



Name: Plan B Salary Supplements for Multi-Campus Responsibility
Category: Administrative Policies
Subject: Employment, Benefits, and Workplace Policies
Owner: Human Resources
Related Procedures: Related Procedures (or N/A)
Related Forms: Related Forms (or N/A)

I. SCOPE

This policy applies to full-time Plan B employees who are assigned responsibility for operations at another campus location, but not college-wide, while continuing to perform their regular position.

II. POLICY STATEMENT

Full-time Plan B employees will be fairly compensated when they are assigned additional responsibility for operations at more than one campus when the additional responsibility is beyond the scope of their classification specification and they continue to perform the requirements of their regular position.

III. POLICY

To be added to the Salary Plan B Description, with existing sections re-lettered as required:

K. SALARY SUPPLEMENTS FOR MULTI-CAMPUS RESPONSIBILITY

Campus employees who are assigned responsibility for the performance, management and/or oversight of operations at more than one campus (but not college-wide) may receive a supplement equal to five percent (5%) to ten percent (10%) of their annual base salary as determined by the president.

IV. EFFECTIVE DATE(S)

This policy is effective August 17, 2023

V. FREQUENCY OF REVIEW AND UPDATE

This policy will be reviewed and updated as needed.

VI. SIGNATURE AND DATE OF APPROVAL

A handwritten signature in blue ink that reads "Mark T. Brainard".

Mark T. Brainard, President

8.17.2023

Date