



TEXAS TECH UNIVERSITY

Office of the President™

MEMORANDUM

DATE: January 31, 2019

TO: Deans and Faculty

FROM: Lawrence Schovanec, President
Michael Galyean, Provost
Noel Sloan, CFO

RE: Equity Adjustments

Purpose: An equity adjustment pool of \$500,000 is being provided to reward faculty members for their outstanding performance as teachers and scholars and service to TTU. This pool will be used to adjust salaries of top-performing faculty whose compensation is considerably below their peers as a result of compression due to market conditions and subsequent hires.

Eligibility: Professorial ranks:

- Assistant Professor, Associate Professor, and Professor
- Full-time Instructors
- Full-time Professors of Practice (all ranks)

Selection Process: The process should be inclusive and conducted in each department, area, or school. After review of salary data, with consideration for faculty requests and annual performance reviews, each department chair, area coordinator, or school director should provide a spreadsheet that includes the name, position, and recommended salary adjustment amount to the Dean. The Dean should review each departmental spreadsheet, make necessary changes, and combine departmental-area-school requests into a single college spreadsheet, before forwarding it to the Office of the Provost no later than 5 p.m., February 8.

The final adjustment amount will be reviewed by the President and Provost, who will notify the Deans of approved amounts.

Please submit the college spreadsheets by Friday, February 8. Notifications will take place no later than Tuesday, February 12. All approved amounts will be sent to Human Resources for processing. Equity adjustments are effective March 1, 2019.