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SR-91-92-122 (FPC)

Marshall University

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FACULTY PERSONNEL COMMITTEE
Recommendation

SR-91-92-122 (FPC)

To approve the attached "MARSHALL UNIVERSITY FACULTY SALARY
ADJUSTMENT POLICY."

FACULTY SENATE PRESIDENT:

APPROVED
BY SENATE:

Robert Sawrey

DATE: *5-14-92*

DISAPPROVED
BY SENATE:

DATE: _____

UNIVERSITY PRESIDENT:

APPROVED:

DATE: _____

DISAPPROVED:

None

DATE: *5-14-92*

COMMENTS:

Amended on the Senate floor.

*I agree with what is proposed. I am a
strong supporter of the "good" in
the process. I am sure the Senate
will support the proposed policy. The Board
of Trustees has announced that it will
approve the "good" proposal. The Board
of Trustees is a part of the University's
governance. The Board of Trustees is
responsible for the University's
governance.*

MARSHALL UNIVERSITY FACULTY SALARY ADJUSTMENT POLICY

INTRODUCTION

Marshall University recognizes that competitive, fair and equitable compensation for faculty is a major requirement in fulfilling its complex mission. The compensation policy of the university must assure that, within funding constraints, all qualified faculty are treated equitably. The university must also meet market place demands in all disciplines. Through its salary adjustment policy, the university must also seek to recognize and reward those faculty whose achievements are distinguished, realizing these objectives are essential in order to attract and retain able and productive faculty.

The purpose of the Marshall University Faculty Salary Adjustment policy is to prescribe the distribution of discretionary salary funds which are available to the faculty. The policy is applicable only to full-time faculty with temporary, probationary or tenure status.

The salary policy recommended for the Marshall University faculty (exclusive of the School of Medicine) consists of the following: (1) implementation of the minimum salary structure, (2) a minimum percentage salary increase for all full-time faculty, (3) recognition of disciplinary/market conditions and adjustment for equity pay, and (4) acknowledgement of meritorious performance. Allocation among these four parts shall be recommended to the Faculty Senate by the Faculty Personnel Committee. Should appropriations awarded be substantially less than those required, recommendations for allocations to the four parts of the plan will be adjusted accordingly.

I. MINIMUM SALARY STRUCTURE

Appendix A is being proposed as the minimum salaries for Marshall University faculty. If such monies are made available, each faculty member would be placed on salary structure as identified by years of service and rank. The structure would remain in place to serve as a minimum salary safety net below which no faculty member would fall. (If needed, up to 50% of the new salary funds shall be used to assure that the minimum structure is implemented.)

Should requested funds not be made available, increases as described would be adjusted accordingly. When promoted, an individual will receive an increase of 10% of current salary or zero level placement for the new rank, whichever is greater.

II. MINIMUM SALARY INCREASE

All full-time faculty members would receive a minimum across-the-board salary increase. The amount of across-the-board increase each year will depend upon allocation of total funding among the four criteria.

III. DISCIPLINE-BASED/MARKET CONDITIONS/EQUITY

Discipline-Based/Market Conditions

Funds assigned for discipline-based/market conditions will be allocated on a pro-rata basis determined by discrepancies between existing salaries and target salaries specified by discipline and rank. Target salaries will be determined from the most current CUPA (or similar periodic comprehensive faculty salary survey) which reports mean salaries by rank for a broad spectrum of disciplines. The target salaries will be found by adjusting the reported means by an annual percentage to recognize higher education teaching experience. The funds available for market/discipline-based adjustments will be converted to percentage of which is needed to eliminate the discrepancies; each discrepancy will then be reduced by this percentage.

Salary Equity

Marshall University faculty salary equity policy requires that faculty with comparable credentials earn the same percent of current market salaries for their respective disciplines.

Definition

Comparable credentials are determined on the basis of rank, experience, and degree earned. Individuals with the same rank, same experience, and same degree have comparable credentials. Experience is determined by years in rank. Faculty will reach the mean salary for their rank and discipline after six years in rank; salaries increase by 1.25 percent for each year in rank. A terminal degree in a discipline is considered equivalent to a maximum of eight years experience; for example, an assistant professor with a master's degree and ten years experience is equivalent to an assistant professor with a terminal degree and two years experience.

Market salary determination is based upon CUPA faculty salary survey data, or comparable periodic, comprehensive, large-scale survey. If a specific discipline is not included in the CUPA survey, then the NCHEMS Classification of Instructional Programs will be used to identify the appropriate discipline for market comparison.

Adjustments

An equitable salary distribution is defined in terms of faculty salaries adjusted for experience as described above and expressed as percentages of market salaries by rank and discipline. If the range of these percentages exceeds 10 percent, then the salary distribution is defined to be inequitable. In the event

of an inequitable salary distribution, the appropriate Faculty Senate standing committee(s) will review faculty salary data and recommend priorities for allocation of discretionary salary monies among equity adjustments and other objectives such as minimum salary structure funding, minimum salary increases, discipline-based/market conditions, and merit salary adjustments.

IV. MERIT

The university seeks to reward distinguished faculty achievement with a program for merit salary awards. Merit awards are warranted when a faculty member has demonstrated distinguished achievement in teaching and either scholarly/creative activities or professional service to the university or the community.

Administrative Procedures

1. **Eligibility:** All full-time faculty members may be considered for a merit salary award.
2. **Review of criteria** will be based on the previous three years of service.
3. **Nomination Process:** A faculty member may be nominated for a merit award by one of the following: the faculty member him/herself; any other member of the full-time faculty, including the division head or department chair; the dean of the school or college. The nomination should be in writing and should be submitted to the dean of the college who shall forward all nominations to the college merit committee.
4. **Selection process:**
 - a. Each college shall elect a committee of full-time faculty to review the nominations for merit awards.
 - b. The committee shall rank all nominees using the criteria for merit awards (see #5 below).
 - c. The committee shall forward the ranking of nominees to the college dean. The dean shall add his/her rankings to the committee's and forward both sets of rankings to the university merit committee. This committee will be comprised of one elected representative from each college, elected for a one year non-renewable term. The committee will evaluate the nominees and recommend award recipients to the

provost who shall in turn conduct a review of the process and submit the committee's recommendations to the president. The decision of the president will be final and may not be appealed.

5. Criteria

- a. Teaching (55 points). Candidates should be evaluated on their achievement in such areas as: command of disciplinary knowledge and methodology, effectiveness of classroom performance, advising load and effectiveness of academic advising, effectiveness in assessing student learning, rapport with students, contributions to curricular and instructional development, and other matters related to teaching.
- b. Scholarly/Creative Activities (25 points). Candidates should be evaluated on their achievement in: quality and importance of publications and creative productions, memberships and development, scholarly presentations and creative performances, contributions to the professional development and achievement of colleagues, and other scholarly/creative activities.
- c. Service to the University (15 points). Candidates should be evaluated on their achievement in: contributions within the department/division, within the college, or university-wide; contributions to official student organizations or other university-related organizations; other work in behalf of the student body, faculty, staff, or administration of the university.
- d. Service to the Community (5 points). Candidates should be evaluated on their achievement in: service on a compensated or pro bono basis to governments, to educational, business or civic organizations, or to the public. (Such service could include applied research, consultations, technical assistance, special forms of instruction, clinical work and performance). Involvement as an official representative of Marshall University, or units thereof, in activities of governments and of educational, business or civic organizations shall be considered.

6. Documentation

Whenever possible, faculty activities should be subject to objective qualitative evaluations. Whenever possible, evaluations should be based on multiple sources of evidence. Teaching should be subject to evaluations by students and peers. For a scholarly publication or presentation, critical appraisals from scholars in the same field might be

MARSHALL UNIVERSITY FACULTY SALARY ADJUSTMENT POLICY

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solicited. For public service qualitative assessment should be solicited from those associated with the service activity or affected by the service outside the university. Colleges are encouraged to refine and clarify these guidelines and to develop specific performance standards for application to their faculty to reflect differences in disciplines and missions.

7. Implementation

The first awards will be made in the 1992-93 academic year; the process must be completed by May 1, 1993. The amount of individual awards shall be \$2,000. This amount will not be added to the salary base of the recipient. The total number of awards will be based upon available funding.

NOTE: This policy shall be reviewed and evaluated two years after the initial implementation.

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APPENDIX A

SALARY STRUCTURE FOR COMBINED M.U. DISCIPLINES BASED ON YEARS IN RANK

RANKYRS	PRF	ASC	AST	INS
0	44216	36196	29494	23002
1	44759	36648	29862	23290
2	45329	37107	30236	23581
3	45895	37570	30614	23875
4	46469	38040	30996	24174
5	47050	38516	31384	24476
6	47638	38997	31776	24782
7	48233	39484	32173	25092
8	48836	39978	32575	25405
9	49447	40478	32983	25723
10	50065	40984	33395	26045
11	50691	41496	33812	26370
12	51324	42015	34235	26700
13	51966	42540	34663	27033
14	52615	43072	35096	27371
15	53273	43610	35535	27714
16	53939	44155	35979	28060
17	54613	44707	36429	28411
18	55296	45266	36884	28766
19	55987	45832	37345	29125
20	56687	46405	37812	29489
21	57396	46985	38285	29858
22	58113	47572	38763	30231
23	58840	48167	39248	30609
24	59575	48769	39738	30992
25	60320	49378	40235	31379
26	61074	49996	40738	31771
27	61837	50621	41247	32169
28	62610	51253	41763	32571
29	63393	51894	42285	32978
30	64185	52543	42813	33390

MEAN SALARIES AS PER CENT OF EQUITY LEVEL BY ACADEMIC DEPARTMENT
 FALL 1990 salaries

ACDEPT	MEANPCT
Accounting	90.8000
Art	100.6000
Biological Scien	92.1364
C/I SLS	91.4500
Chemistry	86.8000
Classical Studie	94.5000
Clin.Lab. Scienc	107.5000
Communicat.Dsrdr	91.1429
Computer Science	101.5000
Criminal Justice	91.2500
Dance	105.0000
Economics	94.1250
Engineering	83.0000
English	94.7241
Finance	94.7143
Geography	90.4000
Geology	94.0000
HPER	97.7857
History	85.5000
Hum.Dev/Allied T	92.6111
Journalism	99.1250
Library	83.4667
Management	97.7778
Marketing	94.1667
Mathematics	88.2353
Modern Languages	91.5000
Music	95.3684
Philosophy	89.0000
Physics	89.8571
Political Scienc	86.7143
Psychology	86.4545
Religious Studie	89.5000
Sociology	88.3750
Speech	99.0000
Teacher Educatio	88.7917
Theater	92.7500

-----+-----+-----+-----+-----+-----+-----+-----+-----+-----+-----

10 20 30 40 50 60 70 80 90 100

PER CENT

Suggested Equitable Salary Levels for Community & Technical College Faculty:
 The committee recommends to the appropriate Faculty Senate standing committee(s) and the Deans' Council that an equitable alternative be investigated with regard to Community & Technical College. The above departmental average percentages are based on comprehensive institutions and while fairly describe average percentages of equitable salary levels by departments for most of the university involved in the survey, it does not satisfy needs of the Community & Technical College.