

MEMORANDUM

To: Board of Regents

From: Board Office

Subject: Revisions to the Professional and Scientific Classification System

Date: September 9, 2002

Recommended Actions:

1. Approve the addition of new classifications and change of pay grades for existing classifications and;
 2. Approve the implementation of new Information Technology classifications.
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Executive Summary:

Proposed Revisions The University of Iowa is proposing changes to the pay grade of two P&S classifications and the addition of one new classification as detailed below. The revised class descriptions will be in the Regent Exhibit Book available at the Board meeting.

IT classes In addition, the University has reviewed the existing descriptions for all information technology (IT) classifications and is recommending reducing the number of IT classifications from 58 non-director level classes to 27. The 27 classifications would be placed in eight distinct areas:

Applications Development and Support (5 levels)
 Database Administration/Development (4 levels)
 Data Center Operations (2 levels)
 IT Management (3 levels)
 IT Security Officer (1 level)
 IT Support Services (3 levels)
 Network/Communications Engineer (4 levels)
 Systems Administration and Systems Programming (5 levels)

Deleted Classifications A large number of IT related classifications will be deleted as a result of the development of the new classifications.

University-wide task force A University-wide task force was created to determine the effectiveness of the University in attracting and retaining highly qualified IT staff. The task force was to recommend a classification and compensation system that would be understandable by employers and employees, equitable, measurable and sustainable. Approximately 500 employees will be affected by these revisions. Preliminary placements have been identified for these employees using position description questionnaires completed by the staff and reviewed by the departments. The placement of employees into the new classifications will be done within the current budget parameters and is expected to be budget neutral.

Board Requirement Regent Policy Manual §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.

State law on comparable worth 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 §70A.18).

PAY GRADE CHANGES

| TITLE | PAY GRADE FROM | PAY GRADE TO | COMMENTS |
|---|-----------------------------|------------------------------|---|
| Staff Pharmacist II – Academic Research | 9 (\$36,162 - \$67,074) | 10 (\$39,118 – 72,574) | In July of 2000, the Board of Regents approved the change in pay grade assignment for Staff Pharmacist II from grade 9 to grade 10. Analysis indicates that the Staff Pharmacist II – Academic Research and the Staff Pharmacist II perform comparable duties and have similar responsibilities and, therefore, should be in the same pay grade. |
| Co-Director of Hancher Auditorium | 17 (\$67,888- \$125,943) | 15 (\$57,997 - \$107,594) | Due to the departure of the former Director of Hancher Auditorium almost a year ago, the management responsibilities of the auditorium have been reorganized. The reorganization involves the creation of Co-Directors with responsibilities divided between two employees with distinct responsibilities as described in the classification description -- one responsible for the programming, and the other for administrative activities. |

NEW CLASSIFICATION

| TITLE | PAY GRADE | COMMENTS |
|--|-----------------------------|---|
| Senior Radiological Equipment Specialist | 11 (\$42,331 - \$78,517) | This new classification will be a continuation of the Radiological Equipment Specialist job family. There are currently three classifications in this job family: Radiological Equipment Specialist I in pay grade 5; Radiological Equipment Specialist II in pay grade 7 and Radiological Equipment Specialist III in pay grade 10. This classification is proposed to create a supervisory level within the job family as well as recognize additional technical aspects. |

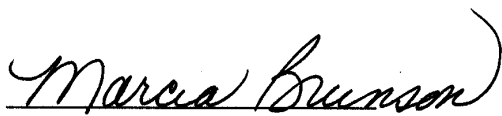
NEW INFORMATION TECHNOLOGY CLASSIFICATIONS

| | Pay Grade | Range |
|--|-----------|----------------------|
| Applications Development and Support | | |
| Applications Development and Support Level I | 7 | \$30,896 - \$57,304 |
| Applications Development and Support Level II | 9 | \$36,162 - \$67,074 |
| Applications Development and Support Level III | 11 | \$42,331 - \$78,517 |
| Applications Development and Support Level IV | 13 | \$49,539 - \$91,912 |
| Applications Development and Support Level V | 15 | \$57,997 - \$107,594 |
| Database Administration/Development | | |
| Database Administration/Development Level I | 7 | \$30,896 - \$57,304 |
| Database Administration/Development Level II | 9 | \$36,162 - \$67,074 |
| Database Administration/Development Level III | 11 | \$42,331 - \$78,517 |
| Database Administration/Development Level IV | 13 | \$49,539 - \$91,912 |
| Data Center Operations | | |
| Data Center Operations Level II | 7 | \$30,896 - \$57,304 |
| Data Center Operations Level III | 9 | \$36,162 - \$67,074 |
| IT Management | | |
| IT Management Level III | 11 | \$42,331 - \$78,517 |
| IT Management Level IV | 13 | \$49,539 - \$91,912 |
| IT Management Level V | 15 | \$57,997 - \$107,594 |
| IT Security | | |
| IT Security Officer Level IV | 13 | \$49,539 - \$91,912 |
| IT Support Services | | |
| IT Support Services Level I | 6 | \$28,565 - \$53,205 |
| IT Support Services Level II | 8 | \$33,422 - \$61,996 |
| IT Support Services Level III | 10 | \$39,118 - \$72,574 |
| Network/Communications Engineer | | |
| Network/Communications Engineer Level I | 6 | \$28,565 - \$53,205 |
| Network/Communications Engineer Level I | 8 | \$33,422 - \$61,996 |
| Network/Communications Engineer Level I | 10 | \$39,118 - \$72,574 |
| Network/Communications Engineer Level I | 13 | \$49,539 - \$91,912 |

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|--|----|----------------------|
| Systems Administration and Systems Programming | | |
| Systems Admin. & Systems Programming Level I | 7 | \$30,896 - \$57,304 |
| Systems Admin. & Systems Programming Level II | 9 | \$36,162 - \$67,074 |
| Systems Admin. & Systems Programming Level III | 11 | \$42,331 - \$78,517 |
| Systems Admin. & Systems Programming Level IV | 13 | \$49,539 - \$91,912 |
| Systems Admin. & Systems Programming Level V | 15 | \$57,997 - \$107,594 |

DELETED IT CLASSIFICATIONS

| | |
|--|--|
| Assistant Director, Information Systems | Manager, System and Programming Services |
| Assistant Director, Data Control Center ADP | Manager-Dental Computer Service Division |
| Assistant Director, Software and Operations | Operations Manager, Mainframe Computing Facilities |
| Assistant Director, University Computer Center | Operations System Analyst-ADP |
| Assistant Operations Manager | Programmer |
| Associate Director, Administrative Data Processing | Programmer Analyst |
| Associate Director, Information Systems | Programming Consultant-WEEG Computing Center |
| Associate Director, University Computer Center | Project Analyst I and II |
| Computer Engineer-Computer Center | Senior Applications Specialist |
| Computing Consultant I and II | Senior Computing Consultant |
| Data Archive Manager | Senior Data Base Analyst |
| Data Base Analyst I and II | Senior Data Systems Manager |
| Data Base Manager | Senior Director, Information Technology Services |
| Data Communications Coordinator | Senior Programmer Analyst |
| Data Systems Coordinator | Senior Project Analyst |
| Data Systems Manager | Senior Systems Analyst |
| Departmental Information Specialist | Senior Systems Programmer |
| Director, Administrative Data Processing | Senior Systems Specialist |
| Director, Information Technology Services | Systems Analyst |
| Director, Telecom and Networks | Systems Development Project Leader |
| Director, University Computer Center | Systems Programmer I and II |
| Manager of Applications Support | Systems Support Manager |
| Manager, Computing Services Group | Technical Writer |
| Manager, External Services and Facilities | User Relations Assistant |
| Manager, Personal Computer Support Center | User Relations Manager |


 Marcia R. Brunson

Approved: 
 Gregory S. Nichols