



Committee on Human Resources and Administration

BOARD OF REGENTS FOR HIGHER EDUCATION AGENDA - REGULAR MEETING Boardroom 209, 39 Woodland Street, Hartford, CT

2:00 p.m., Thursday, June 12, 2014

A meeting of the Human Resources and Administration Committee of the Board of Regents for Higher Education will be held at **2:00 p.m. on Thursday, June 12, 2014, in Room 209 at 39 Woodland Street, Hartford, CT.**

The agenda for the meeting is below.

1. Call to Order
2. Approval of Meeting Minutes from May 8, 2014
3. Update by Sibson Consulting on Management Confidential Professional Classification/Compensation Study
4. Discussion of Human Resources Policies for Management and Confidential Professional Personnel
5. New Business
6. Adjournment

Committee members

Naomi K. Cohen, Chair
Yvette Melendez
Richard J. Balducci

INFORMATIONAL ITEM

Informational item: FY 2015 Salary Adjustments for Management and Confidential Professional Personnel of the Board of Regents for Higher Education

BACKGROUND

Section 6.5 of the Human Resources Policies for Management and Confidential Professional Personnel of the Board of Regents for Higher Education Policies codify Board resolutions and forms the basis for salary adjustments as follows:

6.5 Salary Ranges

Each Management and Confidential Professional title is assigned to a salary range. The assignment of new titles to ranges and the reassignment of existing titles to new ranges shall be pursuant to the Classification and Compensation Policy.

A. Salary Ranges for New Hires

Newly-hired management/confidential professional employees may be placed by administrative action at any point in the applicable salary grade up to and including the median of that grade. By exception, on a case by case basis, the President may seek Board approval for the hiring of a management/confidential employee at a salary above the median of the applicable salary grade.

B. Salary Adjustment Policy

The Board recognizes the dedication and professional accomplishments of the Management and Confidential Professional employees and is committed to compensating such persons fairly. Salary adjustments shall be administered in accordance with the Classification and Compensation policies. For management/confidential employees, compensation shall not be set below the minimum or above the maximum for the applicable grade.

C. Salary Adjustments for Management and Confidential Professional Employees

Salary adjustments for Management and Confidential Professional Employees shall be pursuant to Board policy. All salaries fall within ranges established by the Board. The effective date for annual salary adjustments shall be the beginning of the pay period which includes July 1. No one employed less than six (6) months in such a position shall be eligible for consideration of such a salary increase. Anyone who will not be employed in a Management or Confidential Professional position as of the September 1, for any reason, shall not be eligible for the salary adjustment.

Salary adjustments for Management and Confidential Professional Employees shall not exceed but may match the average salary increases given to bargaining units. Subject to the approval of the Board, a President may adjust a salary of Management and Confidential Professional Employees due to change in function or other substantiated reason.

D. Reporting Salary Adjustments

All salary adjustments for Management and Confidential Professional Employees within the System Office shall be reported to and approved by the Board on a form prescribed by the President of the Board of Regents.

ANALYSIS

FY 2015 Salary Adjustments for Management and Confidential Professional Personnel of the Board of Regents for Higher Education will be implemented pursuant to Board policy as stated above. The average salary increase given to bargaining units assigned to the BOR is approximately 5.0%. As budgeted by the BOR, administration of a 5.0% overall wage increase to Management and Confidential Professional Personnel in Fiscal Year 2015 is consistent with the BOR's Human Resources Policies for Management and Confidential Professional Personnel. The salary adjustment will include both a cost-of-living and a performance recognition component; and coincident with the administration of the increase, the minimums and maximums of all salary ranges shall be increased accordingly.

The President of the Board of Regents will issue salary adjustment guidelines detailing the consistent system-wide administration of the wage increase and provide the amount of the salary adjustment pool to each of the presidents in the Connecticut State Colleges and Universities system. Additionally, all salary recommendations made by the presidents of ConnSCU institutions shall be submitted to the System Office in a prescribed format for review of conformance with the issued salary adjustment guidelines and will require final approval by the President of the Board of Regents.