

## Compensation Philosophy

### Madison College Mission

Madison College provides open access to quality higher education that fosters lifelong learning and success within our communities

### Madison College Vision

The leader in accessible, affordable education that meets the evolving needs of our diverse communities

### Madison College Values

Excellence, respect, commitment to students and diverse communities, and making higher education available to all

To fulfill the mission, vision and values, the College has established six strategic directives:

- Focus on successful outcomes for students
- Ensure our sustainability
- Support our faculty and staff
- Address student preparedness
- Align with community needs
- Improve recruitment and strategic outreach (students and staff)

### Human Resources Mission

We are strategic partners in supporting the goals of Madison College and maximizing the potential of our greatest asset—our employees. We are focused on delivering quality customer service and committed to attract, develop and support a diverse, well-qualified, student-focused staff through the development, implementation and support of programs and processes that add value to Madison College and its employees.

### Human Resources Vision

Diverse and inclusive workplace of choice that is committed to providing continuous quality service in an environment that fosters excellence, respect and integrity.

## Total Rewards Philosophy

Madison College recognizes that its employees are key to delivering its mission and vision. To accomplish this, the College aims to attract, retain, and motivate highly qualified and engaged employees by offering rewards that balance market competitiveness with internal equity.

Madison College has adopted a total rewards strategy that links organizational objectives, internal equity, market competitiveness and individual contributions. As an employer, we offer the opportunity for a diverse employee population to work in a stimulating environment with state-of-the-art facilities. The College believes teamwork, respect and lifelong learning are essential to engaging employees and are crucial to continued success. This total rewards strategy is designed to meet the following key objectives.

- Promote Madison College's strategic mission, vision and values
- Fair treatment of all employees
  - Assign pay ranges for positions based upon role within the college and alignment with internal positions that are comparable in authority and scope.
  - Determine individual pay according to an employee's education, experience and contributions to the College with consideration for relevant competitive practices.
  - Recognize all employees for educational attainment.
  - Ensure that pay decisions for all employees are made according to objective criteria and values-driven subjective criteria that align with the College's strategic directives.
  - Offer uniform benefit programs that apply to eligible employees across all employee groups.
  - Offer professional development opportunities to employees at all levels in the organization.
  - Make available opportunities to all employees to advance careers in areas of interest to the employee and of importance to the College.
  - Design and deliver performance management programs that enhance the employment relationship between the College and each employee.
  - Offer a variety of wellness and work-life balance programs and events that meet a broad range of unique needs across the entire employee population.
- Drive external competitiveness
  - Design compensation structures for all employee groups to attract qualified new employees with competitive pay and retain successful employees with pay that leads the market.
  - Establish pay ranges according to formal and documented methodologies that connect reliable market data to the College's internal structures.

- Utilize market information that comes from the relevant labor markets in which Madison College competes for talent.
- Facilitate the design of benefit and wellness programs by employees representing all eligible employee groups to meet or lead programs and services offered by other public sector and higher education employers.
- Design and deliver professional development opportunities that meet or surpass the services and programs typically offered by other higher education and public sector employers.
- Promote employment practices that facilitate practical solutions for supervisors and employees to manage work-life balance.
- Promote open communication through transparency
  - Ensure that the compensation systems are structured so that each employee understands how his/her compensation is determined.
  - Ensure that information regarding compensation, benefits and other rewards is readily accessible and understandable.
  - Equip supervisors and employees with training and tools that enhance each employee's understanding of performance expectations and how individual contributions align with the College's mission, vision, values and strategic objectives.
  - Equip supervisors and employees with information that allows an employee to identify the best options for attaining his/her career objectives.
- Manage total rewards programs in a fiscally responsible manner to ensure College sustainability
  - Maintain a knowledge base of market trends related to compensation and other rewards.
  - Strategically design benefit programs that maximize value while still controlling costs through employee wellness initiatives, partnerships with benefit vendors, and rigorous claims data analysis.
  - Leverage internal talent and services to effectively and efficiently design and deliver professional development opportunities.