

**CALIFORNIA STATE UNIVERSITY, EAST BAY  
Academic Affairs**

***APPLICATION FORM – MARKET SALARY ADJUSTMENT***

**Name:** \_\_\_\_\_ **Department:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Check one:** \_\_\_ Tenured \_\_\_ Probationary

**Initial Appointment Date:** \_\_\_\_\_ **Initial Rank:** \_\_\_\_\_

**Reason for Request (Attach justification supporting the request or insert justification below):**

**Submit this application to the Department Chair or Library Faculty Chair. A copy must be provided to the College Dean or Dean of Libraries and to the Provost.**

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**NOTE:** Provision 31.25 of the Unit 3 CBA reads, in part, as follows: “Applications for market adjustments shall be submitted by the faculty member to the department chair, with a copy to the President or designee. Applications for market-based increases shall normally be accompanied by documentation supporting the market-based salary lag or a bona fide offer of employment from another college or University. Applications shall be reviewed separately by a department committee of tenured faculty and the department chair, with the department chair forwarding both recommendations to the President or designee. The decision to grant an exceptional market adjustment and the amount of the increase to be granted shall not be subject to grievance procedure.”