AGENDA ITEM #IV-B-2  
DECEMBER 17, 2013  
HIGHLAND COMMUNITY COLLEGE BOARD  

ACTION, IF NECESSARY  

APPROVAL OF SALARY INCREASES AND OTHER BENEFITS  
FOR ADMINISTRATIVE, PROFESSIONAL AND NON-UNION  
CLASSIFIED STAFF  

RECOMMENDATION OF THE PRESIDENT: It is recommended that the Highland Community College Board of Trustees approves a FY’14 salary increase for eligible administrative, professional and non-union classified staff of $800 (.38 cents per hour) retroactive to July 1, 2013. It is also recommended that each full-time administrative, professional, and non-union classified staff member accrue one additional personal leave day per fiscal year. Additionally, it is recommended that the educational assistance benefit (for courses taken at educational institutions other than the College and subject to immediate supervisor’s approval) be increased to $350 per semester hour (or the actual tuition cost per semester hour, whichever is less), not to exceed $4,500 in FY’14 and not to exceed $5,000 in FY’15.

BACKGROUND: This salary increase reflects the conservative budget guidelines projected for this fiscal year. The recommended salary increase for administrative, professional, and non-union classified employees is equivalent to the employee portion of the increase in the cost of family medical insurance premium from FY’13 to FY’14. The recommended increase will be added to each eligible administrative, professional, and non-union classified staff member’s salary.

As in previous years, the proposed increase for grant-funded positions is dependent upon the availability of funds from each grant to implement this recommended increase. This recommendation adheres to the Board of Trustees’ compensation philosophy approved at the May 2006 Board meeting.

BOARD ACTION: 