

**PIERPONT COMMUNITY & TECHNICAL COLLEGE**

**Board of Governors Policies and Procedures  
PP-5025**

**SHORT TITLE:** Salary Policy

**REFERENCE:** West Virginia Code § 18B-1-6; §18B-2A-4.

**EFFECTIVE:** May 18, 2023

**AMENDED:** June 15, 2006, August 27, 2007, October 19, 2010; February 21, 2023

**REPEALED:**

**REVIEWED:**

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**SECTION 1. PURPOSE**

- 1.1 This salary policy shall govern the adjustment of salaries for employees of Pierpont Community & Technical College. The College shall develop a fair and equitable compensation system for employees.

**SECTION 2. PROCEDURES FOR ESTABLISHING SALARY ADJUSTMENTS**

- 2.1 Each year, or from time to time as deemed appropriate, the President shall present to the Board a plan for the distribution of general salary increases to employees. This plan shall address increases for all employees other than the President. Provided, that nothing in this policy creates a right or guarantee of any salary adjustment for any Pierpont employee.
- 2.2 The plan shall reflect the aggregate percentage increase in salary to be paid to faculty, non-classified staff, and classified staff.
- 2.3 The Board may approve or revise the plan submitted by the President. Upon approval of a plan, the Board shall establish the aggregate dollars to be allocated each year for general salary increases for each of the three groups of employees in accordance with the Salary Administration Guidelines established by Human Resources. The College shall distribute the aggregate increase in dollars in accordance with the recommendation of the President upon approval by the Board.

**SECTION 3. CLASSIFIED STAFF SALARY POLICY**

- 3.1 Salaries of classified employees shall be set consistent with the West Virginia Higher Education Policy Commission and Community and Technical College Council's Human Resources Administration rule, 135 C.S.R. 55.

**SECTION 4.** No provision herein shall be deemed to apply in any manner to the salary of the Pierpont Community & Technical College President, whose remuneration shall be set, from time to time, at the will and pleasure of the Board and with the approval of the West Virginia Community & Technical College System.