

Collin County Community College District Board of Trustees

Organization, Education, and Policy Committee

December 5, 2023

Resource: Melissa Irby
Chief Financial Officer
Monica Velazquez
General Counsel

INFORMATION ITEM: Information Item on Trustee Orr’s Question Regarding 9-Month Versus 12-Month Pay for Faculty

RESPONSE: To follow up on a question raised at the October 27, 2023 meeting of the Organization, Education, and Policy Committee, the 12-month pay interval for faculty began in September 2021 based on recommendations received during the implementation of Workday.

By way of background, Workday recommended a best practice model of moving to a 12-month payroll schedule for all employees to ensure the process integrity of both payroll and benefits systems. Prior to the implementation, the 9-month payroll for faculty was largely a manual process requiring extensive work by payroll, compensation, and benefits departmental staff.

The College identified that the change from a 9-month to a 12-month payroll schedule would affect 73 full-time faculty. The change was announced to those faculty in April 2021 which was several months before its implementation effective September 1, 2021. Notification was emailed to the affected employees and information was also shared at the April 16, 2021 Faculty Council meeting. At that time in the spring of 2021, the specific questions raised by affected faculty were addressed by the benefits/compensation staff. No further concerns by affected faculty have been brought through Faculty Council to the AGS Committee.

Workday estimates that a change reverting to a 9-month schedule for those few faculty members who elect that option may cost approximately \$250,000, initially, and would also necessitate reverting back to some manual processes.