

University Shared Services Enterprise

December 1, 2015

TO: SEIU CCAC Team

FR: Universities' CCAC Team

RE: Classification System Decision

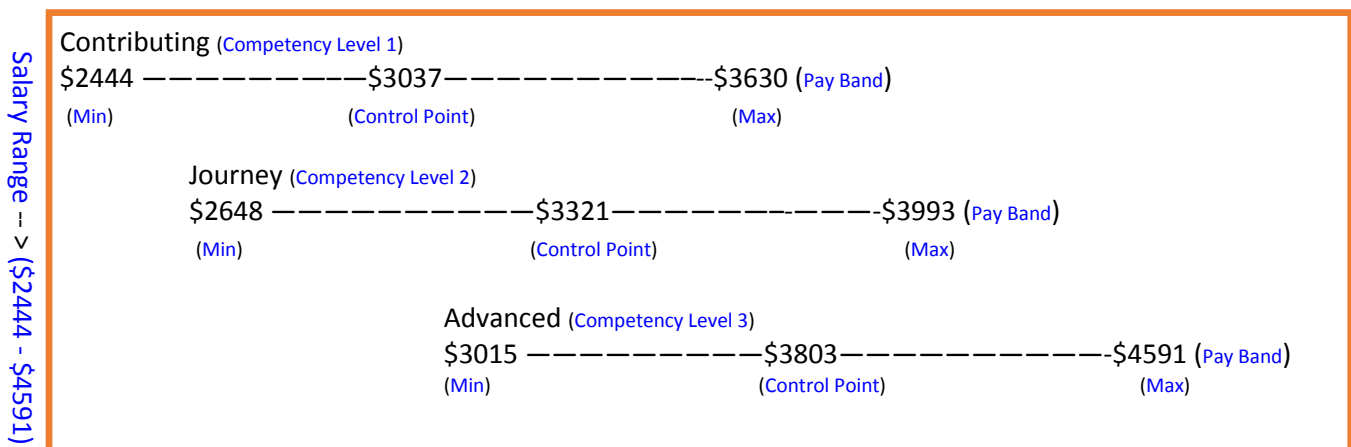
The Universities' Vice Presidents of Finance and Administration ("VPFAs") tentatively approved full implementation of the new classification system provided that the SEIU CCAC Team ("SEIU") agrees to the following structure for the compensation system, which will then be used as the agreed-upon model for each bargaining team to negotiate compensation during the 2017 reopener negotiations.

The compensation structure collapses the current salary ranges for the current classifications into one salary range for each new classification that will include finite salary bands with control points for each of the contributing, journey, and/or advanced competency levels that may be part of each salary range.

During 2017 reopener negotiations, the Universities will negotiate with SEIU for an across-the-board COLA and a merit pool. The merit pool will be distributed to eligible employees at each University based on their annual performance evaluation rating for their placement in the associated pay band.

An example of the compensation structure appears below.

### Administrative Support (Job Family) Senior Administrative Support Associate (Classification)



The Universities will extend SEIU ninety calendar (90) days to review, consider and either approve or reject this new compensation structure and plan. Should SEIU require additional time, it must request a set amount of time, in writing, from the Universities' CCAC Team ("Universities"), who will respond promptly to such request. The Universities will be available to SEIU during this, and any agreed-upon extended time, to meet and confer with SEIU regarding the above-mentioned structure and plan.

Should SEIU reject the above-mentioned compensation structure and plan, the VPFAs will only allocate employees to the new classifications that were provided to SEIU in May of 2015.

Should SEIU agree to the above-mentioned compensation structure and plan, SEIU agrees to sign the attached Memorandum of Understanding, which will also be signed by the Universities.

## MEMORANDUM OF UNDERSTANDING

**WHEREAS**, the Classification and Compensation Advisory Committee, comprised of members from Oregon's Public Universities and Service Employees International Union Local 503, OPEU ("SEIU"), have worked diligently since 2011 to restructure the classification system within which Oregon's Public Universities' classified employees work; and,

**WHEREAS**, the Vice Presidents of Finance and Administration at Oregon's Public Universities have tentatively approved full implementation of the new classification system, provided, however, that SEIU agrees to a specific compensation structure and plan, the monetary amounts of which will be negotiated during 2017 reopener negotiations between Oregon's Public Universities and SEIU; and,

**THEREFORE**, SEIU and the Universities agree that:

1. The current salary ranges for the current classifications at the Oregon Public Universities will be collapsed into one salary range for each new classification. The new salary range will include finite salary bands with control points for each of the contributing, journey, and/or advanced competency levels that may be part of each salary range.
2. Exhibit A reflects the collapsing of the current salary ranges into what will be the new salary ranges and bands for each new classification; and,
3. During 2017 reopener negotiations, the Universities will negotiate with SEIU for an across-the-board COLA and a merit pool. The merit pool will be distributed to eligible employees at each University based on their annual performance evaluation rating for their placement in the associated pay band.
4. Unless otherwise agreed upon, the compensation structure described in Paragraph 1, above, and Exhibit A will be binding on the SEIU and Universities' bargaining teams during the 2017 reopener negotiations described above.

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Brian A. Caufield  
Director of Labor Relations  
University Shared Services Enterprise

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Paul McKenna  
Research Director  
SEIU Local 503, OPEU

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

## EXHIBIT "A"

1

FAMILY	NEW CLASS TITLE	COMPETENCY LEVEL	FORMER OUS CLASSIFICATION	Current OUS Ranges	Current OUS Min/Max (Monthly)	Total Incumbents	
<b>Administrative Support</b>	Administrative Support Assistant	Contributing	Office Assistant, Word Processing Tech 1	10; 11	1988 - 2766	17	
		Journey	Office Specialist 1, Word Processing Tech 2	12; 13	2054 - 3015	193	
		Administrative Support Associate	Journey	Office Specialist 2, Medical Records Specialist; Word Processing Tech 3; Paralegal 1	15	2280 - 3308	675
		Senior Administrative Support Associate	Contributing	Administrative Program Assistant, Executive Support Specialist 1	17	2444 - 3630	299
			Journey	Paralegal 2; Administrative Program Specialist; Executive Support Specialist 2	19	2648 - 3993	116
			Advanced	Paralegal 3	22	3015 - 4591	0
<b>Allied Health</b>	Licensed Practical Nurse	Journey	Licensed Practical Nurse	18	2548 - 3802	1	
	Registered Nurse	Contributing	Registered Nurse 1	28	3993 - 6112	28	
		Journey	Registered Nurse 2; Charge Nurse	30	4381 - 6723	14	
	Advanced Practice Clinician	Advanced	Mid-Level Medical Practitioner	35	5557 - 8505	20	
	Dental Assistant	Contributing	Dental Assistant 1	14	2197 - 3156	0	
		Journey	Dental Assistant 2	17	2444 - 3630	8	
	Dental Hygienist	Advanced	Dental Hygienist	30	4381 - 6723	4	
	Medical Aide	Journey	Medical Aide	15	2280 - 3308	38	
	Pharmacist	Advanced	Pharmacist	35	5557 - 8505	3	
	Pharmacy Technician	Contributing	Pharmacy Technician 1	15	2280 - 3308	1	
		Journey	Pharmacy Technician 2	17	2444 - 3630	5	
	Physical Therapist	Advanced	Physical Therapist	31	4591 - 7057	3	
	Radiologic Technologist	Contributing	Radiologic Technologist 1	20	2766 - 4182	1	
		Journey	Radiologic Technologist 2	23	3156 - 4818	1	
	Therapy Aide	Contributing	Therapy Aide	11	1988 - 2766	2	
<b>Analysis</b>	Analysis Technician	Contributing	Research Analyst 1, Psychometrician	16; 17	2369 - 3630	11	
		Journey	Management Analyst 1; Research Analyst 2	19; 21	2648 - 4381	16	
	Analysis Associate	Journey	Management Analyst 2, 3; Research Analyst 3	23; 26	3156 - 5557	10	
	Analyst	Advanced	Research Analyst 4	29	4182 - 6413	1	

## EXHIBIT "A"

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<b>Communications &amp; Marketing</b>	Public Information Assistant	Contributing	Public Information Assistant	17	2444 - 3630	8
	Public Information Representative	Journey	Public Information Representative 1	21	2885 - 4381	25
		Advanced	Public Information Representative 2	25	3465 - 5305	32
	Publication Technician	Journey	Editor Assistant, Newspaper Night Shift Production Coordinator	15; 17	2280 - 3630	3
	Publication Editor	Advanced	Editor, Publication Editor, Science & Technology Editor	18; 21	2548 - 4381	8
	Development Coordinator	Journey	University Development Project Coordinator 1, 2	21; 23	2885 - 4818	3
	Graphic Designer	Contributing	Graphic Designer	21	2885 - 4381	8
		Journey	Senior Graphic Designer	24	3308 - 5055	12
	Multimedia Production Assistant	Contributing	Photographer 1, 2, Photo Composition Specialist	13B; 15B	2444 - 3308	1
		Journey	Videographer 1, 2	18; 19	2548 - 3993	12
	Press Operator	Journey	Offset Press Operator 1, 2, 3;	12; 13; 15	2054 - 3308	0
<b>Engineering &amp; Architecture</b>	Assistant Facilities Engineer	Contributing	Facilities Engineer 1	27	3802 - 5831	5
	Facilities Engineer	Journey	Facilities Engineer 2, 3	30; 32	4381 - 7395	1
	Architect	Journey	Architectural Consultant	27	3802 - 5831	2
	Architectural Drafter	Journey	Architectural Drafter 1, 2	16; 18	2369 - 3802	1
	Construction Project Manager	Contributing	Construction Project Manager 1	23	3156 - 4818	3
		Journey	Construction Project Manager 2	26	3630 - 5557	4
<b>Environmental Health &amp; Safety</b>	Environmental Health & Safety Professional	Contributing	Environmental Health & Safety Professional 1	19	2648 - 3993	5
		Journey	Environmental Health & Safety Professional 2	24	3308 - 5055	10
		Advanced	Environmental Health & Safety Professional 3	27	3802 - 5831	7
	Radiation Safety Analyst	Contributing	Radiation Protection Technologist 1	19	2648 - 3993	0
		Journey	Radiation Protection Technologist 2	24	3308 - 5055	2
		Advanced	Radiation Protection Technologist 3	29	4182 - 6413	0

## EXHIBIT "A"

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<b>Financial Management</b>	Financial/Property Management Assistant	Contributing	Warehouse Worker, Issuing Agent, Cashier 1; Retail Store Assistant	10; 11	1988 - 2766	18
		Journey	Property Specialist 1, 2; Cashier 2	12; 14	2054 - 3156	29
	Financial/Property Management Technician	Journey	Property Specialist 3, Inventory Control Specialist, Warehouse Coordinator, Accounting Technician, Payroll Technician, Revenue Agent 1, Athletic Equipment Coordinator	15; 15B; 16	2280 - 3465	116
	Financial/Property Management Analyst	Contributing	Buyer 1, 2, Revenue Agent 2, Purchasing Agent 1, Grants/Contracts Technician,	18; 19; 20	2548 - 4182	60
		Journey	Buyer 3, Purchasing Agent 2, Purchasing Analyst 1, Accountant 1, Fiscal Auditor 1	21; 23	2885 - 4381	108
		Advanced	Purchasing Analyst 2, 3, Fiscal Auditor 2, Budget Analyst, Fiscal Coordinator 1, Grants/Contracts Coordinator, Accountant 2	24; 25; 26	3308 - 5557	91
	Financial/Property Management Coordinator	Advanced	Fiscal Coordinator 2	29	4182 - 6413	18
<b>Food Services</b>	Food Service Worker	Contributing	Food Service 1, 2	7; 9	1988 - 2548	143
	Senior Food Service Worker	Contributing	Cook 1, Day Care Center Cook, Food Service Worker 3	12	2054 - 2885	87
		Journey	Baker, Cook 2	16	2369 - 3465	39
	Food Service Coordinator	Journey	Food Service Coordinator	17	2444 - 3630	24
<b>Technology</b>	Technology Assistant	Contributing	AV Assistant, AV Technician 1;	10; 12	1988 - 2885	2
		Journey	AV Repair Technician, AV Technician 2, Print Services Technician	15; 16; 18B	2280 - 3802	12
		Advanced	Telecom Technician 1, 2, Telecom Analyst 1,	20; 21; 23	2766 - 4818	4
	Technology Specialist	Current IT Comp Levels	IT Consultant	26I	2505 - 5775	186
		Current IT Comp Levels	Equipment Systems Specialist	28I	2358 - 6263	23
	Technology Associate	Contributing	Broadcast/Telecom Engineer 1, 2, Telecom Analyst 2, Telecom Technician 2	21; 23; 24	2885 - 5055	9
	Technology Analyst	Current IT Comp Levels	Analyst/Programmer, Operating System/Network Analyst	32I; 34I	2836 - 8304	283

## EXHIBIT "A"

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<b>Library</b>	Library Technician	Contributing	Library Technician 1	13	2121 - 3015	0
		Journey	Library Technician 2	16	2369 - 3465	39
	Library Specialist	Advanced	Library Technician 3	19	2648 - 3993	84
<b>Maintenance &amp; Operations</b>	Maintenance & Operations Worker	Contributing	Laborer 1, Laundry Worker, Mail Service Assistant, Custodian, Transporter	8; 9; 11; 11B;	1988 - 2766	322
		Journey	Laborer 2, Grounds Maintenance Worker 1, Trades Maintenance Worker 1	13; 14	2121 - 3156	41
		Advanced	Grounds Maintenance Worker 2	16	2369 - 3465	43
	Maintenance & Operations Technician	Contributing	Custodial Services Coordinator; Auto Mechanic 1; Equipment Operator 1; Electronic Technician 1	12B; 13; 13B; 14B	2369 - 3156	33
		Journey	Trades Maintenance Worker 2; Limited Energy Technician; Auto Mechanic 2; Equipment Operator 2; Electronic Technician 2; Maintenance Laborer Coordinator; Stage Production Coordinator; Maintenance Electrician	15; 16; 16B; 17; 17B; 17T	2280 - 3771	104
		Advanced	General Maintenance Mechanic, Carpenter, Locksmith, Machinist, Painter, Plasterer; Welder; Sheet Metal Worker; Preventative Maintenance Planner;	18; 18B; 18T; 19B	2548 - 3993	102
	Maintenance & Operations Specialist	Contributing	Trades Maintenance Coordinator, Stationery Boiler Operator, Stationery Engineer, HVAC Control Technician	19T; 20B; 21; 21T	3264 - 4544	39
		Journey	Construction Inspector; Electrician; Plumber; Pipe & Steam Fitter; Refrigeration Mechanic	22B; 23B; 24T	3630 - 5434	73
		Advanced	Co-Generation Engineer; Electrical Control System Technician; Elevator Mechanic	25; 25T; 33	3465 - 7750	37
	Reactor Operator	Contributing	Nuclear Reactor Operator	18	2548 - 3802	1
	Senior Reactor Operator	Journey	Senior Nuclear Reactor Operator	24	3308 - 5055	0

## EXHIBIT "A"

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<b>Marine</b>	Ship's Third Mate	Contributing	Ship's Third Mate	17	2444 - 3630	1
	Ship's Second Mate	Journey	Ship's Second Mate	23	3156 - 4818	1
	Ship's Chief Mate	Advanced	Ship's First Mate	26	3630 - 5557	1
	Boatswain	Contributing	Boatswain	18	2548 - 3802	1
	Ship's Able Mariner	Contributing	Able Mariner	16	2369 - 3465	3
	Ship's Ordinary Mariner	Contributing	Ordinary Mariner	12	2054 - 2885	0
	Ship's Assistant Cook	Contributing	Ship's Assistant Cook	11B	2280 - 2766	1
	Ship's Cook	Journey	Ship's Cook	19B	3156 - 3993	1
	Ship's Wiper	Contributing	Ship's QMED	16	2369 - 3465	1
	Ship's QMED	Journey	Ship's 2nd Assistant Engineer	20	2766 - 4182	1
	Ship's First Assistant Engineer	Advanced	Ship's 1st Assistant Engineer	26	3630 - 5557	1
	Ship's Chief engineer	Advanced	Ship's Chief Engineer	31	4591 - 7057	1
	Ship's Assistant Port Engineer	Journey	Assistant Port Engineer	24	3308 - 5055	1
	Boat Operator	Contributing	Boat Operator	17B	2885 - 3630	1
<b>Programs</b>	Educational Program Assistant	Contributing	Nutrition Education Assistant, Nutrition Education Coordinator, Early Childhood Assistant, Education Project Assistant	11; 12; 13	1988 - 3015	52
	Educational Program Technician	Contributing	Education Program Assistant 1, Early Childhood Associate Teacher	17; 18	2444 - 3802	135
	Educational Program Technician	Journey	Education Program Assistant 2	20	2766 - 4182	38
	Training Specialist	Journey	Training Specialist	27	3802 - 5831	6
	Programs Assistant	Contributing	Museum Assistant, Museum Technician,	12; 14	2054 - 3156	1
	Programs Technician	Contributing	Program Representative 1, Program Technician 1	22; 23	3015 - 4818	55
		Journey	Program Representative 2, Program Technician 2, Project Coordinator	26; 27	3630 - 5831	31
<b>Public Safety</b>	Campus Security Officer	Contributing	Parking Representative, Campus Patrol Officer	12	2054 - 2885	22
	Campus Public Safety Officer	Contributing	Campus Security/Public Safety Officer	17	2444 - 3630	42
	Campus Safety Dispatcher	Contributing	Campus Dispatcher	15	2280 - 3308	19



## EXHIBIT "A"

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<b>Science and Laboratory</b>	Laboratory Assistant	Contributing	Laboratory Aide, Laboratory Assistant	10; 12	1988 - 2885	6
	Laboratory Technician	Contributing	Medical Laboratory Technician 1; Laboratory Technician 1;	15	2280 - 3308	9
		Journey	Medical Laboratory Technician 2; Laboratory Technician 2; Histotechnologist	18; 19	2548 - 3993	11
	Laboratory Chemist	Contributing	Chemist 1	21	2885 - 4381	2
		Journey	Chemist 2	23	3156 - 4818	0
		Advanced	Chemist 3	25	3465 - 5305	3
	Senior Laboratory Technician	Contributing	Medical Laboratory Technologist, Science Lab Preparator	20; 23	2766 - 4818	24
	Science Aid	Contributing	Biological Science Research Worker, Seed Certification Aid 1, 2	10; 12	1988 - 2885	20
	Science Technician	Contributing	Biological Science Research Technician 1, 2, Seed Analyst 1, 2	12; 13; 15	2054 - 3308	52
	Senior Science Technician	Contributing	Biological Science Research Technician 3, Science Storekeeper	16; 17	2369 - 3630	20
	Science Instrument Technician	Contributing	Instrument Technician - Electrical 1, Instrument Technician - Mechanical 1	17	2444 - 4381	4
		Journey	Instrument Technician - Electrical 2, Instrument Technician - Mechanical 2	19	2648 - 3993	2
		Advanced	Instrument Technician - Electrical 3, Instrument Technician - Mechanical 3	21	2885 - 4381	5
	Science Instrument Technologist	Journey	Instrument Technologist - Electrical, Instrument Technologist - Mechanical	23B	3802 - 4818	4
	Science Development Engineer	Advanced	Development Engineer	26	3630 - 5557	7
	Microbiologist	Contributing	Microbiologist 1	23	3156 - 4818	2
		Journey	Microbiologist 2	25	3465 - 5305	5
		Advanced	Microbiologist 3	27	3802 - 5831	0
<b>Veterinary</b>	Veterinary Technician	Contributing	Veterinary Technician 1	17	2444 - 3630	0
		Journey	Veterinary Technician 2	20	2766 - 4182	30
		Advanced	Veterinary Technician 3	22	3015 - 4591	4
	Veterinary Support Assistant	Contributing	Veterinary Animal Attendant, Veterinary Assistant	11; 13	1988 - 3015	5
	Laboratory Animal Technician	Journey	Veterinary Isolation Facility Animal Care Technician, Lab Animal Technician 1, 2	11; 14; 15	1988 - 3308	14