

MPP EQUITY INCREASE: FAQ

WHAT IS A MPP EQUITY INCREASE?

A Management Personnel Program (MPP) Equity Increase is a permanent increase to the employee's base salary. Effective July 1, 2002, the President has the authority to authorize salary increases to address internal comparability or market equity issues, if needed. These increases are approved only in rare circumstances and are based upon appropriate documentation.

HOW DO YOU QUALIFY FOR AN EQUITY INCREASE?

Equity salary increases may only be authorized by the President, the authorization may not be delegated.

An equity increase for a Vice President position must also be approved by the Chancellor pursuant to the CSU Board of Trustees Resolution RBOT 01-08-01.

HOW DO YOU INITIATE AN EQUITY INCREASE?

An MPP Equity request can be submitted by way of the [Electronic Compensation](#) (E-Comp) System. The E-comp system can be accessed from your My Sac State landing page by selecting the OnBase Forms icon (pictured on the right) or on our [website](#). MPPs can find additional information on our [website](#) in the [MPP User Guide](#).



A justification memo with appropriate documentation to support the MPP equity issue should be included in the request. The justification must describe the nature of the request, including any available information surrounding the equity concern.

Processes for all compensation related requests can be found in the [E-Comp](#) System by selecting the instructions tab, shown below.



WHAT IS THE PROCESSING TIME OF AN MPP EQUITY REQUEST?

Classification & Compensation's service levels for processing an MPP Equity review can vary. Our current service level goal is to complete an MPP Equity review within **10 business days** after the complete request is received in Human Resources.

Please note, requests that are submitted without the appropriate documentation may result in delays to the review process.

RESOURCES

- Office of the Chancellor Technical Letter: [MPP EQUITY INCREASE PROGRAM UPDATE 2015-01](#)
- Office of the Chancellor Technical Letter: [COMPENSATION FOR VICE PRESIDENTS 2013-04](#)