

**ARTICLE 24**  
**COMPENSATION**

**24.1 WAGE SCALES**

- A. Effective July 1, 2017, all salary ranges for classified employees covered by this Agreement will be increased by two (2%) percent.
- B. Effective July 1, 2018, all salary ranges for classified employees covered by this Agreement will be increased by one (1%) percent.
- C. Employees who have been at Step L for six (6) consecutive years in the same salary range or more will progress to Step M.
- D. Should the General Services Salary Schedule yield a higher overall salary schedule compensation plan for the 2017-2019 Contract term, than what is reflected in Article 24.1.A and 24.1.B, the University agrees to follow the General Services Salary Schedule.
- E. Except as otherwise set, salary ranges for each Job Classification are identified in the Office of Financial Management State HR Classified Job Listing.
- F. Should salary ranges assigned to job classifications on the Office of Financial Management Human Resources, Classified Job Listing adjust upwards, those job classifications covered by this Agreement will adjust equally.

**24.2 SALARY MOVEMENT**

- A. Except as specified below, on an employee's periodic increment dates he/she will receive a two (2) step increase within the assigned salary range until such time as he/she reaches Step L.
- B. **Transfer:** When an employee transfers from one position to another position in the same or different classification at the same salary range, he/she will retain his/her step in the salary range.
- C. **Promotion:** When an employee moves to a position in a classification with a higher salary range, he/she will be placed at either the starting step of the new range or the step which provides a minimum of a two (2) step increase, whichever is higher, not to exceed Step M of the new range.
- D. **Demotion**

1. When an employee is demoted to a position in a classification with a lower salary range he/she will be placed at the same step in the new range on a step-for-step basis not to exceed Step L.
  2. When an employee voluntarily demotes to a position in a classification with a lower salary range, he/she will receive credit for all continuous employment in the higher range in determining the step in the lower salary range in which the employee will be placed at a salary equal to his/her previous base salary range. If the previous base salary exceeds the new range, the employee's base salary will be set at Step L.
- E. **Reversion:** When an employee voluntarily or involuntarily returns to the classification in which he/she most recently held permanent status, or when he/she moves to a classification in the same or lower salary range, the salary the employee was receiving prior to promotion will be reinstated.
- F. **Elevation:** When an employee is promoted to a higher classification in which the employee previously held permanent status, he/she will be placed either at the starting step of the new range or the step which provides a minimum of a two (2) step increase, whichever is higher, not to exceed Step M of the new range.
- G. **Temporary Upgrade**
1. When the University assigns an employee to a position in a classification with a higher salary range for a period of fourteen (14) days or more, he/she will be placed (for the full duration of the assignment) at either the starting step of the range or the step which provides a minimum of a two (2) step increase, whichever is higher, not to exceed Step M of the new range.
  2. **Bargaining Unit 13 Lead Workers:** The employee will be paid for the duration of his/her assignment in accordance with Article 7.1.I.2, at the starting step of the new salary range or the step which provides a minimum of a two (2) step increase, whichever is higher not to exceed Step M of the new range.
  3. The University will not rotate employees in and out of assignments for the sole purpose of avoiding payment of the higher-level pay. However the University may use rotating assignments for the purpose of employee

development or operational necessity.

H. **Reallocation**

1. Reallocation to a classification with a higher salary range maximum will result in a minimum increase of two (2) steps not to exceed Step M, unless the first step of the new range is more than two (2) steps above employee's current salary in which case the employee is placed at the first step of the new range. The Appointing Authority may request, to Human Resource Services, the employee's salary be established at a higher step based on the individuals qualifications and experience.
2. Reallocation to a classification with an equal salary range maximum will result in the employee retaining his/her previous base salary.
3. Reallocation to a classification with a lower salary range maximum will result in the employee being placed at the step in the new range that is equivalent to the current salary unless it exceeds the salary maximum, in which case the employee receives the top step of the new range. If the employee chooses to remain in the position with the lower salary range maximum the employee retains the existing appointment status. Upon request by the employee, the employee will be placed on the University's layoff list for the classification occupied prior to the reallocation and may elect to undergo the layoff process.
4. **Recruitment and Retention:** An Appointing Authority may request to the Chief Human Resource Officer to adjust an employee's base salary up to Step L within the salary range to address issues that are related to recruitment, retention, or other business related reasons, such as equity, alignment, or competitive market conditions.

**24.3 PREMIUM PAY**

- A. **Shift Differential:** When the University assigns an employee to a work shift in which the majority of time is worked on a daily basis between 6 PM and 6 AM, the employee will be paid shift differential for all hours worked. The shift differential is sixty-five cents (\$0.65) per hour or one hundred thirteen dollars and ten cents (\$113.10) per month.

B. **Call-Back**

1. An employee reporting for work at the University's request which is not scheduled in advance and which is outside of and not contiguous with their regular work period, shall be guaranteed two (2) hours call-back pay at their regular non-overtime hourly rate, which shall not be used for purposes of calculating overtime. In addition, the employee shall be paid for actual time worked at the appropriate rate of pay.
2. Employees possessing the necessary knowledge, skills and abilities to perform the required work will be called in order of seniority excluding those employees who are in a leave status including compensatory time off during that work day.
3. Employees shall be expected to respond as directed by the University.

C. **Standby:** An overtime-eligible employee is in standby status while waiting to be engaged to work by the University when the following conditions exist:

1. The employee is required to be present at a specified location or immediately available to be contacted. The location may be the employee's home or other specified location.
2. The University requires the employee to be prepared to report immediately for work if the need arises, although the need might not arise.
3. Standby status will not be concurrent with work time. An employee on standby status called to return to work does not qualify for call-back pay. The employee shall be paid for actual time worked at the appropriate rate of pay.
4. Employees on standby status will be compensated at a rate of seven percent (7%) of their hourly base salary for time spent in standby status.
5. **Bargaining Unit 13 employees only:** An employee who is called back to work by the University will be guaranteed two (2) hours call back time pay at the base rate, which will not be used for purposes of calculating overtime and will be paid for actual time worked at the appropriate rate of pay. Standby status will cease upon arrival at the worksite and resume standby status upon departure from the worksite.

D. **Hazardous Conditions Pay:** Hazardous conditions pay is a premium added to the base salary and is intended to be used only as long as the hazardous conditions upon which it is based are in effect. The supervisor must approve in advance the assignment of tasks for which hazardous conditions pay would apply.

1. Hazardous conditions pay does not apply to tasks normally expected for the employee's assigned job class.
2. Tasks that are eligible for Hazardous Conditions Pay are defined in BPPM 60.28.
3. The salary premium for hazardous conditions is one dollar (\$1.00) per hour with a two (2) hour minimum per event.
4. The University will provide necessary training prior to assigning these tasks to employees.

#### **24.4 FUNDING**

The University will request full funding from the State for any bargaining units added under the provisions of Article 5.1.B. All economic items (wages and benefits) must be funded by the State prior to those terms and conditions being implemented.

#### **24.5 RELOCATION COMPENSATION**

The University may authorize relocation compensation or reimbursement for moving expenses in accordance with RCW 43.03.110, RCW 43.03.120 and/or RCW 43.03.125.

#### **24.6 SALARY OVERPAYMENT**

In the event an employee receives a salary overpayment the process outlined in RCW 49.48.200 and RCW 49.48.210 (10) will be used to administer the recovery of wages or any associated challenge.