

July 28, 2015

To: Vice Chancellors, Deans, Unit Heads, and Non-Represented Staff

From: Chancellor Kim A. Wilcox

Re: 2015/16 Salary Program for Nonrepresented Staff

The University of California will implement a 3% salary program for nonrepresented staff for FY2015-16. After several years of budgetary uncertainty we are again able to plan for regular pay increases for nonrepresented staff for the next four years.

At UCR, over the last year and a half we have been engaged in efforts to create an environment that is supportive of merit-based pay as a mechanism to recognize and incentivize excellent performance. In early 2014 I appointed a Chancellor's Advisory Committee on Staff Compensation, and for six months approximately thirty staff members from across campus have been engaged in workgroups to develop recommendations that will inform our staff compensation programs going forward. Their commitment and participation is much appreciated. In the months to come, we will implement enhancements to the effectiveness of our performance management process, refinements to our merit process to improve consistency in the distribution of available merit dollars, and strategies to reduce the campus reliance on individual reclassification and equity increases. We will complete the implementation of Career Tracks, a classification system that for the first time will provide a market-based framework to inform staff compensation decisions.

Consistent with these ongoing efforts to create an environment which encourages individual and organizational excellence, UCR will administer this year's salary program on the basis of merit. In doing so, we will be responsive to the feedback received in response to the UC CUCSA Staff Assembly Engagement Survey earlier this year which advocated for merit-based pay in our salary programs. Increases will be effective June 21, 2015 for staff paid on a biweekly basis and July 1, 2015 for staff paid on a monthly basis. In order to complete this year's performance evaluation cycle and provide merit increases reflective of current performance, increases will be paid on September 23, 2015 and October 1, 2015 paychecks respectively.

We will also implement a proposal that came from the staff in the compensation workgroups that will enable us to get merit increases into the hands of employees sooner in future years. Moving forward, the campus performance review cycle will be modified to align with a fiscal year salary program. For 2015/16 the performance review cycle will run from July 1, 2015 to March 31, 2016. In subsequent years the performance review cycle for nonrepresented employees will run April 1 through March 31. The result will be that in future years, the performance review process will be completed in advance of the anticipated July 1 merit date, eliminating the need for retroactive payments.

I look forward to our continued efforts to improve and enhance our compensation programs for nonrepresented staff. These efforts are central to our ability to attract and retain the highly qualified and competent staff workforce which will support the campus in attaining our strategic goals.