

# Policy Manual



<b>Title: Total Rewards Program Policy for Professional Technical Staff and Administrators</b>	<b>Number:</b> 6Hx2-3.45
<b>Legal Authority: Fla. Stat. § 1012.855</b>	<b>Page:</b> Page 1 of 2

## GENERAL STATEMENT

Broward College offers a comprehensive Total Rewards Program designed to meet its commitment of attracting and retaining talented and diverse professional and technical staff (PTS) and administrators in support of the College's vision, mission, and core values. The Total Rewards Program is comprised of the direct and indirect financial benefits associated with compensation, benefits, work-life programs, leave programs, performance management, educational benefits, recognition programs, and professional development. The College's Total Rewards Program offerings are limited to those offered at any given time. The offerings described in this policy and its procedure may or may not be offered at any given time and are only intended for demonstrative purposes. Nothing within this policy and procedure is intended to be a contract or to bestow a right to these offerings or to supplement offerings in any existing contract. The College reserves the right to change, alter or modify Total Rewards Program at any time. Program information is available through the Department of Talent and Culture and on the Talent and Culture website.

The Total Rewards Program is supported by the following policies:

- Annual Adoption of Salary Schedule, 6Hx2-3.27
- Group Insurance, 6Hx2-3.17
- Leave of Absence, 6Hx2-3.11
- Sick Leave Pool, 6Hx2-3.08
- Educational Benefits for Employees, 6Hx2-3.58
- Employee Performance and Talent Management , 6Hx2-3.21
- Staff and Program Development Plan, 6Hx2-2.13
- Total Rewards Pay Adjustments for Professional Technical Staff and Administrators, 6Hx2-3.46
- Position Classification Plan , 6Hx2-3.24

## THE POLICY and THE FACULTY and STAFF

The core values of Broward College reflect the importance of achieving student success and academic excellence and creating an educational environment based upon mutual respect, integrity, communication and engagement. As such, the College seeks to provide a twenty-first century approach to its Total Rewards offerings to attract and retain talented professional technical staff and administrators in support of its vision, mission, and core values.

## IMPLEMENTATION and OVERSIGHT

The President has the authority to issue procedures concerning this policy. The Vice President of Talent and Culture has responsibility for the implementation and oversight of this policy.

<b>History:</b> Revised December 1, 2009, revised on September 25, 2012, revised on August 13, 2019, revised in October 22, 2019; revised February 07, 2023			
<b>Approved by the Board of Trustees</b>	<b>Date:</b> 02/07/2023	<b>President's Signature</b> 	<b>Date:</b> 02/07/2023

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## VIOLATION OF POLICY

Violations of this policy shall be investigated by the Vice President of Talent and Culture and/or his/her designee. Violations of this policy may result in disciplinary action up to and including termination.

## DEFINITION

**Direct Financials** – Compensation programs that include but are not limited to base pay and shift differentials for eligible employees that are offered at any given time.

**Indirect Financials** – Non-cash benefits offered by the College to eligible employees at any given time. These Programs may include such programs as group insurance (medical, dental, vision, prescription drug, life insurance, long-term disability, retirement), tuition assistance and reimbursement, professional development, and recognition and reward programs offered at any given time.

**Total Rewards Program** - The program of direct and indirect financial benefits associated with compensation, benefits, work-life programs, performance management, educational benefits, recognition, development and career opportunities that are offered by the College to eligible employees at any given time.

The offerings described in this policy and its procedure may or may not be offered at any given time and are only intended for demonstrative purposes. Nothing within this policy and procedure is intended to be a contract or to bestow a right to these offerings or to supplement offerings in any existing contract.

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