

MEMORANDUM

TO: Alamo Colleges Family
FROM: Dr. Bruce Leslie, Chancellor
DATE: October 26, 2009
RE: **Classification and Compensation of Staff Positions**

Fair and competitive compensation is a vitally important aspect of every employee's career. With over 500 different staff job titles and compensation expenses representing 80% of our budget, compensation decision-making is a critical function that requires thoughtful, objective consideration.

Fox Lawson Study Appeals

Over the course of the last few months appeals of the results of the Fox Lawson Staff Compensation Study were reviewed by an independent local expert and final decisions were rendered. The appeal process was the last phase of the Study.

Study Conclusion

As is the case with most compensation studies, not everyone agrees with all the decisions rendered. I am sensitive to the concerns some employees still have about their compensation, compression award and/or classification but, after almost six years, the study is complete. In fairness to all, no further review requests will be accepted.

Looking Forward

I have charged the Associate Vice Chancellor of Human Resources to bring forward a plan for ongoing development and maintenance of a competitive compensation program that will keep employee pay at fair, equitable and competitive levels. A great deal of attention has been devoted over the past 6 years to the Study and now work must be done to sustain the compensation support structure every organization needs. While it will take several months to develop an effective strategy and more time to implement one, I look forward to the day when Alamo Colleges will have a comprehensive approach to a fair and competitive employee compensation that is transparent and sustainable over the long term.

Reshaping the Organization and Jobs

This year, while the development of a comprehensive strategy and accompanying plan is underway and efforts to reallocate staffing are already in progress, routine job reevaluation and reclassification reviews will be suspended. Attention will be directed on the evaluation of jobs that are changing as part of a reorganization plan to reduce institutionally funded salary expenses as attrition occurs. These job review requests will be made by college Presidents and Vice Chancellors.

Going Forward

Routine reorganization, compensation, job reevaluation and reclassification review requests will be accepted in the spring and the review results will be considered for inclusion in the next annual budget.

This scheduled approach to job and compensation planning is used by many colleges. More information and a review schedule for Alamo Colleges will be provided this coming spring.

In Closing

I want to thank each employee who provided input into the Fox Lawson study and I want to appreciate the substantial effort I see every employee making to support the success of our students. I am committed to providing a compensation program that properly recognizes and rewards your good work.

Bruce H. Leslie

Chancellor

Alamo Colleges

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