

MEMORANDUM

To: Board of Regents
From: Board Office
Subject: Revisions to the Regent Merit Classification Plan
Date: March 6, 2000

Recommended Action:

Approve the following revision to the Regent Merit System Classification Plan:

Revised Classification	From Pay Grade	To Pay Grade
Medical Assistant	404 \$8.25 to \$11.33	406 \$9.36 to \$13.04

Executive Summary:

The Board is asked to approve the above-noted revision to the Regent Merit System Classification Plan. This revision is in response to changing needs at the University of Iowa Hospitals and Clinics as well as expanded duties and responsibilities of incumbents in the classification. Since the classifications are in the AFSCME technical bargaining unit, union concurrence was sought for this change.

Background and Analysis:

The recommended upgrade is based upon expanded duties and responsibilities that will include the administration of oral and injectable medications and review of medical records. These expanded duties are not recognized in the existing class description or in the pay grade assignment.

The pay grade assignment was made through application of the Job Classification Evaluation System in compliance with the state law on comparable worth (Code of Iowa, Chapter 70A.18). AFSCME accepted the two pay range change for this position but indicated it thought three pay ranges would have been preferred. The point count of the position with its new duties did not justify more than a two pay range change.

A copy of the classification description is in the Regent Exhibit Book.

Approval of the revision to the Regent Merit System Classification Plan is recommended.

Marcia R. Brunson

Approved: _____
Frank J. Stork