1. **What salary adjustments have been negotiated in the 2017 – 2020 Professional Staff Association (PSA) Compact?**

The PSA Compact continues to include annual salary adjustments provided in the form of one or both: across the board increases and merit pay.

**Across the Board (ATB):**

An annual increase that normally applies equally to all employees and increases their base salary. ATB increases will be applied as follows:

- All regular full time P&M employees with salaries below the band maximum, will have their base salaries adjusted by the following:
  - May 1, 2017: 1.50%
  - May 1, 2018: 1.50%
  - May 1, 2019: 1.50%

P&M employees with salaries at or above band maximum will receive the applicable lump sum (non-base) payment.

- Temporary full-time/contractually limited employees, upon renewal of their contracts or annual review date, shall be eligible to receive the minimum base salary increase as follows:
  - Renewal/Review date between May 1, 2017 and April 30, 2018 – 1.50%
  - Renewal/Review date between May 1, 2018 and April 30, 2019 – 1.50%
  - Renewal/Review date between May 1, 2019 and April 30, 2020 – 1.50%

**Merit Pay:**

- Merit pay is awarded as per the criteria outlined in Article 15.03 of the Compact as supported by the feedback provided by each employee’s annual performance assessment and development plan. Departments and Colleges Senior Leaders are responsible for approving all merit awards and will take both an individual employees manager recommendation along with recommendations of other departmental employees managers into consideration when approving the awards. They will ensure that the merit distribution process is administered fairly, objectively and consistent with Human Resources (HR) guidelines. This includes considering other factors in addition to performance such as an employee’s compa-ratio, duration within their positions and internal equity as part of the merit distribution process.
Merit will be distributed as follows:

- **May 1, 2017**: All regular full-time employees with salaries below the band maximum, actively employed on the date of ratification, who received a satisfactory performance assessment or better for 2016/2017, will receive progression through a band adjustment of $800 to their base annual salary in lieu of merit allocation for the 2016/2017 review period. Those regular full-time employees with salaries at or above band maximum will receive the equivalent lump sum (non-base) payment. These payments are being made in lieu of merit allocations for the 2016/2017 performance year.

- **May 1, 2018/2019**: The annual merit pay pool amount will be established by multiplying the number of eligible regular full-time employees by the following amounts:
  - May 1, 2018 - $1100
  - May 1, 2019 - $1100

  Merit for employees with salaries below the maximum of the salary band will be applied to the base annual salary. Merit for employees with salaries at or above the maximum of their salary band will receive merit awarded as a one-time lump sum cash payment.

2. **Why and when is the P&M salary grid being adjusted by 15%?**

   Prior to negotiations, the University undertook a competitive market analysis, which demonstrated a market lag against key comparator positions. This analysis coincided with a review of the enhanced IT grid ("C-Grid") that has been in place for many years, in order to determine its ongoing relevancy and impact on internal equity. This included contracting the services of an external firm specializing in total compensation benchmarking to conduct salary analyses of comparable IT positions in the marketplace. Using the results of both analyses the University and the PSA agreed to address both the challenges associated with the C-Grid and the market lag by adjusting the P&M Grid by 15%, effective as of October 26, 2017. After that date the C-Grid will be eliminated and IT professionals previously paid on the grid will be placed on the enhanced P&M grid.

3. **How does the 15% grid adjustment impact me and my salary?**

   Your May 1, 2017 salary will remain the same until the next across-the-board increase adjustment unless your salary falls below the minimum of the October 26, 2017 enhanced P&M salary grid. If your annual salary falls below the minimum of the grid you will receive a salary base adjustment increase up to the band minimum effective as of October 26, 2017.

4. **How was my salary placed on the new salary grid?**

   Individual salaries following the May 1st ATB and merit adjustments will fall within the new salary ranges. Any employee falling below the minimum of the new salary bands will receive a one-time increase up to the minimum of the new salary band. An individual's new compa-ratio can be calculated by dividing their current May 1, 2017 salary by the new October 26, 2017 mid-point.

5. **As a C-Grid employee, will my salary and salary range drop with the elimination of the C-Grid?**

   No. The enhanced P&M salary grid as of October 26, 2017 will equal the previous C-Grid and previously C-Grid employees will not see changes to their current salaries apart from the increases that were retroactive to May 1st, 2017 or additional increases for those that fall below the band minimum on the new enhanced P&M salary grid.

6. **Why is there no planned adjustment to the salary grid over the next 2 years?**

   The 2017 grid adjustments ensure that the P&M salary grid remains competitive with our market comparators and will remain competitive for the next 2 years. The University and PSA will assess the market competitiveness of the grid again during the next round of negotiations.

October 1, 2017
7. Why is my Compa-ratio not maintained with this change?
The market analysis performed demonstrated that the midpoint of the P&M salary grid was lagging the market, but not the individual salaries of all P&M employees. While the salaries of P&M employees are not being adjusted by 15%, the relative value of the majority of salaries have remained the same. While individual compa-ratios will have dropped in 2018 and 2019, both the ATB increases and merit allocation will move employees' salaries through the appropriate range.