

OSU EXTENSION COMPENSATION PHILOSOPHY

(Revised)

- n The goals of the compensation philosophy must be to:
 - Attract and retain qualified Extension employees.
 - Enhance the quality of their performance.
 - Encourage professional growth.
 - Direct/reward their efforts toward the mission, vision, and values of OSU Extension.
 - Attract and retain under-represented groups.
 - Maintain a level of equity and fairness to all employees.
- n Each employee is valued equally in terms of his/her personal worth to the organization.
- n Positions may be valued differently in monetary terms due to factors such as job function and level of responsibility.
- n Individual employee salaries differ based on individual levels of performance, education and experience
- n Salaries for Extension agents and district specialists will primarily be tied to the following factors:
 - **Performance** - The primary consideration for salary adjustments of all extension agents. Both the current level of performance as well as growth in performance will be considered. Comparisons of performance rankings will be made only within faculty and A&P groups (not between faculty & A&P).
 - **Education Level** – Extension agents will receive a one-time salary increase upon completion of their Master's Degree (currently \$1,248). County, district and campus program staff will be eligible to receive a one-time salary increase of \$2,004 upon completion of a doctoral degree. Satisfactory performance must be documented.
 - **Promotion in Level or Rank** - Administrative and Professional (A&P) agent will receive a salary adjustment (currently 6%) when promoted on the A&P track. Faculty agents will also receive a salary adjustment when promoted in rank according to the guidelines established by the Office of Academic Affairs.
 - **Faculty Status** - Agents moving from the A&P to faculty status will receive a salary increase (currently \$2,004). Agents moving from faculty to A&P status will have a similar amount removed from their salary base.
 - **Experience** – Related experience is a primary factor when establishing a starting salary for new agents.

- **Stipends** - Specific dollar amounts will be added to agent's salaries for additional duties such as county chair responsibilities, multi-county responsibility, and others as established by Extension Administration.
 - **Equity** - Extension Administration has the flexibility to make individual salary adjustments for unusual circumstances or situations including the need to attract and retain employees from under represented groups and/or specific markets.
- n Extension Administration needs to periodically study competitive markets to determine adequacy of Extension salary and benefit structure. The goal is to assure salaries as a whole are competitive within appropriate markets.
 - n All county Extension agents will be treated consistently without regard to type or availability of funding.
 - n Extension Administration must openly communicate its compensation philosophy, policy and procedures with its employees.
 - n All compensation policies and programs will be consistent with state and federal legislation and in agreement with the university policies and procedures.

Approved Administrative Cabinet 1/10/94

Update 3/01