

FY23 Faculty Salary Increase Program

OSU HR/PAYROLL LIAISON FORUM

APRIL 8, 2022



Eligibility Criteria

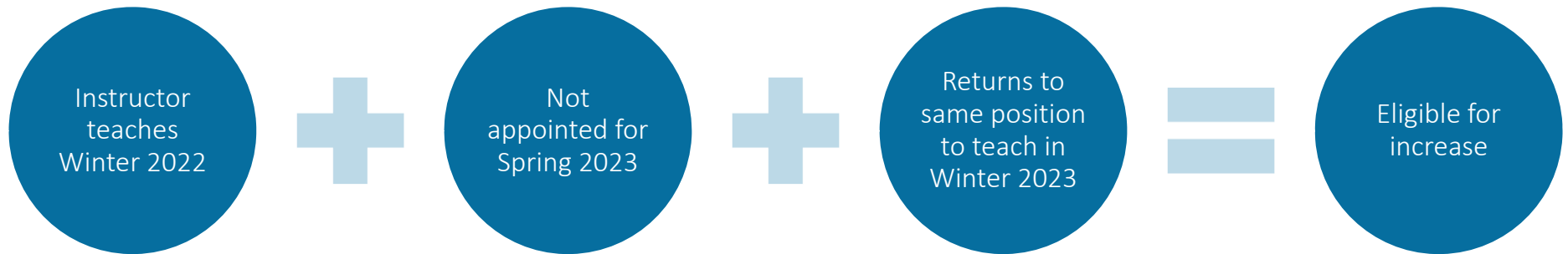
Eligible

- Individual held an academic faculty or professional faculty appointment at any FTE at any time during FY22; and
- Met or exceeded expectations in their last PROF or merit review; and
- Remains in an active academic faculty or professional faculty appointment as of May 2, 2022; or
- Returns to the same academic faculty or professional faculty appointment during FY23.

Not Eligible

- Individual starts a new academic or professional faculty position beginning July 1, 2022 or later and has the opportunity to negotiate a new starting salary; or
- Individual did not hold an active academic or professional faculty position in FY22

Eligibility Example: Person Not Appointed in Spring 2023



Eligibility Example: Person Changes Jobs



Evaluation Examples: No Recent Review



Faculty Salary Increase Details

Eligible employees will receive a 2% salary increase in their base annual salary rate effective July 1, 2022 for those on a 12-month appointment and September 16, 2022 for those on a 9-month appointment.

All eligible employees must receive at least a 2% salary increase irrespective of funding source.

An additional 1.5% salary pool may be allocated to eligible employees to reward meritorious performance.

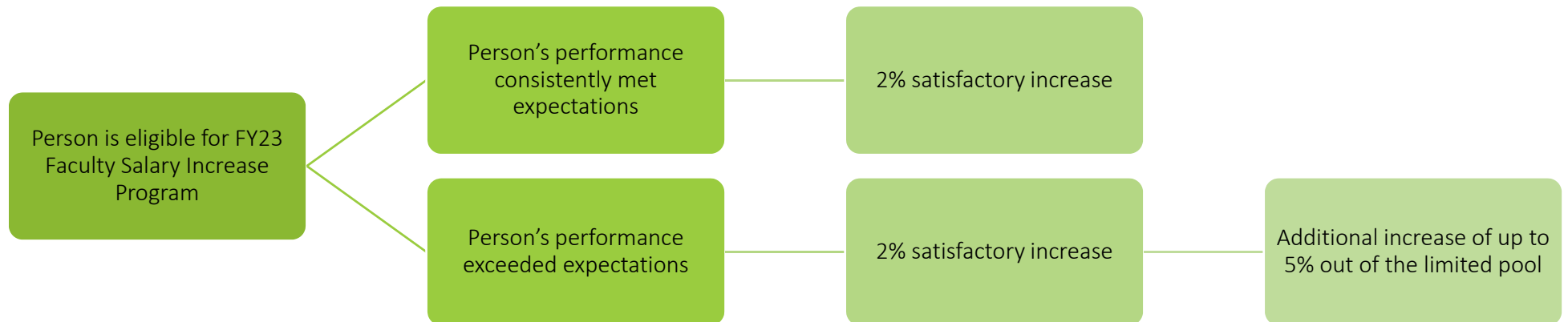
The maximum increase an employee may receive is 7% (full satisfactory salary increase plus a merit increase of up to 5%).

An otherwise eligible employee who complied with the written requirements for the merit review process of their employing unit can't be denied eligibility for a merit increase because the unit did not complete the merit review or PROF process.

Fully satisfactory and merit increase dollars that are not allocated to eligible employees may not be allocated to ineligible employees.

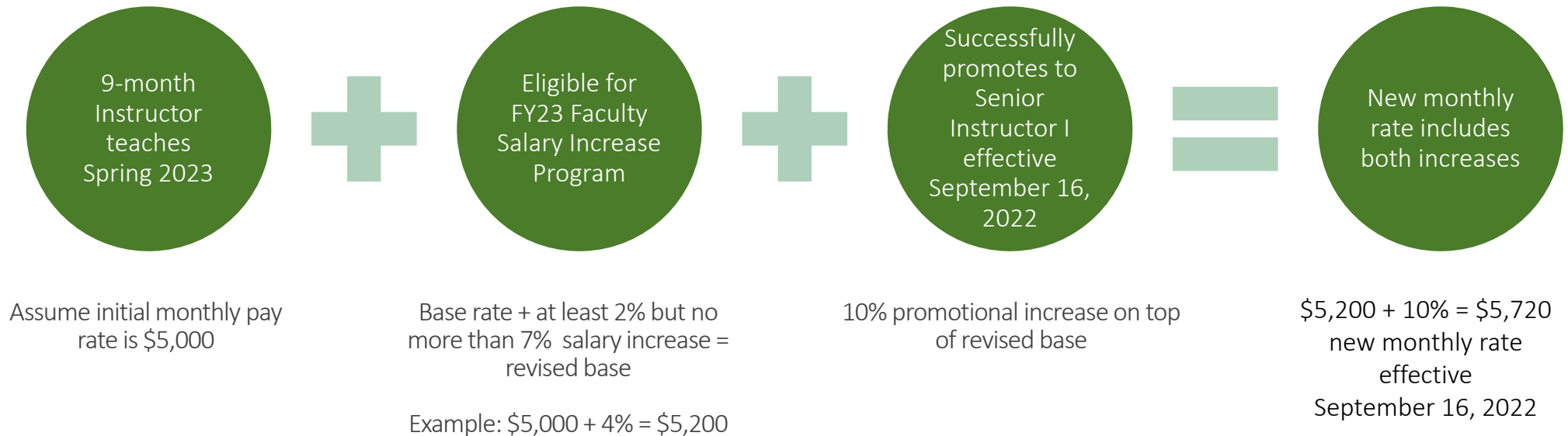
May be separate/distinct program for Athletics; stay tuned

How We Think About Meritorious Service



Multiple Increases Example: Newly Promoted Academic Faculty

Academic faculty who achieve promotion effective 7/1/22 or 9/16/22 are eligible for the Faculty Salary Increase Program and cannot be denied an increase. Changes associated with the Faculty Salary Increase Program will be applied before any promotional increase.



Considerations for Supervisors: Merit Decisions

Check in with unit leadership about merit distribution approach before making commitments

Limited funds available to reward meritorious service; be thoughtful about individuals' contributions for this specific year compared to other people and in other years

Recall that employees who meet expectations and receive the 2% increase are successful

Don't forget other means to show appreciation in addition to salary increases

Attend May workshops for decision-making support and June workshops for communication support

FY2023 Faculty Salary Increase Program Timeline

Phase I: Preparation and Decision-Making

Week of April 11

- Faculty Salary Increase Program memo released to university leaders

April 25

- Special groups due back to HRSPs

May 6

- HRSPs release faculty salary increase spreadsheets to units

May 20

- Faculty salary increase spreadsheets due back to HRSPs

June 29 and 30

- “How to Communicate Merit Increases” workshops by University Human Resources and the Office of Faculty Affairs

New this year!

April 18

- HRSPs reach out to confirm special groups (those not organized by timesheet org)

May 2

- Data snapshot to create faculty salary increase spreadsheets

May 9 and 10

- “How to Calibrate Merit Increases” workshops by University Human Resources and the Office of Faculty Affairs

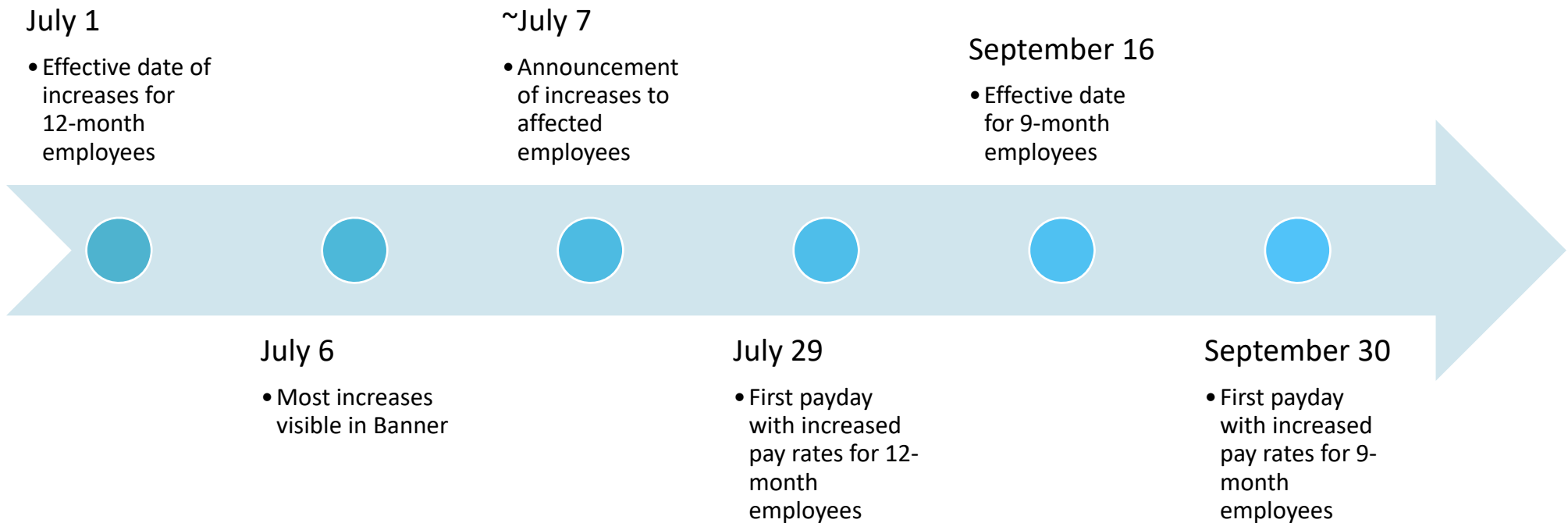
New this year!

Month of June

- Series of audits, validation and other necessary data steps in UHR, Payroll and Budget offices

FY2023 Faculty Salary Increase Program Timeline

Phase II: Implementation



Common Questions and Concerns

Can supervisors give all eligible employees the same percentage increase?

- Supervisors should consider the performance of each employee and apply merit increases to employees whose performance exceeded expectations.

Do I need to route for signatures?

- HRSPs will gather final signatures from Deans and unit heads. However, your unit, college or department may have its own internal processes for other reviews before completed spreadsheets are sent to HRSPs.

Can you unlock the spreadsheets so we can make changes?

- We must maintain consistency so the file upload is successful. Remember the spreadsheet is designed to record as many decisions as possible – not all of them. Talk with your HRSP about how to achieve your needs.

Can we get copies of the final approved spreadsheets?

- Yes! Let your HRSP know you'd like a copy.