University Enterprises, Inc.
Personnel Committee Meeting
April 24, 2014
Conference Room
10:30 a.m. to Noon

The meeting was called to order at 10:32 a.m., in the 3rd Floor University Enterprises, Inc. (UEI) conference room.

Present: Marti Gray
Jude Antonyappan
Lisa Bates
Christine Lovely (by teleconference)

Staff Present: Jim Reinhart
Trina Knight
Jennifer Campbell

Others: Lin Ball, Nyhart Epler Senior Technical Advisor
Steve Rosenberg, Nyhart Epler Senior Consultant

The UEI Director of Human Resources, Trina Knight, introduced Lin Ball, Senior Technical Advisor, and Steve Rosenberg, Senior Consultant of Nyhart Epler, hired by UEI to conduct a compensation study of UEI’s regular benefited positions. The last salary structure adjustment was 1% on July 1, 2008. Ms. Ball worked with UEI in 2002 to set up the current compensation structure and again in 2005 to evaluate the current structure. Ms. Ball and Mr. Rosenberg presented the final report of the compensation study of which the main objective was to review the current UEI pay structure for external competitiveness while maintaining internal equity and comparability to the University pay system. They reported that based on the positions surveyed, UEI’s average pay range midpoint is trailing the market by an overall average of 8.5%. They covered the following topics: scope of the project; market study methodology; market study results; current range structure; pay range structure recommendations and employee salary recommendations. The committee discussed the various aspects of the study. After extensive discussion, the committee recommended sending the following motion to the board: Move to accept the recommendation of the Personnel Committee to approve the UEI compensation study and approve the following implementation process: a) adjust non-exempt pay ranges by +5% and adjust exempt pay ranges by +10%; b) adjust lowest exempt pay range to California 2014 minimum pay requirement; c) adjust lowest exempt pay ranges and employee pay January 1, 2016 to comply with California 2016 minimum pay requirement; d) change minimum to maximum pay range spread from 70% to 80% for grade 32; e) employees below the new minimums – bring up to new minimums and review individual employee/position pay for adjustments based on market data, internal equity, and as budgets allow; f) and implement initial changes July 1, 2014 and other adjustments as budgets allow. (Antonyappan/Bates) Mr. Rosenberg will be providing a brief summary of the compensation study at the May Board meeting.
The committee went into closed session to discuss a confidential personnel matter/evaluation at 11:17 a.m.

The committee resumed open session at 11:21 a.m. The committee concluded that the UEI Executive Director Evaluation Procedures were followed.

The meeting was adjourned at 11:22 a.m.

Respectfully submitted:

[Signature]

Marti Gray, Chair
Personnel Committee