

MICU Compensation Philosophy

MICU seeks to attract and retain a highly talented and committed team. Within the boundaries of financial feasibility, employee compensation shall be externally competitive and internally equitable, and shall reward outstanding work. Each case is approached on its individual merit while guided by these goals.

An externally competitive position in the market is informed by the following factors:

- Average salaries will be targeted at the sixtieth percentile of salary levels of employees in comparable positions as defined by recent and relevant market data, including by not limited to NAICUSE's annual salary survey.
- Flexibility allows for salaries to exceed median market comparisons when appropriate in order to recognize exceptional performance, retain qualified talent, or for purposes of attracting and retaining employees in areas where the organization aspires to be a national leader.

An internally equitable position is defined as:

- Within the parameters of job title, scope of work/responsibility, prior experience, length of service in the position and individual effectiveness employees shall be paid similarly for similar work.

Administering compensation to reflect this philosophy and these objectives means that:

- The CEO's compensations will be reviewed annually by the Executive Committee and the MICU Board of Directors.
- The CEO is responsible for the setting the annual compensation for all employees and will report this information to the executive committee on an annual basis.
- As MICU's budget permits, salary increases shall focus on maintaining market alignment, supporting internal equity, recognizing performance, maintaining key personnel, and recognizing length of service.
- Compensation should be based on the results of annual performance reviews.
- Salaries for new employees should be established at levels that recognize the individual's skills and experience while considering the salary levels of current employees.
- The MICU President is responsible for determining compensation packages of the MICU staff within these guidelines.
- The Executive Committee, at the pleasure of MICU Board of Directors, is responsible for determining compensation and benefit packages of the MICU President within these guidelines.

Procedure for Determination of Presidential Compensation

The Executive Committee hereby appoints a Compensation Committee comprised of the Chair, Past Chair and Vice Chair to review and make recommendations regarding compensation, perquisites, and benefit levels of the President. The compensation of the President will be approved at the annual spring meeting of the Board of Directors during executive session.

Procedure:

- The Board Chair consults with the President to determine if there are any particular needs or concerns that might inform the discussions regarding future compensation. At the April meeting the Executive Committee present a recommendation for the compensation of the President.

This recommendation is informed by several factors including, but not limited to:

- The compensation philosophy guidelines outlined above: External competitiveness, internal parity and recognition of outstanding work within the boundaries of financial feasibility.
 - History of the President's salary and total compensation increases.
 - Any special concerns related to salary and/or benefits raised by the President or Executive Committee.
- The recommendation will be brought to the full board for discussion and approval.
 - The minutes of the Board's action, supplemented with supportive comparative documentation, will be recorded by the Board Secretary, reviewed by the Board Chair and filed in the Office of the Board Chair. The minutes should also include the source of the comparative data, the institutional philosophy regarding executive compensation and the factors weighed when considering the comparative data set and arriving at the President's salary.
 - The Board Chair communicates the approved salary to the President in writing.

*Approved by the Executive Committee
April 29, 2015*