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**Committee for Human and Organization Development**

[Joe Hearne (Chair), Ivan Andarza, Linda McKenna]

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*Gail Lawrence*



**Board Meeting Date:** November 5, 2015

**Proposed Minute Order #:** 53-15(c)

**Proposed By:** Gail Lawrence, Vice Chancellor & Chief Culture Officer

**Subject:** Policy for Staff Compensation

**Background:** Texas State Technical College (TSTC) establishes procedures for the compensation of staff employees. The Statewide Operating Standard (SOS) for Staff Compensation Human Resources 2.2.10 was recently updated to include changes related to single accreditation. The policy had not been revised since 2005. Changes were made to the procedures to reflect the current compensation procedures and practices. Additionally, the policy statement on this SOS was updated to reflect the current equal employment opportunity statement for the college. The compensation plan shall be administered to individuals without regard to race, color, religion, gender, national origin, age, genetic information, and disability or veteran status.

**Justification:** The equal opportunity statement for the college was updated and the revision to HR 2.2.10 reflects the current equal employment opportunity statement. The policy had not been updated in ten years and revised language was needed to reflect current procedures.

**Additional Information:** None

**Fiscal Implications:** None

**Attestation:** This Minute Order is in compliance with all applicable laws and regulations to the best of my knowledge.

**Attachment(s):** None

**Recommended Minute Order:** "It is the policy of Texas State Technical College to compensate staff employees in accordance with applicable federal and state laws and statutes and established College practices. Compensation shall be administered without regard to race, color, religion, gender, national origin, age, genetic information, and disability or veteran status."

**Recommended By:**

A handwritten signature in cursive script that reads "Gail Lawrence".

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Gail Lawrence, Vice Chancellor & Chief Culture Officer

**Board Meeting Date:** November 5, 2015

**Proposed Minute Order #:** 54-15(c)

**Proposed By:** Gail Lawrence, Vice Chancellor & Chief Culture Officer

**Subject:** Rescission of Superseded Policies for Human Resources

**Background:** On May 8, 2014, by Minute Order #32-14(c), the TSTC Board of Regents approved the concept and implementation of a single accreditation for the Texas State Technical College System effectively merging its four colleges into a single entity. This effort has come to be called “Single Accreditation” or abbreviated as “SA.” Single Accreditation requires that TSTC migrate some of its heretofore local and often dissimilar practices to a unified statewide level. This minute order effects such a change.

Periodically, Board policies are reviewed and replacement policies are recommended to the Board. The Minute Orders listed below will be obsolete under Single Accreditation or are superseded by new statewide policies.

Revised policy is recommended to replace Minute Order #68-01. Minute Order #60-95 and #87-03 are not needed due to reorganization.

**Justification:** Superseded policies can be rescinded to eliminate confusion regarding prior policies adopted.

**Additional Information:** None

**Fiscal Implications:** None

**Attestation:** This Minute Order is in compliance with all applicable laws and regulations to the best of my knowledge.

**Attachment(s):** None

**Recommended Minute Order:** “The following Minute Orders are hereby rescinded:

68-01	Staff Compensation
60-95	Optional Retirement Program Participation
87-03	Professional Development Release Time and Employee Scholarships.”

**Recommended By:**



Gail Lawrence, Vice Chancellor & Chief Culture Officer

Texas State Technical College  
 State Appropriated Employees - Full Time Equivalent  
 FY 2015 - As of 8/31/15 - Average of 4 Quarters

