

31.01.08 Merit Salary Increases

Revised [April 15, 2015](#)

Next Scheduled Review: April 15, 2020

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Regulation Statement

This regulation requires The Texas A&M University System (system) to award salary increases through the regular budget cycle. A merit salary increase, including a lump sum merit salary payment, may be granted by the member chief executive officer, or designee, outside the normal budget cycle. The merit salary increase may be paid from any allowable fund and must be in accordance with the employment authority as stated in System Policy *01.03, Appointing Power and Terms and Conditions of Employment*. Other compensation administration information, including information on other types of salary increases, may be found in System Regulation *31.01.01, Compensation Administration*.

Reason for Regulation

This regulation is required to ensure all members are knowledgeable of the types and procedures for merit salary increases.

Procedures and Responsibilities

1. MERIT SALARY INCREASES

A merit salary increase may be granted to an employee in recognition of meritorious performance that advances the purpose of the member and the system's land-grant mission. There are two types of merit salary increases.

1.1 Merit Raise

An employee may be granted a merit raise that is added to the employee's base salary.

1.2 Merit Payment

An employee may be granted a lump-sum, merit salary payment that is not added to the employee's base salary. Merit salary payments are subject to the standard payroll deductions.

2. REQUIREMENTS

- 2.1 Before granting a merit salary increase, the member must adopt a rule establishing criteria for the granting of merit salary increases.
- 2.2 An employee must have been employed by the member for the six months immediately preceding the effective date of the merit salary increase.
- 2.3 Six months must have elapsed since the employee's last merit salary increase.

Related Statutes, Policies, or Requirements

[Tex. Educ. Code § 51.962, Merit Salary Increases](#)

[System Policy 01.03, Appointing Power and Terms and Conditions of Employment](#)

[System Regulation 31.01.01, Compensation Administration](#)

Member Rule Requirements

A rule is required to supplement this regulation. See Section 2.1.

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