



Office of the President/CEO

To: All ACC Employees

From: Steve Kinslow 

Date: February 24, 2009

Subject: COMPENSATION OVERVIEW

Faculty and staff may recall that when I became President I advocated that (1) we would get all employee groups to market competitive compensation, (2) full-time faculty would be in the top three of the Texas metropolitan community colleges, and (3) administrators would be the last group adjusted. Last July, the Board of Trustees approved compensation adjustments for 19 of 43 administrators, as the last group of employees to be brought into compliance with Board Policy F-10, Employee Compensation.

On February 2, 2009 the Full-Time Faculty Senate requested information concerning the administrative market adjustments, and so I am pleased to share this compensation overview with all employees. I am very proud that the College's faculty compensation ranks number one in comparison to Texas community colleges, that our support staff are paid market competitive wages, and that we now have brought administrators into compliance with the Board's compensation policy. All employees contribute to the success of the college and all employees are entitled to the same level of respect for their contributions.

ACC's compensation philosophy is to achieve and maintain market competitive salaries for all employee groups. Board Policy F-10 Employee Compensation directs the College to:

[2] Maintain a compensation program of competitive salaries and benefits that ensures fair pay for the employees' contribution to the College mission with no employee paid less than the community-accepted level of a "living wage".

The Board of Trustees has, as part of the annual budget development process, devoted the past several years to achieving market competitive salaries for faculty and staff and it was appropriate that administrators were also brought to market competitive salaries. In FY 08, all faculty, classified and professional-technical employee groups attained compliance with Board policy F-10. Policy F-10 includes administrators, who were the last group adjusted.

The college has accomplished the following compensation rankings which are part of the larger goal of attracting and retaining a quality workforce.

1. Since FY 08, and again in FY 09, ACC's full-time faculty ranked number one in overall average actual salaries for full-time faculty among Texas community colleges according to the Texas Community College Teachers Association Survey of Faculty Salaries (TCCTA). (See TCCTA website at <http://www.tccta.org/news/salarysurvey08/2008SalaryStudy.html>).
2. Adjunct faculty have been for several years, on the average, the highest paid part-time faculty in Texas.
3. Market level compensation for support staff was achieved following the FY06 Compensation Study which was implemented in the FY07 budget.
4. Administrators, on the average, are now at market competitive salaries though some positions are below market in comparison to similar positions at other community colleges.

Compensation Study on Administrator Salaries

While the college has annually conducted studies on Faculty and Classified and Professional-Technical employee groups, the college had not conducted a study of administrator salaries for ten (10) years. During March 2008, in compliance with the President's directive and board policy, HR Compensation conducted an Administrator Salary Study using salary information from the FY 08 Higher Education Administrative Accountability Report and information collected from the metropolitan community colleges in Texas. The structures of the colleges were reviewed to ensure that comparable level positions were compared. While ACC may have one administrator responsible for an area, at some of the other community colleges there is a similar administrator on each of the campuses, thus the college used an average of those positions. The study was conducted with a methodology similar to the other employee groups.

As a result of this salary study, 19 positions (out of a total of 43 positions) were recommended to be adjusted to achieve market competitive compensation for Administrators. These adjustments bring Administrators closer to the prevailing compensation rates; however, due to the unique structure of ACC, some Administrators are still being paid below the market average for the level and scope of responsibility. The amount of the market adjustment for Administrators was \$212,876. The Board of Trustees approved this budget recommendation on July 7, 2008 upon the adoption of the FY 09 Budget.

Compensation History

The following charts indicate the history of compensation adjustments for all employees in FY07, FY08 and FY09.

| FY 2007 Cost of Salary Increases | | | | |
|----------------------------------|-------|------------------|---------------------|------------------|
| Classification | COLA | Cost of COLA | Cost of Market Adj. | Total Cost |
| F-T Faculty | 4.00% | 1,200,971 | 426,089 | 1,627,060 |
| Adjunct Faculty/Overloads | 4.00% | 1,036,569 | - | 1,036,569 |
| Classified/Prof-Tech | 4.00% | 1,186,569 | 1,896,630 | 3,083,199 |
| Administrators | 4.00% | 127,432 | - | 127,432 |
| AE Instructors | 4.00% | 8,321 | - | 8,321 |
| Hourlies | 4.00% | 164,297 | - | 164,297 |
| Total | | 3,724,159 | 2,322,719 | 6,046,878 |

| FY2008 Cost of Salary Increases | | | | |
|---------------------------------|-------|---------------------|---------------------|---------------------|
| Classification | COLA | Cost of COLA | Cost of Market Adj. | Total Cost |
| F-T Faculty | 4.00% | \$ 1,327,287 | \$ - | \$ 1,327,287 |
| Adjunct Faculty/Overloads | 4.00% | 1,102,388 | - | 1,102,388 |
| Classified/Prof-tech | 4.00% | 1,528,754 | 16,000 | 1,544,754 |
| Administrators | 4.00% | 130,117 | - | 130,117 |
| AE Instructors | 4.00% | 10,604 | - | 10,604 |
| Hourlies | 0.00% | - | - | - |
| Total | | \$ 4,099,150 | \$ 16,000 | \$ 4,115,150 |

| FY 2009 Cost of Salary Increases | | | | | |
|----------------------------------|-------|--------------------|------------------|---------------------|--------------------|
| Classification | COLA | Cost of COLA | Living Wage Adj | Cost of Market Adj. | Total Cost |
| F-T Faculty | 4.00% | \$1,451,805 | \$ - | \$ - | \$1,451,805 |
| Adjunct Faculty/Overload | 4.00% | 1,161,870 | - | - | \$1,161,870 |
| Classified/Prof-Tech | 4.00% | 1,550,383 | 40,930 | 623,405 | \$2,214,718 |
| Administrators | 4.00% | 148,713 | - | 212,876 | \$ 361,589 |
| AE Instructors | 4.00% | 9,622 | - | - | \$ 9,622 |
| Hourly | 0.00% | - | - | - | \$ - |
| Total | | \$4,322,394 | \$ 40,930 | \$ 836,281 | \$5,199,605 |

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In addition, the President recommended, and the Board approved, a mid-year adjustment for Campus Police in the amount of \$269,854 at its Board meeting on January 12, 2009. This recommendation was made based upon increasing attrition and an inability to recruit Campus Police. These changes were shared with the appropriate employee groups and posted for public discussion as part of our Board Meetings.

Also, as a reminder, employees received a memo from me on January 30th regarding budget planning assumptions and directives. Employees were also informed on February 23rd of a series of Campus Budget Forums to share and discuss budget planning.

With the last group of employees - Administrators - receiving a market adjustment in the FY 09 budget, ACC's President and Board of Trustees are pleased that the college is now in compliance with Board Policy F-10 regarding market competitive salaries and all employee groups are paid at market competitive levels.

SBK/pws