



Living Wage Salary Adjustment #1710.190

INITIAL EFFECTIVE DATE: July 2005	LAST REVISION DATE: May 7, 2025	RESPONSIBLE UNIVERSITY DIVISION/DEPARTMENT Compensation Administration Division of Human Resources
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POLICY STATEMENT

This policy requires the University does not pay wages that are below the living wage level.

SCOPE

This policy applies to all employees.

REASON FOR POLICY

To establish a procedure for the implementation and adjustment of salaries for all employees to the living wage level.

DEFINITIONS	
TERM	DEFINITIONS
Living Wage Level	The U.S. Department of Health and Human Services (HHS) poverty guideline for 4 persons in family/household, which are updated annually.

ROLES AND RESPONSIBILITIES

Compensation Administration will monitor the annual publication of the HSS poverty guidelines and will adjust salaries annually to meet the established threshold for the living wage level.



RELATED RESOURCES

[U.S. Department of Health & Human Services](#)
[Poverty Guidelines](#)

CONTACTS

Division of Human Resources
Compensation Administration
11200 S.W. 8th Street PC 224
Miami, Florida 33199

HISTORY

Initial Effective Date: July 2005

Review Dates (*review performed, no updates*): N/A

Revision Dates (*updates made to document*): July 1, 2024; May 7, 2025.



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PROCEDURE STATEMENT
<p>The Living Wage Adjustment shall be applied as follows:</p> <ol style="list-style-type: none"> 1. Compensation Administration will monitor the annual publication of to the HSS poverty guidelines and will adjust salaries annually to meet the established threshold for the living wage level. 2. The Living Wage Adjustment shall be effective the first full pay period after the U.S. Department of Health & Human Services publishes the poverty guidelines and Compensation Administration completes the review of the affected employee(s). 3. If needed, the Salary Grade minimums will be adjusted accordingly. 4. Compensation Administration will work closely with Talent Acquisition Management to identify any impacted postings and if needed update postings that are below the Living Wage. 5. The Compensation Administration will inform the units of the affected employee(s) in their area.