



## Ohio Administrative Code

### Rule 3358:5-5-25 Salary administration program policy.

Effective: November 14, 2022

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(A) It is the policy of Clark state college to develop and implement a fair, consistent, and competitive salary administration program so as to attract, motivate, and retain qualified employees. The program is specifically designed to compensate employees on the basis of their level of responsibility and performance, consistent with the college's business needs and financial capabilities. The college's performance management program, which is based on the individual's performance, is administered to include a performance evaluation for each employee at least once during any twelve-month cycle.

(B) The college will administer its compensation programs without regard to gender, age, race, color, religion, creed, national origin, disability, or any other protected group or status. The college will adhere to all applicable laws and regulations regarding job classification, amount of pay, and equitable compensatory treatment of employees.

(C) This program applies to all regular full and part-time employees (exempt, non-exempt, and instructional faculty), of Clark state and its departments. This program takes the place of prior policies and procedures on salaries and compensation. This program does not apply to on-call employees, substitutes, independent contractors, contract employees, consultants/special assignments, or employees with a temporary status.

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