



# Staff Compensation Update

## Staff Council Meeting

Eduardo Salaz

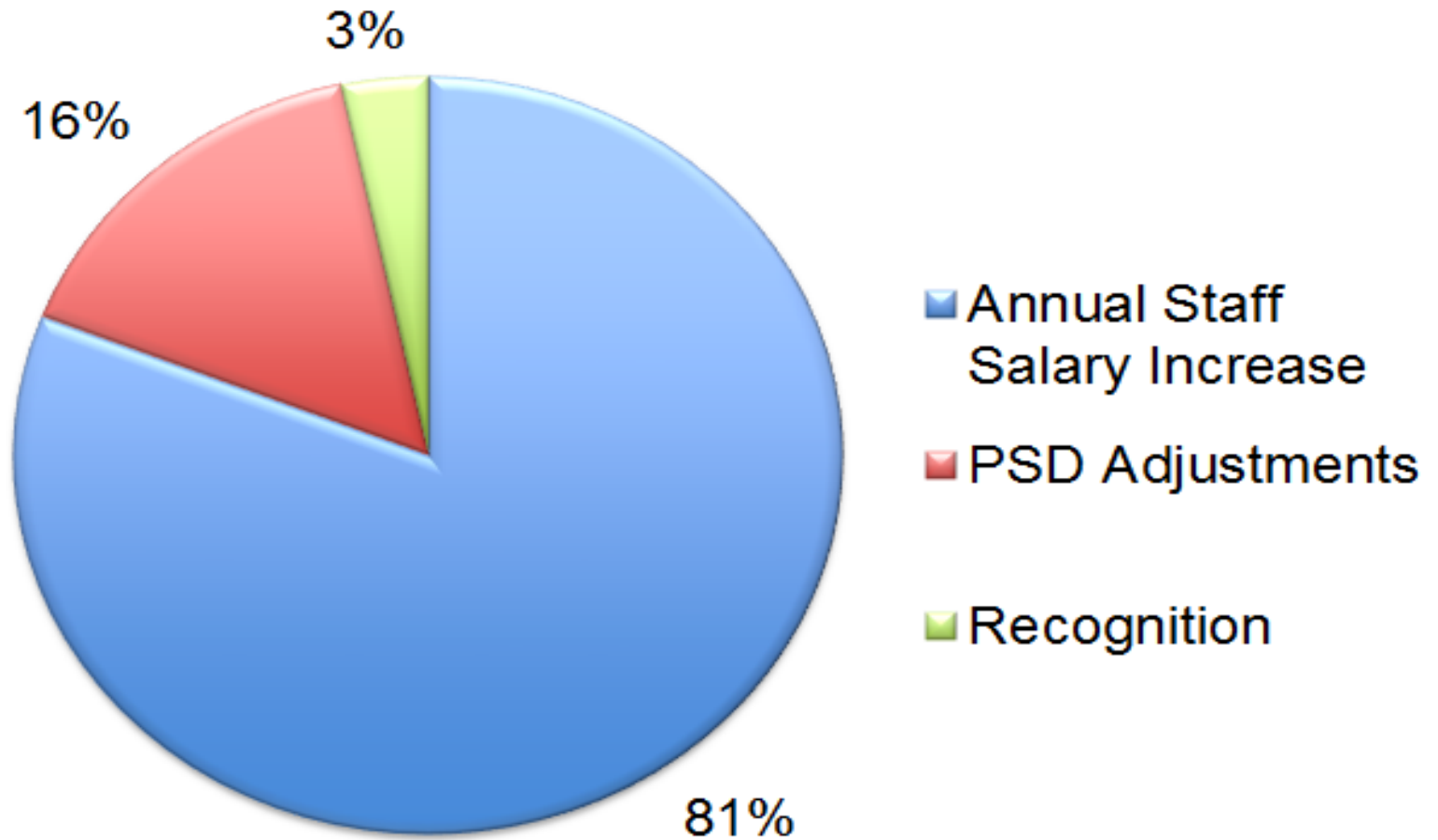
AVP Human Resources

May 12, 2015



# SAINT MARY'S COLLEGE STAFF SALARY INCREASE

EXPENSE BUDGET  
FY 2015-2016





# Staff Compensation Salary Philosophy

Staff salary policy reflects the mission, traditions and values of Saint Mary's College of California as they relate to the larger world and to internal operations.

- The College is committed to paying salaries according to the guiding principles of:
  - Equity (internal fairness),
  - Stewardship (financial/fiscal prudence)
  - Market forces (external competitiveness)
  - Sustain a high quality education



# 2015-2016 Staff Salary

- The staff salary scales were increased by 5% in 2011-2012 with the assistance of the Hay Group; again increased in 2012-2013 by 1%, and by 2% in 2014-2015.
- For 2015-2016 the staff salary scales will not increase based on our assessment of surveys of college and university salary increases of about 2.3% over FY 2014-15 and a 2014 Consumer Price Index change of 1.6%. All of this occurred in the context of an improving labor market and economy.



# 2015-2016 Staff Salary Increases

- Those whose current annual FTE salary is at the minimum to the midpoint (inclusive) in their salary grade range will receive a 2.5% base salary increase.
- Those whose current annual FTE salary is over midpoint up to the maximum will receive a 2.0% increase adjustment.
- Those whose current annual FTE salary is at or exceeds the salary grade range maximum will receive 1% lump sum increase.



# 2015-2016 Staff Salary Increases

- Those hired or promoted after March 31, 2015 will not be eligible for the annual increase on July 1, 2015.
- Those receiving a performance review that indicates an overall rating of “Needs Improvement” are eligible to receive a non-retroactive increase if performance expectations improve to “Achieves Expectations” no later than December 31, 2015.



# July 1, 2015-2016 Staff Salary Ranges

| <b>Grade</b> | <b>minimum</b> | <b>midpoint</b> | <b>maximum</b> |
|--------------|----------------|-----------------|----------------|
| 1            | 24,663         | 30,828          | 37,096         |
| 2            | 27,260         | 34,074          | 40,889         |
| 3            | 29,885         | 37,319          | 44,783         |
| 4            | 33,966         | 42,458          | 50,949         |
| 5            | 37,443         | 48,677          | 59,911         |
| 6            | 43,246         | 55,979          | 68,897         |
| 7            | 47,636         | 61,928          | 76,220         |
| 8            | 56,998         | 74,097          | 91,196         |
| 9            | 64,695         | 84,103          | 109,982        |
| 10           | 74,471         | 96,813          | 126,601        |
| 11           | 84,041         | 109,253         | 142,869        |
| 12           | 105,467        | 137,107         | 179,294        |



# Staff Mobility “Churn”

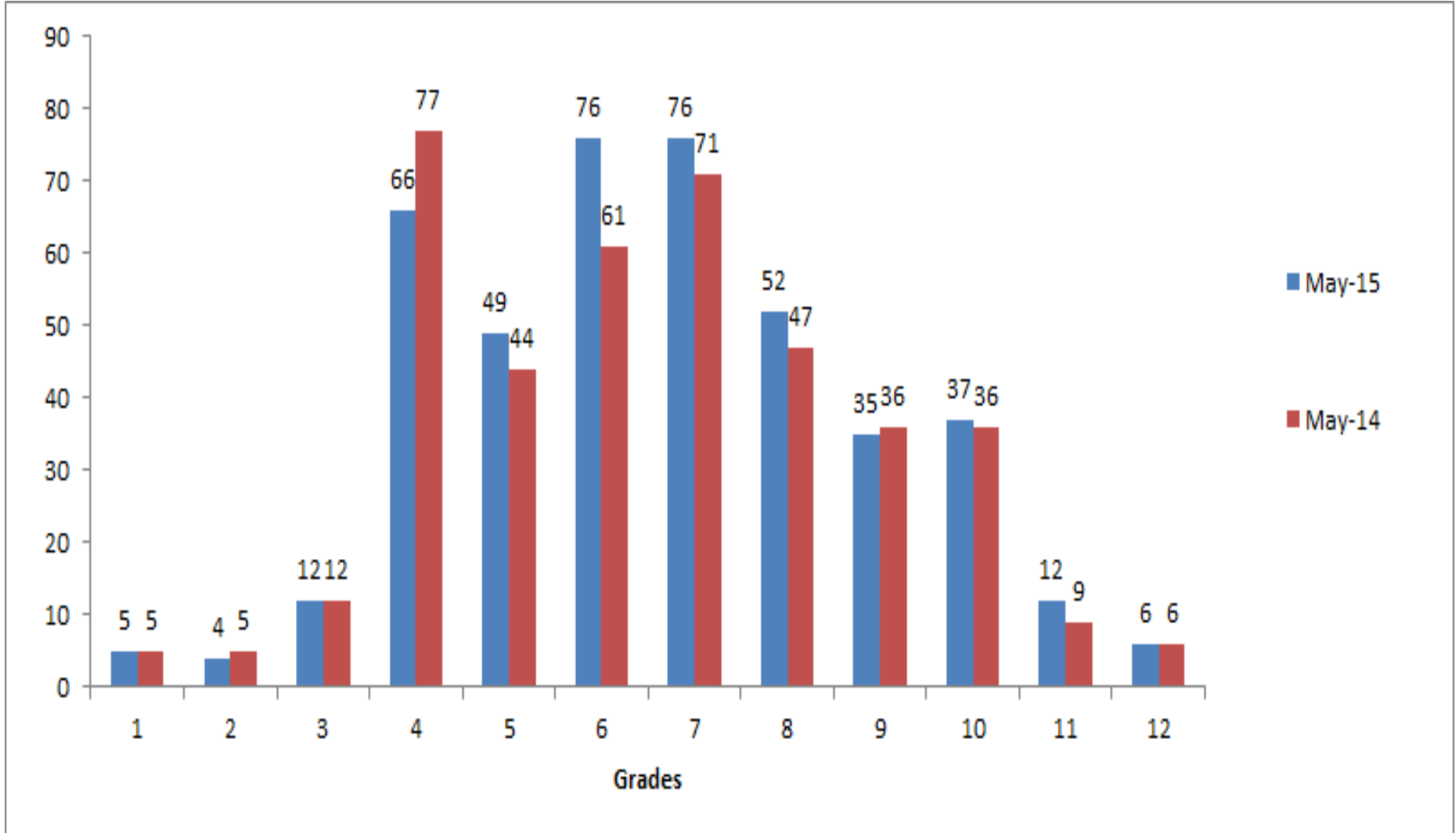
- The dynamic of changes in distribution of staff throughout the SMC salary grade structure vary from year-to-year and is driven by many factors, including:
  - Hires
  - Retirements
  - Resignations
  - Promotions
  - Job Re-evaluations
- We believe the increased emphasis over the past year or so on In-Grade salary movement has in part spurred an increase in managers and staff collaboratively updating Position Source Documents (PSDs) to reflect cumulative changes occurring over a period of years.
- These changes which have included increases in job scope, complexity, impact/accountability, decision-making, and skills and effort required have driven not only pay adjustments but upward re-evaluations in salary grade as well.





# Staff Grade Distribution

## As of May 2015

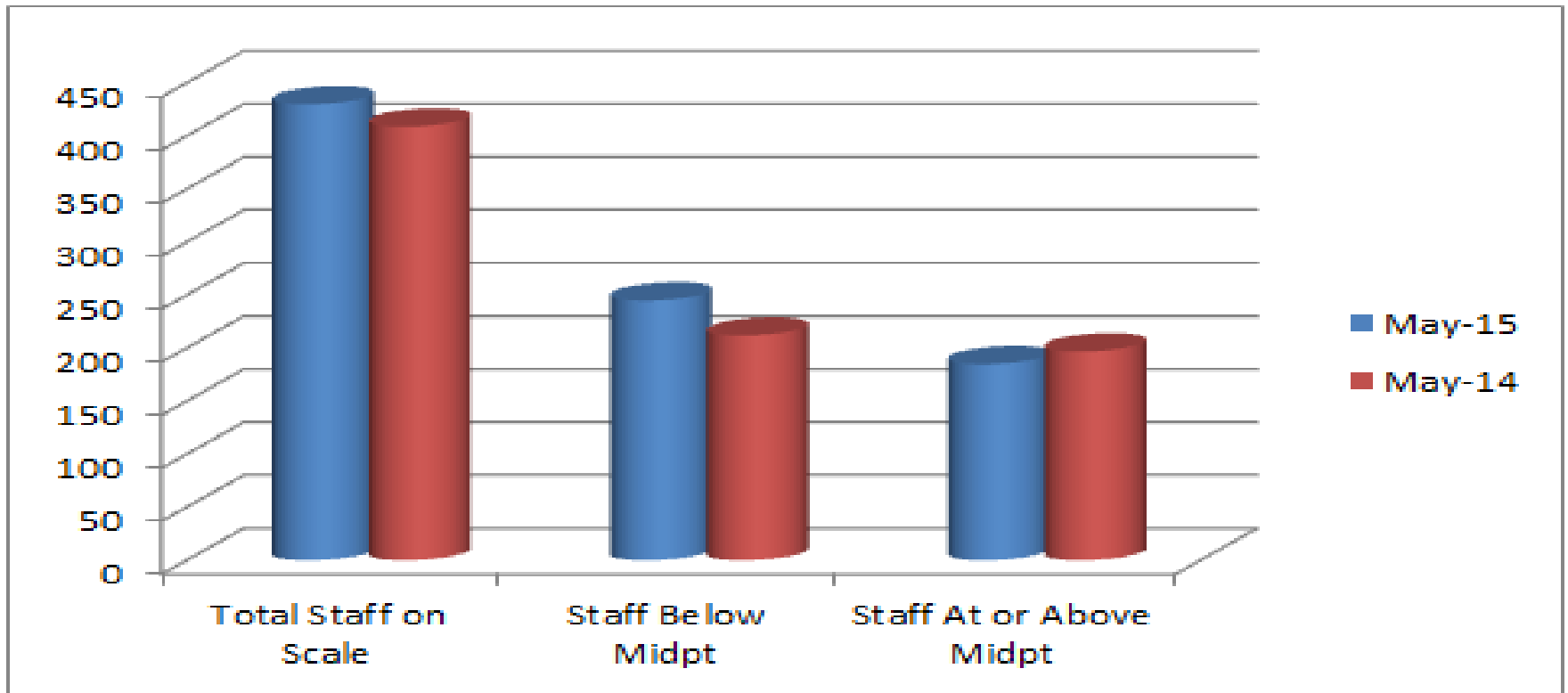




# FY 2015-2016 Staff Salary

(As of May 2015)

- 430 Total (excl. coaches, cabinet, vp's, & deans)
- 245 (57%) Staff below the current scale midpoints
- 185 (43%) Staff at or above the current scale midpoints





# Staff Recognition Initiative FY 2015-2016

- The staff recognition task force has attained the approval of the Cabinet to move ahead with the launch and administration of a new Staff Recognition Program in FY 2015-16. The 14-member task force is made up of staff representatives from 10 different departments, the Staff Council, and HR.
- The program launch involves two components: (1) institution wide recognition of individual staff members on an annual basis through a peer nominated process and (2) a peer-to-peer program for on-the-spot recognition between co-workers
- Subsequent phases in future years may focus on departmental recognition as a third component.



# Questions?