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University of Maryland, Baltimore 1807 w University of Maryland, College Park 1856 w Bowie State University 1865 w Towson University 1866
University of Maryland Eastern Shore 1886 w Frostburg State University 1898 wCoppin State University 1900 wSalisbury University 1925
University of Baltimore 1925 w University of Maryland Center for Environmental Science 1925 w University of Maryland University College 1947
University of Maryland, Baltimore County 1966 w University of Maryland Biotechnology Institute 1985

Guidelines
These guidelines apply to all USM Faculty and Staff employees on *Regular* and *Contingent Status*, regardless of the fund sources available to an institution. Promotion and/or reclassification increases for Faculty and Staff and the schedule for Graduate Assistant stipends are not covered by these guidelines.

The sequence to calculate salary adjustments on July 1, 2006 is as follows:

Order	Item
First	Adjustments to the new minimum of revised Exempt Salary Structure effective July 1, 2006 as approved by Board of Regents
Second	COLA = $900 if annualized base salary is less than $45,000; the lesser of 2% or $1,400 if annualized base salary is $45,000 and above. Amounts are to be prorated based on % FTE for those staff employed less than 100%. COLA is given in full regardless of Pay Range maximum.
Third	Merit increases (shall not exceed maximum of Pay Range)
Fourth	Any increase for reclassification or promotion that may be effective on that same date (July 1, 2006)
Fifth	Adjustment upwards to $20,364 for any Regular Status Nonexempt employees below this amount after all above mentioned adjustments have been made.

For example, using a salary of $47,000 the FY 2007 salary is calculated as follows:
Current salary of $47,000 + 2% COLA ($940) = $47,940
Merit of 2.5% (assuming full amount) is calculated on this figure: $47,940 * 2.5% = $1,199
FY 2007 Salary: $47,940+$1,199 = $49,139

Example using a Regular Status Nonexempt employee salary of $18,500:
Current salary of $18,500 + $900 COLA = $19,400
Merit of 2.5% is calculated on this figure: $19,400 * 2.5% = $485
FY 2007 Salary: $19,400 + 485 = $19,885; adjust upwards to $20,364

Example using a less than 100% FTE salary – Employee working 50%, earning $35,500:
Current salary of $35,500 @50%FTE + $700 COLA (note prorated based on % of FTE) = $36,200
(if full-time, salary is $71,000 +$1,400 COLA=$72,400) -12 Ton % of FTE) = $3.1875 Tw ( ) Tj -330 -12 TD -0.0