

The University of North Texas at Dallas Policy Manual	Chapter 6.000
6.012 Faculty and Chair Compensation	Faculty Affairs

Policy Statement. The University of North Texas at Dallas is responsible for securing a qualified and competent faculty and for utilizing public funds for faculty salaries and wages in an effective manner.

Application of Policy. This policy applies to all faculty members.

Definition(s).

Faculty Member. “Faculty Member” means any university employee with academic rank or duties that include teaching, research, academic administration, or other scholarly activity and who are paid in full or in part from the line item "Faculty Salaries" or from other academic funding source. The President, Provost, associate provosts, and division deans are not covered by this policy.

Procedures and Responsibilities.

The Board of Regents has the authority to set compensation levels paid to faculty members through review and adoption of the annual operating budget. The itemized budget specifies the salary authorized for each position. The Provost must give initial approval of all changes to budgeted faculty positions outside of the annual operating budget.

It is the policy of the university to distribute fairly and equitably funds available for salaries and wages. Initial faculty salaries are determined based on a combination of factors, including the funding available for the position, the academic discipline, faculty rank at the time of appointment, highest degree earned, the job responsibilities, academic credentials, professional experience, market value, and the needs of the department and college. Upon the recommendation of the chair and dean, the Provost approves all faculty salaries prior to hiring.

All position and salary range assignments shall be made on the bases of the work to be performed without regard to race, color, religion, sex, age, disability, national origin, veteran status, or marital status and in accordance with the laws, policies, and regulations of the United States government, the state of Texas, and the Board of Regents of the UNT System.

The Provost and deans over each school have responsibility for the administration of this policy. Department chairs shall recommend compensation for their employees in accordance with university policies, procedures, and guidelines.

1. Faculty Compensation.

- 1.01. General Information. There are two-types of faculty contracts: 12 month and 9 month. Faculty members appointed to 12 month contracts will be responsible for teaching during the summer or will be assigned work by the Dean outside of teaching that supports the school. The Provost gives final approval for all 12 and 9 month contracts and any work assigned outside of teaching.
- 1.02. Market Data. University administrators shall use the College and University Professional Association for Human Resources (CUPAHR) as its primary determinate of the market value for faculty salaries. Other relevant market data shall be considered when appropriate.
- 1.03. Compensation for Summer Teaching. A summer teaching assignment is not guaranteed. Nine month faculty members may be assigned teaching responsibilities or work on special projects as assigned by the dean. Faculty members may be assigned summer teaching as the needs of the institution dictate. The compensation for summer teaching will be determined each year by the Provost no later than February 1. Compensation is prorated for assignments of other than three SCH courses. Compensation for summer teaching is provided through the UNTD summer budget and generally faculty are limited to teaching a maximum of two three-hour courses in the summer absent extraordinary circumstances.
- 1.04. Additional Compensation. In rare instances where faculty members provide services to the university beyond their normal faculty responsibilities they may be eligible for, additional compensation, as determined by the dean and department chair with approval by the Provost.
- 1.05. Overload Compensation. In instances where faculty members are needed to teach extra courses beyond their normal teaching load (i.e., an overload), they may be eligible for overload compensation. At a minimum, the overload compensation shall be comparable to that paid to an adjunct faculty member to teach the course. Upon the recommendation of the chair and dean and approval of the Provost, overload compensation may vary based on the funding available, needs of the department, and qualifications of the faculty member.
- 1.06. Chair Compensation. When a person is appointed as a department chair, he or she will receive a twelve month contract: ten months' faculty salary plus a stipend determined by the Provost. In consultation with the Dean, the Provost will determine the teaching load of department chairs based on the responsibilities of

the position and the needs and priorities of the institution.

1.07. Grants, Endowments, and Other Arrangements. Grants, contracts, endowments, awards and other arrangements may provide for release time and/or additional salary support for a faculty member within applicable regulatory parameters.

2. Increases in Compensation.

2.01 General Increases. All salary increases for faculty members, unless otherwise mandated by the state's legislature, shall be based on merit and/or equity. Quality teaching, research, scholarly/creative activity, administrative responsibilities, and service may be considered in the merit process. Equity and other adjustments may be awarded based on the recommendations of the department chair and dean, subject to the approval of the Provost.

2.02 Recommendations. Department chairs and program directors shall recommend salary rates, equity adjustments, and merit increases in the annual department budget request based on the budget guidelines issued by the President. The recommendations shall, in turn, be submitted to the appropriate academic dean and the Provost for approval. Faculty members, as part of their annual evaluation, will be considered for a merit increase as appropriate based on available funds and other considerations.

2.03 Salary Increases for Promotion. Faculty members, through the promotion process (see Tenure and/or Promotion Review Policy, 6.009), are awarded increases in the subsequent budget year based on budgeted resources and the promotion rank. Generally, the salary increase for promotion from assistant to associate professor is \$5,000 and for promotion from associate to full professor is \$8,000.

References and Cross-references.

TEX. EDUC. CODE §51.908

Regents Rule 06.500

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