

# Service Level Agreements

The GTHR Compensation Team is committed to meeting or exceeding the SLAs listed. The Compensation Team strives to complete all requests in a timely manner. Due to the significant volume of requests, please allow us to process the requests within the service level agreement.

All requests received after 2:00 p.m. on business days or on non-business days will be logged as received on the following business day.

Please note: Compensation requests with cumulative fiscal year adjustments greater than or equal to ten percent above the percentage increase authorized in the Board’s annual salary and wage administration policy require 10 Business days and up to 30 days with USG review (if applicable).

REQUEST TYPE	BUSINESS DAYS
Compression Analysis	5
Equity Analysis (single position)	5
Equity Analysis (unit)	14
FLSA Classification Review (per position)	14
Independent Contractor vs Employee Analysis	7
Job Bids (internal and external offers)	2
Job Description Revisions	5
Job Evaluation	7
New Position OR Position Change	7
Position Reclassification	7
Retention Offers & Counteroffers	2
Temporary & Interim Pay	5
Compensation Projects and Ad Hoc Requests (Reorganizations, Restructuring, Salary Studies, HRAPs, Complex Requests, etc.)	Contact your Consultant to coordinate a timeline.

# Client Assignments

<b>Department</b>	<b>HR Rep/Contact</b>	<b>Comp Consultant</b>
Athletic Association	Season Lewis, HRBP	Brooke Dehaini
Campus Services	TBD	Brooke Dehaini
College of Computing	Pam Ruffin, HR Director I	Brooke Dehaini
College of Design	Twyla Moore, Asst Dir-HR	Brooke Dehaini
EBB (Engineered Biosystems)	Carla Zachary, Dir-Business Operations	Brooke Dehaini
GTPE	Valeria Roberts, HRBP	Brooke Dehaini
GTRC/OSP	Rex Welch, Asst Dir-HR	Brooke Dehaini
Ivan Allen College	Janice Russell, Dir-HR & Fiance	Brooke Dehaini
Library	Sharon Riehl, HRBP	Brooke Dehaini
College of Engineering	Lynda House, HR Director II	Kenyatta McDaniel
EVPR Interdisciplinary Research	Brandi Foley-Rodgers, HR Director I	Kenyatta McDaniel
GTHR	TBD	Kenyatta McDaniel
GTRI	Shelia Garza, Interim Director, Talent Mgmt GTRI	Kenyatta McDaniel
Provost/President	Brandi Foley-Rodgers, HR Director I	Kenyatta McDaniel
College of Sciences	Dian Chung, HR Director II	Nichole Burkett
Development	Travis Proffitt, HRBP	Nichole Burkett
EI2	Greg Owen, HR Director I	Nichole Burkett
Facilities	Derrick Morse	Nichole Burkett
Finance and Administration	Ravyn Blue, HRBP	Nichole Burkett
Institute Communications	Travis Proffitt, HRBP	Nichole Burkett
OIT	TBD	Nichole Burkett
Scheller College of Business	Kevin Cruse, HRBP	Nichole Burkett
Student Life	Easter Worden, HRBP	Nichole Burkett