

June 2019 Virginia State Salary Increase – Pending Budget Approval

Frequently Asked Questions

General Information

1. Who is eligible?

- Performance Increase: Full-time and part-time instructional, research, administrative and professional faculty, research staff, and classified employees employed in salaried positions on or before March 10, 2019, who remain continuously employed and have a satisfactory performance evaluation are eligible for the performance increase (most evaluations would have been completed Fall 2018).
- Merit Increase: Classified employees in eligible salaried positions with three or more years of continuous state service as of June 10, 2019, (hired on or before June 10, 2016), are eligible for an additional 2.25% merit increase (5% total increase) effective June 10, 2019.

2. How much is the increase?

- A 2.75% base salary adjustment for eligible classified employees hired on or before March 10, 2019.
- An additional 2.25% merit based salary increase for eligible classified employees with three or more years of continuous service.
- A 3% base salary adjustment for faculty, with an additional 1% merit pool.

3. What is the effective date of the raise?

- Eligible 12-month faculty and classified staff will receive their increase in the pay period starting June 10, 2019, paid on July 1, 2019, for semi-monthly paid employees, and June 28, 2019, for bi-weekly paid employees.
- Eligible 9-month faculty will receive the increase in the pay period starting August 25, 2019 and paid on September 16, 2019.

4. How will I know what my new salary will be?

- Your new salary can be seen in [Patriot Web](#) on the effective date of the increase.

5. What if I worked at a different state agency before being hired at Mason *after* March 10, 2019?

- As long as you were hired in a state agency in a salaried position on or before March 10, 2019, with no breaks in service and have a satisfactory performance evaluation on file, you will be eligible for the June 10, 2019, increase.

6. What if I was employed in a wage or adjunct position on or before March 10, 2019, and transitioned into a benefitted role before the June 10, 2019, effective date?

- In order to be eligible for the increase, you must have been in a benefitted role on or before March 10, 2019.

7. I am paid from a grant or contract, is the increase optional if the funding is not available?

- As this is a general increase authorized by the Commonwealth of Virginia, the increase is not optional.

- Please contact the Office of Sponsored Programs if you have questions regarding grants or contracts.

8. What are the contingencies of the increase going through?

- The Acts of Assembly states that all pay actions for FY 2019 are contingent on general fund revenue forecasts for fiscal years 2019 and 2020 being no less than the revenues assumed in the 2018 Appropriation Act. Final approval on the increase may not come from Richmond until April 2019.

Faculty Increases

1. How much is the Instructional/Research and Administrative/Professional faculty raise, and what is the eligibility criteria?

- Faculty hired into benefitted positions on or before March 10, 2019, will receive a 3% increase on June 10, 2019, based on a satisfactory performance evaluation
- The increase will be applied to base salary and eminent scholar stipends only. Other stipends are not included.
- An additional 1% merit pool will be provided to units to be used for merit increases at the discretion of the Deans/Directors/VPs. Centrally funded units will receive the 1% pool; self-supporting units will need to support the costs associated with the merit pool.
- Faculty hired or rehired into benefitted positions after March 10, 2019, will not be eligible for the increase.
- Employees with an unsatisfactory evaluation rating, or no evaluation, are not eligible for the increase.

2. What happens to my raise if I am on leave, with or without pay?

- Faculty on leave **without** pay will receive the raise when they return to active status.
- Eligible faculty on **paid** leave will receive the increase on June 10, 2019 (12-month), or August 25, 2019 (9-month).

3. How will promotion and tenure (P&T), and other raises be applied?

- For all 9- and 12-month faculty, the order of the increases will be:
 - P&T
 - Minimum Salary by Rank
 - Contractual increases
 - VA State Increase

Classified Increases

1. How much is the classified raise?

- Classified employees hired into benefitted positions on or before March 10, 2019, will receive a 2.75% increase
 - Classified employees with a satisfactory performance review and three or more years of service will receive an additional 2.25% merit increase effective June 10, 2019.
 - Classified employees hired or rehired into benefitted positions after March 10, 2019, will not be eligible for the increase.

- Employees with an unsatisfactory evaluation rating, or no evaluation, are not eligible for the increase.
2. How will the increases be calculated for classified employees with three or more years of service?
 - The 2.75% performance increase and the 2.25% merit increase will be combined to provide a one-time total increase of 5%.
 3. What happens to classified employees who are in a leave status on June 10, 2019?
 - Otherwise eligible employees who are on short-term disability or other paid leave will receive the increase on June 10, 2019.
 - Classified employees on leave without pay are not eligible for the increase until they return to work or are in a paid leave status.

Adjunct and Graduate Assistant Increases

1. Will there be any changes to the salary matrix?
 - The Provost-approved faculty salary matrix will be increased by 3% effective August 25, 2019.
 - The fall 2019 Adjunct Matrix will be posted on the [Provost Office website](#).
 - The fall 2019 Graduate Assistant minimum will change as well and will be posted on the Provost Office website.

Student Wage and Non-Student Wage Employees

1. Are wage employees eligible for an increase?
 - Units will receive a 2.75% increase in their wage pool.
 - Wage employees may be eligible for up to 2.75% increase at the discretion of the unit (units can submit MODPAY EPAFs)
 - This does not apply to students paid from Work Study funds.