

West Virginia University Parkersburg Board of Governors

**POLICY B-29  
SALARY POLICY**

**Section 1. General**

- 1.1 This rule delineates the procedures to be followed by the West Virginia University Parkersburg Board of Governors in determining salaries and annual salary increases for its employees.
- 1.2 Authority. – West Virginia Code: [§18B-8-2](#).
- 1.3 Effective Date. – September 19, 2023  
[Revises original version adopted February 16, 2012]

**Section 2. Background**

- 2.1 The West Virginia University Parkersburg Board of Governors is committed to a compensation program that will support the retention of quality faculty, staff and administrators so as to accomplish the institutional goals, objectives and priorities identified in state law, the rules of the Council for Community and Technical College Education (“Council”), and the campus compact. The realization of salary increase goals is based upon State financial support and the college’s ability to raise funds from any available source.

**Section 3. Faculty and Faculty Equivalent Personnel**

- 3.1 Entry level salaries shall be based on academic degree and faculty rank (benchmarked with peer institutions and market), as defined annually and approved by the Board of Governors.
- 3.2 Salary increases shall be contingent upon available funding. Increases shall be based on annual performance evaluation according to institutional [procedures](#) and shall be consistent with the West Virginia Higher Education Salary Administration Guidelines.
- 3.3 A salary increase of at least ten percent shall accompany promotion in rank.
- 3.4 Upon appropriate verification, a base salary increase may accompany the attainment of a higher degree according to institutional [procedures](#).
- 3.5 Salary enhancement opportunities may be offered to faculty in the professor rank with doctorate degrees according to institutional [procedures](#).

**Section 4. Classified Employees**

- 4.1 All classified employees shall be paid no less than the minimum on the West Virginia Higher Education Salary Schedule. Employees are considered to be equitably compensated in comparison to other employees as long as they are paid within the range of their assigned job class/pay grade.

- 4.2 Salary increases shall be contingent upon available funding. Increases may be based on annual performance evaluation outcomes according to institutional [procedures](#) and consistent with the West Virginia Higher Education Salary Administration Guidelines.
- 4.3 A classified staff member promoted to a position in a higher pay grade shall receive a salary increase in accordance with the West Virginia Higher Education Salary Administration Guidelines.

**Section 5. Non-Classified Employees**

- 5.1 Entry level salaries shall be based on academic degree, experience, and market salary analyses, as determined by the Classification and Compensation Unit of West Virginia University, a service provided through an established affiliation agreement.
- 5.2 Salary increases shall be contingent upon available funding. Increases shall be based on annual performance evaluation outcomes according to institutional [procedures](#) and shall be consistent with the West Virginia Higher Education Salary Administration Guidelines.
- 5.3 Upon appropriate verification, a base salary increase may accompany the attainment of a higher degree according to institutional procedures.