NON-TENURE TRACK FACULTY SALARY POLICY
FN Salary Plan Participants

ELIGIBILITY

Benefits eligible non-tenure track faculty members whose primary title is typically one of the following:
• Visiting Instructor, Visiting Assistant Professor, Visiting Associate Professor or Visiting Professor
• Extension Clinical Instructor, Extension Clinical Assistant Professor, Extension Clinical Associate Professor, or Extension Clinical Professor
• Clinical Instructor, Clinical Assistant Professor, Clinical Associate Professor or Clinical Professor
• Research Instructor, Research Assistant Professor, Research Associate Professor or Research Professor
• Teaching Instructor, Teaching Assistant Professor, Teaching Associate Professor, and Teaching Professor
• Adjunct Instructor, Adjunct Assistant Professor, Adjunct Associate Professor or Adjunct Professor
• Lecturer

GENERAL – (in addition to the “General Information” section preceding all salary policies)

TEMPORARY SALARY INCREASES

A temporary salary increase is an increase that is divided out and paid over a specific number of pay cycles and then ends on a specific date. This temporary increase will be implemented for work performed between January 1, 2011 and June 30, 2011.

EMPLOYEES PAID CURRENT - Twelve month employees that were hired prior to July 1, 2002 (i.e. paid current) will receive their payments beginning on January 15, 2011 and continuing through June 30, 2011.

EMPLOYEES PAID IN ARREARS - Twelve month employees that were hired on or after July 1, 2002 (i.e. paid in arrears) will receive their payments beginning on January 31, 2011 and continuing through July 15, 2011.

REQUIRED VERSUS OPTIONAL SALARY INCREASES

PROMOTION INCREASES – Each faculty member promoted effective fiscal year 2010-2011-2009 will receive a base salary increase equal to 10% of their fiscal year 2009-2010 base salary. Such increases have already been provided for promoted faculty effective for the full contract year. In addition they will be eligible for the increases described below.

ANNUAL INCREMENT – Non-tenure track faculty may be eligible for an annual increment based on years of full-time (1.0 FTE) service. An increment of $60 per year of service will be provided after the third year of such service. To be eligible for the annual increment in a given year, faculty must have been on contract full-time for 9 or more months during the fiscal year. Detailed eligibility rules are attached on Appendix A.

1.0 FTE Positions –. Each 1.0 FTE non-tenure track faculty member must be provided a temporary performance-based adjustment, if assessed as eligible as a result of mandatory annual review. The process for deciding the amount of increase should be similar to that applicable to tenured/tenure-track faculty.

Less than 1.0 FTE Positions – Temporary salary increases consistent with the guidelines below may be provided to, but are not required for, non-tenure track faculty members who are employed for less than 1.0 FTE.
**FUNDING FOR SALARY INCREASES**

Each dean/director will be provided with a centrally funded increase to their non-recurring resource allocation for fiscal year 2010-2011 to support that portion of the raises associated with the proportion of salaries funded by centrally-controlled resources.

Funding for raise costs associated with the proportion of salaries funded by other resources must be provided by the department.

**POOL OF FUNDS AVAILABLE**

Approximately 1.75% of base salaries for eligible 1.0 FTE employees. Pools are limited to this amount even if additional funds may be available in the unit.

**RAISE COMPONENTS** – (all percentages are approximate)

**First-Year Faculty**

The first-year annual review of a faculty member, as noted in the University guidelines, likely includes “limited evidence,” since the file closes on December 31. In fact, some units base the annual review on the previous academic year. Thus, first-year faculty may be at a disadvantage in the assignment of performance-based salary increases that would be effective during their second year. To rectify this situation, and unless otherwise justified by evidence indicating either an unsatisfactory performance or a performance that is clearly documented at a very high level, first year faculty members will receive a temporary salary increase of 1.75%.

**Performance-Based Adjustment**

These non recurring funds are available for use at the discretion of the dean/director for rewarding performance in accord with the performance-based policy adopted by the Faculty Senate in a manner consistent with annual evaluation procedures and with faculty input as provided by campus, college and departmental policies. The process for deciding the amount of increase should be similar to that applicable to tenured/tenure-track faculty.

Similarly, the HSC schools will use merit based assessment tools for each faculty member that are specific to the missions of the school, recommended by each dean and approved by the Chancellor-HSC.

100% of pool will be used for this purpose.

It is expected that performance recommendations will show some differentiation and that the same performance increase will not be recommended for every non-tenure track faculty member.

**NOTE:** A justification of adjustments made in this category must be submitted for review by the Provost’s Office, or other appropriate Vice President’s/Chancellor’s Office.