

Date: March 29, 2016

To: Deans and Department Chairs

From: Ameae Walker, Vice Provost for Academic Personnel (VPAP)

Cc: Paul D'Anieri, Provost and Executive Vice Chancellor  
Jose Wudka, Academic Senate Chair  
Cherysa Cortez, Academic Senate, Executive Director  
Academic Personnel Directors

Re: Off-Scale (O/S) Approvals (effective immediately)

Off-Scale salaries are funded by the unit responsible for the base salary. Deans have the authority to approve an O/S up to 25% of base salary, but any proportion greater than 25% should be justified in an e mail to the VPAP for approval. This justification should reference the mean O/S for rank and step in the discipline at UCR and, if above this level, cite additional justification such as other offers or specific market forces.

Attention should be paid to the systemwide thresholds for faculty salaries ([http://www.ucop.edu/academic-personnel-programs/\\_files/documents/salary-thresholds.pdf](http://www.ucop.edu/academic-personnel-programs/_files/documents/salary-thresholds.pdf)) since anything above these thresholds requires approval at University of California Office of the President (UCOP).

For questions or more information, you may send an email to [academicpersonnel@ucr.edu](mailto:academicpersonnel@ucr.edu).

References:

- 1) UCR Policy on O/S Salaries for Appointees and Merit/Promotion/Retention Actions, effective January 19, 2016 – <http://academicpersonnel.ucr.edu/compensation/OffScalePolicy.pdf>
- 2) UC Academic Salary Scales, effective July 1, 2015 – <http://www.ucop.edu/academic-personnel-programs/compensation/2015-16-academic-salary-scales.html>
- 3) APM 620 – [http://www.ucop.edu/academic-personnel-programs/\\_files/apm/apm-620.pdf](http://www.ucop.edu/academic-personnel-programs/_files/apm/apm-620.pdf)