Information Technology
Broadbanding
Pilot Project
WHY INITIATE BROADBANDING FOR INFORMATION TECHNOLOGY POSITIONS?

- Current classification system over 40 years old.
- The existing classification system is inflexible, complex, labor intensive and unresponsive to changing needs, particularly as it relates to information technology positions.
- Broadbanding will create a new more flexible framework to classify jobs and provide mechanisms to determine employee-focused compensation.
- The University of Hawai‘i has had 15 years of successful experience in administering and managing a broadband compensation system for all University professional and technical employees.
WHAT IS THE FOCUS OF THE IT BROADBANDING PILOT PROJECT?

- The Pilot Project focuses on the uniqueness of information technology positions and the high demand for specialized knowledge and skills associated with such positions.

- Implement compensation tools that provide for employee-focused compensation adjustments.
WHAT CHANGES WILL OCCUR WITH THE IT BROADBANDING PILOT PROJECT?

- From 10 Information Technology Specialist/Manager classes to 1 career group.
- From 10 pay ranges to 4 broad pay bands.
  - Band A: Entry/Independent Worker
  - Band B: Journey Worker/Project Lead/Subject Matter Expert
  - Band C: Supervisor
  - Band D: Manager/Foremost Technical Expert
- Create a new factor-based methodology to determine compensation
- Create new employee based compensation adjustments that considers employee professional growth in the job, retention, and internal alignment.
- Pilot Project to be implemented on a budget neutral basis, with the appointing authority able to apply new compensation adjustments with budgeted funds.
Transition from Current Position Classification and Compensation System to Broadbanding

### Current Position Classification & Compensation System

Steps: C D E F G H I J K L M

- **SR 16** (Class Concept: Entry/Trainee)
- **SR 18** (Class Concept: Advanced Trainee)
- **SR 20** (Class Concept: Independent Worker)
- **SR 22** (Class Concept: Journey Worker)
- **SR 24** (Class Concept: Senior Specialist/First Level Supervisor)
- **SR 26** (Class Concept: Second Level Supervisor)
- **EM 5** (Class Concept: IT Manager)
- **EM 6** (Class Concept: ICS Assistant Administrator)
- **EM 8** (Class Concept: ICS Administrator)

Notes:
Negotiated salary schedule & step movement plan based on years of service
A position’s classification is based on assigned duties & responsibilities consistent with class concept; and reallocation adjustment is based on changes to assigned duties & responsibilities, consistent with class concept when position description is redescribed

### Broadbanding Concepts

**Band A: Entry/Independent Worker Band**

Steps: C D E F G H I J K L M

- **SR 18** (Class Concept: Entry/Trainee)
- **SR 20** (Class Concept: Independent Worker)

**Band B: Journey Worker Band**

Steps: C D E F G H I J K L M

- **SR 22** (Class Concept: Journey Worker)
- **SR 24** (Class Concept: Senior Specialist)

**Band C: Supervisor Band**

Steps: C D E F G H I J K L M

- **SR 26** (Class Concept: First/Second Level Supervisor)
- **SR 28** (Class Concept: Second Level Supervisor of highly complex IT program)

**Band D: Excluded Manager/Foremost Technical Expert Band**

- **EM 5** (Class Concept: IT Manager/Branch Chief)
- **EM 6** (Class Concept: IT Manager/Assistant Administrator)
- **EM 8** (Class Concept: IT Program Administrator)

Notes:
Preserve negotiated salary schedule & step movement plan based on years of service
Continue reallocation adjustment when position is redescribed

**NEW:** Simplify classification; allow for additional employee based compensation adjustments, e.g., growth/professional development, that follows employee in the event of step movement and/or position redesignation/relocation/redisdescription

In the transition process, provisions (non-detrimental to employees) will be needed to accommodate existing classes

* For Broadbanding: SR 24 positions currently supervising SR-22 subordinates will be assigned to Band C- Supervisor Band, along with positions currently supervising SR-24 subordinates and that are assigned to SR-26. No loss to employee; reconstruction if Broadbanding terminated.
WHAT ARE THE PILOT PROJECT’S GUIDING PRINCIPLES?

- **SIMPLICITY** – Easy to understand and administer
- **FLEXIBILITY** – Attract and retain skilled employees
- **QUALITY ASSURANCE** – Create criteria, processes and safeguards to ensure the integrity of the system; fair and consistent administration.
- **COMPENSATION** – Create new compensation methodologies to recognize & reward employee knowledge, skills, abilities and growth in the job.
- **TRANSPARENCY** – In an inclusive, collaborative and open process, create a pilot broadbanding system for information technology related positions in the context of, and respectful of, collective bargaining.
- **BUDGET NEUTRAL CONVERSION** – New broadbanding system to be budget neutral on conversion with appointing authority able to use new compensation mechanisms, e.g., in-band adjustments, with existing budget.