



Classification & Compensation Study

October Open Forums

Imagine 2030 Roadmap



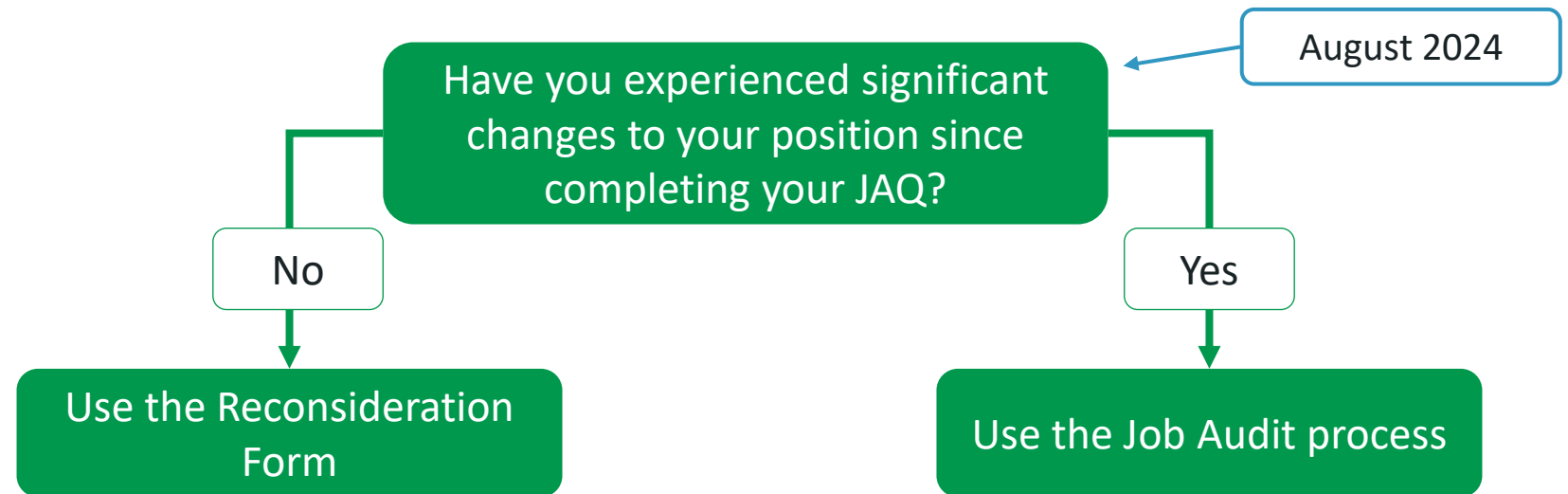
Compensation 2030 Website

- [Compensation 2030 | Human Resources | SIU](#)



What options do I have if I disagree with my job classification?

1. Reconsideration Form
 - Special process tied to the compensation project
 - Form will be accessible through your employee letters
 - Explain the rationale
 - At least 60-day holding period for feedback
 - Open until 10/24
2. Job audit
 - Existing process for review due to material changes in the job



Audit Update

- The new application is in the final stages of development/testing and is nearly ready for launch. More information to come.
- In the meantime, employees can submit an audit to HR for review.
- The documents should be emailed directly to Heather Rich at heather.rich@siu.edu
- Please include:
 1. An updated/signed position description
 2. A memo outlining the nature of the change and any other important information related to your audit request

Introduction

- Focus of conversation on non-represented staff
- Chancellor's announcement
- the SIU Board of Trustees approved a salary increase plan
 - Ensure all employees are at pay grade minimums
 - Adjustments addressing issues of pay compression
 - Employees will receive a minimum 1% increase
- The effective date of the increases for employees was Oct. 1, 2025
- Announced employee letters to confirm details



Southern Illinois University
CARBONDALE

Dear fellow Salukis:

Yesterday, the SIU Board of Trustees approved a salary increase plan for fiscal year 2026. The plan includes increases as identified through the recent [Compensation 2030](#) study conducted by CBIZ consulting firm. When we began the study over a year ago, we knew that we had employees that were well below the market in terms of salary and in many cases were also compressed in pay. The study helped us identify these affected individuals. This year marks the first step in providing increases that will ensure all employees are at pay grade minimums in addition to adjustments addressing issues of pay compression. Employees will receive a minimum 1% increase if they are not provided with an increase of at least 1% as a result of the study. This adjustment will be applied according to the following guidelines for employees who are not represented by a collective bargaining agreement.

- The effective date of the increases for employees will be Oct. 1, 2025.
- Increases to base salaries will be calculated on the employee's base salary in effect on Sept. 30, 2025.
- Salary increases for employees paid with non-state funds are to be handled in the same manner as increases for employees paid from state funds, subject to any restrictions on grants and contracts against which the employee is employed.

Human Resources will host a series of open forums next week to provide employees with an overview of the new compensation structure that will be rolled out as result of the Compensation 2030 study. HR will also review the template communication that employees will receive, which will explain how they fit into the new structure and what their specific pay increase will be.

The forums are geared towards non-represented staff and their supervisors. The forums will be held via Teams and the links to attend are below. The same information will be shared at each session, so employees should attend only one session. These sessions are optional, and no registration is required. Employees will receive individualized communication that will include their specific increase amount after the completion of the final forum and no later than the close of business on Friday, Sept. 26. If you have questions about the forums or the rollout plan, please contact siu.employmentservices@siu.edu.

[Tuesday, Sept. 23, 10 a.m.](#)
[Wednesday, Sept. 24, 11 a.m.](#)
[Wednesday, Sept. 24, 3 p.m.](#)

The upcoming increases for non-represented staff are a part of the overall investment made for all of our people, including those in collective bargaining agreements that have been previously negotiated. Non-tenure track faculty received a 3% increase for FY26 and tenure track faculty received a 2% increase and will also reopen wage discussions in March to negotiate the distribution of \$1.2 million that was earmarked to address compression - as informed by the Compensation 2030 study.

I want to thank each of you for all you contribute to SIU Carbondale. I am also grateful to our trustees for supporting this important investment in our people. This salary increase is just one step in our broader commitment to equity and fairness. Through the Compensation 2030 project and our partnership with CBIZ, we will continue working to ensure our employees are valued and supported.

Go Dawgs!

Austin A. Lane
Chancellor

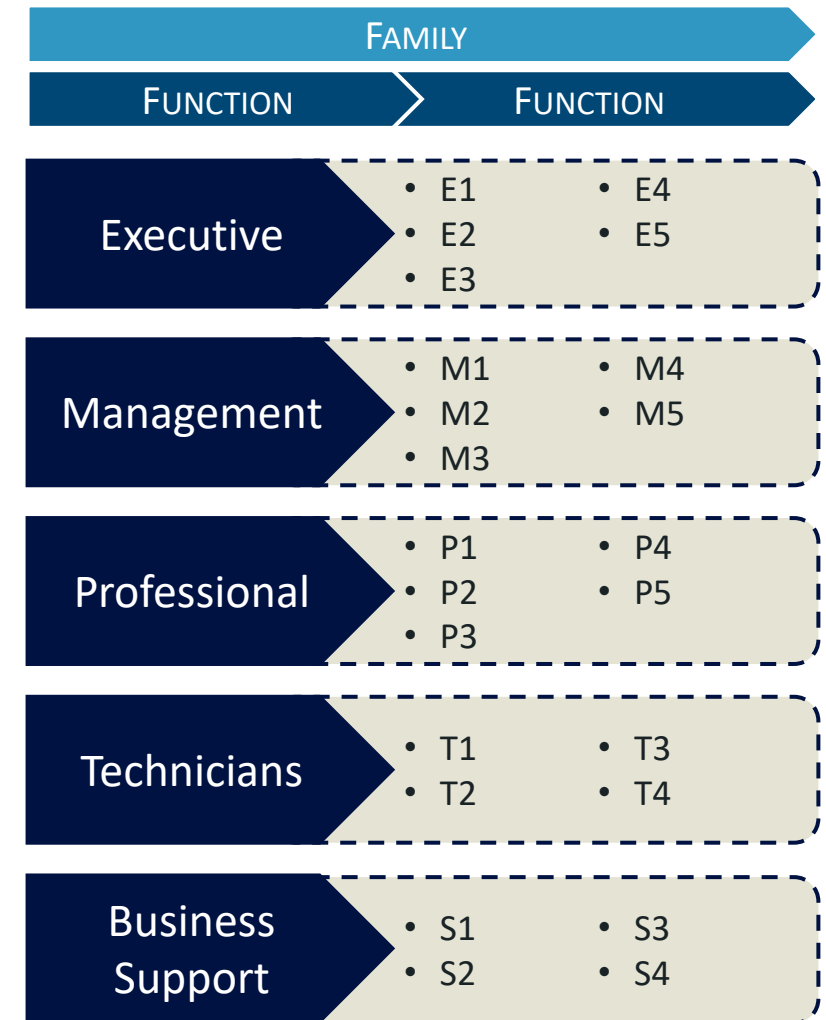
CBIZ Compensation Consulting

Employee Letter Information

- Employee Name
- Current Classification
- Start Date in Classification
- Department
- Position Number
- **Proposed Classification**
- **Family**
- **Function**
- **Career Track**
- **Pay Grade**
- **New Pay Range**
- **Amount of Increase to Minimum**
- **Compression Adjustment**
- **Annual Increase**
- Total New Salary
- Total Monthly/Hourly Rate
- Effective Date of Change

What is family, function, and career track?

- These are tied to the new job architecture framework
- Promote consistency, career path conversations, mapping, and movement
- Career Streams - broad categories grouping jobs sharing similar functions and objectives
- Job Levels distinguish jobs based on complexity, responsibility, skills required, and level of authority.
- Job Families and Sub-Families
 - Groups of jobs related by common vocations/professions.
- More information on job architecture will be available on the 2030 website



Why would my classification/title change?

- We collected current job documentation through the job analysis questionnaire
- The review of the JAQs led to changes
- Changes to working title vs. SUCSS classification
 - Some new “working titles” within current SUCSS classification
 - Establishes tiers within custom classes
 - Program Director – Program Director, Program Manager, Program Supervisor
 - Program Coordinator – Program Coordinator, Program Specialist III, II, I
 - Some SUCSS classification movement
 - If the final result of the study (AFTER the reconsideration period) is determined to be a change of SUCSS classification, HR will work with the SUCSS office to utilize procedure 3.2-Application of Change-In-Title Procedures (*CIT Policy #3 is applicable in instances when there is a need to correct a long-standing misclassification of a position or group of similar positions, or there is a need to reallocate a position or group of positions to a bona fide substitute for the former class.*)
 - Will retain seniority
 - Will NOT serve probationary period

JAQ questions

- What if I moved to a new job since completing the JAQ?
 - The JAQ follows the job, not the person.
 - For the new jobs, the JAQ from the prior incumbent or a peer would be used.
 - If no JAQ, then the job description would be used.
- What if no incumbent was available to complete a JAQ?
 - The job description would be used for benchmarking and classification.
- What if no JAQ or job description was available? (Very unlikely)
 - The job would be slotted into the structure based on similar roles (by family, function, and career level)
- What if I didn't complete a JAQ
 - Existing/other job documentation would be used
- Can I complete a JAQ now?
 - No, not as a part of the compensation study
 - Reconsideration and job audit are available

How was my grade and range determined?

- Market benchmarking determined the grade and range
- Benchmarking process
 - Sources of compensation data
 - CUPA-HR
 - Published survey data
 - Labor markets
 - Local & broader industry
 - Statewide/national & higher education
 - Job matching
 - Compare job descriptions and job analysis questionnaire content to survey descriptions
 - Match based on duties, scope, and qualifications
 - Document market percentiles for pay (i.e., the competitive range)
 - Job classified based on the nearest match between the market 50th percentile and the grade midpoint

Structure Design

Grade	Minimum	Midpoint	Maximum	Range Spread	Midpoint Differential
1	\$31,200	\$34,320	\$37,440	20%	
2	\$31,422	\$35,350	\$39,277	25%	3.0%
3	\$31,868	\$36,648	\$41,428	30%	3.7%
4	\$32,830	\$39,396	\$45,962	40%	7.5%
5	\$33,881	\$42,351	\$50,821	50%	7.5%
6	\$36,422	\$45,527	\$54,633	50%	7.5%
7	\$39,153	\$48,942	\$58,730	50%	7.5%
8	\$41,265	\$52,612	\$63,960	55%	7.5%
9	\$44,518	\$57,874	\$71,229	60%	10.0%
10	\$48,970	\$63,661	\$78,352	60%	10.0%
11	\$53,812	\$71,300	\$88,789	65%	12.0%
12	\$60,269	\$79,857	\$99,444	65%	12.0%
13	\$66,251	\$89,439	\$112,627	70%	12.0%
14	\$73,503	\$101,066	\$128,630	75%	13.0%
15	\$83,019	\$116,226	\$149,434	80%	15.0%
16	\$95,472	\$133,660	\$171,849	80%	15.0%
17	\$107,866	\$153,709	\$199,553	85%	15.0%
18	\$129,439	\$184,451	\$239,463	85%	20.0%
19	\$152,649	\$221,341	\$290,034	90%	20.0%
20	\$190,812	\$276,677	\$362,542	90%	25.0%
21	\$238,515	\$345,846	\$453,178	90%	25.0%
22	\$332,950	\$491,101	\$649,253	95%	42.0%
23	\$428,895	\$643,343	\$857,790	100%	31.0%

- Previous
 - 185 pay grades
- New
 - Separate but mirrored AP and CS
 - In the short-term, this will aid in review
 - Long-term, can break/drop grades not in use
 - Narrower in many cases (higher starting pay, lower max)

NOTE: ranges were set wider based on costs of implementation. This will be evaluated annually to see if ranges can be shrunk, thereby increasing starting pay (this would also add to compression, which will be evaluated as well)

Job Structure Slotting

- The midpoint of each job's assigned salary grade is designed to closely approximate the market 50th percentile.
- Jobs are slotted into salary grades based on this relationship.
- Grade assignments were reviewed and adjusted for internal relationship

Title: Job XYZ

Market Benchmark: \$35,455

Illustrative Purposes Only

<u>Grade</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>	<u>Midpoint Differential</u>	<u>Range Spread</u>
1	\$24,778	\$30,972	\$37,166	--	50%
2	\$27,398	\$35,618	\$43,838	15%	60%
3	\$31,508	\$40,960	\$50,412	15%	60%

What if my salary grade changed because of the compensation study?

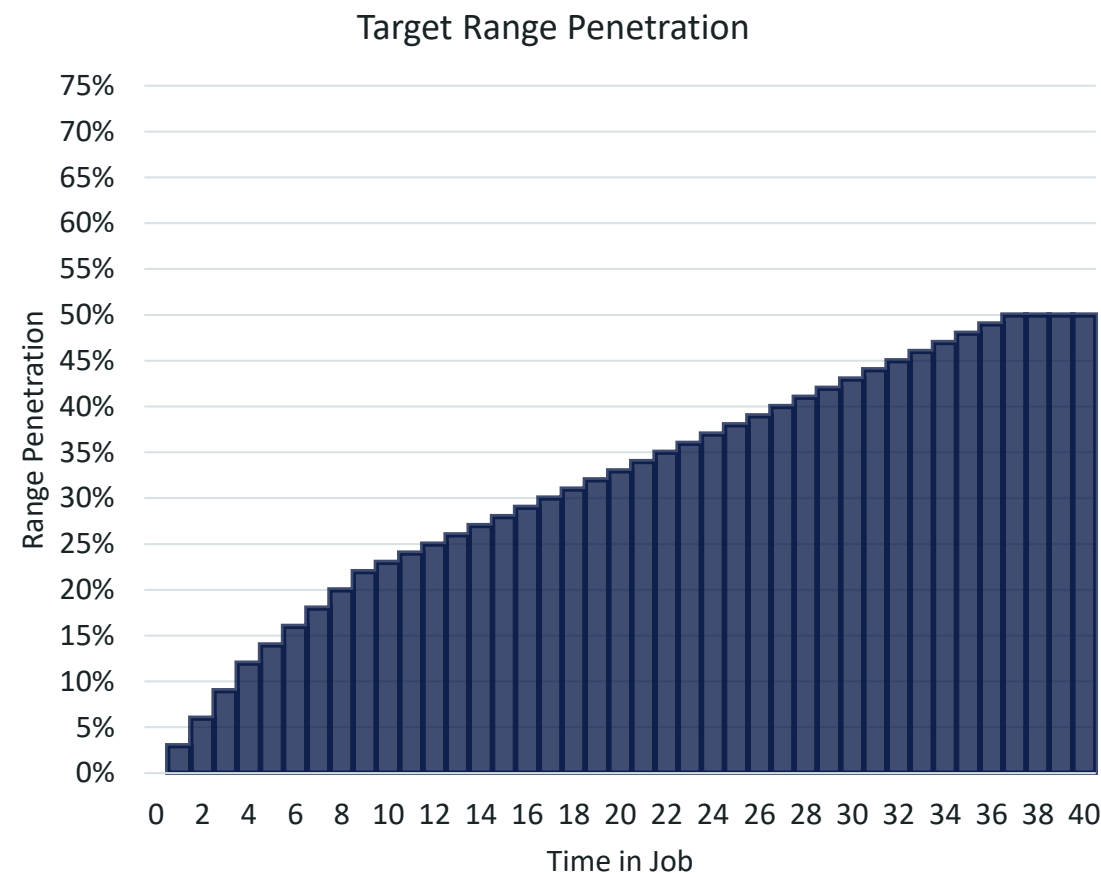
- With the revised pay structures, all employees are subject to a new pay range.
- This does not necessarily correspond to a pay adjustment.
- Employees paid competitively within the new pay ranges will not receive a pay adjustment.

How were pay adjustments determined?

- Three types of increases were identified
 1. Below minimum – any employee paid below the minimum of the range will receive an increase to the new minimum
 2. Compression – any employee paid below the target range penetration received an increase to the target value (see next slide for more details)
 3. 1% minimum adjustment – employees will receive a minimum 1% increase if they otherwise didn't receive

What is Pay Compression?

- A situation where the pay differences between employees with varying levels of experience or responsibility become small
- To assess pay compression, CBIZ modeled a target range penetration tied to time in job
 - Range penetration converts the pay range to a 100-point scale
 - The model provides a range penetration goal for **each year in the job**
 - If the employee is below the goal range penetration, an increase is recommended
- Time in job is used as prior job experience is considered a prerequisite for higher level roles



Compression Example

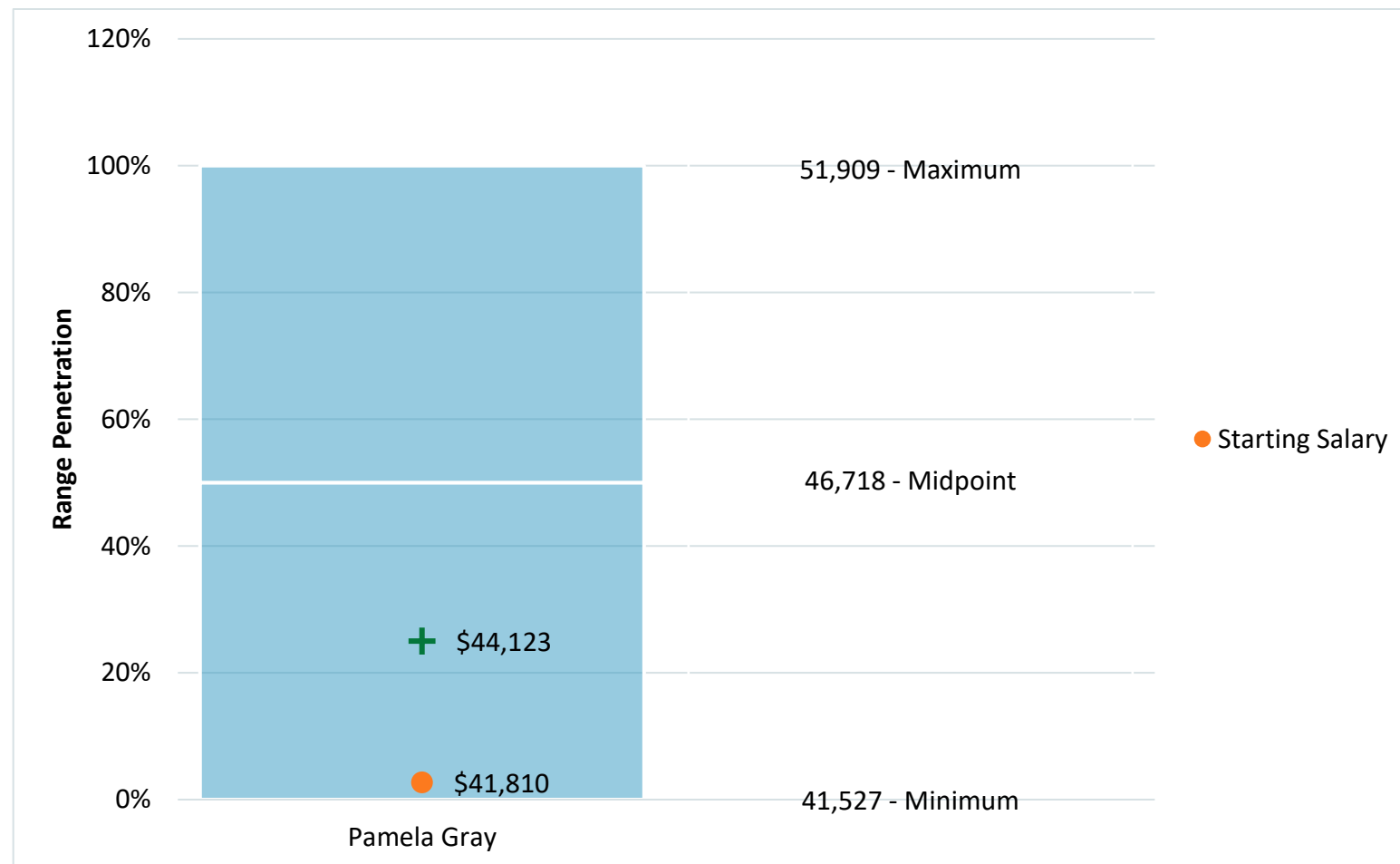
Grade	4
Minimum	41,527
Midpoint	46,718
Maximum	51,909

Date In Job	1/5/13
Years in Job as of 1/1/26	12.9
Target Range Penetration	25%
Target RP Salary	44,123

FTE%	100%
Actual Salary	41,810
Annualized Salary	41,810
Current Range Penetration	3%

Actual Annual Adjustment	0
Lump Sum	0
Actual Increase to Minimum	0
Actual Compression Adjustment	2,312

Total Increase	2,312
Final Actual Salary	44,123
Final Annualized Salary	44,123
Final Range Penetration	25%



Is anything else changing related to pay?

- Pay policy changes
- Overall focus on consistency
 - Promotions
 - Laterals
 - Interim and acting
 - New hire pay setting
- Revisions will be posted to the policy page of the HR website
- Changes reviewed with the Steering Committee

When will new job descriptions be available?

- Job descriptions in updated format
- Shorter, condensed
- Content changes based on a combination of
 - JAQ
 - JD
 - Job Architecture
- Drafted with some flexibility so that jobs can change
- Still finalizing but will be ready in the coming weeks