



Agenda Item Details

Meeting	Sep 10, 2015 - Board of Trustees Regular Meeting
Category	14. Human Resources - Approval
Subject	B. Approval of market based salary schedules and implementation of a transition plan for unrepresented Management and Classified Confidential employee groups to be effective July 1, 2015. There are two proposed salary schedules separating Management and Classified Confidential Employees.
Type	Action
Preferred Date	Sep 10, 2015
Absolute Date	Sep 10, 2015
Fiscal Impact	Yes
Dollar Amount	1,202,887.62
Budgeted	Yes
Budget Source	GU001 Unrestricted funds
Recommended Action	Recommended for approval.

BACKGROUND

The District Human Resources and Finance Offices have worked collaboratively to conduct a salary compensation review of all Management and Classified Confidential position classifications. There are ninety-nine (99) active Management employees and eight (8) Classified Confidential employees that provide service to Kern Community College District. The last salary compensation review, completed by the Hay Group, was implemented in the 2006-07 fiscal year using 2004-05 salary data. The last across the board salary increase was **0.46%** in the 2009-10 fiscal year to compensate for a Health and Welfare Benefits employee premium contribution overcharge. Comparable multi-college districts used in the study have three (3) colleges and/or are within +/- 1,000 Full Time Equivalent Students (FTES). The salary information used was referenced in the Association for California Community College Administrators (ACCCA) 2015 Management Salary Survey or posted 2015 California Community College District salary information collected by District Human Resources.

PROPOSED SALARY STRUCTURE

The proposed salary structure has one salary table for Unrepresented Management and a second salary table for Unrepresented Classified Confidential employees (Attached Below). There are thirteen (13) vertical salary grades on the Management Schedule labeled as A through M and twelve (12) steps going horizontally across the salary schedule at 2.5% between each step. There are five (5) vertical salary grades on the Classified Confidential Salary Schedule labeled as A through E and twelve (12) steps going horizontally across the salary schedule set at 2.5% between each step.

MARKET ADJUSTMENT TRANSITION AND SALARY PLACEMENT ON TO PROPOSED SALARY SCHEDULE

The distribution of the salary adjustments affecting unrepresented employees are based on market analysis of comparable position classifications. Therefore, the corrective salary adjustments are not the same for each KCCD position classification.

The following market conversion table shall be used:

Employee Type	2015-16	2016-17	2017-18
---------------	---------	---------	---------

Employees at Step 8 of Current Salary Schedule 50% Market Adjustment of Step 8 on the Proposed Salary Schedule 50% Market Adjustment of Step 8 on the Proposed Salary Schedule Placement on to the Proposed Salary Schedule at Step 9

Employees less than Step 8 of Current Salary Schedule and have less than a \$2,000 Market Adjustment Placement on to Proposed Salary Step Progress to next Step on the Proposed Salary Schedule Progress to next Step on the Proposed Salary Schedule

Employees less than Step 8 of Current Salary Schedule and have greater than a \$2,000 Market Adjustment 50% Market Adjustment of Current Step on the Proposed Salary Schedule 50% Market Adjustment of Current Step on the Proposed Salary Schedule Placement on to the Proposed Salary Schedule at Next Step

New employees with an initial employment date of November 1, 2015 or later will be placed on to the approved salary schedule. Proposed titles and salary grade listings are attached below for unrepresented Management and Classified Confidential employee groups. The cost for implementing the transition plan includes the following:

Kern Community College District
 Management and Classified Confidential Projected Salary Changes and Transition Costs

Employee Group

Cost and Percent Salary Change	2015-16 Market Adjustment	2016-17 Market Adjustment	2017-18 Salary Step	Total
Management Percent Salary Cost Change	609,521.34 5.22%	409,743.20 3.51%	108,632.72 0.93%	1,127,897.26 9.66%
Classified Confidential Percent Salary Cost Change	32,156.53 4.81%	28,392.96 1.28%	14,440.87 -0.90%	74,990.37 5.19%
Total Percent Salary Cost Change	641,677.87 5.20%	38,136.16 3.36%	123,073.59 0.71%	1,202,887.62 9.28%

Notes
 Market Adjustment = average salary Grade of comparable Districts

Comparable Districts = multi-college districts with 3 colleges and/or within +/- 1,000 Full Time Equivalent (FTES) of Kern Community College District FTES

Salary Steps = 2.5%

[Management - Grade List.pdf \(15 KB\)](#)

[2015-16 Management Salary Schedule.pdf \(13 KB\)](#)

[2015-16 Classified Confidential - Grade List.pdf \(7 KB\)](#)

[2015-16 Classified Confidential Salary Schedule.pdf \(10 KB\)](#)

Motion & Voting

Recommended for approval.

Motion by John S Corkins, second by Kay S Meek.

Final Resolution: Motion Carries

Ayes: Dennis L Beebe, Kay S Meek, Mark Storch, Romeo Agbalog, Kyle W Carter, John S Corkins, Richard Wright