Faculty Senate Routing Form
(Senate Action/Resolution/Recommendation Attached)

I. Item Description

a) Item Title: Revision of salary recommendation form

b) Item Identification (Year-Month-Action number): 12130303

c) Brief Description: Adding an addition category of "High Plus" and clarification of language in recommendation form.

d) Type: ✓ Action □ Resolution □ Recommendation

e) Initiated by: Faculty and Institutional Affairs Committee

II. Faculty Senate Action: ✓ approved □ not approved □ other date: 03/06/2013

Senate Vote: 21 Yes 0 No 0 Abstain

Comments: ____________________________

Faculty Senate Chair Signature: ____________________________ date: 4/2/13
Faculty Senate Secretary Signature: ____________________________ date: 3/27/13

III. Chancellor:

Requested Action:

☐ For information ✓ For Action

☐ Recognition of receipt

Chancellor Action: ✓ approved □ not approved

Unit/Person Responsible for implementation

Comments: ____________________________

Chancellor signature ____________________________ date: 4/16/13

Once finalized, copies will be returned to Special Assistant to the Chancellor who will scan and distribute electronically to: Chancellor, Provost, Chair of Faculty Senate, and Secretary of the Faculty Senate. The latter will post the Proposal/Recommendation/Resolution on the Faculty Senate Website.
Appendix H

Proposal to revise the Dean’s Recommendation for Salary Increase Form.

Rationale:
The merit increase categories on the chair salary form and the dean salary form need to
be consistent. Also, there is no PEC or PEC report in an annual evaluation situation.
Since there is only one report to the dean (that of the chair), there cannot be multiple
rebuttals. The errors related to the PEC listing were deleted by Senate (via a proposal
from FERS/FIAC) several years ago but the changes apparently were never made on the
form so these latter changes are “repeaters.”

Format for Dean’s Recommendation for Annual Salary Increase

To: Provost and Vice Chancellor for Academic Affairs

Subject: Recommendation for Annual Salary Increase for

________________________________________

I have read the Chair’s Report, the Peer Evaluation Committee’s Report (and any
rebuttals and other materials, if provided) and have reviewed any other materials attached
to these reports:

_____ I agree with the Chair’s recommendation.

_____ I do NOT agree with the Chair’s recommendation and recommend the
following:

_____ High Plus Merit Salary Increase

_____ High Merit Salary Increase

_____ Medium Merit Salary Increase

_____ Low Merit Salary Increase

_____ No Merit Salary Increase

Additional Comments (if necessary):

________________________________________

Signature, Dean of the College/School of_________________________ Date

________________________________________

Signature, Faculty Member (if needed) Date

Attachments: Chair’s Report

Rebuttals (if any)