

# JMU'S SALARY ADMINISTRATION PLAN

## Purpose

- Specifies how JMU administers compensation practices
- Ensures consistent application of compensation decisions
- Guide for managers & supervisors
- Focus compensation changes on employee development

## Supervisor's Responsibilities

- Encourage & coach employee development
- Recommend pay actions to management
- Initiate pay action processes
- Collaborate w/ HR
- Gather information to support request



Upward, Lateral or Downward?

What is a Recognition Bonus?

What is appropriate? 5%, 10%, 15%?

Visit [here](#) to view JMU's Salary Administration Plan!

Do you know what these terms mean?

**Pay Practices**

**Starting Pay**

**Promotion**

**Transfers**

**Temporary Pay**

**Role Changes**

**In Band Adjustments**

JMU HUMAN RESOURCES

Consulting Services Team

Unsure of the HR Consultant for your department?

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