

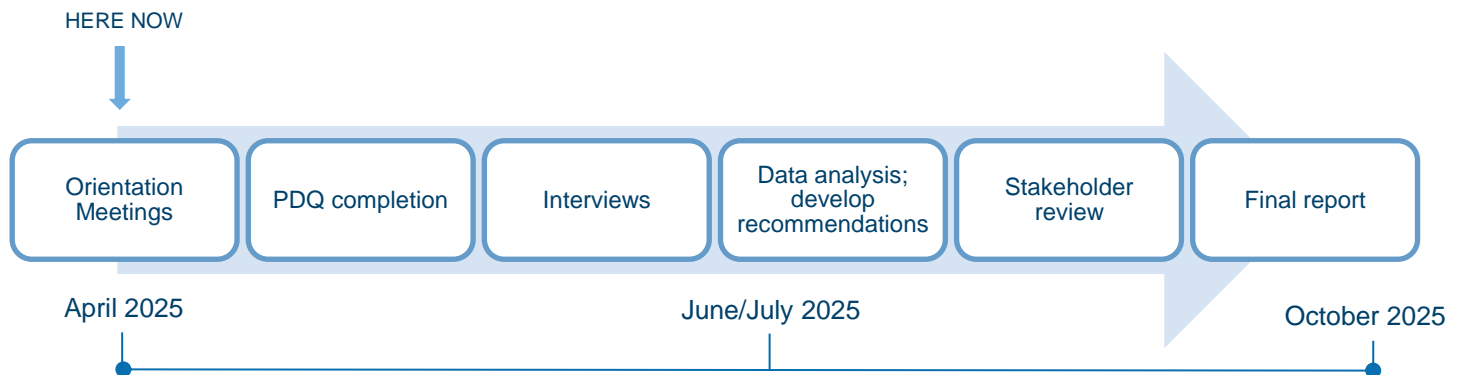
FOOTHILL-DE ANZA COMMUNITY COLLEGE DISTRICT CLASSIFICATION AND COMPENSATION STUDY OVERVIEW

Classification Study Goals

- Collect and analyze detailed information from each position
- Develop recommendations that recognize and reflect the scope and level of work performed and qualifications required
- Equitable, logical, and sustainable Classification Plan
- Open communication and engagement with stakeholders throughout the study process



Study Process and Timeline



IMPORTANT DATES

- Orientation Meetings: Week of April 21, 2025
- PDQ Completion:
 - Employee – Due May 9
 - Supervisor – Due May 23
 - Manager – Due June 6
- Interviews: Week of June 23

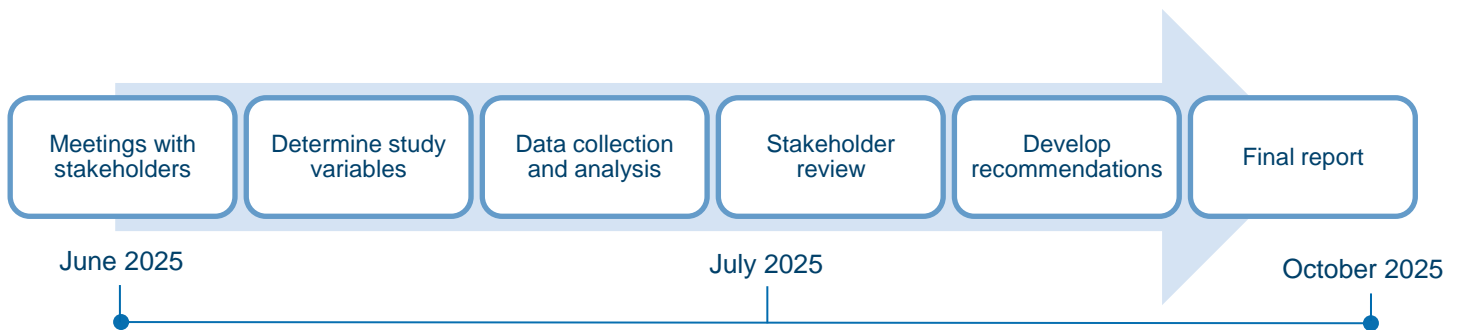


Compensation Study Goals

- Develop a competitive pay and benefit plan based upon external market data and internal review
- Ensure the recommended pay plan is fiscally responsible and meets the needs of Foothill-De Anza CCD to recruit and retain qualified staff
- Open communication and engagement with stakeholders throughout the study process



Study Process and Timeline



Study Variables



1. Classifications: ~60% of all classifications
2. Base Salary
3. Comparator agencies – 12 agencies



Comparator Agencies

Agencies to be included in the study are in competition with, in terms of recruitment and retention of staff, and most similar to Foothill-De Anza CCD based on the following factors:

- Geographic Proximity
- Population Served
- Full-Time Equivalent (FTE) – Total, Classified, Classified Administrators, Educational Administrators, Tenured & Academic
- Student Enrollment
- Agency Financials: All Funds – Revenue; Revenue per Student
- Cost of Living
- Services provided

Whole Job Factors – External and Internal Comparisons

- Whole job factors will be applied when comparing Foothill-De Anza CCD's classifications externally and internally:
 - Decision making/judgment
 - Difficulty & complexity of work
 - Supervisory responsibilities
 - Non-supervisory responsibilities
 - Minimum qualifications
 - Working conditions/risk factors
 - Contacts



Stakeholder Engagement

- Kick-off and orientation meetings
- PDQ completion and interviews
- Study variables
- Stakeholder review processes

About Gallagher Division – K&A

- Founded in 1984 as Koff & Associates, Inc. (K&A) and merged with Arthur J. Gallagher in 2021
- Provide premier public sector human resources services:
 - Classification and Job Analysis
 - Compensation and Plan Development
 - Organizational Effectiveness
 - Recruitment Services