

## **FREQUENTLY ASKED QUESTIONS**

Following are questions that people often have regarding studies of this type. We hope that these questions and answers are helpful in keeping you informed about the Classification and Compensation System Review. We will continue to add to this list as we progress through the study.

### **What is the purpose of this study?**

The purpose of this study is to develop a conceptual design for a new job classification and compensation system covering classified positions within the OUS.

### **How long will the study take?**

The study is expected to be completed by December 2012.

### **Why is the OUS doing this study?**

The current system is archaic and in need of repair. It lacks easily understandable class specs. It is difficult to administer and maintain on a consistent basis. It does not take into account the unique and sometimes complex issues facing each campus.

### **What do we hope to accomplish?**

Though no system is perfect our hope is to create a classification and compensation system that is fair, sensible, and aligned with OUS's mission; a system that is rooted in sound theory, builds on best practice, and has been proven in similar settings; is easily maintained and understood by all parties and one that is compatible with the history and culture of OUS, and is fiscally responsible and legally defensible.

### **What is a classification structure?**

Classification is the process of studying, analyzing, and describing the nature and level of work performed by employees. Our outside consultant (*Fox Lawson & Associates*) will assist us in designing the new system.

### **Is it possible that I may get a raise?**

This is NOT a compensation study. Once this project is completed and we have a conceptual design in place, then we will deal with actually building the new job classification and compensation system. Once the study is completed, the results of the compensation study will need to be negotiated. Because this process is anticipated to take up to two years, it is impossible to know whether anyone will receive a pay increase as a result of this process.

### **Is this study designed to cut jobs?**

No, the study...

- is NOT a way to cut jobs.
- is NOT a guarantee of a salary increase.
- is NOT a staffing study.
- is NOT an organizational structure study.
- is NOT a strategy designed to cut costs.

Should you have additional questions, please contact your University HR department or your SEIU representative.