

## Double Checking your Salary for 2024-2025

The Memo of Understanding (MOU), which is negotiated between the Faculty Salary Committee (FSC) and the Administration and then approved by the General Faculty, governs salary increases for faculty. Each year the FSC verifies all individual salary calculations with the Administration and provides the Faculty with the data needed to calculate individual salary increases. This handout is a guide to using that information in order to double check your salary. The information below is taken from the [MOU Faculty Compensation \(Salary and Benefits\) FY 2024-2026](#) and from a memo sent by the FSC to the General Faculty on April 29, 2024.

### Without Promotion

1. If you're staying in the same rank in 2024-25 as you were in 2023-24, the calculation is very straightforward. Each full-time faculty member recommended for standard merit will receive a standard merit salary increase of 3.75% of either their salary or the mean of their rank, whichever is greater.
2. This phrasing of "salary or the mean of their rank, whichever is greater" is the way we have always distributed standard merit or, prior to 2003, the across-the-board increases that all faculty received. It may sound oddly complicated, but it is in effect the way you get credit for time served. If you entered a rank at the bottom and got each year's raise as a percentage of your salary, then you would stay at the bottom of the rank. If you had been here for five years, your salary would be the same as the salary of someone coming into the rank at the bottom. By instead using the mean of the rank, each raise puts you further above the bottom of your rank.
3. For this step, you need the following information from the April 29 FSC memo:

	FY2024 Mean	3.75%
Professor	\$154,531	\$5,795
Associate	\$121,618	\$4,561
Assistant	\$100,822	\$3,781
Instructor	\$90,885	\$3,408

4. Take your salary from your 2023-2024 contract and compare it to the mean of your rank in the table above. If your salary is smaller, add the number in the last column for your rank to last year's salary and that is your new base salary. If your previous salary is above the new mean for your rank, your new base salary will be last year's salary plus 3.75% of last year's salary or 103.75% of your 2023-2024 salary. You can calculate that by multiplying your previous salary by 1.0375 and rounding to the nearest whole number. (Note: because the spreadsheet used as a basis for these calculations tracks your base salary to two decimal places, your result may differ from the number in your contract by plus or minus a dollar.)
5. For example, if your 2023-2024 base salary was \$106,000 and you are an Associate Professor, that number is below the rank mean of \$121,618, so you add 3.75% of the Associate mean (\$4,561 per the last column) rather than 3.75% of your salary to your previous salary for a new base of \$110,561. On the other hand, if you're an Assistant Professor with a previous salary of \$106,000, that number is above the rank mean of \$100,822, so you add 3.75% of \$106,000 (\$3,975) to your previous salary for a new base of \$109,975.

### With Promotion (no prior additional merit)

Congratulations on getting promoted! Now what?

6. This is a bit more complicated, using the following text from the MOU:

In the event of a promotion in rank, the faculty member will receive the greater of the following: (a) their current base salary plus any Standard Merit increase to the current base salary plus \$1,000, or (b) the minimum of the new rank plus any additional merit compensation awarded to the faculty member beyond standard merit prior to the current year.

7. Note the phrase, “additional merit compensation” in the description of the increase for promotion. We have not had additional or further merit since 2008-2009, so if you came to Fairfield after that time, this line is irrelevant to you. If you were here in the years when there was additional/further merit, see paragraph 10.

	<u>FY2025 Minimum</u>
Professor	\$148,150
Associate	\$109,689
Assistant	\$97,602
Instructor	\$77,043

8. The promotion calculation entails three possibilities:
- a) If your base salary is well below the new minimum for your new rank, you jump to that new minimum, shown in the table above (and also included in the April 29 memo). Note that that number already incorporates the 3.75% increase described above.
  - b) If your base salary is already above the minimum of your new rank, calculate your increase in base salary as described in paragraph 4 for those not being promoted, using the standard merit increase calculated from the mean of your new rank, and then add \$1,000 for being promoted.
  - c) If your base salary is below the minimum of your new rank but relatively close to it, you need to compare possibilities a and b to make sure you are getting the increase you earned. Follow the steps in 8b to calculate a new base (again using the standard merit increase calculated from the mean of your new rank and adding \$1,000 for being promoted). Compare that number to the 2024-25 minimum for your new rank, and whichever of those two numbers is higher is your new base salary.
9. For example, if you are a newly promoted Associate Professor whose current base salary is neither well below nor above the new Associate minimum, you will need to make the comparison described in 8c:
- a) If your 2023-2024 base salary was \$103,000, the calculations in 8b would take you to a new salary of \$107,561 (below the mean for Associate, so add \$4,561). Add \$1,000 for being promoted and the resulting \$108,561 is still below the new minimum for the Associate rank, so your new base would instead jump to the new Associate minimum of \$109,689.
  - b) On the other hand, if your 2023-2024 base salary was \$105,000, the calculations in 8b would take you to a new salary of \$109,561 (below the mean for Associate, so add \$4,561). Add \$1,000 for being promoted and you will enter the new rank above the minimum, with a new base of \$110,561.

**With Promotion (and prior additional merit)**

10. If you were on the faculty between 2003 and 2009, you may have received additional/further merit in one or more of those years. You will need to find in your records the additional merit amounts you received in order to double check your salary. Wherever your 2023-2024 salary is relative to the minimum of your new rank, if you received additional merit, you should compare the following two calculations: 1) Follow the steps in 8b to calculate a new base (again using the standard merit increase calculated from the mean of your new rank and adding \$1,000 for being promoted). 2) Take the new minimum of your new rank and add your prior additional/further merit awards to it. Whichever of those two amounts (1 or 2) is higher is your new base salary.