

**Aims Community College Policy**  
**Employee Services**  
**Compensation & Classification**

In order to attract, motivate, develop, and retain employees who contribute to learner success, Aims Community College will maintain a system of compensation and classification designed to be internally equitable, externally competitive, fiscally responsible, and that contributes to the positive public image of the College. The compensation system is based on market analysis specific to each position classification.

Position classification is determined by the functions, duties, roles, and responsibilities of the position within the organizational structure of the College.

Aims adheres to all laws, rules, and regulations governing reporting of position openings, job classifications and descriptions, funding and revenue sources, hours of work, and compensation, including overtime pay and equal pay.

Recommendations for annual changes to the compensation system and annual pay increases are approved by Aims Community College, Board of Trustees.

**Revised:**    **August 10, 2022**  
                  **February 17, 2014**  
                  **November 1996**  
                  **December 9, 1980**

**Reviewed for Content: July 12, 2011**

**Adopted:    March 3, 1973**

**Responsible Administrator: College CEO/President**

*Renumbered from 4-600*

*Updated from Human Resources to Employee Services – September 20, 2022*