



## HR - Compensation Update

FROM THE OFFICE OF HUMAN RESOURCES  
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### MORE ABOUT FACULTY COMPENSATION

As announced in the August issue of *HR News You Can Use*, the HCC Board of Trustees approved a pool of funds to be used for salary adjustments for full-time benefits-eligible employees with year-end performance ratings of professional performance or exemplary.

Budgets for salary adjustments for faculty, staff, adjunct faculty, and part-time staff are set and managed independently.

Pay for faculty with a rating of professional performance or higher for last year will advance by one step, effective August 16, 2009 for 9-month faculty and September 1, 2009 for 12-month faculty.

A Faculty Senate resolution, based upon a recommendation from the Faculty Senate Compensation & Benefits Committee, established a goal to factor up to a maximum of 6 years of non-HCC (external) teaching experience into the determination of future salary placement for eligible faculty members. Guidelines for eligibility were established by the Faculty Senate Compensation & Benefits Committee.

The resolution further stipulates that any funds remaining in the faculty salary pool, after step increases have been applied, will be used toward this goal. The timing and size of these additional adjustments are to be determined.

Faculty should direct their questions to Faculty Senate President Gisela (Bennie) Ables.

### SEMESTERLY & PART-TIME STAFF PAY RATES ADJUSTED

Effective August 16, 2009, faculty semesterly pay rates have been increased. On September 1, 2009, part-time staff pay rates will also increase.

HR-Compensation will make all pay adjustments; no revisions are required on submitted part-time recommendation forms.

The revised rate schedules are posted on the HR web page. From the HCC home page, go to Faculty & Staff>Human Resources>Inside HR>Compensation>Salary Schedules.

### PAY ADJUSTMENT PRORATION

Pay adjustments for full-time benefits-eligible administrators and staff paid on salary ranges and hired after 9/1/08 will be prorated as follows:

|                                  |      |
|----------------------------------|------|
| September 1, 2008 (on or before) | 4.2% |
| October 1 – 31, 2008             | 3.6% |
| November 1 – 30, 2008            | 3.0% |
| December 1 – 31, 2008            | 2.4% |
| January 1 – 31, 2009             | 1.8% |
| February 1 – 28, 2009            | 1.2% |
| March 1 – 31, 2009               | 0.6% |
| April 1, 2009 or later           | 0.0% |

Based upon the results of market salary surveys, salary ranges for executive and professional/technical employment categories will be adjusted. Starting salaries for all new hires employed on or after September 1, 2009 will reflect these changes.

Faculty paid on the step structures hired prior to 2/28/09 will receive one step increase. Those hired on or after 3/01/09 will not receive a step increase.

The secretarial/clerical step structures will increase on 9/01/09. Secretarial/clerical staff paid on the step structures and hired on or before March 31, 2009 will receive one step increase plus the structure increase. Those hired after March 31 will receive the structure increase only.