The University	y Corporation at M	Monterey Bay								
Salary Grade	Guidelines/ Salar	y Schedule								
-	ember 1, 2021									
Board Approv	red December 2, 2	2021								
	Minimum	Salary 2nd quartile (25th percentile to midpoint/50th percentile) (calculated)		Salary 3rd quartile (midpoint/50th percentile to 75th percentile)	Maximum					
	First - Annual	Second - Salary	Midpoint - Salary	Third - Salary	Fourth - Salary	First - Hourly	Second - Hourly	Midpoint - Hourly	Third - Hourly	Fourth - Hourly
1	\$32,240	\$34,476	\$38,306	\$42,137	\$45,967	\$15.50	\$16.96	\$18.42	\$20.26	\$22.10
2	\$33,710	\$37,924	\$42,137	\$46,351	\$50,564	\$16.21	\$20.26	\$20.26	\$22.28	\$24.31
3	\$38,278	\$43,063	\$47,847	\$52,632	\$57,416	\$18.40	\$23.00	\$23.00	\$25.30	\$27.60
4	\$43,466	\$48,899	\$54,332	\$59,765	\$65,198	\$20.90	\$26.12	\$26.12	\$28.73	\$31.35
5	\$49,356	\$55,526	\$61,695	\$67,865	\$74,034	\$23.73	\$29.66	\$29.66	\$32.63	\$35.59
6	\$56,045	\$63,051	\$70,056	\$77,062	\$84,067	\$26.94	\$33.68	\$33.68	\$37.05	\$40.42
7	\$63,640	\$71,595	\$79,550	\$87,505	\$95,460	\$30.60	\$38.25	\$38.25	\$42.07	\$45.89
8	\$73,422	\$82,600	\$91,778	\$100,956	\$110,134	\$35.30	\$44.12	\$44.12	\$48.54	\$52.95
9	\$86,065	\$96,823	\$107,581	\$118,339	\$129,097	\$41.38	\$51.72	\$51.72	\$56.89	\$62.07
10	\$100,883	\$113,494	\$126,104	\$138,715	\$151,325	\$48.50	\$60.63	\$60.63	\$66.69	\$72.75
11	\$118,254	\$133,036	\$147,818	\$162,600	\$177,382	\$56.85	\$71.07	\$71.07	\$78.17	\$85.28
12	\$138,616	\$155,943	\$173,270	\$190,597	\$207,924	\$66.64	\$83.30	\$83.30	\$91.63	\$99.96
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	ANUARY 1, 2023, re calculated on 20		•	NON-EXEMPT) A	ND \$64,480 (EXE	IMPT). RATES W	ALL BE IN ACCO	RDANCE WITH 3	STATE LAW.	
KEY	EXPLANATION	, ,								
*	Employees in gr	ades 1-3 cannot	be exempt							
4a	Employees in gr base rate and co	ade 4a receive co	ommission. Thus	hourly rate is a co	ombination of					
4b		rade 4b receive a	nual non-taxable	e housing and me	al plan					

	Benefited Emplo	yee Position Matrix						
Grade	Range	Education & Experience	Supervision	Job Complexity	lanning Time/Amour	Skills & Abilities	Decision Making	Contacts
1	Refer to Current Salary Grades	Read and understand basic instructions, use ordinary arithmetic and requires basic knowledge of English. Up to 1 year of experience required.	Receives detailed instructions on all work.	Works on assignments that are routine in nature where ability to follow pre-established guidelines and procedures is required.	A person in this position plans their own workload. A person in this position plans on a weekly basis.	Language: Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization. Math/Science: Ability to add and subtract two digit numbers and to multiply and divide with 10's and 100's. Ability to perform these operations using units of American money and weight measurement, volume, and distance.	Position duties involve providing counsel and information used in the decision making process, but do not involve making decisions or recommendations.	Internal: Immediate associates External: No external contacts except students
2	Refer to Current Salary Grades	One or two specialized courses or specialized training, vocational courses or technical training such as a series or courses resulting in certification. Up to 1 year of experience required.	Receives general instructions on routine work and detailed instructions on new assignments from Manager/Supervisor. Does not supervise other employees but may give direction to student assistants.	Works on assignments that are semi-routine in nature where ability to recognize deviation from accepted practice is required.	A person in this position plans their own workload. A person in this position plans on a monthly basis.	Language: Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of an organization. Ability to use word processing and spreadsheet software. Math/Science: Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, roumon fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.	Position duties involve providing counsel and information used in the decision making process, but do not involve making decisions or recommendations.	Internal: Immediate associates, campus departments External: Includes students and vendors
3	Refer to Current Salary Grades	Additional training and certification equivalent to an AA. degree. 1 - 2 years of experience required.	Receives general instructions on routine work and detailed instructions on new assignments.	Wide variety of routine	A person in this position plans their own workload. A person in this position plans on a monthly basis.	Language: Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of an organization. Ability to use word processing and spreadsheet software. Math/Science: Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.	Position duties involve providing counsel and information used in the decision making process, but do not involve making decisions or recommendations.	Internal: Immediate associates, campus departments External: Includes students, parents, agencies and vendors
4	Refer to Current Salary Grades	Scientific, academic or technical training in a recognized profession or technical field. Equivalent to a Bachelor's degree and 2 to 5 years of experience.	Normally receives no instructions on routine work, general instructions on new assignments. May supervise and provide direction to student assistants, volunteers, and other staff. Spends considerable time instructing, assigning, check, and determining utilization of work force, equipment and operating methods.	Non routine tasks within general procedures and guidelines, and that involve the analysis and solution of complex problems based upon facts, within broad policies and objective guidelines.		Language: Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public. Ability to use multiple software programs. Math/Science: Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.	Position duties involve providing counsel and information, and also involve making some recommendations.	Internal: Immediate associates, campus departments External: Includes students, parents, agencies and vendors

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			Supervises tutors, mentors,					
			volunteers, Student			Language: Ability to read, analyze, and interpret general		
			Assistants, and other staff.			business periodicals, professional journals, technical		
			Exercises direct			procedures, or governmental regulations. Ability to write		
			supervision. Spends		A	reports, business correspondence, and procedure		Internal:
			considerable time in	Non routine tasks within	A person in this	manuals. Ability to effectively present information and		Immediate
			instructing, assigning,	general procedures and	position plans their	respond to questions from groups of managers, clients,	Position duties	associates,
		Scientific, academic or	checking and maintaining	guidelines, and that involve	own workload. A	customers, and the general public. Ability to use multiple	involve providing	campus
		technical training in a	the flow of work. Has	the analysis and solution of	person in this	software programs. Math/Science: Ability to add,	counsel and	departments
		recognized profession or	latitude in planning and	complex problems based	position plans	subtract, multiply, and divide in all units of measure,	information, and	External: Includes
		technical field. Equivalent to	determining utilization of	upon facts, within broad	projects with a	using whole numbers, common fractions, and decimals.	also involve making	students, parents,
	Refer to Current	a Bachelor's degree and 2	the work force, equipment	policies and objective	month to six-month	Ability to compute rate, ratio, and percent and to draw	some	agencies and
5	Salary Grades	to 5 years of experience.	and operating methods.	guidelines.	time span.	and interpret bar graphs.	recommendations.	vendors
			Supervises tutors, mentors,					
			volunteers, Student			Language: Ability to read, analyze, and interpret general		
			Assistants, and other staff.			business periodicals, professional journals, technical		
			Exercises direct			procedures, or governmental regulations. Ability to write		
			supervision. Spends		A person in this	reports, business correspondence, and procedure		Internal:
			considerable time in		position plans their	manuals. Ability to effectively present information and		Immediate
			instructing, assigning,	Works on assignments that	own workload. A	respond to questions from groups of managers, clients,		associates,
		Scientific, academic or	checking and maintaining	are more complex in	person in this	customers, and the general public. Ability to use multiple		campus
		technical training in a	the flow of work. Has	nature where judgment	position plans	software programs. Math/Science: Ability to add,	Position duties	departments
		recognized profession or	latitude in planning and	and initiative are required	projects with a six	subtract, multiply, and divide in all units of measure,	involve making	External: Includes
		technical field. Equivalent to	determining utilization of	in resolving problems and	month to one-year	using whole numbers, common fractions, and decimals.	some decisions	students, parents,
	Refer to Current	a Bachelor's degree and 2	the work force, equipment	making routine	time span.	Ability to compute rate, ratio, and percent and to draw	and making many	agencies and
6	Salary Grades	to 5 years of experience.	and operating methods.	recommendations.		and interpret bar graphs.	recommendations.	vendors
								Internal:
			Supervises tutors, mentors,					Immediate
			volunteers, Student			Language: Ability to read, analyze, and interpret general		associates,
			Assistants, and other staff.			business periodicals, professional journals, technical		campus
			Exercises direct			procedures, or governmental regulations. Ability to write		departments,
			supervision. Spends			reports, business correspondence, and procedure		rountine
			considerable time in		A person in this	manuals. Ability to effectively present information and		presentations to
			instructing, assigning,	Works on assignments that	position plans their	respond to questions from groups of managers, clients,		campus, regular
		Scientific, academic or	checking and maintaining	are more complex in	own workload and	customers, and the general public. Ability to use multiple		committee
		technical training in a	the flow of work. Has	nature where judgment	the work of one or	software programs. Math/Science: Ability to add,	Position duties	involvement
		recognized profession or	latitude in planning and	and initiative are required	more people in the	subtract, multiply, and divide in all units of measure,	involve making	External: Includes
		technical field. Equivalent to	determining utilization of	in resolving problems and	work unit or	using whole numbers, common fractions, and decimals.	some decisions	students, parents,
_	Refer to Current	a Bachelor's degree and 2	the work force, equipment	making routine	department, or for a	Ability to compute rate, ratio, and percent and to draw	and making many	agencies and
7	Salary Grades	to 5 years of experience.	and operating methods.	recommendations.	single project.	and interpret bar graphs.	recommendations.	vendors
								Internal:
					A person in this			Immediate
					position plans their	Language: Ability to read, analyze, and interpret general		associates,
					own workload and	business periodicals, professional journals, technical		campus
					the work of one or	procedures, or governmental regulations. Ability to write		departments,
					more people in the	reports, business correspondence, and procedure	Position duties	rountine
					work unit or	manuals. Ability to effectively present information and	involve making	presentations to
				Works on assignments that	department, or for a	respond to questions from groups of managers, clients,	frequent decisions	campus, regular
		Scientific, academic or	1	are more complex in	single project. A	customers, and the general public. Ability to use multiple	and frequent	committee
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		technical training in a		nature where judgment	person in this	software programs. Math/Science: Ability to add,	recommendations.	involvement
		technical training in a recognized profession or		nature where judgment and initiative are required	person in this position plans	software programs. Math/Science: Ability to add, subtract, multiply, and divide in all units of measure,	recommendations. I make decisions	External: Includes
		technical training in a recognized profession or technical field. Equivalent to		nature where judgment and initiative are required in resolving problems and	person in this position plans projects with a six	software programs. Math/Science: Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.	recommendations. I make decisions and take actions	External: Includes students, parents,
8	Refer to Current Salary Grades	technical training in a recognized profession or		nature where judgment and initiative are required	person in this position plans	software programs. Math/Science: Ability to add, subtract, multiply, and divide in all units of measure,	recommendations. I make decisions	External: Includes

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				Problems are undefined and their symptoms may				
				be vague. Requires				
				considerable analysis to				
				define all aspects of the				
				problem. Solutions require				
				consideration of new				Internal:
				concepts and/or				Immediate
				techniques. Difficult		Language: Ability to read, analyze, and interpret general		associates,
				problems arising in the		business periodicals, professional journals, technical		campus
				course of the work are	A person in this	procedures, or governmental regulations. Ability to write		departments,
				analyzed with consultation	position plans the	reports, business correspondence, and procedure	Position duties	rountine
				of supervisor. Incumbent is	work for the entire	manuals. Ability to effectively present information and	involve making	presentations to
				responsible for planning	department or	respond to questions from groups of managers, clients,	frequent decisions	campus, regular
		Scientific, academic or		and organizing work and	multiple projects. A	customers, and the general public. Ability to use multiple	and frequent	committee
		technical training in a		contributes to the creation	person in this	software programs. Math/Science: Ability to add,	recommendations.	involvement
		recognized profession or		and/or revision of policy,	position plans for	subtract, multiply, and divide in all units of measure,	I make decisions	External: Includes
		technical field. Equivalent to		planning, budget, and	annual budgets and	using whole numbers, common fractions, and decimals.	and take actions	students, parents,
	Refer to Current	a Bachelor's degree and 2		personnel for optimum	up to 2 years in	Ability to compute rate, ratio, and percent and to draw	that are later	agencies and
9	Salary Grades	to 5 years of experience.		customer service.	advance.	and interpret bar graphs.	subject to review.	vendors
				Problems are undefined				
				and their symptoms may				
				be vague. Requires				Internal:
				considerable analysis to				Immediate
				define all aspects of the				associates,
				problem. Solutions require				campus
				consideration of new		Language: Ability to read, analyze, and interpret common		departments,
				concepts and/or		scientific and technical journals, financial reports, and		rountine
				techniques. Difficult		legal documents. Ability to respond to common inquiries		presentations to
			May directly supervise 1 to	problems arising in the	A person in this	or complaints from customers, regulatory agencies, or		campus, regular
			10 staff, including	course of the work are	A person in this	members of the business community. Ability to write		committee
		Scientific, academic or	administrative responsibilities. Has been	analyzed with consultation of supervisor. Incumbent is	position plans the work for the entire	speeches and articles for publication that conform to prescribed style and format. Ability to effectively present		involvement, Board
		technical training in a	delegated authority to direct	responsible for planning	department or	information to top management, public groups, and/or	Position duties	presentations and
		recognized profession or	a recognized group or	and organizing work and	multiple projects. A	boards of directors. Ability to program PCs using one or	involve making	senior
		technical field, and	department. Responsible	contributes to the creation	person in this	more standard programming languages. Math/Science:	constant decisions	management
		extensive knowledge of a	for the quality of staff	and/or revision of policy,	position plans for	Ability to add, subtract, multiply, and divide in all units of	and providing the	External: Includes
		specialized field. Equivalent	through employment	planning, budget, and	annual budgets and	measure, using whole numbers, common fractions, and	authorization of	students, parents,
	Refer to Current	to a Master's degree and/or	practices, training, and	personnel for optimum	up to 2 years in	decimals. Ability to compute rate, ratio, and percent and	recommended	agencies and
10	Salary Grades	5 to 8 years of experience.	performance management.	customer service.	advance.	to draw and interpret bar graphs.	courses of action.	vendors
	-			Problems are undefined				
				and their symptoms may				
				be vague. Requires				Internal:
				considerable analysis to				Immediate
				define all aspects of the				associates,
				problem. Solutions require				campus
				consideration of new				departments,
				concepts and/or				rountine
				techniques. Difficult		Language: Ability to read, analyze, and interpret the		presentations to
				problems arising in the		most complex documents. Ability to respond effectively		campus, regular
				course of the work are		to the most sensitive inquiries or complaints. Ability to		committee
				analyzed with consultation	A person in this	write speeches and articles using original or innovative		involvement,
		Scientific, academic or		of supervisor. Incumbent is	position plans the	techniques or style. Ability to make effective and		Board
		technical training in a	Directly supervise 1 to 10	responsible for planning	work for two or more	persuasive speeches and presentations on controversial	Position duties	presentations and
		recognized profession or	staff, including upper	and organizing work and	departments. A	or complex topics to top management, public groups,	involve making	senior
		technical field, and	management	contributes to the creation	person in this	and/or boards of directors.	constant decisions	management
		extensive knowledge of a	responsibilities. Oversees	and/or revision of policy,	position plans for	Math/Science: Ability to add, subtract, multiply, and	and providing the	External: Includes
	Defer to Ourse t	specialized field. Equivalent	major projects. Will develop	planning, budget, and	annual budgets and	divide in all units of measure, using whole numbers,	authorization of	students, parents,
11	Refer to Current Salary Grades	to a Master's degree and/or	and supervise project teams or department work.	personnel for optimum customer service.	up to 2 years in advance.	common fractions, and decimals. Ability to compute rate,	recommended courses of action.	agencies and vendors
	Jaidly Glaues	5 to 8 years of experience.	teams of department work.	customer service.	auvance.	ratio, and percent and to draw and interpret bar graphs.	courses or action.	venuors

Pe		Scientific, academic or technical training in a recognized profession or technical field, and extensive knowledge of a specialized field. Equivalent to a Master's degree and 12			such as HR, IT, Accounting or Marketing which crosses departmental lines. A person in this position is involved in strategic planning for the organization and plane on a 3 to 5	most complex documents. Ability to respond effectively to the most sensitive inquiries or complaints. Ability to write speeches and articles using original or innovative techniques or style. Ability to make effective and persuasive speeches and presentations on controversial or complex topics to top management, public groups, and/or boards of directors. Math/Science: Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions and decimals. Ability to compute rate	Position duties involve decision making having international impact on the Company. I make decisions and take actions independently without avpone's	Internal: Regular communication with campus senior leadership, Board presentations External: Includes students, parents, agencies and vendors
	Refer to Current Salary Grades	years or more of experience required	and supervise project teams or department work.	personnel for optimum customer service.	and plans on a 3 to 5 year basis.	common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.	without anyone's review.	vendors management

Student Employ	vee Salary Guide	as of 1/1/23 DUE TO MINIM		
Job Class	Level 1	Level 2	Level 3	Level 4
Education/Training	CSUMB Student enrolled in at least six units.	Some education or specialized skills required. CSUMB student	High skill level and education required. CSUMB undergrad or grad student.	High skill level and education or Graduate level coursework required. CSUMB Grad or undergrad
Work Experience	Not required.	Some job related experience, education or specialized skills required.	Job experience required with some level of responsibility.	Extensive job related experience with high level responsibility.
Level of Independence	Under direct supervision until trained, minimal direction required after training.	Works under general supervision, referring questionable issues to a supervisor. May direct other student employees in routine work assignments.	May be required to use independent judgment to solve problems or make decisions. May direct other student employees in work assignments, as well as supervise in the absence of regular supervisor.	Will be required to use independent judgment to solve problems and/or make decisions, working under minimal supervision sometimes leading project teams. May supervise other student assistants
Job Complexity	Performs routine tasks which require brief training period; limited responsibility, no supervisory assignments other than training of other students employees assigned to perform similar tasks.	In addition to routine tasks, completes specific projects as assigned. Expected to use independent judgment and may be required to make decisions about accomplishing work assignments.	Performance of more complex tasks. Requires individual initiative and limited problem solving abilities; expected to use independent judgment and may be required to make decisions about accomplishing work assignments; sometimes involves supervision of other student assistants.	Assignments and projects are specialized, varied, and complex. Serves as resource and provides lead work direction. Coordinates and completes a wide range of complex and specialized assignments and reports results.
Computer Skills/Keyboard Skills	Knowledge of basic computer software; word-processing, spreadsheet. Use of calculator, basic math skills. Correct use of grammar.	Proficiency using software; word processing, spreadsheet, database. Typing. Thorough knowledge of office procedures.	Substantive technical competence may include web creation, update, and maintenance.	Advanced knowledge of computer software and specialized programs. Unique, unusual, or particularly demanding skills requirements.
Typical tasks	Typical tasks include, but are not limited to: setting up for events, clerical tasks such as filing, photocopying, light typing and general clerical support tasks, basic lab work to include cleaning lab and glassware. Trainee level. Lower level tutoring.	Tasks include, but are not limited to: general clerical tasks, receptionist duties, research and lab assistance, limited accounting support. Peer counseling/advising.	Complicated or technical research: computer analysis and programming; clerical tasks including technical typing and production of complex documents.	Typical tasks include, but are not limited to: media production; complex computer analysis and programming; program coordinator; student supervisor. Advanced research analysis, course instruction.
Workplace Conditions	Typical office environment. May require field work in support of research activity.	Typical office environment. May require field work in support of research activity.	Typical office environment. May require field work in support of research activity.	Typical office environment. May require field work in support of research activity.
FLSA Status	Non-exempt = Overtime pay required	Non-exempt = Overtime pay required	Non-exempt = Overtime pay required	Non-exempt = Overtime pay required
Pay Grade	Student Assistant 1 (SAI)	Student Assistant 2 (SA2)	Student Assistant 3 (SA3)	Student Assistant 4 (SA4)
Hourly Pay Ranges	\$15.50 - \$16.25	\$16.00 - \$17.25	\$17.00 - \$19.25	\$19.00 - \$24.00
	min wage 15.50 1/1/23			