



Office of the Board of Governors
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July 10, 2014

Mr. Lee Doney
President and CEO, PSEC

Delivered via Email

Dear Mr. Doney:

I confirm that the information contained in the attached report accurately states the executive compensation paid out in the fiscal year 2014 and is in compliance with the compensation plans approved by PSEC.

Sincerely,

A handwritten signature in black ink, appearing to read "Rhoda Witherly". The signature is fluid and cursive, with a large loop at the end.

Rhoda Witherly
Chair
College Board of Governors



Northwest Community College Executive Compensation Disclosure Statement 2013/2014

The following report provides an accurate representation of all compensation provided to all employees whose base salary was \$125,000 or greater in the fiscal year 2013/2014.

Compensation Philosophy

Northwest Community College seeks to attract and retain the leaders in every position to ensure that the College is able to successfully respond to the needs of learners and to fulfill the Board of Directors' Strategic Plan as successfully as possible.

Northwest Community College understands that to do their best on the job, employees need to strike a work/life balance that enables them to focus on their health and well-being, as well as have adequate time with their families, and to be active members of the community they live in.

The compensation plan offers financial remuneration as well as the following:

1. Vacation allotment of twenty-one (21) days;
2. Executive benefits comprising five (5) to fifteen (15) days depending on years of service to compensate for work performed above and beyond the standard work week;
3. Fifteen (15) professional development days;
4. Industry Standard benefits packages with short and long term disability, dental care, eye care, and extended health care.

The NWCC job evaluation plan is based on the Watson Wyatt Job Evaluation Plan approved by PSEA. The evaluation is conducted by the job evaluation committee. The plan evaluates every job on four (4) key elements: skill, responsibility, effort and working conditions, broken down into ten (10) factors for a total of forty (40) rated items. The most recent approved job evaluation was completed and approved by PSEA in 2010.

Excluded positions fall into one (1) of ten (10) pay grades based on results of the Job Evaluation plan. Each grade is broken down into five (5) steps. Advancement through the steps is contingent on a satisfactory performance assessment conducted annually.

The President and CEO compensation package is negotiated with the Board of Directors and falls within the parameters established by Government.

Rhoda Witherly
Chair, NWCC Board of Directors

Notes:

Denise Henning, CEO & President	
Beverly Moore-Garcia, VP Academic & Student Development	Left the institution in August, 2013
David O'Leary, VP Institutional Advancement	Salary increase as a result of movement through compensation band.
Cathay Sousa, VP Finance & Administration	
Suzanne LeBlanc, VP People and Planning	Salary increase as a result of movement through compensation band.