



Pay for Performance: Unclassified Administrators

To Be Completed by the Department									
USC ID:		Name: (Last, First, Middle)						Cls/Slt:	
Title:				Position No.:			Dept. No.:		
Department:						Date Last PFP Awarded:			
Basis:		Current: Base Salary:		Supplement:		Total:			
Recommended Increase: Amount:					Percentage:				
Proposed: Base Salary:		Supplement:		Total:					
Briefly explain the reasons for the salary increase and/or the salary inequity that the increase is intended to correct:									
Pay for Performance Criteria									
Two or more of the following criteria must be met. <i>Check all that apply.</i>									
<p>Outstanding administrative performance or productivity as approved by the President, Vice President, Chancellor, or Vice Provost and Executive Dean and documented in the employee's official personnel file.</p> <p>Retention of an employee who has a bona fide job offer from an employer, either within or outside of state government.</p> <p>To address a job market discrepancy for the position, provided there is consistently high performance. Please attach supporting documentation.</p>					<p>A record of exceptional University, professional or community service.</p> <p>To correct a salary inequity or salary compression within the administration. Please attach supporting documentation.</p>				
Accounting Information									
Department	Fund	Obj. Class	Analytical	FV	FSO	C	Percent	Amount	
Signatures									
Dean:						Date:			
Provost:						Date:			
Vice President/Chancellor/President:						Date:			
Human Resources Review & Approval:						Eff. Date:			
Payroll:				Semi: Old:			Semi: New:		