

**Palm Beach State College****Board Policy**

<b>TITLE</b>	Employee Classification and Compensation Program	<b>NUMBER</b> 6Hx-18-5.301
<b>LEGAL AUTHORITY</b>	1001.64 FS, 1001.65 FS, 215.425 FS	<b>PAGE</b> 1 of 1
<b>DATE ADOPTED/AMENDED</b>	Adopted 9/15/1976; Amended 7/26/1979, 9/27/1988, 6/19/2001, 5/12/2009, 9/19/2023	

The College compensation program is designed to meet the following objectives:

1. Ensure that compensation actions are administered in a manner to comply with state and federal requirements.
2. To attract and retain qualified talent.
3. Create appropriate salary structures based on the responsibilities and technical requirements of each position, and establish salaries accordingly.
4. Provide a clear and concise reference for consistent compensation decisions and practices.
5. Provide flexibility so the system will remain responsive to changes in the marketplace, the organization, and the economic conditions within the College.

All persons who receive wages through the College payroll system are considered employees.

Employee types, such as regular, fixed term, temporary, student, etc. are determined by the Office of Human Resources in collaboration with the Budget Office.

The Office of Human Resources shall create processes, procedures and determine the classifications of positions, titles, and compensation which shall be set forth in the Salary Schedule as needed to comply with compensation program objectives. The Salary Schedule shall be presented to the District Board of Trustees for consideration of recommended changes to pay grade minimums, pay grade maximums, pay range spreads, and paid holidays.

The District Board of Trustees may approve general pay increases whether added to base or through a one-time payment, and the recommended criteria for eligibility at any time during the fiscal year.