

Compensation Philosophy

Texas State University is committed to providing a compensation program that enables the institution to attract and retain the highly skilled and talented staff necessary to meet its operational needs and strategic priorities.

The Compensation Program

The compensation program established in support of the institution's compensation philosophy strives to meet the following objectives:

- To establish compensation levels for positions on the basis of their duties and responsibilities, external competitiveness within relative labor markets, relative internal worth, and in response to the upward movement of the Consumer Price Index (CPI-U/Seasonally adjusted).
- To reward employees on the basis of work performance and longevity.
- To administer pay equitably and consistently.
- To administer the compensation program in a judicious manner within funding availability, the Rules and Regulations of the Texas State University System, and federal and state statutory requirements.

Implementation Guidelines

These implementation guidelines are subject to approval of the President's Cabinet and may be changed at any time by action of the Cabinet, Texas State University System Board of Regents, or appropriate federal or state statutory authority.

- The compensation program (including these guidelines and related policies, procedures, practices, and methodologies) will be well communicated to the campus.
- The compensation program under the Philosophy does not include benefits or other amenities outside of pay.
- Salary data from relative labor markets will generally be collected from purchased or conducted salary surveys each fiscal year.



Markets

The relative labor markets for Texas State staff are the Local, University, and Athletics markets.

- **Local Market**

The Local market area is the I-35 Corridor through Austin and San Antonio. Survey data for this market is usually purchased from private vendors. Most classified and selected unclassified positions are included in this market.

- **University Market**

The University market is all institutions reporting in the designated categories approved by President's Cabinet in the annual College and University Professional Association – Human Resources (CUPA-HR) Administrative Compensation Survey and the CUPA-HR Mid-Level Administrative and Professional Survey.

The designated category for the CUPA-HR Administrative Compensation Survey and the Mid-Level Administrative and Professional Survey is the "UNWEIGHTED MEDIAN SALARY BY BUDGET QUARTILE – DOCTORAL INSTITUTIONS. All administrative officer positions and selected unclassified and classified positions are included in this market.

- **Athletics Market**

The Athletics market is determined by the Director of Athletics in consultation with the President. Only coach and certain non-coach staff positions as determined by the Director of Athletics and the President are in this market. Positions within Athletics not so identified will be in the University or Local market as appropriate.

Market Rate

The "market rate" for Texas State staff positions is the minimum pay plan rate placed on the nearest pay plan pay grade for the position.



- **Local Market Positions:** The market rate is 96% of the unweighted median rates for jobs matched to the Texas State position placed on the nearest grade.
- **University Market Positions:** The market rate is 96% of the unweighted median rates reported in the appropriate designated categories in the CUPA-HR Administrative Compensation and CUPA-HR Mid-Level Administrative and Professional surveys for jobs matched to the Texas State position placed on the nearest grade.
- **Athletic Market Positions:** The market rate, pay plan minimums, and levels of individual employee compensation will be determined by the Director of Athletics in consultation with the President. The market rate for positions in Athletics not designated as within the Athletics market will be the same as for the University or Local market as appropriate.

Staff Pay Plan Structure Maintenance

The recognized ideal for the Texas State staff compensation philosophy is to create a staff compensation program that meets the objectives noted under The Compensation Program. One extremely important element in the overall program is to achieve a pay plan structure whose rates are at the identified desired market levels of the philosophy. Available funding and other management considerations may preclude achieving such a full structure.

However, it is recognized that any action which moves the pay plan structure above or closer to market levels is a positive and desired outcome. To this end, President's Cabinet will approve the movement of staff pay plan minimums by an amount equal to any approved general pay increase from the University or the State of Texas. In the same spirit, when the staff pay plan structure cannot be moved to full market levels, President's Cabinet will strive to approve and provide funding annually for the movement of the staff pay plan minimum rates by an amount equal to the Consumer Price Index or other amount determined to be appropriate.

President's Cabinet Discretion

President's Cabinet, at its discretion, may set minimum pay plan salaries at levels different from those derived by the methods described above. The reasoning for such a decision is documented and filed in the Human Resources Office.

