

CCS Rule Revisions

Summary of Changes

Chapter 83---Payroll and Compensation

3335-83-01 Pay ranges and payroll.

3335-83-01 (A)

- Amended language to add, *“The office of human resources shall make the pay ranges for classifications available to employees.”* Deleted, *“and publish or make available the pay range table at least once each year.”*
Rationale: Consistent with how the tables and pay information will be available via Workday.

3335-83-04 Temporary pay adjustment.

- Retitled the section “Interim allowance,” consistent with proposed revisions to the Salary Administration and Classification Policy, which will be retitled “Staff Compensation Policy.”

3335-83-04 (A)

- Amended language to state, *“An employee who is temporarily assigned to duties of a position with increased job responsibilities, scope, and impact, as evidenced by job title and or pay range”*. is eligible for an *“interim allowance”* of a minimum of five percent above the employee’s current pay rate.” The remainder of A did not change.

3335-83-04 (B)

- Amended language to delete the term “temporary pay adjustment,” and replace it with, “interim allowance.”



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3335-83-04 (C) NEW

- Amended to add this section and add language, “Compensation must approve unit requests to extend interim allowances that exceed 180 days when a unit has not filled a vacancy within that period of time.”

3335-83-07 Holiday Compensation

3335-83-07 (C)

- Deleted because it was the same language as what appears in B.

3335-83-07 (E) (former F)

- Amended language to delete “*part-time*,” and insert “*whose work schedule is less than 40 hours per week*,” consistent with Workday and policy language.

3335-83-07 (G) (former H)

- Inserted the term “*full-time*” to add clarity.

3335-83-07 (H) (former I)

- Amended language to delete term “*part-time*” and replace it with “*whose work schedule is less than 40 hours per week*,” and reorganized remaining sentence structure. Deletion of “*part-time*” is consistent with Workday and policy language.

3335-83-07 (I) (former J)

- Restructured the sentence so it was consistent with other sections.