



ROLLINS COLLEGE STATEMENT OF PRINCIPLES

Title: Staff Compensation Philosophy	Type	Key Institutional
No: KI 1023	Approval Date: 2-10-2020	
Responsible Office: Human Resources	Reviewed By: President’s Cabinet, 2-10-2020; Approved By: President, 2-10-2020	
Next Review: 2024-2025	Revision No:	

I. Rationale and Philosophy

Rollins’ philosophy on staff compensation supports and advances the institution’s strategy, mission, and goals. The objectives of Rollins’ staff compensation program are to attract, retain and reward talented and well- qualified staff with the requisite education, experience and skills necessary to carry out the College’s educational mission. This philosophy is intended to serve as a foundation to help guide staff compensation decisions. It is intended to be forward-looking and aspirational, while grounded in the framework of the College’s fiscal resources.

II. Principles

Rollins’ staff compensation philosophy is built on these values and guiding principles.

1. Staff compensation decisions should align with and advance the larger goals of fulfilling our mission as a college and improving the educational quality and competitiveness of Rollins.
2. Excellent performance at all levels should be expected, annually evaluated, recognized, and rewarded.
3. Rollins funded staff benefits represent an integral part of total compensation and their value should be considered in staff compensation planning and decision making.
4. Compensation should be internally fair and equitable while taking into account differences in roles, responsibilities, qualifications, and performance. College service should be recognized through compensation when it differentiates performance excellence among similarly classified staff over time.
5. Staff compensation should be competitive in relation to appropriate external benchmarks.
6. Staff compensation decisions should be fiscally responsible. The College’s resources for compensation and benefits are finite and should be stewarded in a manner that best advances the College’s strategic objectives.
7. Staff compensation decisions should be compliant with College policies and legal requirements prohibiting discrimination.
8. The staff compensation program should provide flexibility and responsiveness appropriate to the College’s evolving business needs and the dynamic, competitive challenges facing the college.

III. Application

Attracting, retaining, and rewarding a talented and well-qualified staff workforce is a strategic imperative. Considering the mission of Rollins and its resources, our staff compensation strategy is to strive to pay fully qualified staff within a target competitive range of the market median for their respective roles. In furtherance of this objective, the College will benchmark staff compensation levels to the market on a regular basis in accordance with a defined benchmarking framework, methodology and schedule, and will integrate the findings into the annual budget planning process to ensure that staff compensation planning is intentional, proactive and systemic.

The College will periodically review its staff compensation program and make adjustments as needed to ensure that staff compensation at Rollins is administered within the intent, meaning and spirit of this compensation philosophy.

This compensation philosophy is not intended to constitute an employment contract or guarantee a specific pay level for any staff member.

IV. Related Policies

Not Applicable

V. Appendices/Supplemental Materials

Not Applicable

VI. Effective Date

This policy is effective February 10, 2020, and supersedes all previously issued versions.

VII. Rationale for Revision

Not Applicable