

**MEMORANDUM**

**To:** Board of Regents  
**From:** Board Office  
**Subject:** Revisions to the Professional and Scientific Classification Systems  
**Date:** June 9, 2003

**Recommended Action:**

Approve the following revisions to Professional and Scientific Classification Systems at the University of Iowa, Iowa State University and Iowa Braille and Sight Saving School.

---

**Executive Summary:**

- |                               |   |
|-------------------------------|---|
| Policy Manual Requirement     | <ul style="list-style-type: none"><li>• <u>Regent Policy Manual</u> §4.03 requires that the changes to the institutional professional and scientific classification plans involving the addition, deletion or changes to titles or pay grades be approved by the Board prior to implementation.</li></ul>   |
| Proposed Revisions -- SU      | <ul style="list-style-type: none"><li>• The University of Iowa is proposing changes to the pay grades of two P&amp;S classifications and the addition of two new classifications as detailed below. The revised class descriptions will be in the Regent Exhibit Book available at the Board meeting.</li></ul>   |
| Proposed Revisions -- ISU     | <ul style="list-style-type: none"><li>• Iowa State University is proposing four new classifications; pay grade changes to three classifications, and deletion of thirteen classes no longer being used.</li></ul>   |
| State law on comparable worth | <ul style="list-style-type: none"><li>• The pay grade assignments of these classifications have been made through application of the University's job evaluation instrument. This instrument, through a point factor system, evaluates classifications on skill, effort, responsibility and working conditions. This is done in compliance with the state law on comparable worth (Iowa Code <u>§70A.18</u>).</li></ul> |
-

**SUI -- PAY GRADE CHANGE (FY 2004 salary ranges)**

TITLE	PAY GRADE FROM	PAY GRADE TO	COMMENTS
Blood Center Apheresis Supervisor	7 (\$32,132 - \$58,450)	8 (\$34,759 - \$63,236)	This position was last reviewed in 1988. The most significant changes to this position are the greater leadership role, supervisory oversight, quality control monitoring, and increased complexity in the field of medical transfusion. This position will now require employees to have three years of prior apheresis/blood donor center experience, an RN degree and licensure to practice nursing the State of Iowa. The request to create this position has been discussed with SEIU representatives, and they are in agreement.

**SUI -- NEW CLASSIFICATIONS (FY 2004 salary ranges)**

TITLE	PAY GRADE	COMMENTS
Neonatal Nurse Practitioner	13 (\$51,521 - \$93,750)	This position is proposed to recognize the increased complexity of providing medical care to critically ill infants. This classification will require extensive experience in neonatology, current RN license and national certification as a Neonatal Nurse Practitioner. This proposed classification has been discussed with SEIU representatives, and they are in agreement with the need to create this classification.
Imaging Technologist	4 (\$25,368 - \$46,143)	This proposed classification arose out of discussions during SEIU collective bargaining sessions. A new classification description was prepared and assigned to a pay grade using the point factor evaluation system. The creation of this new classification will allow the recruitment of new graduates into this specialized area.

**ISU – NEW CLASSIFICATIONS (FY 2004 salary ranges)**

TITLE	PAY GRADE	COMMENTS
Assistant Director	17 (\$47,972 – 85,433)	New generic title created to assist in moving toward the goal of reducing the number of single incumbent Assistant Director titles.
Manager IT	16 (\$42,142 - \$73,752)	New title needed to capture the work of positions at this classification level responsible for management of an information technology area.
Director Memorial Union	20 (\$77,865 – no max)	New title needed to capture duties of the position that heads up the Memorial Union (MU). The MU was previously a separate entity, but due to a merger agreement is now a part of the University.
Assistant Vice Provost	19 (\$65,225 - \$120,198)	New title needed to capture duties of a newly created position within Extension.

**ISU – PAY GRADE CHANGES (FY 2004 salary ranges)**

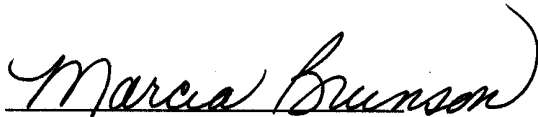
TITLE	PAY GRADE FROM	PAY GRADE TO	COMMENTS
Assistant to Vice Provost for Research	15 (\$37,059 - \$63,702)	16 (\$42,142 – 73,752)	Recognizes the increase in scope and level of duties and responsibilities.
Manager Ames Lab Information Systems	17 (\$47,972 - \$85,433)	18 (\$55,662 - \$100,853)	Recognizes the increase in scope and level of duties and responsibilities.
Purchasing Agent I	11 (\$25,791 - \$41,144)	12 (\$27,585 - \$44,862)	Recognizes the increase in scope and level of duties and responsibilities.

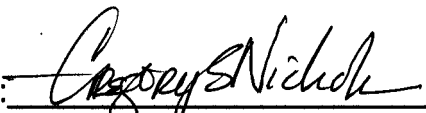
**ISU – TITLES NO LONGER USED**

Director Development Services, Pay Grade 20 (ISU Foundation)  
 Director Foundation, Pay Grade 19 (ISU Foundation)  
 Manager Prospect Research, Pay Grade 16 (ISU Foundation)  
 Database Administrator, Pay Grade 18  
 Manager Fire Services Institute, Pay Grade 17  
 Library Budget and Personnel Officer, Pay Grade 16  
 Manager Instructional Technology, Pay Grade 16

**ISU – TITLES NO LONGER USED (continued)**

Staff/Organizational Development Specialist, Pay Grade 16  
Supervisor Extension Publishing and Distribution, Pay grade 14  
Supervisor Mechanical Services, Pay Grade 14  
Maintenance Systems Specialist, Pay Grade 13  
Manager ADP Data Control, Pay Grade 13  
Manager Accounts Receivable, Pay Grade 17

  
\_\_\_\_\_  
Marcia R. Brunson

Approved:   
\_\_\_\_\_  
Gregory S. Nichols