

University of St. Thomas Policies

SALARY REVIEWS

Policy Number: H.02.02

SCOPE

All employees.

PURPOSE

To maintain a program of annual assessment of salaries.

POLICY/PROCEDURE

The University of St. Thomas strives to pay salaries that are competitive with those in the community and other similar institutions of higher education, recognizing individual effort and contribution to the mission of the University. The determination of the salary policy is the responsibility of the President, in consultation with the Vice Presidents. The salary plan is administered by the Associate Vice President of Administrative Services. Reviews for salary increases are conducted once each year. Increases, if granted, are normally given in annualized amounts determined through the merit allocation. Staff and administrative salary changes become effective on July 1 of each year, unless otherwise approved by President. Faculty salary changes become effective on September 1 of each year, unless otherwise approved by the President.

APPROVED: Dr. Robert Ivany

Date of Original Formation: 9/1/2010

Revision Number:

Revision Date:

Effective Date: