

APP – 6-13 Calculating Off-Scale Salary at Advancement

Process to Maintain Off-Scale Salary at Advancement

The standard process for calculating off-scale salaries will no longer be 75 percent of the increment for on-scale salaries for the action in question. The *new* standard process for calculating off-scale salaries will be 100 percent of the step increment for on-scale salaries, on the UC system-wide scale, for the action in question. For Ladder-Rank Faculty, these calculations apply only as long as the individual's current salary is above the salary on the UC Irvine Merit Scale for his or her newly merited step.

100% Calculation:

- a. Subtract the on-scale current salary from the current off-scale salary. The difference is the off-scale component of the salary.
- b. Take the off-scale component of the salary and add it to the on-scale proposed salary to determine the new off-scale salary.

Calculating a reduction in off-scale salary:

75% Calculation:

- a. Subtract the on-scale current rank/step salary from the on-scale proposed rank/step salary. The difference is the increment.
- b. Take 75 percent of the increment (calculated in a. above) and round to the nearest hundred dollars. This is the amount of the off-scale merit increase.
- c. **Add** this amount (from b. above) to the current off-scale salary to determine the new off-scale salary.

Increasing Off-Scale Salary:

Approval to increase the off-scale component will require Vice Provost approval.