

University of Wisconsin – Madison

Amounts for Pay Adjustment Tools & Mechanisms Matrix

	Faculty	Academic Staff & Limited Appointees	University Staff Exempt	University Staff Non-exempt	University Staff Fixed Term Finite	Temporary Employees
Equity (006)	Minimum: 1% OHR recommends minimum of 3%					N/A
Outside Offer (022) Retention (081) Competitive (080)	Minimum: 3%					N/A
Performance (091) (Outside of Pay Plan)	Minimum: 1% (OHR recommends min of 3%) Base Adjustment Maximum: 10% Lump Sum Adjustment Maximum: 10%					N/A
Permanent Change-in-Duties/ Reclassification (001)	N/A	5 – 10% of Current Salary	5 – 10% of Current Salary	5 – 10% of Current Salary	5 – 10% of Current Salary	N/A
Promotion/ Pay Progression (003)	Rate established by University Committee, up to 10% of base salary	5 – 10% of Current Salary	5 – 10% of Current Salary or established progression amount	5 – 10% of Current Salary or established progression amount	5 – 10% of Current Salary	N/A
Temporary Change-in-Duties (025)	Minimum: 5%	Minimum: 5%	Minimum: 5%	Minimum: 5%	Minimum: 5%	N/A
Temporary Add-ons	N/A	N/A	See OHR Policy 10.04	See OHR Policy 10.04	See OHR Policy 10.04	N/A
Supplemental Lump Sum Payments	Determined on a case by case basis	Determined on a case by case basis	Determined on a case by case basis	N/A	N/A	N/A
Pay Plan (Across-the-Board and/or Discretionary)	Policy in progress	Policy in progress	Policy in progress	Policy in progress	Policy in progress	N/A
Differential Pay	N/A	N/A	See OHR Policy 10.04	See OHR Policy 10.04	See OHR Policy 10.04	See OHR Policy 9.03
Overtime/ Compensatory Time Eligibility	N/A	N/A	See OHR Policy 11.01	See OHR Policy 11.01	See OHR Policy 11.01	See OHR Policy 9.03

Notes

* All pay adjustments outside of pay plan are subject to approval by the Office of Human Resources prior to award.

* For lump sum all minimum and maximum amounts are calculated using annualized compensation rate prorated by the FTE of the employee's appointment during the period of review.

* Lump Sums recognize one-time or limited duration effort – payments for “Emergencies”, “Maintenance or Events”, or “Maintain Coverage” are overloads and typically cannot exceed \$18,000 or 20% of annual salary (whichever is greater) during a fiscal year.

* Performance base adjustments and Performance lump sum adjustments have separate and distinct 10% maximums (i.e., employees are eligible to receive a total of 20% in performance adjustments per fiscal year; 10% base and 10% lump sum).

Last Update Sept 27, 2019