

AUGUST 6, 2009

VOLUME 1
ISSUE 23

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Employment

We are delighted to welcome these New ACC Employees that started August 3rd!

<i>Name</i>	<i>Position</i>	<i>Campus</i>
Stephanie Benetti	Instructional Support Services Specialist	HBC
Sonia Lewis	Testing Assistant	NRG

Vice President's Office

Resolution of an Employee Complaint or Grievance

The Administrative Rule on Resolution of an Employee Complaint or Grievance (AR 6.08.005) was revised by the Administrative Services Council. The new rule provides a process for complaints (related to workplace conditions) vs. grievances (suspension, probation, termination or actions which impact an employee's employment status).

Employees are encouraged to review the rule located at <http://www.austincc.edu/admrule/6.08.005.htm> and guidelines located at <http://www.austincc.edu/admrule/6.08.005Guideline-Procedure.htm>.

Professional Development

Mark Your Calendars!

ACC's *Fall General Assembly* is scheduled for *August 21st* at the Renaissance Hotel in the Arboretum.

Continental breakfast will be served from 8:00am-9:00am; the morning program will begin at 9:00am. Professional development workshops will be held in the afternoon at Highland Business Center, beginning at 1:30pm.

To learn more about the event and to register for workshops, please go to <http://www.austincc.edu/hr/profdev/events/generalassembly/program.htm>.

If you have any questions, please call professional Development and Evaluations at 223-7997.

Compensation

On July 6th the ACC Board of Trustees approved an across the board 2% annual increase for all staffing table employees and adjunct faculty. In addition, certain other salary adjustments were approved in the budget for staffing table employees. The types of salary adjustments included market increases, reclassifications (from the PAR process), internal equity adjustments or reorganization (for very few titles).

The following information outlines when employees will receive a notice about the new salaries:

NON-FACULTY EMPLOYEES

- July 31: Supervisors will be notified of non-faculty employees receiving salary adjustments.
- August 5: Letters will be sent to the home address of non-faculty employees receiving salary adjustments describing the adjustment and FY2010 salary.
- August 21: All non-faculty employees may begin accessing ACC Employee On Line Services to view their FY10 salary.

FULL-TIME FACULTY

- August 17: Full-time Faculty Contracts will reflect the Board approved 2% annual increase.
- The new faculty scales are on the HR website. Please note that the 2% reflects the difference between the FY09 step and the higher FY10 step. Some steps were adjusted to reflect market increases. Faculty on those steps receive the market adjustment and the 2% annual increase. The scales are located at: <http://www.austincc.edu/hr/compensation/salaryscales.php>

ADJUNCT FACULTY

- Mid-September: Adjunct Faculty Agreements will reflect the 2% annual increase. If you wish to confirm your salary prior to September, please contact your Dean or Department Chair. They have access to view salaries in Datatel after approving the fall teaching assignments.
- The new scale is on the HR website. Please note that the 2% reflects the difference between the FY09 step and the higher FY10 step. The scale is located at: <http://www.austincc.edu/hr/compensation/salaryscales.php>

All new salaries are effective September 1, 2009.

If you have any questions, please contact Vicki West, Compensation Manager, at vwest@austincc.edu or 223-7502.