

Spring 2014 – College of Arts and Sciences Update of Faculty Salary Increase Policies¹

Following consultation with the Deans' Advisory Committee, the College of Arts and Sciences asked each department and curricula chair to update or develop their faculty salary increase policies during the Spring of 2014. The updated policies were reviewed by the faculty and submitted to the dean's office by **Friday, April 25, 2014** and subsequently were submitted to the Office of the Provost.

The following are the principles that guided the department and curricular chairs in reviewing and preparing their unit's salary increase policies.

1. The department or curriculum chair is responsible for making salary increase recommendations, as guided by regulations and instructions from the dean. Traditionally, when making salary increase recommendations, chairs have been asked to consider factors such as promotion from one rank to another; distinguished scholarly achievement; distinguished teaching; exceptional departmental or university service; competitive market considerations; compression and equity adjustments; and the importance of individuals to your unit's overall efforts.
2. Merit considerations should be consistent with those specified in the department's personnel policies.
3. Policies should specify whether or not the department will have a merit or salary committee. Chairs hold sole responsibility for making salary increase recommendations to the dean but they should formulate those recommendations by means understood by all faculty within the department or curriculum.
4. Policies should promote the recognition of individual faculty merit.
5. Policies should promote overall qualitative improvements in the unit in the areas of teaching, scholarship or creative activity, and professional service.
6. Policies should provide general guidance to the chair, but should not be overly restrictive so that his or her judgment is unduly constrained.
7. Policies should be reviewed periodically in the unit, at least every five years.
8. Each department or curriculum should have its own written policy on salary increases and the policy must be provided to all faculty in each unit.

¹ Pursuant to the February 7, 2014 instructions to the Arts and Sciences Department and Curricula Chairs from Dean Karen Gil, College of Arts and Sciences