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practices. The DCCCD and its colleges desire to attract, retain and motivate faculty and staff through a total compensation system that is competitive externally, equitable internally and affordable within the DCCCD's ability to pay. This total compensation philosophy is inspired by the principles below:

- *Fair* compensation is based on the assumption of affordable core benefits;
- The total compensation package recognizes the dignity of each person employed by the District. Human Resources policies and procedures will be *equitable* when recognizing the relative value of each function and rewarding individual performance;
- Dallas County Community College District compensation, policies and procedures are *competitive* with similar districts and are based on appropriate defined external markets;
- DCCCD *complies* with all applicable laws including equal pay laws, employment opportunity laws, benefits regulations and the Fair Labor Standards Act.

The District's compensation policies and rules are guided by this philosophy of total compensation.

Total Compensation Package

Salary is one of three elements of the total compensation package at DCCCD. In addition to salaries the District uses other methods of pay which includes stipends and extra service contracts. The District provides benefits including sick, vacation, bereavement, personal and sabbatical leave, tuition waivers and retirement programs for full-time employees. The District offers competitive health and dental benefits to employees and their family members. The District uses other non-monetary rewards such as training, career development and flexible work schedules. The attached documents provide examples of what the DCCCD has to offer in its Total Compensation package.

1. Salary

District Human Resources:

- Conducts annual cyclical and ad-hoc job evaluations and makes salary recommendations to the Chancellor and Board;
- Uses the annual Consumer Price Index (Urban) (CPI-U) to make salary recommendations to the Chancellor and Board;

2. Benefits and Non-monetary Rewards

As a part of their employment with the DCCCD, full-time faculty, administrative, professional support staff employees and even DCCCD retirees enjoy most of the following benefits and non-monetary rewards:

- State Medical Insurance
- Business and Travel Allowance (administrative employees)
- Cell phone Stipend (subject to location designation, not all employees are eligible)
- Bilingual Stipend (subject to location need, must meet eligibility requirements)
- Sick Leave Accrual
- Vacation Leave Accrual
- Extenuating Circumstance Leave Accrual

- Holiday Leave
- Retirement Contribution
- Employee Assistance Program
- Wellness Program
- Educational programs such as auditing classes, waived tuition and an education stipend for degrees earned
- A variety of training for skill development, including access to professional enhancement funding (up to \$800 for staff members with 10 or more years of service)

Comparable External Benchmarks

Each salary schedule is reviewed annually to maintain marketability against the defined benchmarking area. These may include:

Faculty: comparison against all public community colleges in Texas using TCCTA survey information, and considering minimums and actual salaries;

Administration: comparison against all public community colleges in Texas using TCCTA research, national CUPA research, League for Innovation comparisons and other selected sources for specialized areas.

Professional Support Staff: comparisons with the local job market in comparable positions, using a combination of profit and non-profit survey data for the DFW Metroplex, supplemented by other specialized survey resources as necessary.

Non-Cash Compensation Calculation Sheet (Excel - Intranet)

- Full-Time Professional Support Staff- Range 6 on PSS Salary Schedule
- Full-Time Faculty Employee- Range F02 (Master's Degree or equivalent)
- Full-Time Contractual Administrative - Band II Range Minimum