

II. Guidelines

These guidelines apply to all USM Faculty and Staff employees on *Regular* and *Contingent Category I and II Status*, regardless of the fund sources available to an institution. There will be no salary adjustments for FY 2010, but for the following exceptions: the retention of Faculty (see item 4 below) and those Nonexempt Staff employees in pay ranges 1, 2, and 3, who are impacted by the new salary structure. 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 for Nonexempt Staff on July 1, 2009 is as follows:

Order	Item
First	Adjustments to the new minimums of revised Nonexempt Salary Structure effective July 1, 2009 as approved by the Board of Regents
Second	Any increase for reclassification or promotion that may be effective on that same date (July 1, 2009)

1. **Salary Structures**

- a. The revision to the *Nonexempt Staff Employees Salary Structure* was approved by the BOR effective July 1, 2009. It should be noted that the Chancellor has flexibility with the implementation of this provision. The structure will remain in effect through June 30, 2011. The new salary structure is attached and it applies to all Nonexempt Staff employees on Regular and Contingent Category I and II status. Changes have been made only to the minimum rates of

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