

MEMORANDUM

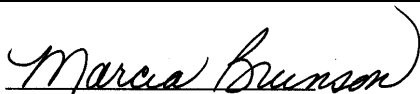
To: Board of Regents
From: Board Office
Subject: Adoption of Administrative Rule Regarding the Regent Merit System
Date: April 12, 2004

Recommended Actions:

1. Adopt amendment to the Iowa Administrative Code §681, Regent Merit System.
 2. Authorize the Executive Director to file the adopted rule in the appropriate format.
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Executive Summary:

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| Board approval | <ul style="list-style-type: none"> • At its January 2004 meeting, the Board approved filing an amendment to the administrative rules governing the Regent Merit System. |
| Revisions to the rules | <ul style="list-style-type: none"> • A large number of amendments to the rules were filed about 18 months ago. Inadvertently, a discussion draft of a proposed change was submitted with the many rule revisions. It was discovered recently that this rule should not have been changed, and this amendment will return the rule to the original wording. The text of the rule is shown on the reverse. |
| Notice published | <ul style="list-style-type: none"> • The Notice of Intended Action was published on March 3, 2004. The notice established a comment period ending March 23, 2004, and set the date for a public hearing on that day. |
| Public hearing | <ul style="list-style-type: none"> • The public hearing was held at the Board Office. No written or oral comments were received. |
| Filing | <ul style="list-style-type: none"> • The rule amendment will be filed for adoption following approval by the Board. |
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 Marcia R. Brunson

Approved: 
 Gregory S. Nichols

Current Rule as revised in July 2002:

3.39(13) *Pay for trainees and apprentices.* Each employee whose performance is satisfactory as determined by the employing department will progress one-half of the value of a step every six months from the minimum of the pay grade to the entrance rate established for the journey class at the completion of time established for training or apprenticeship.

Proposed rule revision:

3.39(13) *Pay for trainees and apprentices.* The schedule of wages for trainees and apprentices will consist of a step in the pay matrix for every year of training required. Each employee whose performance is satisfactory as determined by the employing department will progress one-half of the value of a step every six months from the ~~minimum~~ first step of the ~~pay grade~~ schedule to the entrance rate established for the journey class at the completion of time established for training or apprenticeship.