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Subject: Salary Increases for Notified Employees Effective June 14
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Submitted for: Human Resources
Subject: Salary Increases for Notified Employees Effective June 14

I want to share with you recent updates about UCF Human Resources' Classification and Compensation Study. Employees who were identified with salaries below their new pay grades will receive salary increases effective June 14, bringing these employees up to the identified minimum of their assigned pay grade. The adjustments will first appear in July 5 paychecks.

These employees were previously notified as part of the Classification and Compensation Study, which provided more consistent job titles for similar responsibilities across campus, as well as a clearer path for employees to advance in their careers. The initiative also established clearer guidelines for requests for salary increases and promotions.

Ensuring that our talented, hard-working employees are compensated fairly and competitively is a top priority for our university. That's why in 2016 we began an initiative to redesign our job classification and employee compensation structure, with the help of colleagues throughout the university, a top national consulting firm and university leadership.

The initiative involved about 3,500 employees whose Administrative & Professional (A&P) and University Support Personnel System (USPS) positions were thoroughly evaluated over the past couple of years.

The first phase of this study resulted in updated pay grades, pay ranges and job titles. Some employees have been assigned new job titles, and all employees were assigned an updated pay grade.

The salary adjustments effective June 14 are for those employees who were identified in the study as being paid below their updated pay grades. Some colleges and divisions requested position reassessments as a result of the study. HR Compensation is working with them to complete the reassessments by the end of May 2019. Any salary adjustments approved as a result of reassessments will be reflected in the employee's July 5 paycheck.

Beginning this summer, the HR Compensation team will focus on the next phase of the study: to assess where employees are within their newly assigned pay grades and make recommendations for short and long-term adjustments so colleges and divisions can plan accordingly.

More information about the UCF Classification and Compensation Project can be found at <https://hr.ucf.edu/current-employees/compensation-information/ucf-compensation-project/>