

# HUMAN RESOURCES

University of Calgary

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**CONFIDENTIAL**

**TO**: Penny Werthner, Interim Provost and Vice-President (Academic)

**CC:** Sheila Miller, Faculty Association **DATE**: January 12, 2024

**FROM**: «Your\_Name»

**MARKET SUPPLEMENT REQUEST**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Academic’s Name:** |  | | | |
| **UCID Number:** |  | | | |
| **Department:** | | | **Faculty:** | |
| **Appointment Type:** | | | **Rank:** | |
| **Current Rank Salary:** | | | | |
| **Requested Market Supplement value:** | | | | |
| **$** | | **From:** | | **To:** |
| **Description / Rationale** Please include a statement and/or available information regarding competitive pressures in the academic market for this discipline, offers from other institutions, etc. | | | | |
| **RECOMMENDED by Dean (or administrative equivalent) to the Provost & Vice-President (Academic):**    **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  Signature Date | | | | |
| **ACTION of the Provost & Vice-President (Academic)**  By signing this document, I hereby approve the details as described herein:    **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  Signature Date | | | | |

Please send completed form to Human Resources via email to [academic.contracts@ucalgary.ca](mailto:academic.contracts@ucalgary.ca)

If you have any questions concerning this information, please contact the HR Contracts team at (403) 210-9300.

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