
THE UNIVERSITY OF BRITISH COLUMBIA



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Date: December 21, 2006

To: Deans, Directors, Department Heads and Administrators

From: Michelle Berner, Director, HR – Total Compensation

CC: CUPE 2950 Joint Job Evaluation list-serv

Re: Update on the CUPE 2950 Job Evaluation Project

We'd like to take this opportunity to update you on the status of the CUPE 2950 Job Evaluation (J.E.) project.

The ultimate purpose of this project is to improve the existing CUPE 2950 J.E. system, which is utilized to evaluate jobs for the purpose of establishing rates of pay. The goal is to keep what is working well in the existing system, and to improve upon weaker areas. Ultimately both parties want a system that is simple, transparent, consistent, effective, and efficient.

The joint committee has made excellent progress. The parties have agreed to the following type of J.E. system:

- The system maintains a variation of the current point factor system as the underlying foundation.
- The main modification is that there will be a series of *benchmarks*, which jobs will be matched to.
- The point factor system will remain in the background for use in assigning benchmarks to pay grades.
- This type of system combines the benefits of a structured point factor plan (i.e., objective approach of rating jobs based on factors that are relevant to the specific group of jobs) with the benefits of a classification system (i.e., consistency, transparency, and ease of administration).

Now that the committee has agreed upon the type of system to develop, it has turned its attention toward the technical aspects of developing the new system. This involves the following key aspects:

1. Refining the factors [STATUS – mostly complete]
2. Weighting the factors [STATUS – mostly complete]
3. Developing benchmarks [STATUS – well under way with a series of facilitated focus groups of “subject matter experts” in various job groupings]
4. Matching existing CUPE 2950 jobs to the new benchmarks [STATUS – pending]
5. Identifying implications for pay (e.g., pay structure changes; individual employee salary changes) [STATUS – pending]

The technical job evaluation tasks outlined above are being worked on by the joint committee, which is enjoying a collaborative process. We anticipate that the result will be a much improved system for establishing pay levels for CUPE 2950 jobs.

Once the benchmarks are developed, the next step will be to match existing CUPE 2950 jobs to the new benchmarks. This will require the input and assistance of departments and department Administrators, likely in the period of late February through April 2007. In order to prepare for this process, we ask that you ensure that your CUPE 2950 job descriptions are up-to-date by late February.

We will provide periodic project updates via memos; however, if you wish to receive email updates, please join our list-serv by sending a message to Majordomo@interchange.ubc.ca with the following command in the body of your email message:

subscribe cupe-2950je

If you have questions pertaining to the project, please contact Tina Duke, Compensation Consultant, in Human Resources, at christina@hr.ubc.ca.

Thank you.