



Memo

To: LCCC Board of Trustees, President Joe Schaffer
From: Staff Senate
Date: October 5, 2015
Subject: Compensation Policy Recommendations

Staff Senate appreciates the Board of Trustees' goal to improve the compensation policy and procedure at Laramie County Community College. Currently, LCCC has an effective process for hiring qualified employees and providing professional development opportunities to its current employees, which Staff Senate commends. However, what processes are in place to retain these skilled and committed employees? Staff Senate supports LCCC leadership in its efforts to improve policy to value and adequately compensate staff, both classified and professional, to retain their skill sets at our institution, rather than losing them to our economic competitors. As requested, Staff Senate has gathered the following points on behalf of LCCC staff for your consideration.

1. Staff Senate strongly recommends that the compensation policy statements place a priority on establishing and continuously improving processes that can ensure equitable implementation across the whole college, specifically in regards to longevity, performance-based compensation, and educational advancement.
 - Longevity: The cost associated with turnover and the loss of experienced employees harms the LCCC community. Having a compensation policy that values and rewards longevity is important not only to promoting staff well-being but also improves our ability to serve students in a reliable, consistent manner.
 - Performance: Many staff consistently go above and beyond to serve our students and the LCCC community. Despite the current recognition campaigns that are in place, Staff Senate's networking activities often highlight instances where recognition is not taking place for exemplary performance, which in turn can harm the college's work environment. By having performance as a key value in the new compensation policy, the college is empowered to develop a more consistent process for recognizing those staff who regularly excel in their jobs.
 - Educational advancement: Staff Senate recognizes the wide variety of disciplines, specialties, and professions that exist within the college. With this point in mind, we recommend that discipline-specific educational opportunities are considered when evaluating education-based compensation, and that these benefits are offered equitably across the college.

It is important to staff that compensation in these areas is provided in an objective, standardized fashion, and that this objectivity is built into college policy and procedure so that all employees can benefit and feel valued for what they do for LCCC.

2. Staff Senate fully supports the President's FY16 goal to incorporate a compensation analysis component into the LCCC budget development process. Specifically, Staff Senate strongly recommends market analyses are conducted on a regular basis (such as biannually) to ensure LCCC can compete with local, regional, and national competitors for our highly skilled employees. The data used in the compensation determination process needs to be transparent to employees and readily accessible to promote communication and understanding. Staff Senate would like the new compensation policy statements to reflect the need for ongoing, competitive compensation, supported by objective analyses, for the future success of LCCC.

Staff Senate would like to reiterate its appreciation to the Board of Trustees for considering staff concerns from the very beginning of the compensation analysis discussion. We respectfully request that the Board of Trustees and the President seriously consider the points provided above, as they are the most critical pieces from the perspective of Staff Senate, on behalf of LCCC staff, for inclusion in the new compensation policy statements. Please do not hesitate to contact Staff Senate with any questions regarding these recommendations. We are looking forward to providing actionable recommendations in the near future for improving compensation policy and procedure on behalf of staff at LCCC.