Hello,

You are receiving this message because your job title is included in the Staff Job Title and Salary Study which is currently underway. This study began as a pilot in the winter of 2010 to review job titles in the Student Support Services job family and is now being extended to include the Information Technology (IT) job family. The goal of the study is to develop an internally equitable and externally competitive compensation and job classification system for enhanced recruitment and retention of staff employees.

This IT study is being conducted by a team of Human Resource and IT professionals from across the campuses. One hundred sixty five (165) titles and over 650 MU and UM System employees in Information Technology are affected. The process for evaluating jobs is called the Global Grading System (GGS). The GGS system determines the pay grade to which a title is assigned based on three criteria:

- Knowledge, Skills and Abilities
- Complexity of the job
- Scope and impact of the job

Each grade consists of minimum and maximum rates of pay within which the individual employee will be paid.

We want to emphasize that no one will lose pay as a result of the study. Employees whose current pay falls below the minimum of the new pay range will receive an increase to bring their pay to the new minimum. This will occur in February 2014.

Job duties will not change as a result of this study. The study does not look at your individual qualifications, performance and/or productivity. Positions will not be eliminated as a result of the study, even though some consolidation of titles will occur.

You will receive an individualized letter regarding changes to your title and/or pay range in the near future. We also invite you to attend an informational session to learn more about the project and how it specifically relates to you. Information sessions are scheduled on:

- February 24, 2014 3:00—4:00 pm Jesse Wrench Auditorium
- February 26, 2014 2:00—3:00 pm General Services Bldg.


Sincerely,

Karen Touzeau
Associate Vice Chancellor
Human Resource Services

Sincerely,

Gary K. Allen
Gary K. Allen, DVM, PhD
UM Vice President for Information Technology
MU Chief Information Officer