

FROM: Tony Glisson
TO: Faculty-All; Staff-All
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IMPORTANT ADMINISTRATIVE INFORMATION

Subject: Compensation Project

To: All Full-Time Staff, Part-Time Salaried Staff and Supervisors of Staff Employees

Thank you for your continued support of the University-wide compensation and job review project. **The Job Analysis Questionnaire (JAQ) will close on Tuesday, June 4, 2019.** All JAQs should be completed by this date so that the next stage of the project can begin with our consulting partners. The next phase of the project will include meetings with campus committees and employee groups for ongoing feedback, market assessment review, compensation philosophy development and pay administration guideline structuring.

Your partnership in this initiative is essential to its success and we appreciate you attending sessions, signing up for advisory committees, and completing the steps associated with job content collection. We are encouraged with the opportunity to update our compensation administration program after more than 10 years and look forward to providing you details along the way.

In order to provide transparency to the process and timely updates, Human Resources has developed a webpage dedicated solely to the compensation project and is available [HERE](#).

Tony

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