

## STATE BOARD FOR COMMUNITY COLLEGES AND OCCUPATIONAL EDUCATION

### Administrative and Professional/Technical Salary Plan

BP 3-45

APPROVED: May 13, 1999  
EFFECTIVE: May 13, 1999  
REPEALED: September 14, 2000  
READOPTED: August 25, 2001

ISSUED BY:

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Joe D. May, System President

#### Policy Statement

It is the purpose of this policy to establish a salary plan for exempt administrators, contract professional staff, and technical and professional education staff which will promote excellence within the System and optimize our potential to achieve system and individual college goals and objectives.

#### Scope

This policy applies to exempt administrators, contract professional staff, and technical and professional education staff employed by state system community colleges and system office staff.

#### System Procedures

The System President shall develop System procedures for the development of performance evaluation and for the distribution of annual salary increases.

#### Salary Plan

Each college shall develop a salary plan which shall include provisions for determining initial salary placement, the awarding of annual salary increases based upon performance planning and evaluation plans.

#### College Pay Plans

The college president shall ensure appropriate employee involvement in the development of procedures to implement this pay plan.

Annual Salary Increases

The college president shall establish appropriate criteria for awarding annual salary increases. The plan shall include at a minimum the following factors:

- Performance Evaluation Ratings
- Goal Achievement
- Professional Contributions and Accomplishments
- Availability of Funds

Procedures

The System President shall promulgate such procedures as may be needed to implement this policy.