



# Human Resources

San Luis Obispo County Community College District

**TO:** CCCUE President and Vice President

**FROM:** Human Resources

**DATE:**

**SUBJECT:** NEGOTIATION OF SALARY RANGE INCREASE AND PROPOSED REVISION TO JOB DESCRIPTION

Attached is a revised job description for . Revisions have been made to update and clarify the current essential functions of the position additionally some duties have been added to the position. Based on the salary survey with the 14 comparison districts request this position be increased from Range to Range .

Based on agreement and discussion at a JLMC Session between the District and CCCUE, the CCCUE Job Description Committee will review salary ranges for proposed new and/or revised job descriptions.

The review and approval process will be completed in 10 working days. The proposed Board of Trustees meeting agenda deadline is .

**Date Job Description Due in Human Resources:**

**JOB DESCRIPTION TITLE:**                      **RANGE:**                       New                       Revised

\_\_\_\_\_  
**Executive Director of Human Resources & Labor Relations Signature**                      **Date**

Approve  Yes                       No (If no, explain below)

**Explanation:**

\_\_\_\_\_  
**CCCUE Representative Signature**                      **Date**

**CC:**