

COLLEGE OF SCIENCE
COUNTER-OFFER POLICY
DECEMBER 12, 2017

Given the quality of our resident tenured and tenure-track faculty, and their national reputations, they will on occasion receive offers of employment from other higher education institutions, government agencies, and private employers. The College of Science, may on occasion, extend counter-offers to retain the services of these faculty using the following guidelines.

1. Evidence of offer:

The counter-offer procedure should start at the departmental level. A faculty member must provide the Chair with a letter from another institution/employer detailing salary and other relevant aspects of the employment offer. The faculty member should also provide supporting documentation on start-up funds, research assistants, travel, and other factors that could be addressed in considering the preparation of a counter-offer. Upon receipt of the offer letter and supporting documentation, the Chair will consult with the departmental committee charged with personnel issues and policy (as per the departmental charter). The intent of departmental involvement is to gain a balanced perspective on the unit's assessment of the faculty member giving consideration to the individual's contribution to the department's mission, including in the areas of scholarly activity, teaching and service. Following this consultation, the Chair will provide a written recommendation, including the recommendation of the appropriate personnel committee, to the Dean. The recommendation will detail the rationale for whether a counter-offer is advisable and what provisions might be included in its preparation. In some cases where the College is not able to match the salary or other provisions of the job offer, such as space or equipment, the preparation of a counter-offer may not be advisable. After reviewing the departmental recommendation, the Dean, in consultation with the Chair and departmental committee charged with personnel issue, will decide whether a counter-offer should be prepared and what provisions should be included.

2. Form of the response and counter-offer:

In the case of a negative recommendation for a counter-offer, with the Dean's approval, the faculty member will be notified in writing, timely to the offer decision to be made.

If the decision is positive, the Dean will prepare a written counter-offer for consideration by the faculty member. Salary provisions from the Office of the Dean will normally consider excellence and merit and/or equity and variance and will be awarded at the beginning of the next academic year. This salary adjustment will also constitute the entire salary raise for that faculty member for the academic year. Other provisions of the counter-offer including specific dates for implementation of all terms and the length of time that the faculty member will have to make a decision on the counter-offer will be stated in the letter.

The faculty member should respond to the Dean's counter-offer as expeditiously as possible. Should additional negotiations be required, they will be made in consultation with the Chair and departmental committee. Any modifications to the original counter-offer will be provided in a revised letter from the Dean for review by the faculty member. The revised letter will specify the final conditions of the counter-offer. The faculty member should respond to the revised offer by the specified date. At that time, the faculty member will, through written notification to the Office of the Dean, either accept or reject the counter-offer. If the revised counter-offer is rejected, there will be no further negotiations between the faculty member and the Dean.

3. Rank and tenure:

Recommendations by the Dean of counter-offers involving changes in rank and/or award of tenure must in each case be approved by the Provost and Vice President for Academic Affairs and made in consultation with the faculty members departmental personnel committee, unit chair, and the UNT Board of Regents.

4. Limit on repeat counter-offers:

A counter-offer effectively establishes the "market value" of that faculty member. A faculty member will receive a UNT counter-offer to an external offer no more than once in a three-year period.