

August 21, 2014

15-031

BOARD RESOLUTION FOR MANAGEMENT AND
CONFIDENTIAL SALARY AND BENEFIT ADJUSTMENTS
FOR FY 2014-15

PREPARED BY: Lisa Bledsoe, Director, Human Resources Department

APPROVED BY: Wing-Kit Chung, Vice President, Administrative Services
Dr. Jeremy Brown, President

REPORT: This resolution adjusts the salary structure for Management and Confidential employees of the College, authorizes increases to the base salary of each individual employed in these two employee groups, and authorizes a supplemental increase to the base salary of employees in these two employee groups whose salary is below the mid-point of their assigned salary grade.

Survey data from multiple sources during the current year has been reviewed. The primary survey data comes from the 2014 Portland Area Cross Industry Survey, Government/Education (Milliman); Northwest Management Salary Survey, Government/Education (Milliman); and the College and University Professional Association – Human Resources (CUPA-HR), Associates Granting Institutions. The data from these sources show an average structure adjustment of 2.1% and an average individual incumbent salary adjustment of 2.3%.

RECOMMENDATION: That the Board of Directors approve for FY 2014-2015 the following adjustments:

An increase of 2.1% to the salary structure; plus

An increase of 2.3% applied to the salaries of each individual management/confidential employee.

A supplemental increase of 2.0% applied to the salaries of each individual management/confidential employee whose salary is below the midpoint of his/her salary grade after salary structure and individual increases have been applied, provided that the supplemental increase does not place the employee's salary above the midpoint of his/her salary grade. In the event that application of the 2.0%

supplemental increase places an individual management/confidential employee's salary above the midpoint for his/her salary grade, the employee shall instead receive only the percentage of increase necessary to increase the employee's salary to the midpoint of his/her salary grade.

All such adjustments to be applied in accordance with Human Resources practice and to be effective as of the first pay period of FY 2014-2015.

That the college maximum monthly contributions for health insurance for management and confidential employees be increased based on the employee's elected tier of enrollment as follows: Employee only: \$675; Employee + spouse: \$1,237; Employee + child(ren): \$1,150; Family: \$1,458. That the increase on maximum monthly health insurance contributions become effective with the September 2014 pay period (pay date October 1)