

CSI Project Professional Staff Jobs

Objective: to install a fair and rational compensation system for Professional Staff jobs across Indiana University, with objective criteria for management decisions regarding employee pay. (Focus on “system” components, such as methodology for evaluation and classification of positions and criteria for determining pay.)

Project Status:

<ul style="list-style-type: none"> • Developed compensation philosophy • Assembled relevant market data for 130 benchmark jobs • Developed internal job evaluation tool for non-benchmark jobs • Assembled position information (PIQ) for 5,000 + PA Staff positions • Identified 10 distinct job families and distinguishable career levels • Developed structural components, including, including broad grades, salary structure control point, range spread, etc. • Completed benefits valuation analysis • Developed draft salary administration policies 	Completed
<ul style="list-style-type: none"> • Finish career level guides for each distinguishable job • Develop salary structures for each job family • Preliminary classification of positions into jobs families/career tracks • Finalize salary administration policies 	Mid April
<ul style="list-style-type: none"> • Initial and follow-up meetings with RC/departments (HR offices) <ul style="list-style-type: none"> ○ Units to allocate positions into jobs 	March through May 2006
<ul style="list-style-type: none"> • Refinement of jobs and position classifications 	Late-May 2006
<ul style="list-style-type: none"> • Finalize position classifications 	By mid-June 2006
<ul style="list-style-type: none"> • Conduct general information sessions with Staff councils/open forums, etc. 	Late May and early June 2006
<ul style="list-style-type: none"> • Prepare and distribute project results <ul style="list-style-type: none"> ○ Reports for RC/departments ○ Individualized statement for employees 	During June 2006
<ul style="list-style-type: none"> • Update HRMS • Implementation of salary administration policies 	Effective August 1, 2006