MEMORANDUM

DATE: May 3, 2017

TO: Deans and Directors

FROM: Jim Vigoreaux, Associate Provost for Faculty Affairs

RE: FY 2018 Salary Guidelines for Faculty

The quality and commitment of UVM’s faculty and staff are critical for maintaining excellence in instruction, research, and public service. Compensation remains a top priority of the university and will be a key element in UVM’s ability to recruit new personnel and to retain existing personnel.

UVM’s compensation philosophy is intended to support and advance the institution’s mission, goals, and values, and the university’s commitment to provide an exceptional educational experience to our students at a reasonable cost.

There are approximately 1,550 faculty members employed by UVM. Approximately 850 of those are represented by two separate collective bargaining units and subject to the terms and conditions of negotiated agreements. The remaining faculty members are not represented and are in the Larner College of Medicine, or are excluded from representation for other reasons, typically as a result of holding an academic position as director, chair, or associate dean. For the purpose of these salary guidelines, the latter group (directors, chairs, associate deans and other faculty administrators previously designated as non-represented) are termed “faculty administrators”. Deans and other senior officials are not covered by these guidelines.

Determination of full-time bargaining unit status vs. faculty administrator status is based on the position an individual holds effective July 1, 2017. For example, a faculty member who is assuming the position of associate dean in FY 2018 is changing from union-represented to faculty administrator status, is subject to the faculty administrator section of these guidelines. In contrast, a faculty administrator member stepping down from a department chair position and returning to the faculty in FY 2018 is changing from faculty administrator to union-represented status, and is subject to the salary article of the UVM-UA Agreement for any FY 2018 increases.

DISTRIBUTION POLICY FOR FACULTY ADMINISTRATORS

Salary increases for this cohort of employees will not be provided until the UA contract for FY 2018 is negotiated and approved. Despite the fact that these positions are not represented by the UA, their salary increases have historically been indexed to the increases in the UA guidelines.
DISTRIBUTION POLICY FOR UNFILLED POSITIONS AND UNASSIGNED SALARY DOLLARS

Salary increases for this cohort of employees will not be provided until the UA contract for FY 2018 is negotiated and approved.

DISTRIBUTION POLICY FOR COLLEGE OF MEDICINE FACULTY

The Larner College of Medicine may assign individual salary increments of 0% and above, given prior review and approval by the Associate Provost for Faculty Affairs of the overall annual compensation plan for the College and specific identification of any individual receiving an increase in excess of 9%.

Salary adjustments beyond this current policy will only be allowed for Research Scholar Pathway faculty whose salaries come from restricted sources, and then only if plans for the mid-year increase accompany the FY 2018 budget submission. For non-represented faculty whose FY 2018 salary is contingent on the awarding of grant funds in the remainder of the fiscal year, an appropriate salary should be articulated in the plan independent of whether the grant funds are awarded. This salary recommendation should be forwarded to the Associate Provost for Faculty Affairs at the time of the revised budget submission. However, the budgeted/submitted salary should be based on resources actually available within the unit. Should grant funding become available during the remainder of the year, a salary adjustment to the recommended level could be made retroactive to the effective date of the grant.

SALARY INCREASES FOR NON-REPRESENTED FACULTY OTHER THAN COLLEGE OF MEDICINE

Salary increases for this cohort of employees will not be provided until the UA contract for FY 2018 is negotiated and approved.

For questions related to the non-represented status of a part-time or full-time faculty member, please contact your Labor and Employee Relations Professional based on this list: http://www.uvm.edu/hrs/managers/LER2016.doc

SALARY INCREASES FOR UNION REPRESENTED FACULTY

Units (Responsibility Centers and Cost Centers) will need to wait until the UA contract for FY 2018 is negotiated and completed before assigning any salary increases to this cohort of employees.

Positions included in the part-time and full-time bargaining units are referenced in Article 1, Recognition of the respective collective bargaining agreements. The agreements may be viewed at: http://www.uvm.edu/~facsrcs/?Page=OfficersPage.html

For questions related to the union status of a part-time or full-time faculty member or interpretation of the salary and compensation agreements, please contact your Labor and Employee Relations Professional based on this list: http://www.uvm.edu/hrs/managers/LER2016.doc
UNION-REPRESENTED PART-TIME FACULTY

Salary increases for part-time union represented faculty will be based on the Collective Bargaining Agreement between The University of Vermont and United Academics (AAUP/AFT) Part-time Unit, September 23, 2015-June 30, 2018. Please refer to Sections 18.1-18.7 for information related to FY 2017 increases to credit hour rates and/or base salaries of part-time represented faculty.

UNION-REPRESENTED FULL-TIME FACULTY

Salary increases for full-time union-represented faculty will be based on the results of contract negotiations and the final approved collective bargaining agreement once that agreement is in place. With the exceptions provided for in Article 18.6, promotion increases in Article 18.7, and salary minima in Article 18.8 of the Agreement between the University of Vermont and United Academics (AAUP/AFT) Full-time unit, December 12, 2014-June 30, 2017, no raises will be allocated to individuals in this unit during the FY 2018 salary setting process.

BUDGET IMPLICATIONS

Budget Managers within Responsibility Centers should incorporate their projections for salary increases, promotions, salary minima, and unfilled positions into their line-item budget for all the categories of employees listed above. Cost Center and Hybrid Cost Center budgets will not be incremented for salary increases for full-time union represented faculty or non-represented faculty administrators until the UA contract has been negotiated and completed. However, Cost Center and Hybrid Cost Center budgets will be incremented to account for promotions and salary minima as indicated above.

INCENTIVE COMPENSATION POLICY

A reminder that while faculty members may be involved in student recruitment activities, Section 487 (a)(20) of the Higher Education Act (HEA) prohibits the University from providing incentive compensation to employees or third party entities for their success in securing student enrollments or the awarding of Title IV HEA program funds (federal financial aid). You can find more information about incentive compensation, student recruitment and financial aid here: http://www.uvm.edu/hrs/info/compensation/incentivecompguide.pdf