



LAMAR INSTITUTE OF TECHNOLOGY

A Member of The Texas State University System

Lamar Institute of Technology

Salary Schedule

FY2025

Re-Published May 2025

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INTRODUCTION

The Salary Schedule for Lamar Institute of Technology (“LIT”) personnel immediately follows this introduction. This is a living document and positions shown may change over the course of the fiscal year, depending on the needs of the college. This document is current as of the published date noted on the cover page and is intended to be administered in conjunction with LIT’s Policy and Procedure Manual. This salary schedule is divided into six sections, in the following employee/pay classification sequence:

1. Regular Full-Time Classified (non-exempt)
2. Regular Full-Time Non-Classified (exempt)
3. Part-Time / Hourly Employees
4. Administrators
5. Stipends
6. Other Pay

Upon hire into a role, LIT’s personnel receive an introductory pay rate according to the following salary schedule. Requests for new positions, classification changes, level changes, and salary adjustments that are not included herein or differ from this must be approved by the division’s appropriate Vice President, President, and then submitted to the Human Resources department. The request must include justification for the change, along with a current or proposed position job description. Human Resources will review the request and recommend a salary level in accordance with the Salary Schedule to the appropriate Executive Administrator.

The enclosed Salary Schedule is segmented by employee classification and/or type of pay. Unless otherwise stated, each section is wholly separate from the other and therefore may not follow the same criteria, levels, salary ranges, etc. Please note that the pay ranges that may be shown on the college’s official job postings will be more restrictive than the salary ranges by level shown in this document.

To maintain a competitive and sustainable salary schedule, market salary studies may be conducted periodically. Such studies would be reviewed by a committee appointed by the President, and the committee would then make recommendations for adjustments or edits to the Salary Schedule. Suggested adjustments or edits are subject to President and/or TSUS Board of Regents approval.

Budgets and grant proposals should use the enclosed salary figures in the preparation of such.

Unless otherwise stated, salary ranges are based upon annual (12-month) employment.

CLASSIFIED / NON-EXEMPT EMPLOYEES
(Full-time)

Positions within this classification are eligible to receive compensatory time, according to LIT's Policy and Procedure Manual and in compliance with The Fair Labor Standards Act (FLSA) and require limited educational attainment and/or managerial skills. Positions are assigned to one of three levels, depending upon the relative complexity and level of responsibility of the tasks involved.

Initial Employment Salary Determination*

Employees within this classification are initially assigned to a salary within the appropriate level based upon the following criteria:

1. The minimum salary within the level will be the base salary for the position. Upon initial employment with LIT, employees will be assigned the base salary.
2. Two percent may be added to the initially assigned base salary for each year of relevant full-time work experience, not to exceed the maximum of the range.
3. A higher amount may be granted for exceptional expertise, perceived skill, and/or value to LIT at the discretion of the President, including exceeding the noted salary range for the position.

*Initial employment includes rehires and interagency transfers. This is applicable for the remainder and entirety of this Salary Schedule.

LEVEL ONE

SALARY RANGE: \$30,000 - \$36,800

POSITION TITLES:

- | | |
|---|---|
| <ul style="list-style-type: none"> • Administrative Associate Senior • Cashier I • Media Lab Assistant | <ul style="list-style-type: none"> • Learning Lab Specialist • Receptionist • Testing Specialist |
|---|---|

LEVEL TWO

SALARY RANGE: \$31,300 - \$41,800

POSITION TITLES:

- | | |
|---|--|
| <ul style="list-style-type: none"> • Accreditation Admin Specialist • Admissions Specialist I • Campus Safety Officer • Cashier II • Communication Access Provider | <ul style="list-style-type: none"> • Facilities Technician • Financial Aid Specialist • Program Enrollment Specialist • Technical Support Specialist I |
|---|--|

LEVEL THREE

SALARY RANGE: \$33,995 - \$47,000

POSITION TITLES:

- | | |
|--|--|
| <ul style="list-style-type: none"> • Accounting Associate | <ul style="list-style-type: none"> • Accounts Payable Associate |
|--|--|

- Admissions Specialist II
- Business Services/TCC Specialist
- Cashier Supervisor
- Communication Access Provider
- Evaluations Specialist
- Executive Associate
- HR Specialist
- IT Business Specialist
- Lead Facilities Technician
- Payroll Specialist
- Procurement Specialist
- Scholarship Coordinator
- Student Accounting Associate Senior
- Technical Support Specialist II
- Simulation Lab Specialist
- Process/Instrumentation Lab Technician

NON-CLASSIFIED / EXEMPT EMPLOYEES (Full-time)

This classification includes those LIT employees whose work requires a high level of experience, education and/or technical knowledge and skills to perform and/or who are responsible for supervising the work of other employees. These employees are also known as Professional Staff and are exempt from overtime, in accordance with FLSA.

Initial Employment Salary Determination*

The starting salary of employees within this classification will be established after careful review of applicable experience, educational attainments, perceived skill, and the value of the position to LIT as determined by HR and appropriate Executive Administrator. A higher amount that exceeds the noted salary range for the position may be granted at the discretion of the President.

LEVEL ONE

SALARY RANGE: \$35,568 – \$49,000

POSITION TITLES:

- Academic Advisor
- Budget Manager
- Outreach Recruiter
- Clinical Coordinator of EMS
- Coordinator of Career Services
- Coordinator of Dual Credit
- Coordinator Fire Protection Technology
- Coordinator of Instructional Support
- Coordinator of Continuing Education
- Coordinator of Retention
- Coordinator Special Populations
- Coordinator of Truck Driving Academy
- Dual Credit Outreach Recruiter
- Gateway Coordinator
- GEDS Coordinator
- Institutional Reporting Analyst
- Instructional Staff I
- Marketing Coordinator
- Payroll Manager
- Recruiter
- Silsbee Coordinator
- Special Event Coordinator
- Student Life Coordinator

LEVEL TWO
SALARY RANGE: \$45,000 – \$59,000
POSITION TITLES:

- | | |
|--|---|
| • Accreditation and Assessment Manager | • Manager of Admissions & Enrollment Services |
| • Assistant Director of Corporate Partnerships | • Manager of Instruction |
| • Assistant Director Police Academy | • Manager of Financial Aid |
| • Assistant Director of Truck Driving Academy | • Manager of Police Academy |
| • Program Director of EMS | • Manager of Testing Center |
| • HR Manager | • Manager of Workforce Programs |
| • Manager of Academic Advising & Retention | • Programmer III |
| | • Simulation Specialist |
| | • Systems Administrator II |
| | • Webmaster |

LEVEL THREE
SALARY RANGE: \$60,000 – \$115,000
POSTION TITLES:

- | | |
|---|---|
| • Associate Director of Accounting | • ERP System Support Specialist |
| • Associate Director of Finance | • Executive Director of Development and Foundation |
| • Department Chair | • Executive Director of Human Resources |
| • DevOps Engineer | • Executive Director of Institutional Effectiveness |
| • Director of Administration | • Executive Director of Workforce |
| • Director of Marketing & Communications | • Grant Writer |
| • Director of Dual Credit | • Junior ERP System Support Specialist |
| • Director of Facilities | • Manager of Client Computing |
| • Director of Finance | • Network & Telecommunication Manager |
| • Director of Financial Aid | • Registrar |
| • Director of Infrastructure Services | • Senior ERP System Support Specialist |
| • Director of Safety | • Technical Support Specialist IV |
| • Director of Nursing Program | |
| • Director of Online Learning | |
| • Director of Procurement Services | |
| • Director of TCC Contract Administration | |

PART-TIME / HOURLY EMPLOYEES
(including One Time Pays)

Hourly employees are those employees who are appointed for and normally work less than twenty (20) hours per week and who are not eligible for LIT benefits. The hourly rate for initial placement of such employees is typically calculated by dividing the salary of the regular, full-time equivalent position by 2,080. The hourly rate may be adjusted after careful review of applicable experience, educational attainments, perceived skill, and the value of the position to LIT, and therefore may exceed the noted range for the position, at the discretion of the President.

Other pre-set rates* are as follows.

These rates may be adjusted, at the discretion of the President.

ASL Interpreter	\$30.00 - \$35.00 per hour
Clinical/Lab Instructor	
Dental Hygienist	\$50.00 per contact hour
Dentist	\$80.00 per contact hour
Nurse Aide	\$25.00 per contact hour
Paramedic	\$28.00 per contact hour
Pharmacy Tech	\$25.00 per contact hour
Radiology	\$25.00 per contact hour
Respiratory Therapy	\$25.00 - \$35.00 per contact hour
Sonography	\$25.00 per contact hour
EMS/EMT Instructor	\$28.00 per contact hour
Fire Academy Instructor	\$28.00 per contact hour
Tutor	\$10.00 - \$20.00 per hour
Workforce Education	
Lifelong Learning (non-credit)	\$25.00 per contact hour
Continuing Education (non-credit)	\$35.00 - \$50.00 per contact hour

ADMINISTRATORS
(Full-time)

LIT Administrators are Vice Presidents, Deans, and other administrative personnel with delegated executive authority as determined by the President.

Specific salaries within the range for each administrative level are based upon rank, degree, years of experience, and level of responsibility as determined by the President, and may exceed the noted salary range for the position.

LEVEL ONE
SALARY RANGE: \$87,000 - \$119,000

POSITION TITLES

- Dean of Instruction
- Dean of Strategic Initiatives and Accreditation

PROVOST, and VICE PRESIDENTS (including AVPs)

These position salaries are set by the President.

PRESIDENT

The President's salary is set by the TSUS Board of Regents.

STIPENDS

LIT may use stipends to further compensate full-time employees with special responsibilities. Stipends shown are "annual" amounts unless otherwise noted.

NOTE: The President may approve temporary assignments, establish appropriate compensation, and adjust stipends as needed. Therefore, the list below is not exhaustive.

Cell Phone Stipend 1	\$900
Cell Phone Stipend 2	\$600
Cell Phone Stipend 3	\$300
Department Chair	\$9,000
Interim Pay	commensurate

*Amount may be prorated based on actual months of service in role.

OTHER PAY CONSIDERATIONS

Educational Incentive Pay*

Current employees who obtain advanced degrees during their employment with LIT may* be eligible to receive additional compensation, added to their annual base salary, in accordance with the following schedule.

Educational Level Obtained Post Employment	
Associate Degree	\$600
Bachelor's Degree	\$1,200
Master's Degree	\$3,000
Doctorate	\$4,200

*Educational Incentive Pay is available based upon funding and may be awarded or adjusted in consideration of multiple factors, including, but not limited to, starting pay and position in relation to the educational requirements of the role.

NOTE: Educational Incentive Pay will not be awarded for the achievement of multiple degrees of the same level, degrees of a lower level than the employee's current highest degree obtainment, and may not be awarded for advanced degrees that do not relate to an employee's career with LIT.

Shared Services Pay

Identified full-time, professional employees, who serve their role in a Shared Services capacity between one or more of the local Lamar colleges may receive additional compensation. The additional compensation amount is based upon rank, degree, years of experience, and level of responsibility as determined jointly by the respective campuses' Presidents.