

SECCP
SPECIFIC MARKET STUDY for MARKET IMPACTED POSITIONS

Complete and submit this form to document a request to hire at or above midpoint for the salary band due to market impact.

UNIVERSITY INFORMATION

1. Position: _____
2. Campus: ___ *UMA* ___ *UMF* ___ *UMFK* ___ *UMM* ___ *UM* ___ *USM* ___ *UMPI* ___ *CO/SWS*

- | | Minimum | Midpoint | Maximum |
|---------------------------------|---------|----------|---------|
| 3. Current salary band #: _____ | | | |
| Current salary: _____ | | | |
| Job family: _____ | | | |

- | | Minimum | Midpoint | Maximum |
|--|---------|----------|---------|
| 4. Higher education market comparisons: | | | |
| a. CUPA table _____ | | | |
| b. CUPA table _____ | | | |
| c. CUPA table _____ | | | |
| d. CUPA table _____ | | | |
| e. Comparable universities (list): _____ | | | |
| _____ | | | |
| _____ | | | |

4. Other market comparisons (cite source, job title, salary band): _____
- _____
- _____

- | | Job Family | Salary Band |
|---|------------|-------------|
| 5. Comparable positions at this university: | | |
| a. _____ | | |
| b. _____ | | |
| c. _____ | | |

UNIVERSITY RECOMMENDATION

1. Position title: _____
2. Job family: _____
3. New salary: _____
- New salary band: _____
4. HR Director: ___ Approve ___ Disapprove
- Signature: _____ Date: _____
- President: ___ Approve ___ Disapprove
- Signature: _____ Date: _____

SYSTEM OFFICE OF HUMAN RESOURCES

- Chief HR Executive: ___ Approve ___ Disapprove
- Comments / recommendations: _____
- _____
- Signature: _____ Date: _____