

## 31.01.08.C1 Merit Pay

Approved: August 5, 2002  
Revised: April 22, 2016  
Next Scheduled Review: April 22, 2021



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### Rule Statement

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Texas A&M University-Corpus Christi (TAMU-CC) may award merit salary increases to employees who demonstrate outstanding job performance. All merit salary increases will be awarded in accordance with System Regulation 31.01.08 *Merit Salary Increases*.

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### Reason for Rule

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This rule defines merit pay and outlines the related eligibility requirements and award timeframe.

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### Procedures and Responsibilities

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#### 1. AWARD CRITERIA

- 1.1 Merit salary increases awarded during the annual budget preparation process must consider criteria included in the Board-approved budget guidelines and the budget instructions issued by the Chancellor. Merit salary increases may be awarded to TAMU-CC employees based upon one or more criteria such as:
  - 1.1.1 An employee who demonstrates outstanding performance evidenced by a rating above Standard on a current performance evaluation may be recommended for a merit salary increase.
  - 1.1.2 An employee who designs and implements mechanisms that demonstrate efficient use of state/institutional resources resulting in significant savings to TAMU-CC or the System may be recommended for a merit salary increase.
  - 1.1.3 An employee who earns an undergraduate or graduate degree from an accredited institution of higher education or receives a certificate, license, award or other recognition of accomplishment related to his or her job may be recommended for a merit salary increase.
- 1.2 An employee must have been employed by the University for the six months immediately preceding the effective date of the merit salary increase. Six months

must have elapsed since the employee's last merit salary increase.

2. RECOMMENDATIONS

Merit salary increases should be initiated by the appropriate director or dean and approved by the appropriate vice president or the President. Normally, merit raises will be awarded on September 1 as a part of the budget cycle. Merit recommendations must be in compliance with merit program guidelines approved by the President.

3. INCREASE AMOUNTS

Regardless of source of funds, monies allocated for merit increases are determined by (a) merit increase guidelines approved by the President and (b) the availability of funding.

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## Related Statutes, Policies or Requirements

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[Texas A&M University System Regulation 31.01.08 Merit Salary Increases](#)

Texas A&M University-Corpus Christi Procedure 31.01.08.C1.01 Merit Pay for Faculty

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## Contact Office

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Contact for interpretation and clarification: Director of Human Resources (361) 825-2630