

Collin County Community College District Board of Trustees

2019-8-4-1f

August 27, 2019

Resource: Neil Matkin
District President

AGENDA ITEM: Consideration of Approval for FY2019-2020 Salary Increases

DISCUSSION: Board Policy DEA(Local) establishes the following objectives for the college's compensation plan.

INTERNAL EQUITY: Establish pay relationships between jobs that are fair and equitable when compared to other jobs in the College;

EXTERNAL COMPETITIVENESS: Provide salary levels that are competitive and/or comparable with peer colleges and organizations in order to attract and retain well-qualified employees;

CONTINUITY AND FLEXIBILITY: Accommodate new jobs and changes in existing jobs, as well as adjust to changes in economic conditions and the job market; and

EFFECTIVE ADMINISTRATION: Establish clearly defined policies, procedures, and guidelines for salary budgeting and administration and ensure a clear understanding among all employees of the College about how the compensation program works.

ADMINISTRATION: The District President or designee shall administer and maintain compensation in accordance with this policy and the related procedures and guidelines for the College's compensation plan.

Based on these objectives, the Human Resources Department has considered the local Consumer Price Index (CPI) for the last year as well as other market factors that can influence the college's ability to recruit and retain an excellent faculty and staff, including review of peer and local market data, with a focus on staff compensation this year. As a result of this review, the following increases for 2019-2020 are recommended:

- Increase base salary by 3.5% through a General Pay Increase (GPI) for all full-time faculty and staff; process an adjustment of 3.5% that does not add to base salary for employees at the maximum of the salary range; and make a combination of GPI and non-base

salary adjustments of 3.5% for employees near the maximum of the salary range.

- Increase part-time staff and associate faculty pay rates by 3.5%.
- Staff salary ranges have been updated to be competitive with the current market. To maintain salary equity within the new salary ranges, non-exempt employees will receive a 4.0% market adjustment and exempt employees will receive a 3.0% market adjustment.
- The student assistant and work study student pay rate is currently above the regional average. Staff is conducting a survey of peer community college student pay rates and may recommend future adjustments, if warranted.

**DISTRICT PRESIDENT'S
RECOMMENDATION:**

The District President recommends approval of a 3.5% General Pay Increase (GPI) for all full-time faculty and staff; an adjustment of 3.5% that does not add to base salary for employees at the maximum of the salary range and a combination of GPI and non-base salary adjustments of 3.5% for employees near the maximum of the salary range; an increase to the pay rates of part-time staff and associate faculty of 3.5%; a 4% market adjustment for non-exempt staff and a 3% market adjustment for exempt staff; and staff market adjustments as presented. A change is not recommended for student employee pay rates.

SUGGESTED MOTION:

"Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves a General Pay Increase (GPI) for all full-time faculty and staff; an adjustment of 3.5% that does not add to base salary for employees at the maximum of the salary range and a combination of GPI and non-base salary adjustments of 3.5% for employees near the maximum of the salary range; an increase to the pay rates of part-time staff and associate faculty of 3.5%; a 4% market adjustment for non-exempt staff and a 3% market adjustment for exempt staff; and staff market adjustments as presented. A change is not recommended for student employee pay rates."