

**POLICY 5**  
**WAGE AND SALARY ADMINISTRATION**

**Rule 5.04 - Types of Pay Plans/General**

Four distinct pay plans, i.e., Prevailing Rate, Negotiated, Established, and Open Range will be recognized for Civil Service employees and will be subject to the criteria of Rules 5.01-5.03. Each of the pay plans shall be administered uniformly, irrespective of the source of funds.

**Regulation**

5.041 Pay Range/Rate Adjustment Proposals

Proposals for setting or changing compensation ranges or single rates, requests for approval of negotiated rates, and determination of prevailing rates and employment conditions may be originated by any individual at any level of the organization. Such a proposal, request, or determination should be submitted to the head of the campus human resources office. If approved, it will be forwarded to the University human resources office for review. The University office will coordinate as needed with other appropriate University offices and, where required, will forward recommendations to the State Universities Civil Service System for approval prior to implementation.