

MEMORANDUM

To: Board of Regents
 From: Board Office
 Subject: Revisions to the Professional and Scientific Classification System
 Date: June 10, 2002

Recommended Action:

Approve the revisions to the Professional and Scientific Classification System as outlined below.

Executive Summary:

- Board Policy
- The Board of Regents Policy Manual §4.03 requires that changes to the institutional professional and scientific classification plans involving the deletion, addition or changes to titles or pay grades be approved by the Board prior to implementation,
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- ISU Revisions
- Iowa State University is proposing the addition of seven classifications; the change in title and/or pay grade for five classifications, and the deletion of three classifications.
 - These proposed revisions are outlined below:

Additions

Title	Pay Grade	Comments
Director, Campus Dining Services	P19 (\$65,225 - \$120,198)	To provide leadership for the university's new dining services unit.
Associate Director of Admissions, Recruitment and Outreach	P17 (\$47,972- \$85,433)	To distinguish the scope of complexity of this position from that of the Associate Director of Admissions, Operations.
Director, Education Student Services	P18 (\$55,662 – \$100,853)	To distinguish the position from others due to it's unique set of duties and responsibilities.
Lighting Designer	P15 (\$37,059 – \$63,702)	To distinguish a unique set of duties and responsibilities that do not fit within existing classifications

Additions (continued)

Assistant Director, Construction Services	P18 (\$55,662 - -\$100,853)	To recognize the unique set of duties and responsibilities assigned to this Assistant Director position
Landscape Architect III	P15 (\$37,059 - \$63,702)	Expansion of the Landscape Architect series to better meet the needs of the university and to describe the duties currently being performed by employees
Landscape Architect IV	P16 (\$42,142 - \$73,752)	Expansion of the Landscape Architect series to better meet the needs of the university and to describe the duties currently being performed by employees

Pay Grade Changes

Title	Pay Grade From	Pay Grade To	Comments
Medical Technologist	P12 (\$27,585 - \$44,862)	P13 (\$30,128 - \$49,921)	Pay grade change recognizes increase in scope and/or level of duties and responsibilities.
Supervisor, Clinical Pathology Laboratory to Manager, Clinical Pathology Laboratory	P15 (\$37,059 - \$63,702)	P16 (\$42,142 - \$73,752)	Pay grade change recognizes increase in scope and/or level of duties and responsibilities.
Manager, Foundation Seed	P16 (\$42,142 - \$73,752)	P17 (\$47,972 - \$85,433)	Pay grade change recognizes increase in scope and/or level of duties and responsibilities.
Manager, Central Stores to Stores and Materials Manager	P17 (\$47,972 - \$85,433)	P18 (\$55,662 - \$100,853)	Pay grade change recognizes increase in scope and/or level of duties and responsibilities.
Landscape Architect I	P12 (\$27,585 - \$44,862)	P13 (\$30,128 - \$49,921)	Pay grade change recognizes increase in scope and/or level of duties and responsibilities.

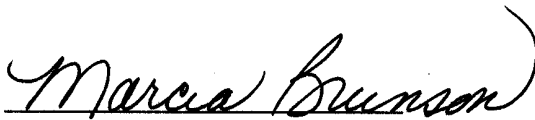
Deletions

Title	Pay Grade	Comments
Director, Pappajohn Center	P20 (\$77,865 - open)	Duties combined with Director, Research Park position.
Associate Dean of Students	P17 (\$47,972 - \$85,433)	Duties combined with the Director, Minority Student Affairs position.
Supervisor, Nursing Services	P15 (\$37,059 - \$63,702)	Single incumbent title. University is now using a more generic title in order to reduce the number of single incumbent titles in the system.

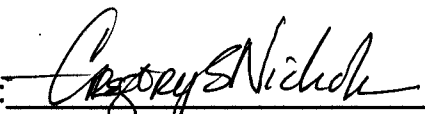
Background:

- Authority
- Iowa Code §262.9(2) provides that the Board appoints institutional employees and fixes their compensation.
 - There are four categories of employees: institutional officials, faculty, professional and scientific staff, and merit system employees. Each university and the Board Office has a separate pay system for P&S staff. There is one P&S system for the two special schools.
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- Comparable Worth
- Pay grade assignments of classifications are made pursuant to the state's comparable worth law (Iowa Code §70A.18).
 - The law requires that a state agency shall not discriminate in compensation for work of comparable worth between jobs held predominately by men and jobs held predominately by women.
 - "Comparable worth" in the context of the law means the value of work as measured by the composite of the skill, effort, responsibility, and working conditions normally required in the performance of work.
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Marcia R. Brunson

Approved: 

Gregory S. Nichols