

POLICIES FOR ANNUAL SALARY ADJUSTMENTS
(Faculty and Professional Personnel Handbook, p. 143)

- 4.6 Criteria and processes shall be developed within each salary unit for salary administration and approved by written ballot by a majority of a quorum of the members of each such unit who are eligible to vote. Subunits must develop criteria consistent with their unit's criteria. These criteria and processes shall be reviewed and approved annually by the appropriate subunit head (e.g., chairperson, director, coordinator) and unit head (Dean, Vice President, Provost and Vice President for Academic Affairs, President). The President or Provost and Vice President for Academic Affairs and the University Salary and Benefits Committee must approve all criteria and processes for all units. The criteria and processes shall be made known in advance of salary administration implementation. ~~No individual shall be required to be considered for any discretionary award. No faculty or professional personnel member will receive any salary increment unless his or her performance is deemed to be satisfactory by the salary subunit.~~ Discretionary awards need not be given to every individual. To be eligible for a salary increment, an individual's performance must be deemed to be satisfactory by the salary subunit. However, a faculty member's failure to receive a "satisfactory progress" recommendation in the tenure review process is not necessarily a determination that his or her performance is unsatisfactory for salary purposes.