



Human Resources

MEMORANDUM

TO: Deans, Department Heads, Senior Administration, Exempt Staff, Department Contacts, and ASPA members

FROM: Cheryl Carver, Director, Human Resources

DATE: May 27, 2009

SUBJECT: ASPA May 1, 2009 Salary Adjustments

Please be advised that May 1, 2009 salary adjustments for ASPA members have been processed according to the Collective Agreement and will appear on the May pay.

Salary adjustments have been applied to members who were active or on leave as of May 1, 2009. The following is a summary of adjustments:

1. a market adjustment of 4% (to the maximum of the new ranges) for all eligible members
2. an increment of up to 2% will be applied to those whose salary is below the target point of the new salary range to recognize growth in proficiency from experience and a satisfactory level of performance (increment will be prorated for employees hired after August 1, 2008)

In addition to the above adjustments, the new salary ranges for 2009-10 now apply. The new salary ranges can be found at the following:

http://www.usask.ca/hrd/docs/ASPA_MOA_Schedule_1_Salary_Ranges_Ma_26_09.PDF

Employees can view their individual adjustments by signing in to PAWS and navigating to "My Pay Information", then "View Compensation History" viewable on PAWS (<https://paws.usask.ca>).

Please distribute this memo to ASPA members who may not have regular access to email, and the appropriate person(s) within your unit or college who supervise ASPA members.

For more information please refer to “Frequently Asked Questions” which have been posted on the Human Resources web site at the following link:
http://www.usask.ca/hrd/faqs/comp_faq_aspaincrement.php.

If you have any questions regarding the above information, please contact Tari Forrest, HR Business Analyst, at tari.forrest@usask.ca (966-6271), or Steve Laycock, HR Compensation Analyst, at steve.laycock@usask.ca (966-1677).

Sincerely,



Cheryl Carver
Director

CC/CMI