

3-30-2015

SR-14-15-30 FPC

Marshall University

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**RECOMMENDATION**

**SR-14-15-30 FPC**

Recommends changes to section 2.2.4 of AA-7, Salary Increases for Tenured and Tenure-Track Faculty policy. The full text of the policy, with changes, is attached. Text to be eliminated is crossed out; new text is underlined.

**RATIONALE:**

Last year's changes to AA-7, Salary Increases for Tenured and Tenure-Track Faculty, included language that would have made impossible the recent state-mandated salary increase, or such future salary increases, for faculty members whose OCR was 2.5 or lower. The changes proposed eliminate this problem.

**FACULTY SENATE PRESIDENT:**

APPROVED  
BY SENATE: Larry Stibler DATE: 3/30/2015

DISAPPROVED  
BY SENATE: \_\_\_\_\_ DATE: \_\_\_\_\_

**UNIVERSITY PRESIDENT:**

APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_

DISAPPROVED: Ray G. White DATE: 4/17/15

**Reason for Disapproval:**

*The rationale for the change states that the language of the policy makes impossible any "state-mandated" salary increase for faculty members whose OCR (merit score) is 2.5 or lower. This policy, unchanged, could not preclude any employee from receiving a salary increase they would have otherwise received under a statutory requirement, as the Board of Governors cannot supersede state law. Hence, this change is not necessary.*

*Any specific statutory salary increase would be awarded on the basis of whatever criteria are specified in the language of the final bill without regard to any Board of Governors policy language.*

**MARSHALL UNIVERSITY BOARD OF GOVERNORS**  
**Policy No. AA-7 Salary Increases for Tenured and Tenure-track Faculty**

**1 General Information.**

1.1 Scope: Policy regarding the distribution of faculty salary increase funds to units and individuals.

1.2 Authority: W. Va. Code §18B-1-6

1.3 Passage Date: April 23, 2014

1.4 Effective Date: July 1, 2014.

1.5 History: Original date of passage and effective date was July 1, 2004. Amended November 13, 2006. Amended June 17, 2010. Amended on April 23, 2014 (upon passage of amended policy).

1.5.1 This policy amends Marshall University Board of Governors Policy No. AA-7 (effective June 17, 2010).

1.5.2 This policy amends Marshall University Board of Governors Policy No. AA-7 (effective November 13, 2006) to add a section on alternative salary adjustment procedures.

1.5.3 This policy amends Marshall University Board of Governors Policy No. AA-7, effective July 1, 2004 to change the title, add section 3.1, and enhance formatting.

1.5.4 References: W. Va. Code §18B-8-3, Faculty salary policies; reductions in salary prohibited; salary increase upon promotion in rank, and §18B-8-3a, Institutional salary policies; distribution of faculty salary increases.

1.6 References in this policy to “academic unit” refer to colleges and to college-like schools.

1.7 Objectives: To provide a balanced policy framework which allows tenured and tenure-track faculty to be compensated equitably with their discipline peers at other SREB Category 3 institutions and which rewards individual meritorious performance in the distribution of salary raises and adjustments.

**2 Policy.** This policy in its entirety supersedes all other salary-increase-related Marshall University Board of Governors (MUBOG) policies that were in effect before the effective date of passage of this 2014 revision. NOTE: For the purposes of this policy, “Chief Academic Officer” refers to the Dean of the School of Medicine, the Dean of the School of Pharmacy, or the Senior Vice President for Academic Affairs and Provost for all other academic units.

**2.1 Evaluation**

2.1.1 Evaluation criteria each year are based on goals negotiated between faculty members and their supervisors. Faculty roles and percentages of work dedicated to each role may vary from year to year within established limits for each unit. See MUBOG Policy AA-21 Faculty Workload Policy.

2.1.2 Data gathered in evaluations will be used for promotion and tenure decisions as determined by each college/school/library. For policies regarding faculty evaluations, see MUBOG Policy AA-22 Annual Evaluation of Faculty.

## 2.2 Salary Increases

2.2.1 The first step in raise distributions is devoted to promotions. The institution will annually provide funds other than the salary increase pool for the promotion increases specified in 3.1 of this policy.

2.2.2 All probationary tenure-track faculty members will be evaluated in a pre-tenure review according to the criteria used for promotion and tenure in their college/school and department/division. See the Greenbook, "Pre-Tenure Review." The date of this pre-tenure review must be stated in the initial offer of employment letter. A college/school may establish pre-tenure review procedures which vary from those used for a tenure application. An exceptional evaluation, i.e., the results of which exceed normal expectations as defined by the faculty member's college/school level and department/division-level tenure guidelines, when verified by the relevant Dean and the Chief Academic Officer, will result in a five percent (5%) salary increase. The institution will provide funds other than the salary increase pool for this purpose. See MUBOG Policy AA-28, Faculty Tenure.

2.2.3 The salary raise pool of an academic unit will be the product of the percentage raise approved by the MUBOG and the total base salaries of that unit's tenured and tenure-track faculty. For example, if the eligible faculty as a whole are to receive a 3% average salary raise, then each academic unit will receive a 3% increase in its eligible-faculty salary budget.

2.2.4 ~~There are to be no salary increases of any kind for faculty members who have an OCR score of 2.50 or less.~~ Faculty members whose OCR score is 2.5 or lower are not eligible for a salary increase determined by the process outlined in section 2.3.1 of this policy. They remain eligible for salary increases mandated by the State of West Virginia. See MUBOG Policy AA-22 for OCR score calculations.

2.2.5 When an equity adjustment might be considered for circumstances of salary compression or salary inversion or salary inequities beyond a faculty member's control, the Chief Academic Officer, in consultation with that faculty member's Dean and Chair/director, may recommend salary adjustments. The faculty member, his/her Chair, or Dean may request this consideration. The faculty member's history of merit performance will be the primary consideration in the consultation and decision.

2.2.6 All raises are added to base salaries.

## 2.3 Academic Unit Salary Raise Guidelines and Procedures

2.3.1 Each academic unit (college/school) will develop its own salary raise distribution guidelines and procedures in accordance with MUBOG Policy AA-22 Annual Evaluation of Faculty. Such guidelines must be 100% merit based, and may recognize various types of merit. Any academic unit's merit-based salary distribution guidelines must be approved by at least two-

thirds of the academic unit's full-time, combined tenured and tenure-track faculty, and have the approval of the academic unit Dean and the Chief Academic Officer. An academic unit that has an already approved merit formulation does not need re-approval.

### **3 Salary increases for promotions and rank-related salary minimums**

3.1 Tenured and probationary tenure-track faculty members who are awarded promotion shall receive a salary increase equal to \$6,300 for promotion from assistant professor to

associate professor, \$7,400 for promotion from associate professor to professor, or ten percent (10%) of their base salary at each promotion, whichever is greater.

3.2 Eligible members of the faculty whose regular base salary is below specific minimums shall receive a salary adjustment to raise the base salary to the minimum. The minimum salaries are \$59,700 for professors, \$52,300 for associate professors, and \$46,000 for assistant professors.

3.3 Adjustments to the dollar values of these salary minimums and promotion increments may periodically be made by the MUBOG upon recommendation from the University President in consultation with the Faculty Senate Executive Committee.

3.4 For faculty on an appointment other than 9-months, these increases (in 3.1 and 3.2) shall be adjusted appropriately for the length of the appointment.

### **4 Exclusions**

4.1 Clinical, term, and temporary faculty members are excluded from this policy's provisions.

4.2 The Schools of Medicine, Pharmacy, and Physical Therapy, and the Libraries are excluded from this policy. Each will develop guidelines and criteria for faculty salary adjustments. Such guidelines must be approved by relevant Deans, the Chief Academic Officer, and the University President.

4.3 Final determination of exclusions from this policy's provisions rests with the Chief Academic Officer of the university.

### **5 Alternative Salary Adjustment Procedures.**

5.1 Upon recommendation from the president, the Board may approve an alternative procedure for distributing salary adjustments that does not follow the policy described in Section 2. 5.2 In such circumstances, a recommendation shall be presented to the Board by the president.

5.2.1 The recommendation should contain the following information:

5.2.1.1 A rationale for the alternative procedure;

5.2.1.2 A description of the methodology for adjusting faculty salaries;

5.2.1.3 Identification of the set of faculty for whom the alternative procedures shall apply;

5.2.1.4 The anticipated cost of such salary adjustments; and

5.2.1.5 The effective date for implementing such salary adjustments.

## **6 Assessment**

6.1 To ensure that the objectives of this policy are being met, each college/school will conduct reviews of its salary policies and procedures at least once every three years. Modifications to improve the policy's accuracy, clarity, usefulness, and other factors found relevant, should be instituted. The Faculty Senate's Faculty Personnel Committee will conduct a review of this policy at least once each five years, and recommend any changes it deems necessary to ensure that the objectives of this policy are being met.

## Massey, Cora

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**From:** McGuffey, Michael J  
**Sent:** Thursday, April 2, 2015 10:56 AM  
**To:** White, Gary; Cottrill, Layton; Ormiston, Gayle  
**Cc:** Massey, Cora  
**Subject:** Faculty Senate resolution SR14-15-30-FPC

President White:

With regard to the recent Faculty Senate approval of a proposed amendment to BOG Policy AA-7, Salary Increase for Tenured and Tenure-track Faculty:

I recommend the amended resolution NOT be approved. *The rationale for the change states that the language of the policy makes impossible any "state-mandated" salary increase for faculty members whose OCR (merit score) is 2.5 or lower. This policy, unchanged, could not preclude any employee from receiving a salary increase they would have otherwise received under a statutory requirement, as the Board of Governors cannot supersede state law.*

*Any specific statutory salary increase would be awarded on the basis of whatever criteria are specified in the language of the final bill without regard to our policy.*

*any Board of Governors policy language.*

I would ask Layton to confirm this and address details I may have "glossed" over.

Or what it's worth:

I cannot remember the last time we had a statutory salary increase. As I recall, we receive a budget increase equal to some percentage or dollar amount per employee, but there is no directive that the increase be awarded to employees in that manner. We have on occasion received "friendly" requests from one or more parities in Charleston to increase on a certain date or to make the increase in a certain manner. With few exceptions, we generally award such increases to employees in the manner in which the salary increase funding was originally calculated. The policy allows for such non-standard salary increases (those not following the policy's Section 2 procedures) in Section 5, "Alternative Salary Adjustment Procedures"

Sincerely,

**Michael McGuffey**  
Director of Institutional Research and Planning/  
Assistant to the President  
Marshall University  
[mcguffey@marshall.edu](mailto:mcguffey@marshall.edu)  
304-696-3212