

**PSYCHOLOGICAL & BRAIN SCIENCES  
GSR Increment Policy**

*This policy was discussed and agreed upon during the June 4, 2024 faculty meeting.*

- New GSR’s will come into PBS at Increment 2
- GSR’s will move to increment 3 when one of the following conditions are met (**whichever comes first**):
  - after passing the qualifying exam **or**
  - after reaching 6 quarters of GSR experience
- If a PI hires a GSR from outside PBS, PBS will pay that GSR according to the home department policy but not lower than the increments stated in the PBS policy.

Additional Information

- We can no longer “back-in” to a salary point. **GSR’s must be appointed to an FTE according to workload, not funds available.**
- **FTE must equal a whole number of hours per week.** For example, we can’t hire a GSR at 46% because that equals 18.4 hours per week.

How many hours per week will it take to complete the duties of the GSR position?

<b>GSR FTE %</b>	<b>Hours per week</b>	<b>GSR FTE %</b>	<b>Hours per week</b>
2.5	1	27.5	11
5	2	30	12
7.5	3	32.5	13
10	4	35	14
12.5	5	37.5	15
15	6	40	16
17.5	7	42.5	17
20	8	45	18
22.5	9	47.5	19
25	10	50	20

As demonstrated above, you can hire in 2.5% increments since 1 full hour equals 2.5%