Indiana University
Salary Administration Program
Public Safety Staff

This information sheet is intended to provide an overview of the new salary administration program for Public Safety Staff working on all Indiana University campuses.

What are the outcomes?

- Redefined Public Safety jobs that reflect the current primary duties, responsibilities and minimum qualifications for each job
- Positions classified into the redefined jobs, based on assigned duties and responsibilities
- Competitive university-wide salary administration program
- Comprehensive review of salaries relative to the market-based salary structures

What are the key elements of the new program for Officers?

- Progressive, market based defined pay rates for police officers based upon completion of minimum education and experience requirements as well as overall satisfactory performance in the position.
- Additional pay – Employees may be eligible to receive additional pay when assigned by the Chief of Police to one or more of the following extra duties: Field Training Officer (FTO), Detective, Training Instructor, Breathalyzer Certification, Bicycle Patrol, or Liaison to Local Tactical Response Team. Refer to the Additional Pay for Police Officers Form for details about eligibility, training and/or certification required.

How did this salary administration program come about?

The 2010 alignment of all the campus police departments into a university-wide Public Safety structure provided a forum for review of all levels of Public Safety jobs. A work group made up of the Chiefs and others in management roles reviewed the duties and responsibilities assigned to each Public Safety job. Jobs specifications which redefined the current duties, responsibilities and minimum qualifications for each job were developed and a market study was conducted. The market study findings were used to design a market-based classification structure and salary structure.

What is the university’s total compensation philosophy?

The university considers salary as one component of a total compensation philosophy designed to attract, motivate and retain staff. Indiana University’s total compensation is comprised of both salary and benefits that are comparable overall to the practices of peer employers in the relative labor market for a job. The university continuously monitors marketplace salary and benefit trends to ensure that the university’s total compensation program is consistent with this philosophy.
How were positions classified?
All Public Safety positions were classified to a job. The job levels and pay rates were established based on these factors:

- Published salary survey data for survey jobs with duties and responsibilities comparable to the IU Public Safety jobs, where available
- Consideration of the scope and complexity of each job’s duties and responsibilities and the minimum required qualifications

The duties and responsibilities of your position have been classified to a job as described on your personalized statement.

What is the impact to Officers who are currently paid an hourly rate that is different than the rate for his/her job on the Law Enforcement Salary Schedule effective July 1, 2011?

- Officers will receive either a base increase of 1.5% or an adjustment to the new pay rate for his/her job and level; whichever is higher.
- Officers whose current hourly rate is below the new pay rate, who have completed the minimum education and experience requirements and have overall satisfactory performance will receive an increase to the new pay rate.
- Officers who have many years of experience may receive a salary increase beyond the pay rate for a Officer 1st Class job up to the maximum of the established salary range.

What is the salary impact for Professional Staff?

- Consideration for the relevant market data, scope and complexity of each job’s duties and relevant education and experience of each employee were taken into consideration in reviewing salaries for Public Safety Staff in jobs classified as professional. Employees with a salary that was not reflective of these considerations will receive an increase in base salary on July 1, 2011 that will be treated as a “market adjustment.”

For additional information:

Information about the new salary administration program, including an overview of the Public Safety jobs and salary schedules, can be found on the University Human Resources web site (hr.iu.edu/salary/LE).

Your Supervisor or Campus Human Resources Representative can also assist you with questions about the program.