

Task IV: Compensation Study

The purpose of the compensation study is to ensure the compensation structure is competitive with the relevant labor markets for personnel. It will be necessary to identify comparable surveys and job classifications on which to collect comparable market data. During this task, we will also integrate the job evaluation results with the labor market survey analysis to develop a classification and salary structure that reflects the proper balance of internal and external equity.

In order to review the University's compensation package from a total compensation perspective, we will assist the University in identifying the right surveys on which to collect and analyze the market's pay practices and benefits data.

During this task, the Human Resources Officers and others as appropriate, will be responsible for assisting FLA in selecting salary data bases to use within the University's labor market, selecting benchmark jobs, reviewing the data collected and reviewing the draft compensation report produced by FLA (the majority of the University's time will be spent reviewing the draft compensation report).

In summary, we will perform the following:

ACTIVITY	FLA RESPONSIBILITIES	CLIENT RESPONSIBILITIES
<p>Define Labor Market</p>	<ul style="list-style-type: none"> ▪ We will work with you and select the surveys and databases to use to match the jobs within the University's defined recruitment market. ▪ When determining surveys to use, we believe that geographic location, industry, validity and reliability of the data are major considerations. If appropriate, the surveys used may vary based on the level of job surveyed (i.e. different jobs have different recruiting markets). 	<ul style="list-style-type: none"> ▪ The University will be responsible for ensuring that all interested parties within the organization including, but not limited to unions and management approve the list of surveys. ▪ As needed, the University will purchase any additional surveys that may be identified as useful.
<p>Select Benchmark Jobs</p>	<ul style="list-style-type: none"> ▪ We will work with you in selecting benchmark jobs. Given the number of job 	<ul style="list-style-type: none"> ▪ The University will be responsible for ensuring that all interested parties within the