

Dixie State University Policy

341 Faculty Salaries



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I. Purpose

- 1.1 The university is committed to fairly and equitably compensating faculty for their role in the academic learning environment at Dixie State University (DSU).

II. Scope

- 2.1 Faculty salary determination is based on national salary survey data of higher education institutions with similar characteristics to DSU which can include budget size, student enrollment, public vs. private classification, program/degree offerings, Carnegie Classification of Institutions of Higher Education, etc.
- 2.2 Data from these surveys will be indexed by available factors within the data, such as rank, length of service and discipline; each faculty member will be individually indexed to the appropriate benchmark.
- 2.3 The Faculty Salary Committee, the Vice President of Academics, and the Executive Director of Human Resources will review factors used in determining appropriate benchmarks annually.

III. Definitions

- 3.1 ***Institutional Increase:*** a salary increase made at the institutional level across all campus divisions, namely cost of living adjustments (COLA), equity/market increases, rank advancements, etc.

IV. Policy

- 4.1 Determination of Base Salary

- 4.1.1 The Faculty Salary Committee may request an annual review of the survey data and the equity status of the faculty to ensure that the goal of attracting and retaining quality faculty is being properly served.
 - 4.1.2 To ensure market competitiveness, the base salary for new faculty members will be determined on discipline and incoming rank based on the most recent salary survey data.
 - 4.1.3 The University President has the ultimate authority in determination of faculty salaries.
 - 4.1.4 Faculty salary equity information will be given to the chief academic officers, namely the Vice President for Academic Affairs/Provost and Deans, each year for use in making base salary market adjustments.
 - 4.1.5 Faculty salaries will remain at a level not less than 90% of market median based on rank and discipline. The University's salary equity goal is to have faculty salaries average at least 100% market median.
 - 4.1.6 Temporary positions are ineligible for institutional increases.
- 4.2 Rank Advancement Increases
- 4.2.1 Merit pay will be determined by rank advancement promotions. Faculty ranks and the rank advancement process are outlined in University Policy 641: Retention, Promotion and Tenure Policy.
 - 4.2.2 Based on funding availability, on July 1 following approval of a rank advancement, a non-probationary faculty member will receive a salary increase of 10% of the current base salary and will be benchmarked under the new rank for salary equity comparison.
 - 4.2.3 Based on funding availability, on July 1 following a positive recommendation during an intermediate review, a probationary faculty member will receive a salary increase of 2% of current base salary.
 - 4.2.4 Based on funding availability, on July 1 following approval of a rank advancement, a probationary faculty member will receive an increase of 8% of current base salary if they received the 2% increase for intermediate review (referenced above in 4.2.3) within five (5) years of the date of the rank advancement or receive a increase of 10% of current base salary if no increase was given for a positive intermediate review. An individual faculty member may not receive more than a total 10% increase between intermediate review and rank advancement within a

five (5) year period of time.

- 4.2.5 If the total amount of funds available for rank advancement increases is less than the total amount required for faculty rank increases, the increases will be applied so that all faculty members are awarded the same percentage of their increase. Any unawarded amount will be awarded as part of the following year's rank advancement increases.
- 4.2.6 All rank advancement salary increases, as well as any cost of living adjustments (COLA) will be determined using the current base salary.

4.3 Equity Increases

- 4.3.1 Based on funding availability, faculty members are eligible for annual equity increases if the market median salary for the member's discipline and rank, as determined by the survey data, is greater than the current salary.
- 4.3.2 Equity increases for faculty will be determined using various factors including but not limited to funding availability, number of positions below market median, and general faculty salary equity needs.
- 4.3.3 The Vice President of Academic Affairs/Provost and Deans reserve the right to withhold equity increases to positions that are vacant or to faculty members who are not performing at a satisfactory level and are on a performance plan. Any unawarded amount can be awarded as part of the following year's annual equity increases.
- 4.3.4 As applicable, equity increases will be determined after an intermediate review or rank advancement salary adjustment has been applied (see section 4.2).

4.4 Post-Tenure Review Increases

- 4.4.1 Based on available funding, tenured faculty members who receive favorable reviews in a Post-Probation Review as outlined in University Policy 641: Retention, Promotion and Tenure Policy receive a salary increase of 2% of current base salary.
 - 4.4.1.1 In an effort to encourage continued faculty development, faculty members with Continuing Status are not eligible for a salary increase as a result of a Post-Probation Review.
 - 4.4.1.2 Faculty with non-probationary status are not eligible for a salary increase as a result of a Post-Probation Review.

4.4.1.3 A tenured faculty member may receive only one Post-Probation Review salary increase in any five (5) year period of time.

4.4.1.4 An individual faculty member may not receive more than a total of 10% in Post-Probation Review and rank advancement salary increases within a five (5) year period of time.

4.4.1.4.1 If a faculty member receives a rank advancement salary increase, s/he may not receive a Post-Probation Review salary increase for five (5) years.

4.4.1.4.2 If a faculty member receives a Post-Probation Review salary increase, any rank advancement increase s/he receives within the subsequent five (5) years will be decreased by 2%.

4.4.1.4.3 Such limits exclude equity increases and COLA adjustments.

4.4.2 If the total amount of funds available for post-tenure increases is less than the total amount required for such faculty increases, the increases will be applied so that all faculty members are awarded the same percentage of their increase. Any unawarded amount will be awarded as part of the following year's post-tenure increases.

4.4.3 The circumstance of not awarding any or all of a post-tenure increase will not alter the schedule by which the faculty member will be required to submit the next post-tenure review.

4.5 Supplemental, Overload, and Summer Term Pay

4.5.1 Information relating to faculty supplemental, overload, and summer term pay is outlined in University Policy 635: Faculty Workload.

V. References

5.1 DSU Policy 641: Retention, Promotion and Tenure Policy

5.2 DSU Policy 635: Faculty Workload

VI. Procedures

6.1 Human Resources shall be responsible for collecting and maintaining salary survey information on an annual basis.

- 6.2 Upon attrition or requests for new positions, department/division heads shall inquire of Human Resources as to the appropriate compensation level for positions based on market factors. Positions may not be approved for advertisement until appropriate funding is allocated.
- 6.3 Human Resources shall provide complete salary equity data for faculty to campus administrators as part of the annual budget cycle. The Vice President for Academic Affairs/Provost and Deans shall be responsible for approving the proposed distribution of faculty salary equity for positions within his/her organizational units.

VII. Addenda – N/A

Policy Owner: Human Resources, Exec. Director

Policy Steward: VP of Academic Affairs/Provost; Faculty Senate

History:

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