

THE UNIVERSITY OF BRITISH COLUMBIA



Human Resources
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Date: April 6, 2009

To: Deans, Directors, Department Heads, Administrators

From: Linda McKnight, Director, HR – Advisory Services
Michelle Berner, Director, HR – Total Compensation
Bernice Urbaniak, President AAPS

CC: AAPS Executive, HR Advisory Services, Total Compensation

Re: M&P Compensation Review

[FOR INFORMATION]

The University and the Association of Administrative and Professional Staff (AAPS) are pleased to provide an update on the 2008 compensation review of M&P jobs.

Background

The University conducted a market survey in order to evaluate the competitiveness of the University's M&P compensation. It is important to the University and AAPS to retain fair and competitive compensation for our M&P staff, as provided for in the Agreement between the University and AAPS.

We previously informed you that Mercer was selected as the consulting firm to conduct this survey. Five custom surveys were developed by Mercer, in conjunction with the University's Total Compensation team. Five surveys were required to capture the diversity of jobs and comparator labour markets for these jobs. The surveys covered 78 M&P job levels across 32 job families. The surveys were distributed in Fall 2008 to 76 different organizations. All named comparators from the AAPS Agreement were invited to participate in the survey, along with several other organizations.

Survey Results

Survey results were compiled in early 2009, and presented by Mercer to the University and AAPS in late February 2009.

Mercer indicated that the response rate to the survey was extremely high. This is particularly meaningful because the survey was so large – seeking information for so many different jobs. Compensation data was provided by many of the organizations that were invited, including other large Universities in Canada, as well as large BC public and private sector organizations and government ministries.

Implementation of Results

Now that the University has received market compensation data, a few steps have to be taken before any changes can be implemented:

Analysis of Data and Costing – The data has to be analyzed against the existing job family pay grades to determine whether changes are recommended. A costing is done concurrently, to determine cost implications against what the University has the ability to pay. Issues of retroactivity and phasing will be taken into consideration in the analysis and costing process.

AAPS has retained Caliber Consulting to assist the AAPS Board with data analysis and implementation recommendations.

PSEC Approval – Recommendations flowing from the analysis and costing must be reviewed and approved by the Public Sector Employers' Council (PSEC). PSEC is the provincial government body responsible for overseeing and ensuring consistency and fairness in compensation and labour relations matters across the broad public sector of British Columbia.

UBC Executive Review – The UBC Executive will provide a preliminary review of the recommended changes prior to the PSEC review, and will also provide a final review afterward.

It is important to note that this compensation review will not result in a general wage increase (GWI) for all M&P staff. Any approved adjustments will be targeted to those job family levels that have fallen behind the 50th percentile of the relevant comparator market.

Even if a job family level is adjusted, this does not mean that every employee within that level will receive a salary adjustment. Much depends upon where a staff member's salary is within the pay grade. For example, the M&P compensation adjustment of 2007 involved staff who were above the midpoint of the pay grade, but who then fell below the midpoint of the new pay grade, receiving a salary adjustment to the new midpoint.

In short, adjustments to M&P compensation are not across the board, and are subject to the University's ability to pay, as well as approval by the government through PSEC.

Conclusion

We are pleased to have progressed to this point of the M&P compensation review, and look forward to expeditiously completing the next steps of the process. It is important to the University and to AAPS that the significant contribution of M&P staff members be recognized with appropriate compensation.

As these steps will take time and are not necessarily under our control, a specific date for implementation has not yet been established. We'll provide additional updates as implementation details are finalized.

Please share this information with M&P staff in your department.

Thank you.