

CSI Project – Status Update

June 6, 2006

Objective:

To install a fair and rational compensation system for Professional Staff jobs across Indiana University, with objective criteria for management decisions regarding employee pay.

The last review was almost 20 years ago; there are now over 5,500 Professional Staff positions

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Deliverables:

1. Clearly articulate the University's salary philosophy
2. Determine distinguishable Jobs across the University
3. Establish a discernible Job evaluation methodology
4. Establish salary structures
5. Allocate positions to discernible Jobs
6. Update salary administration policies
7. Provide transparency of salary administration elements

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To be completed or revised (illustrative)

- Position analysis for some job families (IT, development, school-based student affairs, medical school admin., etc.)
- Job rankings need to be reviewed
- Job level guides with distinguishing characteristics
- Benchmark market data for additional jobs
- Salary structures need to be refreshed
- Salary administration policies need to be revised

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Next Steps

1. Establish advisory groups IT, IUB Schools, IUPUI Schools, Medical Center	Project Team	May/June 2006
2. Identify distinguishable jobs; develop job level guides for IT	Project Team w/assistance from Adv group	May – July 2006
3. Identify distinguishable jobs Development, school-based student affairs, medical center admin.	Project Team w/assistance from Adv groups	June – Aug. 2006
4. Identify gaps in market data	Mercer	Aug. 2006

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Next Steps

5. Review and refine jobs and position classifications for all other units	Project Team w/feedback from units	June – Sept. 2006
6. Refine job level guides for each job family	Project Team	June – Sept. 2006
7. Refresh Salary Ranges	Mercer	Sept. 2006
8. Refresh Salary Administration Policies	Project Team, senior mgt., Steering Comm.	July – Sept. 2006

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Next Steps

9. Review jobs & position classifications with deans and vice chancellors	Project Team	Sept. 2006
10. Review jobs & position classifications with unit management	Project Team	Sept./Oct. 2006
11. Conduct information sessions for PA employees and supervisors	Project Team and Mercer	Nov./Dec. 2006
12. Prepare reports for departments and statements for employees	HR offices and Mercer	Nov./Dec. 2006
13. Implement project deliverables	HR offices	Jan. 2007