 210 - 880 Douglas Street
Victoria, BC V8W 2B7

Re: Executive Compensation Disclosure

This letter will attest that the Board of Governors is aware of all information disclosed in the University of Northern British Columbia's Executive Compensation Disclosure and that the information is accurate and includes all compensation paid by the employer, foundations, subsidiaries, or any other organization related to or associated with the employer. The disclosed information includes the values of any pre-or-post-employment payments made during the 12 month period before and after employment and that the compensation was paid within approved compensation plans.

Thank you,

A handwritten signature in black ink, appearing to read 'Joel McKay', with a large, stylized flourish at the end.

Joel McKay

Chair, UNBC Board of Governors



University of Northern British Columbia

Compensation Philosophy

The Board's compensation decisions reflect the challenges associated with attracting and retaining exemplary administrative leaders to the north in a competitive national and international environment. Responsibility for determining compensation for the President and Senior Executives rests with the UNBC Board of Governors. For positions other than the President's, the Board will consider recommendations made by the President.

With Board of Governor and Executive oversight and approval, the Compensation Philosophy of the University of Northern British Columbia (UNBC) ensures alignment in a manner consistent with the province's Taxpayer Accountability Principles (TAP) in promoting accountability and cost control. UNBC's excluded compensation is controlled and mandated by the province, through the Public Sector Employers' Act.

The following, and attached *Terms and Conditions of Employment* outline the broad approach with respect to compensation policy at UNBC.

Core Principles:

For all management employees, the following Core Principles embodies UNBC's approach for compensation. These principles guide the design, implementation and administration of UNBC's Compensation Philosophy:

- **Differentiation:** Differentiation of salary is supported where there are differences in the scope of the position within an organization, and/or due to superior individual or team contributions.
- **Performance:** Compensation programs support and promote a performance based (merit) organizational culture.
- **Transparency:** Compensation programs are designed, managed and communicated in a manner that ensures the program is clearly understood by employees and the public while protecting individual personal information.
- **Accountability:** Compensation decisions are objective and based upon a clear and well documented business rationale that demonstrates the appropriate expenditure of public funds.

Benchmarking Methodology:

In determining the relevant labour markets for obtaining compensation data for executive and management employees, UNBC considers the following questions:

- From where do universities similar in scope and scale to UNBC recruit employees?
- What is the destination sector or employers for employees that leave UNBC?

Primary benchmarking comparators for management employees include the following:

- Other comparable academic institutions of similar size and scope to UNBC;
- Other BC and Canadian Public sector organizations with key comparability elements to UNBC;
- The BC Public Service for corporate service roles within the organization;
- Private sector comparators in cases of high demand positions only.

When benchmarking for positions, appropriate weighting is established based on current human resource practise guidelines.

President and Executive Compensation Factors:

When setting salary levels for Senior Executives, the Board of Governors considers the following factors; 1) compensation of current and/or recent senior staff, 2) recommended ranges provided by PSEC, 3) the designates' current compensation, 4) market survey information from other comparable universities and, 5) other factors that the Board deems to be relevant to the specific position.

Salary increases for the President and Senior Academic Executives were applied to the professional component of their salaries and in a manner consistent with the negotiated Faculty Association agreement. Salary increases for non-Academic Senior Executives shall only be applied where approved by PSEC and will generally be consistent with any economic increase provided to the Senior Management Group.

Benefit and pension plans are consistent with the employee group to which the Executive is most closely affiliated (i.e. Faculty Association or Senior Management Group). A non-registered supplemental pension arrangement is offered to the Senior Executives where total pension contributions exceed the contribution limit. The supplemental contribution amount is that which the employer would be required to contribute to the UNBC Pension Plan if there wasn't a maximum limit imposed by the Income Tax Act.

New Policies, Actions or Decisions:

The Executive Compensation Policy was last updated in June 2009. The purpose was to formalize a policy framework and process for the annual performance review of the Senior Executive Officers and for reporting changes in executive compensation consistent with the requirements of PSEC. The updates to this document seek to bring UNBC's policy in line with current PSEC and government direction.

Leaves:

Vacation leaves are set in each Executive's appointment letter, the starting point is five weeks, with the President's ability to recommend increases periodically. This partially acknowledges the time commitment beyond a normal work week of the President and Senior Executives, supports a balanced lifestyle, and is competitive in comparison to other academic organizations.

The President is provided a one year research leave following five years of service. The President's salary during the leave would be equal to the highest salary being paid to a full professor with tenure at the University at the time. For Senior Academic Executives, academic leaves are provided following five years of service. This leave is an acknowledgement that for the period they are in these roles, these academic leaders have forfeited their accrual toward sabbatical leaves that would have occurred as members of the Faculty Association. Senior Academic Executives leaves are at their professional salary level only.

[Exempt Employee's Terms and Conditions of Employment Manual](#)

EXECUTIVE COMPENSATION DISCLOSURE

University of Northern BC

Summary Compensation Table at 2023

Name and Position	Salary	Holdback/Bonus/ Incentive Plan Compensation	Benefits	Pension	All Other Compensation (expanded below)	2022/2023 Total Compensation	Previous Two Years Totals Total Compensation	
							2021/2022	2020/2021
Geoff Payne, President and Vice-Chancellor	\$ 300,000	-	\$ 9,419	\$ 29,181	\$ 6,233	\$ 344,833	\$ 361,478	\$ 316,985
Mark Dale, Interim Provost & VP Academic	\$ 108,555	-	\$ 3,694	\$ 15,479	\$ 102,385	\$ 230,113	\$ 247,098	\$ 232,224
Henry Harder, Vice Provost Indigenous Initiatives	\$ 12,115	-	\$ 2,211	-	\$ 10,105	\$ 24,431	\$ 168,522	
Kathy Lewis, Vice-President Research and Initiatives	\$ 216,836	-	\$ 10,077	\$ 20,372	-	\$ 247,285	\$ 232,978	\$ 203,132
Amanpreet Litt, Associate VP - EDI	\$ 165,635	-	\$ 10,898	\$ 15,252	-	\$ 191,785		
Wendy Rodgers, VP Academic & Provost	\$ 132,692	-	\$ 11,575	\$ 12,487	\$ 3,462	\$ 160,216		
Daniel Ryan, Provost & Vice-President Academic	\$ 3,384	-	\$ 130	\$ 320	-	\$ 3,834	\$ 250,149	\$ 252,828
Rahim Somani, Vice President - Finance & Administration	\$ 198,761	-	\$ 9,179	\$ 19,626	\$ 16,634	\$ 244,200	\$ 232,054	\$ 100,486
Paul John Winwood, Associate Vice President - DMS	\$ 220,846	-	\$ 9,247	\$ 20,773	-	\$ 250,866	\$ 250,388	\$ 249,876

EXECUTIVE COMPENSATION DISCLOSURE

Notes

Geoff Payne, President and Vice-Chancellor	<p>General Note: Effective April 4, 2022, Geoff was promoted from Interim President to full-working level in position, and received a 4% salary increase as of April 1, 2022. This resulted in a 10.4% increase to base salary</p> <p>Other Note: Other is Market Differential which ended 04/03/2022</p>
Mark Dale, Interim Provost & VP Academic	<p>General Note: Admin Leave as of 01/03/2023. Return date is not known at this time.</p> <p>Other Note: Other is Market Differential for period up to start of Admin Leave 01/03/2023. Return date is not known at this time.</p>
Henry Harder, Vice Provost Indigenous Initiatives	<p>General Note: Retired on April 30, 2022.</p>
Kathy Lewis, Vice-President Research and Initiatives	<p>General Note: Started a new contract as Interim Dean, Faculty of Environment. Effective January 3, 2023, ending December 31, 2023. Wage increase for Professor - ESM(FSTY) position, effective July 1, 2022. 4% wage increase for VPRI position, effective April 1, 2022. All three positions lead total salary increase of 23.8%.</p>
Amanpreet Litt, Associate VP - EDI	<p>General Note: This is the first year that this position has been added to the disclosure</p>
Wendy Rodgers, VP Academic & Provost	<p>General Note: New appointment as of 09/05/2022. Received a 4% wage increase on April 1, 2022. This is the first year that this position has been added to the disclosure</p>
Daniel Ryan, Provost & Vice-President Academic	<p>General Note: Daniel Ryan's Provost & VP Academic role ended April 6, 2022 so this reporting is for April 1, 2022 to April 6, 2022.</p>
Rahim Somani, Vice President - Finance & Administration	<p>General Note: Received a 4% wage increase for 2022/2023 fiscal year, effective April 1, 2022</p>
Paul John Winwood, Associate Vice President - DMS	