Criteria for Starting Salary Increase Beyond the Minimum

The Division of Student Life (DSL) remains committed to the values and principles of the Fairness Project in determining staff starting salaries and increases. Requests to start a new employee above the established minimum for the specific level should be submitted with these principles in mind. Requests should clearly indicate that an increase above the minimum for a new staff member adds definitive value to the department’s ability to achieve its mission. The positive impact should be significant and be backed by evidence listed in the request. Approval of such a request rests with the Central Leadership Team which will also determine a specific amount if approved. Requests would only be considered if funding is available.

Specific criteria that can be considered in such a request includes, but is not limited to:

Academic Credentials
- Credentials above what is required if directly applicable to the position and are a valued component within the department.

Specialized Experience or Training Specific to the Position and not Currently Evident in the Department
- Examples include:
  - Social justice training
  - Mediation training
  - True Colors facilitation

Market Demand
- When market influence is part of the request please include data to reinforce the request. Data can include local, regional or national information specific to the position.
- Can also include salary requests of the candidate

Unique Qualities of the Candidate
- Examples include:
  - Long-term interim status
  - Number of years at UW-Madison
  - Number of years of professional experience if directly applicable to the position

Process for Submitting Requests
Requests to consider a starting salary above the minimum should be submitted in writing to the appropriate assistant vice provost/associate dean as soon as possible within the hiring process. Requests should outline the reasons for the request from the above criteria. Additionally, requests should review the potential impact on other staff in relation to department equity and staff morale.