

Compensation and Classification Working Group Timeline

Month	Education	Policy and Practice	Classification	Managers and Supervisors
July 2017		Standardized job descriptions		
August 2017	Intro to Compensation	How to prioritize financial implications of recommended changes		First request for job descriptions
September 2017	Intro to Compensation Classification Training	Handling downward classification in this process	Classification Training sessions	Finance, Information Technology, Education descriptions due 9/29
October 2017	Intro to Compensation	Salary Setting	Review Finance, Information Technology, Educational Services	General Services, Facilities Development/EH&S, Skilled Crafts and Trade, Communications, and External Affairs descriptions due 10/31
November 2017	Compensation Brush Up	Stipends	Review Communications & External Affairs	Student Services descriptions due 11/30
December 2017	Compensation Brush Up	Working Titles	Review General Services, Facilities Development/EH&S Skilled Crafts and Trade	
January 2018	Compensation Brush Up	Threshold for salary differences between supervisor and employee	Review Student Services	General Administration descriptions due 1/31
February 2018		Catch Up / Pause for FY19 Budgeting	Review Student Services	CX- Teamsters, Sports and Recreation, Health Care, and Misc. descriptions due 2/28
March 2018		Catch Up / Pause for FY19 Budgeting	Review General Administration	Submit JDs for all past due and new positions
April 2018		Equity process -- thresholds or sparks for equity increases	Review General Administration, CX- Teamsters, Sports and Recreation, Health Care, and all remaining positions	
May 2018		Prompts for reclassification -- magnitude change needed for reclass	Review all remaining positions	
June 2018		Sustaining equity	Manager and Supervisor final review	
July 2018				

Compensation and Classification Working Group Timeline

Job Field	2017						2018						
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Educational Services													
Finance													
Information Technology													
Communications External Affairs													
General Services Facilities Development/EH&S Skilled Crafts and Trade													
Student Services													
General Administration													
CX- Teamsters <ul style="list-style-type: none"> • General Administration • Educational Services Other Job Fields <ul style="list-style-type: none"> • Health Care • Sports and Recreation • TX- UPTE • Newly added positions • Past due positions 													

Manager attention

Committee attention