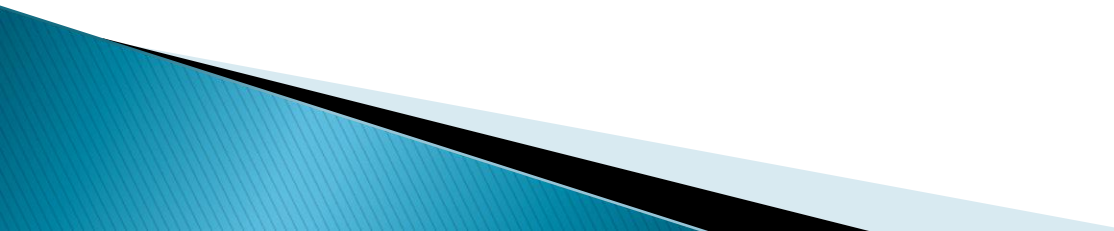


UNIVERSITY HUMAN RESOURCES SYSTEM

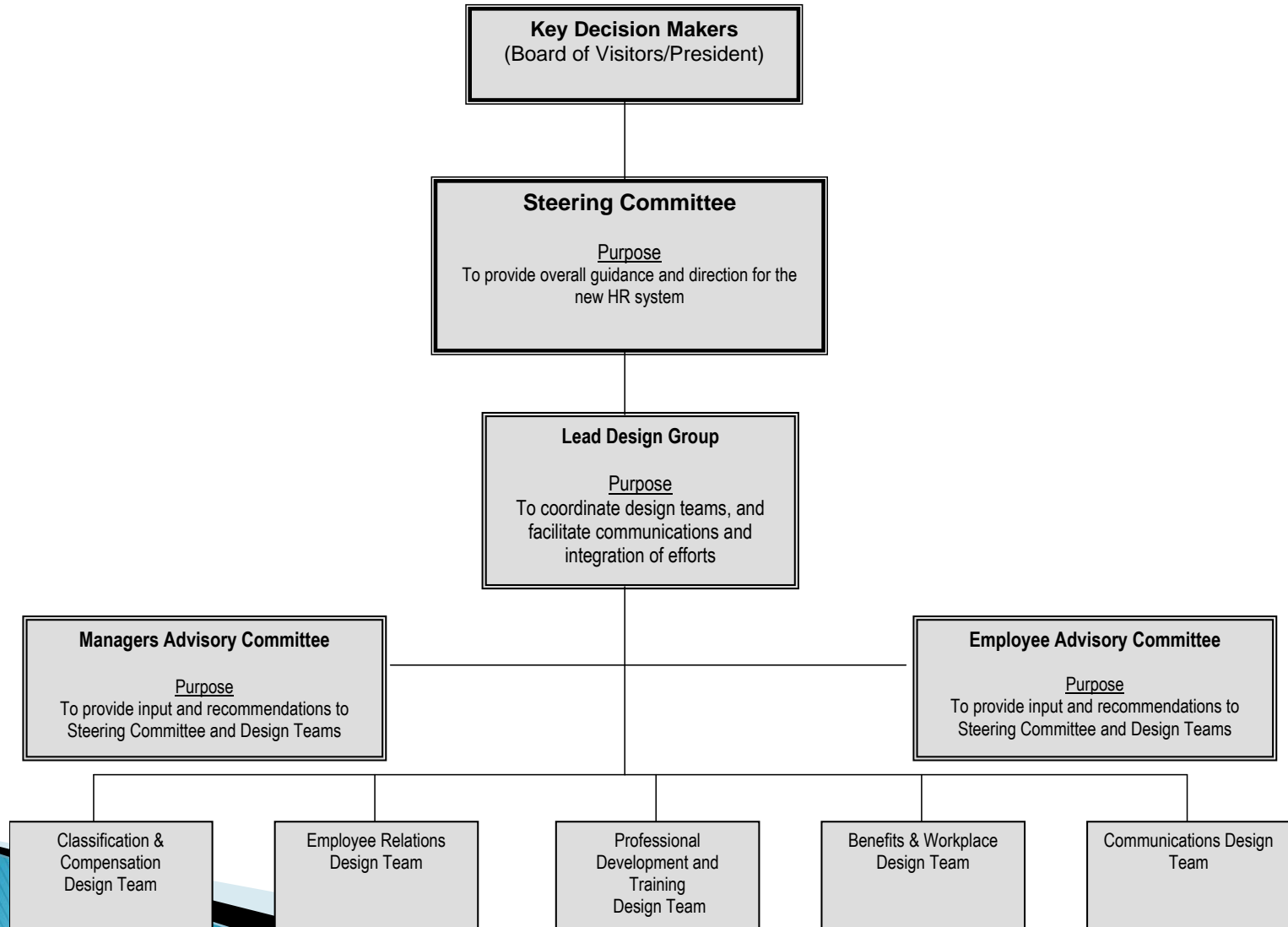
*Presentation
To
The Board of Visitors*

BASIC PRINCIPLES

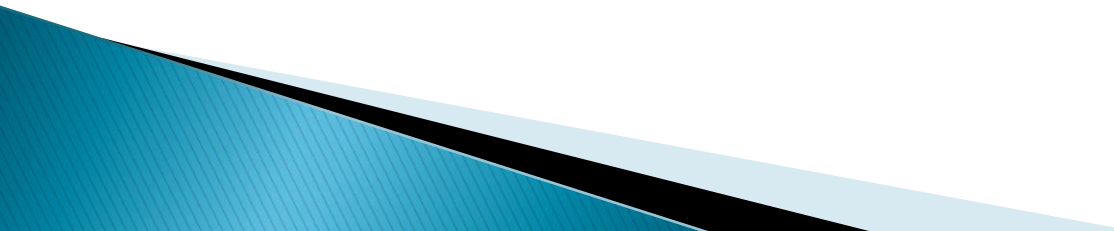
- ▶ RESPONSIVENESS AND AGILITY
 - ▶ COMPREHENSIVE REFORM
 - ▶ TRANSPARENCY, FAIRNESS AND OBJECTIVITY
- 

PROCESS

Restructuring Implementation Structure



PROCESS

- ▶ EMPLOYEE SURVEY
 - ▶ FOCUS GROUPS
 - ▶ ADVISORY COMMITTEES
 - ▶ EMPLOYEE CONVERSATIONS
 - ▶ COMMUNICATIONS
- 

A COMPREHENSIVE SYSTEM

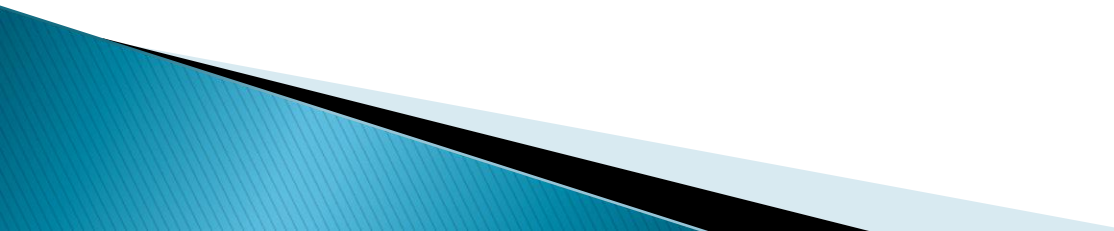
- ▶ CLASSIFICATION & COMPENSATION
- ▶ EMPLOYEE RELATIONS
- ▶ BENEFITS
- ▶ HUMAN RESOURCES DEVELOPMENT
- ▶ PROCESS REDESIGN

CLASSIFICATION

- ▶ UNIVERSITY EMPLOYEES (AS OF JULY 1, 2006)
 - INSTRUCTIONAL & RESEARCH FACULTY – GOVERNED BY FACULTY HANDBOOK
 - OPERATIONAL (INCLUDING HOURLY)
 - PROFESSIONAL/PROFESSIONAL FACULTY
 - EXECUTIVE

- ▶ CLASSIFIED
 - THOSE EMPLOYED BY THE COLLEGE PRIOR TO JULY 1, 2006 CATEGORIZED AS CLASSIFIED BY THE STATE AND WHO HAVE THE RIGHT TO ELECT TO PARTICIPATE IN THE UNIVERSITY SYSTEM

COMPENSATION SYSTEM

- ▶ COMPETITIVE PAY FOR EMPLOYEES WITH SIMILAR RESPONSIBILITIES, DEMONSTRATED COMPETENCE AND EXPERIENCE
 - ▶ BASED ON LEVEL OF RESPONSIBILITY, EQUITY AND MERIT
 - ▶ SALARY INCREASES EARNED THROUGH PERFORMANCE
- 

EMPLOYEE RELATIONS

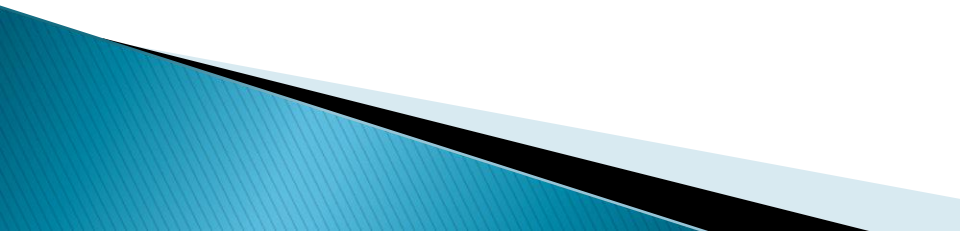
- ▶ PERFORMANCE EVALUATIONS
- ▶ GRIEVANCES AND COMPLAINTS
 - PROFESSIONAL EMPLOYEES
 - HOURLY EMPLOYEES
- ▶ SEVERANCE BENEFITS

PERFORMANCE EVALUATION

- ▶ PROFESSIONAL EMPLOYEES
 - EACH EMPLOYEE WILL HAVE AN ANNUAL PERFORMANCE PLAN
 - PROVIDES COMMON BASELINE
 - ALLOWS FOR FLEXIBILITY IN METHOD OF EVALUATION

- ▶ OPERATIONAL EMPLOYEES
 - REPLACE STATE 3 LEVELS WITH UNIVERSITY 5 LEVELS

GRIEVANCE POLICIES

- ▶ OPERATIONAL EMPLOYEES – REQUIRED USE OF THE STATE SYSTEM
 - ▶ PROFESSIONAL EMPLOYEES – MORE ROBUST INTERNAL SYSTEM
 - ▶ HOURLY EMPLOYEES – NEW INTERNAL SYSTEM
- 

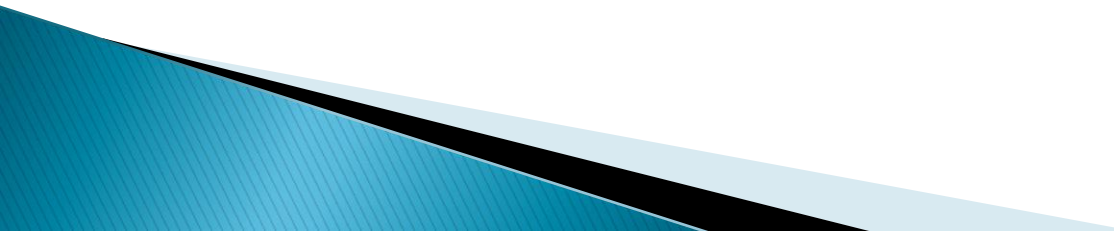
SEVERANCE POLICIES

- ▶ OPERATIONAL EMPLOYEES – MIRRORS STATE’S WTA
 - PROVIDES ADDITIONAL BENEFITS IN THE OUT YEARS
- ▶ PROFESSIONAL EMPLOYEES
 - REDEFINES STRUCTURE, REDUCING BENEFITS IN EARLY YEARS
- ▶ HOURLY EMPLOYEES
 - NO BENEFIT

BENEFITS

- ▶ EVERY EMPLOYEE CONTINUES TO HAVE ACCESS TO THE STATE'S PROGRAMS FOR:
 - RETIREMENT
 - HEALTH
 - LIFE INSURANCE
 - DISABILITY
 - WORKER'S COMPENSATION, AND
 - OPTIONAL BENEFITS

BENEFITS FOR HOURLY EMPLOYEES

- ▶ FOR THE FIRST TIME, PROVIDES SOME BENEFITS TO HOURLY EMPLOYEES
 - ▶ FIVE PAID HOLIDAYS
 - ▶ LEAVE PROGRAM BASED ON LENGTH OF SERVICE
- 

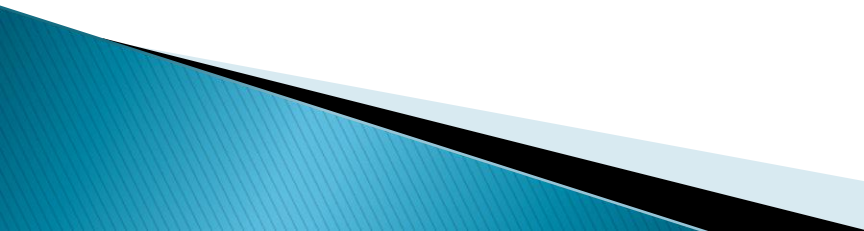
IMPLEMENTATION SCHEDULE

- ▶ OCTOBER 1 – ROLL OUT
 - CONDUCT TWO EMPLOYEE FORUMS ON MAIN CAMPUS
- ▶ OCTOBER 2
 - CONDUCT EMPLOYEE FORUM AT VIMS
- ▶ OCTOBER 3
 - DISTRIBUTE INFORMATION PACKETS TO INDIVIDUAL EMPLOYEES
 - BEGIN 90 DAY ELECTION PERIOD
- ▶ JANUARY 5
 - ELECTION PERIOD CLOSES – CLASSIFIED ONLY
- ▶ JANUARY 10
SYSTEM IN EFFECT

OCTOBER 1 - JANUARY 5

- ▶ OCTOBER 1 & JANUARY 5
- ▶ MANAGEMENT REVIEW PERIOD
- ▶ PROVOST CRITERIA AND REVIEW
 - PROFESSIONALS
 - PROFESSIONAL FACULTY CATEGORIZATION

FINAL THOUGHTS

- ▶ MUST ACKNOWLEDGE THE FISCAL REALITIES
 - ▶ WHY RESTRUCTURE
 - ▶ CULTURE CHANGE – DOING BUSINESS IN A DIFFERENT WAY
 - ▶ THIS WILL TAKE COMMITMENT, TIME AND PATIENCE
- 

CLASSIFICATION

University Employee Classification & Compensation System and Pay								
Category	Operational Employees			Professional Employees			Executive Employees	
Role	Administrative/ Technical Operational Academic/Clinical/ Research Operational			Administrative/ Technical Professional Academic/Clinical/ Research Professional			Administrative/Academic	
Contribution Levels/Stages	A	B	C	D	E	F	G	H
	Contribute to achieving operational objectives and process improvement through performance of routine/repetitive tasks and activities	Contribute to achieving operational objectives and problem resolution through application of established processes, methods, and systems	Responsible for achieving operational objectives and problem resolution using substantive experience and collaboration.	Responsible for implementing strategic direction through establishing processes, methods and procedures, using applicable knowledge, skill, expertise.	Responsible for implementing strategic direction through operational planning within organizational unit, using advanced knowledge, skill, expertise.	Responsible for setting strategic direction/goals and operational objectives within organizational unit.	Responsible for policy formation and implementation of institution's strategic direction/goals within organizational unit.	Responsible for setting mission, vision and strategic direction/goals of institution.
Market Based Compensation	Pay ranges depend on the contribution to the University and the relevant labor market value.							