

June 16, 2016

16-139

BOARD RESOLUTION FOR MANAGEMENT,
CONFIDENTIAL AND EXECUTIVE SALARY AND BENEFIT
ADJUSTMENTS FOR FY 2016-2017

PREPARED BY: Lisa Bledsoe, Associate Vice President, Human Resources

APPROVED BY: Sylvia Kelley, Interim President

REPORT: This resolution adjusts the salary structure for Management, Confidential and Executive employees of the College and authorizes increases to the base salary of each individual employed in these three employee groups.

Survey data from multiple sources during the current year has been reviewed. The data comes from the 2016 Portland Area Cross Industry Survey, Government/Educations (Milliman); Northwest Management Salary Survey, Government/Education (Milliman); and the College and University Professional Association – Human Resources (CUPA-HR), Associates Granting Institutions and Top Executive and Officers/Public. The data from these sources show an average structure adjustment of 2.0% and an average individual incumbent salary adjustment of 2.9%.

RECOMMENDATION: That the Board of Directors approve for FY 2016-2017 the following adjustments:

An increase of 2.0% to the salary structure; plus

An increase of 2.9% applied to the salaries of each individual management, confidential and executive employee; and

A supplemental increase of 2% applied to the salaries of individual management and confidential employees whose salary still, after a significant period of time, remains below the midpoint of his/her salary grade after structure increases have been applied, provided that the supplemental increase does not place the employee above the midpoint of his/her salary range. In the event the application of the 2% supplemental increase places an eligible individual above the midpoint for his/her salary range, the employee shall instead receive only the percentage of increase necessary to

increase his/her salary to the midpoint of his/her salary range.

All such adjustment to be applied in accordance with Human Resources practice and to be effective as of the first pay period of FY 2016-2017.

That the college maximum monthly contributions for health insurance for Management, Confidential and Executive employees be increased based on the employee's elected tier of enrollment as follows: Employee only: \$730; Employee + spouse: \$1338; Employee + child(ren): \$1244; Family: \$1577. That the increase on maximum monthly health insurance contributions become effective with the September 2016 pay period (pay date October 1).