

Counter-Offer / Off-Cycle Salary Increase / Salary Increase >10%

Name _____ Department _____ College _____

Rank _____ Years in rank _____ Current base salary _____

Proposed: Salary increase (dollars) _____ % Increase _____ New Base salary _____

Amount Requested from OAA* \$ _____

**OAA will provide 50% of the proposed salary increase up to \$15K per year for 3 years in cash. OAA does not provide funding for annual merit increases or benefits. Additional information is available in the [Faculty Compensation Policy](#).*

No OAA Funds Requested

Off-Cycle Increase / Salary Increase >10%

Reason for proposed increase, including relevant performance, equity, or market data: (Attach a list of faculty and salaries in your unit at comparable rank and years of service (requests will not be approved if the comparison data are not provided). If off-cycle explain why this increase cannot be timed with the Annual Merit Compensation Process.)

Counter-Offer

Institution making counter-offer: (Attach signed letter on institutional letterhead.)

Why is this a peer institution in the field?

How is the retention of this faculty member related to the goals and reputation of the unit?

Office of Academic Affairs, date