

# UNIVERSITY OF ILLINOIS

URBANA-CHAMPAIGN • CHICAGO • SPRINGFIELD

October 20, 2014

Christine desGarennes  
cgarenne@news-gazette.com

Re: 14-681

Dear Ms. des Garennes:

I write to respond to your Freedom of Information request of October 13, 2014, and received in my office on that date, in which you requested:

“...the current salary book...”

Information responsive to your request is available. The URL to a secure website from which these records may be downloaded will be provided to you separately. These are public documents which would, if printed, number 1,465 pages.

These documents are produced annually following the meeting of the Board of Trustees at which the Academic Administrative Appointments book, or “Grey Book”, is approved. The Grey Book is available in PDF format at <http://www.uillinois.edu/trustees/grey-book.cfm>, and an Excel version of the Grey Book is being provided to you at the secure website referenced above. Details and information regarding the employee data contained therein are included with that record.

Similar records for non-Grey Book employees have been created in Excel format. These employees include civil service staff as well as academic professional staff and faculty who did not appear in the Grey Book. Reasons for exclusion from the Grey Book are varied but may include being classified as civil service, alternate source of position funding, or non-standard appointment calendars.

These non-Grey Book reports are snapshots of data taken in September, 2014. Details on the types of data included in the non-Grey Book report follow in bold. We ask that this bolded section be included as an explanatory note should this data be republished.

**This report excludes:**

- **Employees or jobs with the following classifications: extra help, graduate assistant, pre-doctoral fellow, academic/grad hourly, summer appointment, medical resident, student, retiree, or unpaid.**
- **Jobs classified as cell phone stipend, deferred pay, lump sum, one time pay, sabbatical supplement, temporary assignments, or vacation payout.**

**The records are separated by chart of account, which means that some employees may appear on more than one campus.**

Office for University Relations

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Some staff may hold multiple appointments, causing them to appear in both the Grey Book and in the non-Grey Book listings. Total compensation for these staff can be determined by adding the total salary figures in each listing.

Civil Service Non-Exempt annualized wages are included; however, employees are paid on an hourly basis for actual hours worked. Annualized wages are calculated based on the specifics of individual contracts.

Actual amounts paid and annual amount earned may be affected by real events throughout the year. Examples of real events may include mid-year promotions, lateral transfers, unpaid leaves, or position changes.

These data are as comparable to the so-called Grey Book as is possible given the difference in policies and practices between employee types. The 2014-2015 Grey Book, reflecting academic year information, is available online at <http://www.uillinois.edu/trustees/grey-book.cfm>

As the Excel file type allows for editing of the included data, we ask that prior to opening the files you accept responsibility for accurate dissemination of this information and agree that no manipulation of the file that results in falsification of the information will occur.

Should you wish to inspect or receive a physical copy of these documents, please call Melanie Kuehn at the phone number below and she will provide you with all necessary details.

You have a right, under the law, to seek a review of this response by the Public Access Counselor (PAC) in the Office of the Attorney General. The PAC may be reached by phone at 217-782-1396, by email to [publicaccess@atg.state.il.us](mailto:publicaccess@atg.state.il.us), or by postal mail at the Public Access Bureau, 500 S. 2nd Street, Springfield, Illinois 62706. You also have the right to seek judicial review under section 11 of this Act.

If you have questions for our office, please contact 217-333-6400.

Sincerely,

Thomas P. Hardy  
Executive Director  
and Chief Records Officer