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# HUMAN RESOURCES

**Important Compensation Initiatives**  
**July 28, 2020**

Accounting Offices  
P Card Department  
Employee Training  
Payroll  
Purchasing  
EOD and Client Services  
Bursar Office

# AGENDA

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- UNM's Approach to Minimum Wage Changes
  - Background
  - Communications to Level 3 organization leaders
  - Salary Structure Changes
  - Classification Impact
  - Next Steps
- Pay Practice Study
  - Background
  - Overview of Study Outcomes
  - Next Steps

# HR COMPENSATION TEAM

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- Marleen Martinez, Executive Director, HR Services
- Stacie Jackson, Mgr, HR Compensation
- Keri Baca, Sr Compensation Specialist
- Tiffany Heineman, Sr Compensation Specialist
- Sandra Velasquez, HR Analyst



# **UPDATE TO MINIMUM WAGE**

*Presented by Stacie Jackson, Mgr, HR Compensation*



**HUMAN  
RESOURCES**

# BACKGROUND

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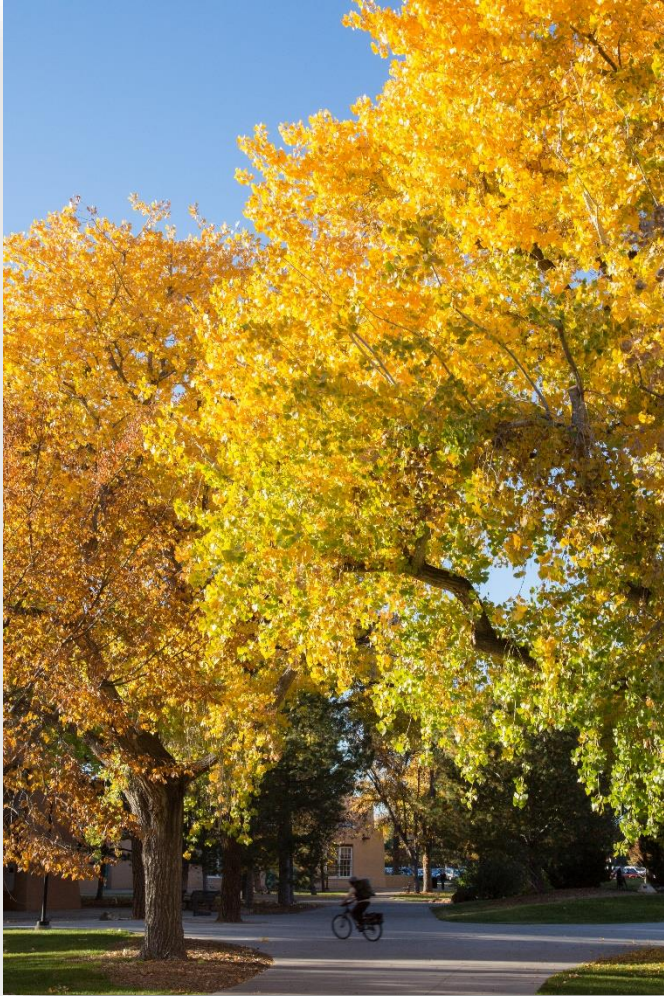
In 2019, the NM legislature amended the NM Minimum Wage Act, enforcing annual increases to the state minimum wage, as follows:

Effective Date	Minimum Wage Requirement
January 1, 2020	\$9.00 per hour
January 1, 2021	\$10.50 per hour
January 1, 2022	\$11.50 per hour
January 1, 2023	\$12.00 per hour

The new minimum wage rates apply to **all** employees, including regular, temporary, term, on-call, and student employees.



# COMMUNICATIONS TO LEADERS



- On July 17<sup>th</sup>, reports were sent to all Level 3 organization leaders regarding the anticipated cost impact of the 2021 Minimum Wage rate.
- Spreadsheets included all identified employees below \$10.50/hour and classified in titles under review
- Costs account for:
  - Implementing January 1, 2021 (mid-fiscal year)
  - Fringe benefits
  - Projections off actual hours worked for on-call and student employees

# FINANCIAL PLANNING

- Ensure your budget accounts for the cost increases
- Partner with your respective financial agent to ensure appropriate funding is in place for these increases
- There are no exceptions for complying with the new minimum wage rates.





# 2021 SALARY STRUCTURE

There will be a substantial impact to the [Staff Salary Structure](#) as a result of these changes. On **January 1, 2021**, HR Compensation will eliminate Grades 3-4 and increase the starting rate for Grades 5-7 to no less than \$10.50 per hour.

Grade	MINIMUM			1st QUARTILE			MIDPOINT			3rd QUARTILE			MAXIMUM		
	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual
3	9.00	1,560.00	18,720.00	10.53	1,824.33	21,892.00	12.05	2,088.67	25,064.00	14.46	2,506.40	30,076.80	16.87	2,924.13	35,089.60
4	9.04	1,566.52	18,798.29	10.84	1,879.60	22,555.15	12.65	2,192.67	26,312.00	15.18	2,631.20	31,574.40	17.71	3,069.73	36,836.80
5	9.49	1,644.85	19,738.21	11.39	1,974.23	23,690.70	13.29	2,303.60	27,643.20	15.95	2,763.80	33,165.60	18.60	3,224.00	38,688.00
6	9.96	1,727.14	20,725.71	11.96	2,072.57	24,870.86	13.95	2,418.00	29,016.00	16.74	2,901.60	34,819.20	19.53	3,385.20	40,622.40
7	10.23	1,773.78	21,285.33	12.79	2,217.22	26,606.67	15.35	2,660.67	31,928.00	17.91	3,104.11	37,249.33	20.47	3,547.56	42,570.67
8	11.25	1,950.58	23,406.93	14.07	2,438.22	29,258.67	16.88	2,925.87	35,110.40	19.69	3,413.51	40,962.13	22.51	3,901.16	46,813.87
9	12.38	2,145.87	25,750.40	15.48	2,682.33	32,188.00	18.57	3,218.80	38,625.60	21.67	3,755.27	45,063.20	24.76	4,291.73	51,500.80
10	13.62	2,360.80	28,329.60	17.03	2,951.00	35,412.00	20.43	3,541.20	42,494.40	23.84	4,131.40	49,576.80	27.24	4,721.60	56,659.20
11	17.10	2,964.00	35,568.00	18.73	3,245.67	38,948.00	22.47	3,894.80	46,737.60	26.22	4,543.93	54,527.20	29.96	5,193.07	62,316.80
12	18.46	3,199.73	38,396.80	21.53	3,732.62	44,791.42	25.84	4,478.93	53,747.20	30.15	5,225.42	62,705.07	34.45	5,971.91	71,662.93
13	19.81	3,434.31	41,211.73	24.77	4,292.89	51,514.67	29.72	5,151.47	61,817.60	34.67	6,010.04	72,120.53	39.63	6,868.62	82,423.47
14	22.83	3,956.33	47,476.00	28.50	4,940.43	59,285.20	34.18	5,924.53	71,094.40	39.88	6,911.96	82,943.47	45.57	7,899.38	94,792.53
15	27.34	4,738.93	56,867.20	34.18	5,923.67	71,084.00	41.01	7,108.40	85,300.80	47.85	8,293.13	99,517.60	54.68	9,477.87	113,734.40
16	32.81	5,687.64	68,251.73	41.02	7,109.56	85,314.67	49.22	8,531.47	102,377.60	57.42	9,953.38	119,440.53	65.63	11,375.29	136,503.47
17	39.37	6,824.71	81,896.53	49.22	8,530.89	102,370.67	59.06	10,237.07	122,844.80	68.90	11,943.24	143,318.93	78.75	13,649.42	163,793.07
18	47.25	8,189.42	98,273.07	59.06	10,236.78	122,841.33	70.87	12,284.13	147,409.60	82.68	14,331.49	171,977.87	94.49	16,378.84	196,546.13
19	56.69	9,826.84	117,922.13	70.87	12,283.56	147,402.67	85.04	14,740.27	176,883.20	99.21	17,196.98	206,363.73	113.39	19,653.69	235,844.27
20	68.03	11,792.44	141,509.33	85.04	14,740.56	176,886.67	102.05	17,688.67	212,264.00	119.06	20,636.78	247,641.33	136.07	23,584.89	283,018.67



# 2021 SALARY STRUCTURE

## 2020 Salary Structure (Grades 3-9 Represented Only)

Grade	MINIMUM			1st QUARTILE			MIDPOINT			3rd QUARTILE			MAXIMUM		
	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual
3	9.00	1,560.00	18,720.00	10.53	1,824.33	21,892.00	12.05	2,088.67	25,064.00	14.46	2,506.40	30,076.80	16.87	2,924.13	35,089.60
4	9.04	1,566.52	18,798.29	10.84	1,879.60	22,555.15	12.65	2,192.67	26,312.00	15.18	2,631.20	31,574.40	17.71	3,069.73	36,836.80
5	9.49	1,644.85	19,738.21	11.39	1,974.23	23,690.70	13.29	2,303.60	27,643.20	15.95	2,763.80	33,165.60	18.60	3,224.00	38,688.00
6	9.96	1,727.14	20,725.71	11.96	2,072.57	24,870.86	13.95	2,418.00	29,016.00	16.74	2,901.60	34,819.20	19.53	3,385.20	40,622.40
7	10.23	1,773.78	21,285.33	12.79	2,217.22	26,606.67	15.35	2,660.67	31,928.00	17.91	3,104.11	37,249.33	20.47	3,547.56	42,570.67
8	11.25	1,950.58	23,406.93	14.07	2,438.22	29,258.67	16.88	2,925.87	35,110.40	19.69	3,413.51	40,962.13	22.51	3,901.16	46,813.87
9	12.38	2,145.87	25,750.40	15.48	2,682.33	32,188.00	18.57	3,218.80	38,625.60	21.67	3,755.27	45,063.20	24.76	4,291.73	51,500.80

## 2021 Salary Structure (Grades 5-9 Represented Only)

Grade	MINIMUM			1st QUARTILE			MIDPOINT			3rd QUARTILE			MAXIMUM		
	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual
3	9.00	1,560.00	18,720.00	10.53	1,824.33	21,892.00	12.05	2,088.67	25,064.00	14.46	2,506.40	30,076.80	16.87	2,924.13	35,089.60
4	9.04	1,566.52	18,798.29	10.84	1,879.60	22,555.15	12.65	2,192.67	26,312.00	15.18	2,631.20	31,574.40	17.71	3,069.73	36,836.80
5	10.50	1,820.00	21,840.00	12.53	2,171.00	26,052.00	14.55	2,522.00	30,264.00	16.58	2,873.00	34,476.00	18.60	3,224.00	38,688.00
6	10.50	1,820.00	21,840.00	12.76	2,211.30	26,535.60	15.02	2,602.60	31,231.20	17.27	2,993.90	35,926.80	19.53	3,385.20	40,622.40
7	10.50	1,820.00	21,840.00	12.99	2,251.89	27,022.67	15.48	2,683.78	32,205.33	17.98	3,115.67	37,388.00	20.47	3,547.56	42,570.67
8	11.25	1,950.58	23,406.93	14.07	2,438.22	29,258.67	16.88	2,925.87	35,110.40	19.69	3,413.51	40,962.13	22.51	3,901.16	46,813.87
9	12.38	2,145.87	25,750.40	15.48	2,682.33	32,188.00	18.57	3,218.80	38,625.60	21.67	3,755.27	45,063.20	24.76	4,291.73	51,500.80

# 2022 SALARY STRUCTURE

HR Compensation is evaluating the potential for eliminating Grade 5 in 2022. Additionally, we will ensure Grades 6-8 start at a rate no less than \$11.50 per hour to comply with the January 1, 2022 Minimum Wage requirement.

Grade	MINIMUM			1st QUARTILE			MIDPOINT			3rd QUARTILE			MAXIMUM		
	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual
3	<del>9.00</del>	<del>1,560.00</del>	<del>18,720.00</del>	<del>10.53</del>	<del>1,824.33</del>	<del>21,892.00</del>	<del>12.05</del>	<del>2,088.67</del>	<del>25,064.00</del>	<del>14.48</del>	<del>2,566.40</del>	<del>30,876.80</del>	<del>16.67</del>	<del>2,924.13</del>	<del>35,689.60</del>
4	<del>9.04</del>	<del>1,566.52</del>	<del>18,798.29</del>	<del>10.84</del>	<del>1,879.68</del>	<del>22,555.15</del>	<del>12.65</del>	<del>2,192.67</del>	<del>26,312.00</del>	<del>15.18</del>	<del>2,631.20</del>	<del>31,574.40</del>	<del>17.71</del>	<del>3,069.73</del>	<del>36,836.80</del>
5	<del>9.49</del>	<del>1,644.85</del>	<del>19,738.21</del>	<del>11.39</del>	<del>1,974.23</del>	<del>23,690.76</del>	<del>13.29</del>	<del>2,303.60</del>	<del>27,843.20</del>	<del>15.95</del>	<del>2,783.80</del>	<del>33,165.60</del>	<del>18.60</del>	<del>3,224.00</del>	<del>38,688.00</del>
6	9.96	1,727.14	20,725.71	11.96	2,072.57	24,870.86	13.95	2,418.00	29,016.00	16.74	2,901.60	34,819.20	19.53	3,385.20	40,622.40
7	10.23	1,773.78	21,285.33	12.79	2,217.22	26,606.67	15.35	2,660.67	31,928.00	17.91	3,104.11	37,249.33	20.47	3,547.56	42,570.67
8	11.25	1,950.58	23,406.93	14.07	2,438.22	29,258.67	16.88	2,925.87	35,110.40	19.69	3,413.51	40,962.13	22.51	3,901.16	46,813.87
9	12.38	2,145.87	25,750.40	15.48	2,682.33	32,188.00	18.57	3,218.80	38,625.60	21.67	3,755.27	45,063.20	24.76	4,291.73	51,500.80
10	13.62	2,360.80	28,329.60	17.03	2,951.00	35,412.00	20.43	3,541.20	42,494.40	23.84	4,131.40	49,576.80	27.24	4,721.60	56,659.20
11	17.10	2,964.00	35,568.00	18.73	3,245.67	38,948.00	22.47	3,894.80	46,737.60	26.22	4,543.93	54,527.20	29.96	5,193.07	62,316.80
12	18.46	3,199.73	38,396.80	21.53	3,732.62	44,791.42	25.84	4,478.93	53,747.20	30.15	5,225.42	62,705.07	34.45	5,971.91	71,662.93
13	19.81	3,434.31	41,211.73	24.77	4,292.89	51,514.67	29.72	5,151.47	61,817.60	34.67	6,010.04	72,120.53	39.63	6,868.62	82,423.47
14	22.83	3,956.33	47,476.00	28.50	4,940.43	59,285.20	34.18	5,924.53	71,094.40	39.88	6,911.96	82,943.47	45.57	7,899.38	94,792.53
15	27.34	4,738.93	56,867.20	34.18	5,923.67	71,084.00	41.01	7,108.40	85,300.80	47.85	8,293.13	99,517.60	54.68	9,477.87	113,734.40
16	32.81	5,687.64	68,251.73	41.02	7,109.56	85,314.67	49.22	8,531.47	102,377.60	57.42	9,953.38	119,440.53	65.63	11,375.29	136,503.47
17	39.37	6,824.71	81,896.53	49.22	8,530.89	102,370.67	59.06	10,237.07	122,844.80	68.90	11,943.24	143,318.93	78.75	13,649.42	163,793.07
18	47.25	8,189.42	98,273.07	59.06	10,236.78	122,841.33	70.87	12,284.13	147,409.60	82.68	14,331.49	171,977.87	94.49	16,378.84	196,546.13
19	56.69	9,826.84	117,922.13	70.87	12,283.56	147,402.67	85.04	14,740.27	176,883.20	99.21	17,196.98	206,363.73	113.39	19,653.69	235,844.27
20	68.03	11,792.44	141,509.33	85.04	14,740.56	176,886.67	102.05	17,688.67	212,264.00	119.06	20,636.78	247,641.33	136.07	23,584.89	283,018.67



# 2022 SALARY STRUCTURE

## 2021 Salary Structure (Grades 5-9 Represented Only)

Grade	MINIMUM			1st QUARTILE			MIDPOINT			3rd QUARTILE			MAXIMUM		
	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual
3	9.00	1,560.00	18,720.00	10.53	1,824.33	21,892.00	12.05	2,088.67	25,064.00	14.46	2,506.40	30,076.80	16.87	2,924.13	35,089.60
4	9.04	1,566.52	18,798.29	10.84	1,879.60	22,555.15	12.65	2,192.67	26,312.00	15.18	2,631.20	31,574.40	17.71	3,069.73	36,836.80
5	10.50	1,820.00	21,840.00	12.53	2,171.00	26,052.00	14.55	2,522.00	30,264.00	16.58	2,873.00	34,476.00	18.60	3,224.00	38,688.00
6	10.50	1,820.00	21,840.00	12.76	2,211.30	26,535.60	15.02	2,602.60	31,231.20	17.27	2,993.90	35,926.80	19.53	3,385.20	40,622.40
7	10.50	1,820.00	21,840.00	12.99	2,251.89	27,022.67	15.48	2,683.78	32,205.33	17.98	3,115.67	37,388.00	20.47	3,547.56	42,570.67
8	11.25	1,950.58	23,406.93	14.07	2,438.22	29,258.67	16.88	2,925.87	35,110.40	19.69	3,413.51	40,962.13	22.51	3,901.16	46,813.87
9	12.38	2,145.87	25,750.40	15.48	2,682.33	32,188.00	18.57	3,218.80	38,625.60	21.67	3,755.27	45,063.20	24.76	4,291.73	51,500.80

## 2022 Salary Structure (Grades 6-9 Represented Only)

Grade	MINIMUM			1st QUARTILE			MIDPOINT			3rd QUARTILE			MAXIMUM		
	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual
3	9.00	1,560.00	18,720.00	10.53	1,824.33	21,892.00	12.05	2,088.67	25,064.00	14.46	2,506.40	30,076.80	16.87	2,924.13	35,089.60
4	9.04	1,566.52	18,798.29	10.84	1,879.60	22,555.15	12.65	2,192.67	26,312.00	15.18	2,631.20	31,574.40	17.71	3,069.73	36,836.80
5	10.50	1,820.00	21,840.00	12.53	2,171.00	26,052.00	14.55	2,522.00	30,264.00	16.58	2,873.00	34,476.00	18.60	3,224.00	38,688.00
6	11.50	1,993.33	23,920.00	13.51	2,341.30	28,095.60	15.52	2,689.27	32,271.20	17.52	3,037.23	36,446.80	19.53	3,385.20	40,622.40
7	11.50	1,993.33	23,920.00	13.74	2,381.89	28,582.67	15.98	2,770.44	33,245.33	18.23	3,159.00	37,908.00	20.47	3,547.56	42,570.67
8	11.50	1,993.33	23,920.00	14.25	2,470.29	29,643.47	17.00	2,947.24	35,366.93	19.76	3,424.20	41,090.40	22.51	3,901.16	46,813.87
9	12.38	2,145.87	25,750.40	15.48	2,682.33	32,188.00	18.57	3,218.80	38,625.60	21.67	3,755.27	45,063.20	24.76	4,291.73	51,500.80

# 2023 SALARY STRUCTURE

In **2023**, HR Compensation anticipates eliminating Grade 6 and finalizing a structure beginning at Grade 7 with a starting rate no less than \$12.00 per hour. Additional changes are anticipated to occur **to the entire Staff Salary Structure** to ensure alignment with industry best practices and effective salary administration.

Grade	MINIMUM			1st QUARTILE			MIDPOINT			3rd QUARTILE			MAXIMUM		
	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual
3	<del>9.00</del>	<del>1,500.00</del>	<del>18,720.00</del>	<del>10.53</del>	<del>1,824.33</del>	<del>21,892.00</del>	<del>12.05</del>	<del>2,088.67</del>	<del>25,064.00</del>	<del>14.48</del>	<del>2,508.48</del>	<del>30,076.80</del>	<del>16.87</del>	<del>2,924.13</del>	<del>35,089.60</del>
4	<del>9.04</del>	<del>1,566.52</del>	<del>18,798.24</del>	<del>10.84</del>	<del>1,879.68</del>	<del>22,555.15</del>	<del>12.65</del>	<del>2,192.67</del>	<del>26,312.00</del>	<del>15.18</del>	<del>2,631.20</del>	<del>31,574.40</del>	<del>17.71</del>	<del>3,069.73</del>	<del>36,836.80</del>
5	<del>9.49</del>	<del>1,644.85</del>	<del>19,738.21</del>	<del>11.33</del>	<del>1,974.23</del>	<del>23,690.70</del>	<del>13.29</del>	<del>2,303.60</del>	<del>27,643.20</del>	<del>15.95</del>	<del>2,763.60</del>	<del>33,165.60</del>	<del>18.60</del>	<del>3,224.00</del>	<del>38,688.00</del>
6	<del>9.96</del>	<del>1,727.14</del>	<del>20,725.71</del>	<del>11.96</del>	<del>2,072.57</del>	<del>24,870.86</del>	<del>13.95</del>	<del>2,418.00</del>	<del>29,016.00</del>	<del>16.74</del>	<del>2,901.60</del>	<del>34,819.20</del>	<del>19.53</del>	<del>3,385.20</del>	<del>40,622.40</del>
7	10.23	1,773.78	21,285.33	12.79	2,217.22	26,606.67	15.35	2,660.67	31,928.00	17.91	3,104.11	37,249.33	20.47	3,547.56	42,570.67
8	11.25	1,950.58	23,406.93	14.07	2,438.22	29,258.67	16.88	2,925.87	35,110.40	19.69	3,413.51	40,962.13	22.51	3,901.16	46,813.87
9	12.38	2,145.87	25,750.40	15.48	2,682.33	32,188.00	18.57	3,218.80	38,625.60	21.67	3,755.27	45,063.20	24.76	4,291.73	51,500.80
10	13.62	2,360.80	28,329.60	17.03	2,951.00	35,412.00	20.43	3,541.20	42,494.40	23.84	4,131.40	49,576.80	27.24	4,721.60	56,659.20
11	17.10	2,964.00	35,568.00	18.73	3,245.67	38,948.00	22.47	3,894.80	46,737.60	26.22	4,543.93	54,527.20	29.96	5,193.07	62,316.80
12	18.46	3,199.73	38,396.80	21.53	3,732.62	44,791.42	25.84	4,478.93	53,747.20	30.15	5,225.42	62,705.07	34.45	5,971.91	71,662.93
13	19.81	3,434.31	41,211.73	24.77	4,292.89	51,514.67	29.72	5,151.47	61,817.60	34.67	6,010.04	72,120.53	39.63	6,868.62	82,423.47
14	22.83	3,956.33	47,476.00	28.50	4,940.43	59,285.20	34.18	5,924.53	71,094.40	39.88	6,911.96	82,943.47	45.57	7,899.38	94,792.53
15	27.34	4,738.93	56,867.20	34.18	5,923.67	71,084.00	41.01	7,108.40	85,300.80	47.85	8,293.13	99,517.60	54.68	9,477.87	113,734.40
16	32.81	5,687.64	68,251.73	41.02	7,109.56	85,314.67	49.22	8,531.47	102,377.60	57.42	9,953.38	119,440.53	65.63	11,375.29	136,503.47
17	39.37	6,824.71	81,896.53	49.22	8,530.89	102,370.67	59.06	10,237.07	122,844.80	68.90	11,943.24	143,318.93	78.75	13,649.42	163,793.07
18	47.25	8,189.42	98,273.07	59.06	10,236.78	122,841.33	70.87	12,284.13	147,409.60	82.68	14,331.49	171,977.87	94.49	16,378.84	196,546.13
19	56.69	9,826.84	117,922.13	70.87	12,283.56	147,402.67	85.04	14,740.27	176,883.20	99.21	17,196.98	206,363.73	113.39	19,653.69	235,844.27
20	68.03	11,792.44	141,509.33	85.04	14,740.56	176,886.67	102.05	17,688.67	212,264.00	119.06	20,636.78	247,641.33	136.07	23,584.89	283,018.67



# 2023 SALARY STRUCTURE

## 2022 Salary Structure (Grades 6-9 Represented Only)

Grade	MINIMUM			1st QUARTILE			MIDPOINT			3rd QUARTILE			MAXIMUM		
	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual
3	9.00	1,560.00	18,720.00	10.53	1,824.33	21,892.00	12.05	2,088.67	25,064.00	14.46	2,506.40	30,076.80	16.87	2,924.13	35,089.60
4	9.04	1,566.52	18,798.29	10.84	1,879.60	22,555.15	12.65	2,192.67	26,312.00	15.18	2,631.20	31,574.40	17.71	3,069.73	36,836.80
5	10.50	1,820.00	21,840.00	12.53	2,171.00	26,052.00	14.55	2,522.00	30,264.00	16.58	2,873.00	34,476.00	18.60	3,224.00	38,688.00
6	11.50	1,993.33	23,920.00	13.51	2,341.30	28,095.60	15.52	2,689.27	32,271.20	17.52	3,037.23	36,446.80	19.53	3,385.20	40,622.40
7	11.50	1,993.33	23,920.00	13.74	2,381.89	28,582.67	15.98	2,770.44	33,245.33	18.23	3,159.00	37,908.00	20.47	3,547.56	42,570.67
8	11.50	1,993.33	23,920.00	14.25	2,470.29	29,643.47	17.00	2,947.24	35,366.93	19.76	3,424.20	41,090.40	22.51	3,901.16	46,813.87
9	12.38	2,145.87	25,750.40	15.48	2,682.33	32,188.00	18.57	3,218.80	38,625.60	21.67	3,755.27	45,063.20	24.76	4,291.73	51,500.80

## 2023 Salary Structure (Grades 7 Represented Only)

Grade	MINIMUM			1st QUARTILE			MIDPOINT			3rd QUARTILE			MAXIMUM		
	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual
3	9.00	1,560.00	18,720.00	10.53	1,824.33	21,892.00	12.05	2,088.67	25,064.00	14.46	2,506.40	30,076.80	16.87	2,924.13	35,089.60
4	9.04	1,566.52	18,798.29	10.84	1,879.60	22,555.15	12.65	2,192.67	26,312.00	15.18	2,631.20	31,574.40	17.71	3,069.73	36,836.80
5	10.50	1,820.00	21,840.00	12.53	2,171.00	26,052.00	14.55	2,522.00	30,264.00	16.58	2,873.00	34,476.00	18.60	3,224.00	38,688.00
6	11.50	1,993.33	23,920.00	13.51	2,341.30	28,095.60	15.52	2,689.27	32,271.20	17.52	3,037.23	36,446.80	19.53	3,385.20	40,622.40
7	12.00	2,080.00	24,960.00	14.12	2,446.89	29,362.67	16.23	2,813.78	33,765.33	18.35	3,180.67	38,168.00	20.47	3,547.56	42,570.67
8 to 20	Updated to align with industry best practice														

# IMPORTANT CONSIDERATIONS

## Advantages of a Staggered Approach

- Ensures compliance
- Mitigates immediate costs
- Progresses toward ideal structure and alignment with best practices
- Where possible, will move closer to ideal range spread

## Disadvantages of a Staggered Approach

- Results in short-term compression
- Misaligned with best practice in the short-term
- Substantial impact to job classifications



# CLASSIFICATION ANALYSIS

- These changes will require an analysis of over 270 job classifications between now and 2023.
- By January 2021, HR Compensation will address 145 job classifications, which may include:
  - Changes in grade
  - Consolidation of like-positions
  - Retirement of unused classifications



# CLASSIFICATION ANALYSIS



- HR Compensation will contact departments utilizing the titles to discuss the anticipated changes and ensure continued support of departmental business needs.
- In the July 17 report, departments were given a list of the classifications under review that are used in their Level 3 org.
- Evaluate those positions and ensure supervisors can speak to job expectations and business needs.

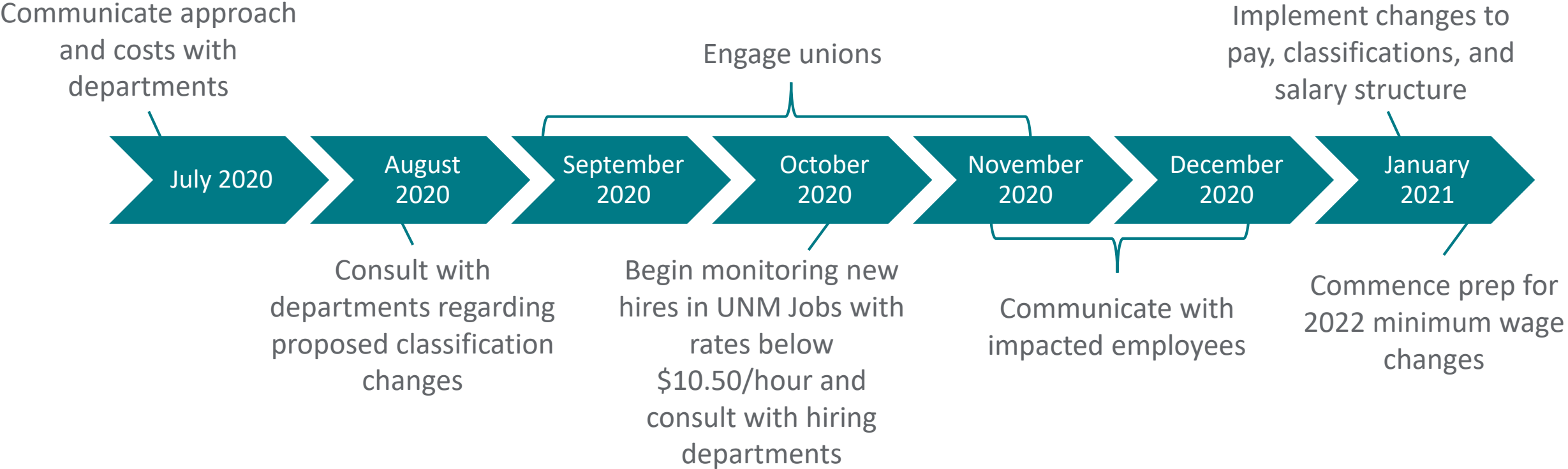


# CLASSIFICATION ANALYSIS

- Of those 145 classifications impacted in 2021, 110 are represented by a collective bargaining unit.
- HR will engage the respective unions regarding anticipated changes between September – November.
- Changes to job classifications will go into effect January 1, 2021.



# NEXT STEPS





# QUESTIONS REGARDING MINIMUM WAGE?



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RESOURCES



# **EVALUATION OF PAY PRACTICES**

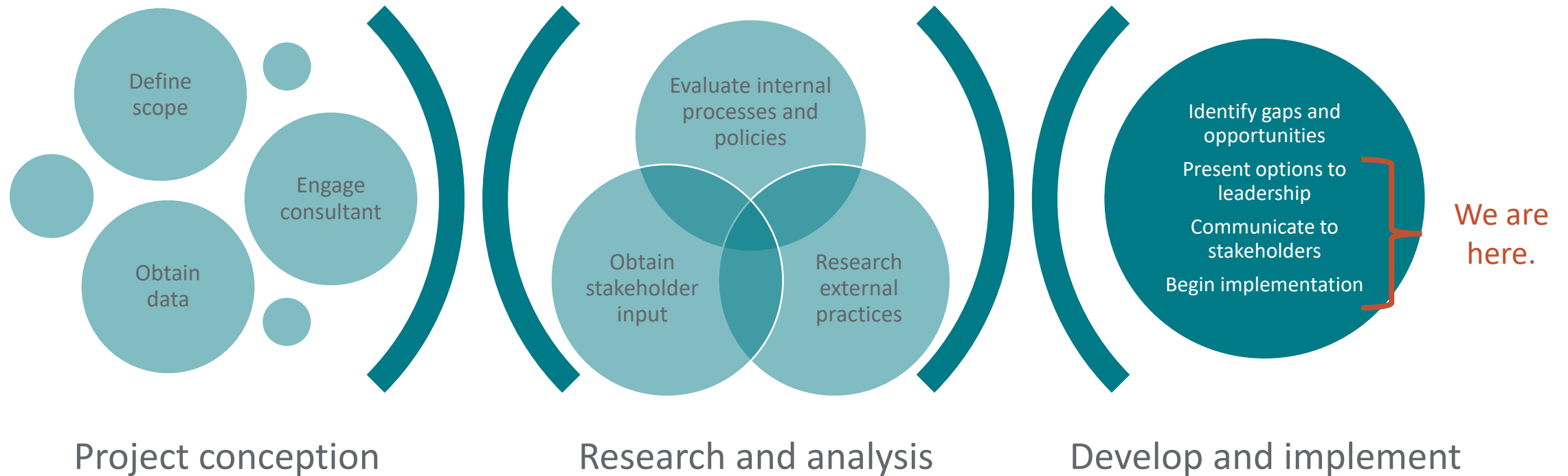
*Presented by Stacie Jackson, Mgr, HR Compensation*



**HUMAN  
RESOURCES**

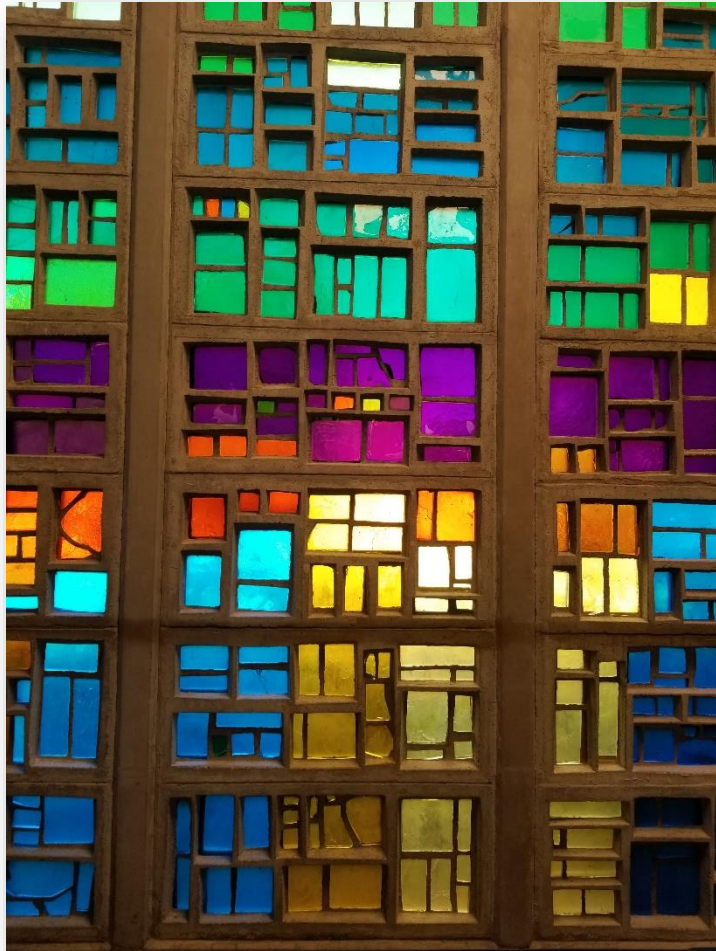
# NEXT STEPS

In December 2019, UNM engaged an external consultant – Huron Consulting Group – to evaluate our pay practices at the institution.





# EVALUATION OF PAY PRACTICES



- In the course of the study, Huron collaborated with multiple stakeholders at all levels of the University.
- Core Team included representatives from HR and HSC.
- Committee Members included HR Agents from Main Campus and HSC Level 3 organizations.
- Stakeholder survey conducted in March to obtain feedback on primary pain points and areas for opportunity.

# EVALUATION OF PAY PRACTICES

Huron conducted an analysis of:

- Feedback from stakeholders regarding common pain points
- Pay practices at peer institutions
- Turnover, time-to-fill, pay differences, and market-based factors unique to Academic Medical Centers
- UNM's salary administration practices and structure, including an in-depth look at equity
- UNM's Compensation Philosophy





# STUDY OUTCOMES

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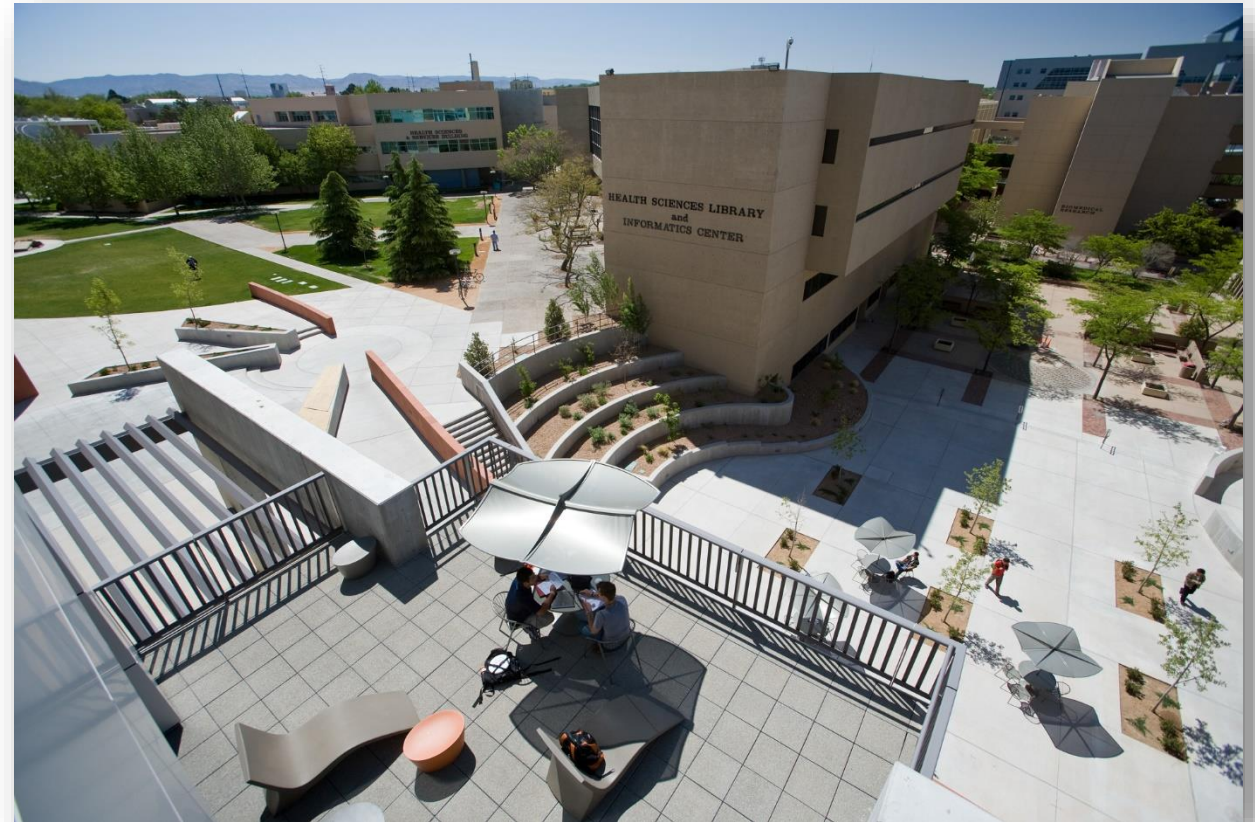
Based on Huron's recommendations, HR Compensation is formulating a project plan to implement the following:

- Updates to the **UNM Compensation Philosophy** to align with industry-leading practices
- A **Salary Placement and Equity Tool** to enhance effective salary decisions and ensure consistency with equity adjustments for compensation-related actions
- **Changes to Compensation Guidelines and University Policy** to ensure alignment between University processes and best practices

# STUDY OUTCOMES

Additionally, Huron recommends UNM proceed with:

- Analyzing job-based distinctions in **Non-Clinical HSC Classifications** to identify areas of higher complexity and market-driven pay differences
- Sunsetting the **Clinical Staff Salary Structures** and cross-walking all jobs into one Staff Salary Structure based on their market price and internal considerations





# NEXT STEPS



- Huron will be conducting a special presentation outlining their methodology, findings, and recommendations
- Please join us on **Wednesday, August 5 at 9am via Zoom.**
- Send questions to [comp@unm.edu](mailto:comp@unm.edu) by Friday, July 31<sup>st</sup> to ensure they are addressed in the meeting





# QUESTIONS?

HR Compensation

505-277-6947

[comp@unm.edu](mailto:comp@unm.edu)



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