

# Recurring Reports

Human Resources  
August 23, 2023

**North  
Idaho  
College**

▶ [nic.edu](http://nic.edu)

# Agenda

- HR overview
- FY23 State of Workforce
  - Headcount
  - Recruiting & Hiring
  - Turnover
- Employee retention
- FY24 Focus

# Human Resources

*HR provides professional assistance to recruit, retain, and engage our most valuable asset - our employees. We are dedicated to clear communication, progressive thinking, and resourceful solutions in support of the mission of NIC.*

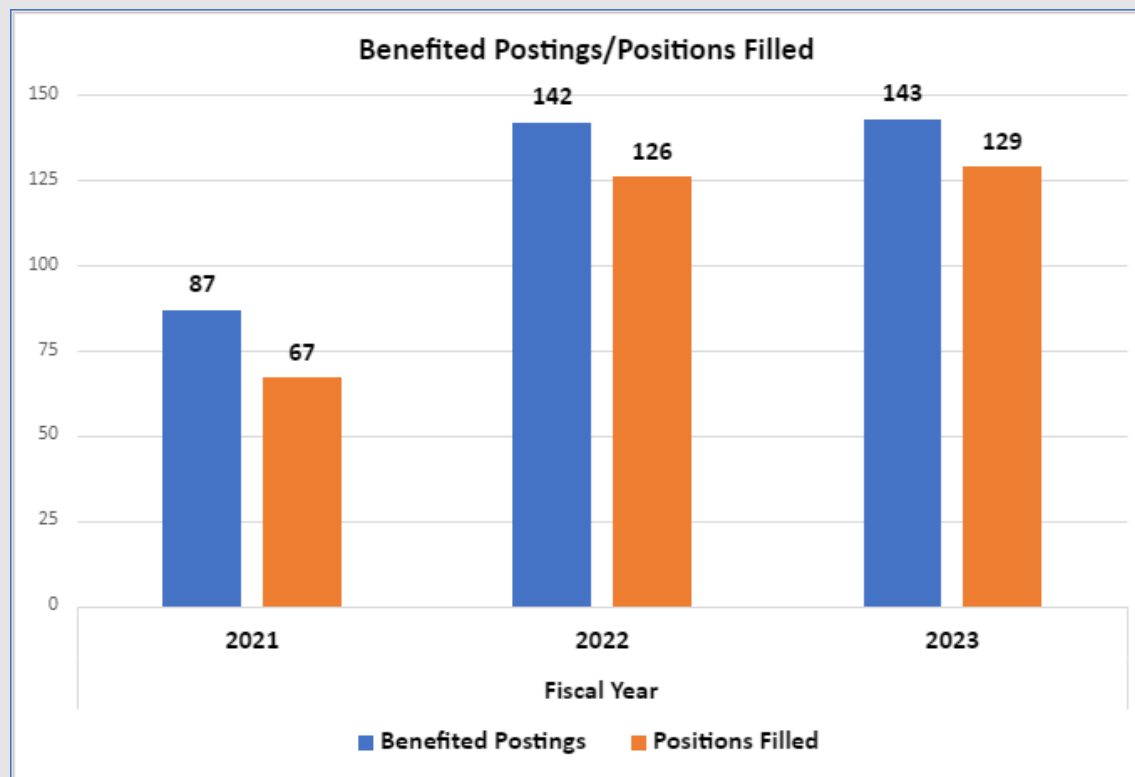
HR Team: 6 full time and 1 part time staff

# Employee Headcount: 5 year comparison

| Headcount as reported to IPEDS* (Nov)         | FY19         | FY23       | Change<br>(Headcount) | Change      |
|---|--------------|------------|-----------------------|-------------|
| Faculty                                       |              |            |                       |             |
| Full time                                     | 160          | 131        | -29                   | -18%        |
| Adjunct                                       | 222          | 151        | -71                   | -32%        |
| Staff   |              |            |                       |             |
| Full time                                     | 359          | 342        | -17                   | -5%         |
| Part time (Students and work-study not incl.) | 294          | 223        | -71                   | -24%        |
| <b>Total</b>                                  | <b>1,035</b> | <b>847</b> | <b>-188</b>           | <b>-18%</b> |

\*IPEDS – Integrated Postsecondary Education Data System

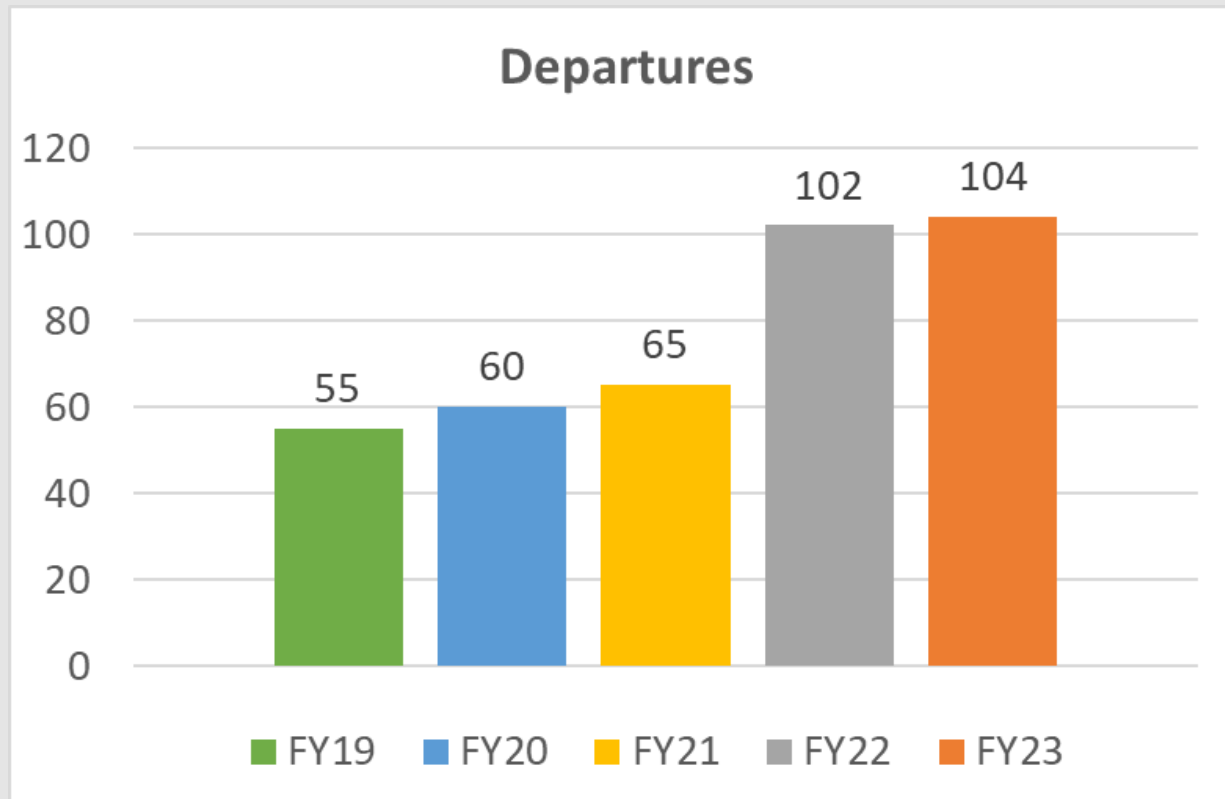
# Recruiting & Hiring



| Average # Applicants Per Job |      |      |
|------------------------------|------|------|
| FY21                         | FY22 | FY23 |
| 16.1                         | 8.9  | 8.9  |

An additional 45 *part time* faculty and staff positions were also posted by HR in FY23.

# Employee Turnover



- Departures include voluntary (resignations, retirements) and involuntary departures
- FY20 (8) & FY21(6) include a total of 14 employees who accepted early retirement

# Exit Survey

- Exit surveys completed by 65 benefits-eligible employees since mid August 2022
- “Employees with a New Job: Reasons to Leave NIC” (N=37)

|   | <b>Top Reasons to Leave</b>          | <b>Responses*</b> |
|---|--------------------------------------|-------------------|
| 1 | Better pay or benefits               | 59.5%             |
|   | Better opportunity for career growth | 46%               |
| 2 | Better work-life balance             | 46%               |
|   | Better company reputation            | 46%               |

\*Multiple responses allowed

# Retention – FY24 Compensation & Benefits

- Compensation
  - 8% salary budget increase (6% structure increase+ step)
  - Need for updated compensation study (Policy 3.02.16); Last study in FY20
- Benefits & Wellness
  - 0% increase in medical insurance premiums
  - Employee wellness focus



# Employee Retention in FY23

- Internal promotions
  - Hiring process is same for internal and external applicants (Policy 3.02.03)
  - Current employees are often top candidates
- Professional development opportunities
- Wellness and flexibility
- Contracts issued early

# Employee Retention – Engagement

*Expressing appreciation and building community in FY23*

- Ice cream socials
- Harvest party
- Holiday bingo
- National popcorn day gathering
- Employee Appreciation lunch hosted by PC
- Earth Day celebration
- Benefits and Wellness Fair
- Commencement breakfast
- Taco Tuesday





# Employee Engagement



# FY24 Focus

- *Employee retention*
- Policy updates
- Strategic planning