



Office of Human Resources
400 SE College Drive
Newport Oregon 97366

MEMORANDUM

Date: July 24, 2018

To: [Redacted]
This document was emailed to: [Redacted]

From: Joy Gutknecht
Human Resources Manager

RE: Compensation Increase

MEMORANDUM

As stated in **Article XIX- Compensation** of the Classified Collective Bargaining Agreement (CBA):

"The college will place new hires on the pay schedule that is attached as Appendix A. This pay schedule combines the previously separate schedules for Support Staff and Administrative & Professional Staff and changes the increase between steps to 2%.

Effective July 1, 2016 and on July 1 in the subsequent years covered by this agreement, all current employees hired prior to January 1, will advance one step on the new pay schedule."

Below are the details of your appointment and rate of pay.

Appointment Details 2017-18 Rate of Pay				
Title: SBDC/NCC Coordinator	Appointment Percent: 100%	Step: G-2	Rate of Pay: \$ 16.23	Monthly pay*: \$ 2813.15

2018-19 Rate of Pay Change Information			
Effective Date: July 1, 2018 (paid August 3, 2018)	Step: G-3	Rate of pay: \$ 16.55	Monthly pay*: \$ 2868.61

*Monthly pay is based upon 173.33 hours each month for 100% appointments.
For appointments less than 100%, monthly pay is based upon hours worked and may vary monthly.

If you have any questions on this information, contact Joy in Human Resources at 541-867-8515.