



California State University, Sacramento  
 Office of Human Resources  
 6000 J Street • Sacramento, CA 95819-6032  
 T (916) 278-6078 • F (916) 278-7153 www.csus.edu/hr

**APPLICATION FOR MARKET SALARY INCREASE**

The current Unit 3 (Faculty) Agreement provides in relevant part, "The President may grant a salary increase to a probationary or tenured faculty unit employee to address market considerations. Applications shall be reviewed separately by a department committee of tenured faculty and the department chair . . . The decision to grant an exceptional market adjustment and the amount of the increase to be granted shall not be subject to grievance procedure."

Name \_\_\_\_\_ Date \_\_\_\_\_

Department \_\_\_\_\_ College \_\_\_\_\_

Current Rank \_\_\_\_\_ Initial Year of Appointment \_\_\_\_\_

Current Annual Salary \_\_\_\_\_ Requested Annual Salary \_\_\_\_\_

For this request for a market salary increase, you must submit with this application either documentation supporting the market-based salary lag or a bona-fide offer of employment from another college or university.

PLEASE SUBMIT THIS APPLICATION AND ALL ATTACHMENTS TO YOUR DEPARTMENT CHAIR AND ALSO SEND A COPY TO THE OFFICE OF HUMAN RESOURCES (Del Norte Hall 3002C).

Signature \_\_\_\_\_ Date \_\_\_\_\_

Recommendation of Department Committee:

- Market Salary Increase Recommended Recommended Annual Salary \_\_\_\_\_
- Market Salary Increase NOT Recommended

Brief Explanation for Recommendation (attach additional page if necessary):

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Signature of Committee Chair \_\_\_\_\_ Date \_\_\_\_\_

Recommendation of Department Chair:

- Market Salary Increase Recommended Recommended Annual Salary \_\_\_\_\_
- Market Salary Increase NOT Recommended

Brief Explanation for Recommendation (attach additional page if necessary):

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Signature of Department Chair \_\_\_\_\_ Date \_\_\_\_\_

TO DEPARTMENT CHAIR: PLEASE FORWARD ALL MATERIALS TO THE DEAN.

HR:04/13