

**Memo of Understanding
Faculty Compensation (Salary and Benefits)
2005-2006**

After collegial discussions, the Faculty Salary Committee and the Administration recommend to the General Faculty for ratification and to the Budget Committee for inclusion in the budget that they submit to the President and the Board of Trustees the following compensation package.

It is understood that if accepted by the General Faculty and Budget Committee and subject to the final approval of the Board of Trustees, all faculty appointments and compensation shall be in accordance with the provisions set forth herein and in the Faculty Handbook as currently amended. All individual, annual letters of appointment will be in accordance with the compensation provisions of this document and with the Faculty Handbook (9th edition updated, 2002).

In the event that either the General Faculty or the Budget Committee raise objections to the recommended compensation changes, the Faculty Salary Committee and the Administration will hold further meetings with the intention of resolving the objections. In the absence of a resolution, the Annual Budget adopted by the Board of Trustees shall be final regarding faculty compensation for the ensuing academic year. In this case, the Administration will provide the Faculty Salary Committee with the revised information called for in this document. All individual, annual letters of appointment will be in accordance with the revised compensation provisions of this document and with the Faculty Handbook (9th edition updated, 2002).

Recommended Salary and Benefit Changes.

- A. All faculty will receive compensation and benefits in accordance with the provisions set forth below.
- B. The salary pool will be an increase of 4.0% of the faculty 2004-2005 salary pool. All salary increases are based on an evaluation of performance according to the criteria of the various school plans.
- C. Sustained merit is set at 3.0%. Faculty who qualify for sustained merit will receive an increase of 3.0% of their salary or 3.0% of the mean of their rank, whichever is greater. Faculty who do not qualify for sustained merit will receive no increase.

1. The 2004-2005 mean for each rank and the increases of 3.0% for each mean are:

	<u>Mean</u>	<u>Increase</u>
Professor	92,444	2,773
Associate	73,967	2,219
Assistant	61,290	1,839
Instructor	45,029	1,351

2. The further merit pool will be 1%. Each school will receive a proportion of this pool equal to the proportion of tenure-track faculty members in that school. During 2005-2006, all plans will have a clear mechanism by which further merit will be distributed. In the interim, further merit funds will be distributed, using the plans of the various schools as a guide, through consultations with department chairs, deans, and appropriate faculty.
3. First year faculty will receive a 4% salary increase.

D. The Administration and the Board of Trustees are firmly committed to maintaining the average of the compensation of Assistant, Associate and Professor ranks at the 95th percentile for Class IIA institutions in the national AAUP ratings, subject to financial limitations. If the current average compensation in any rank is below the corresponding 95th percentile figure, then in addition to the increase described in section C above, each faculty member in that rank will receive the amount of the difference between Fairfield's average compensation for that rank and the corresponding 95th percentile figure.

E. Minimum starting salaries will be raised by the sustained merit percent. Therefore for 2005-2006, they will be raised by 3.0%. The new minimum starting salary for each rank for 2005-2006 is as follows:

<u>Rank</u>	<u>Minimum</u>	<u>Maximum</u>
Professor	\$84,891	\$109,732
Associate	\$65,927	\$91,643
Assistant	\$52,508	\$73,986
Instructor	\$45,471	\$55,196

When market conditions require, new faculty members may be hired at salaries exceeding the above-designated maximums. The Academic Vice President will inform the Faculty Salary Committee in writing of each new position requiring a salary beyond the designated maximum. In all cases, the Faculty Salary Committee will be informed in writing of each hire that exceeds the above-designated maximum

- F. In the event of a promotion in rank, the faculty member will receive the appropriate increase for the new rank plus an additional \$1000. In the event this increase does not bring such person to the minimum of the new rank, he/she will receive that minimum plus any additional merit compensation awarded in previous years beyond sustained merit. Additionally, if he/she was a full-time faculty member prior to the 1997-1998 academic year, \$1,188 will be added to his/her salary. This additional amount reflects savings from the 1996 change to a new health plan.
- G. The salary paid for part-time instruction to full-time faculty members (beyond normal load) and the salary for credit courses for adjunct faculty who are not full-time faculty members will be as follows. The amounts have been increased by 3.0%.: Higher payments are occasionally made as market conditions dictate.
- The Administration will provide a list of adjunct salaries to the Faculty Salary Committee each semester.
 - For an adjunct faculty member who is not a full-time faculty member, if a class meets two or more times per week during the academic year, the stipend will increase by \$150.
 - Actual teaching experience at Fairfield is counted for adjunct faculty.
 - Two semesters per year are counted for full-time faculty.

Fairfield University Teaching Experience

<u>Degree</u>	<u>Under 8 semesters</u>	<u>8-15 semesters</u>	<u>16+semesters</u>
Non-terminal	\$3,090	\$3,307	\$3,593
Terminal	\$3,739	\$3,901	\$4,044

- H. Existing supplemental salary pertaining to Chairs, Program Directors, etc. shall continue as in the past.
- I. The Faculty Salary Committee and the Administration recognize the need to examine faculty salary distributions for gender inequities, racial inequities and other inequities covered by federal and state statute. The redress of such inequities, by adding appropriate increments to faculty base salaries, shall be accomplished by a joint decision of the Faculty Salary Committee and the Administration's Compensation Committee while always protecting the privacy of any individuals involved. If consensus cannot be reached, the Administration cannot be prevented from redressing such inequities. In all cases the Faculty Salary Committee will be informed in writing of the changes in salary.
- J. By October 10th of each academic year, the Administration shall provide

to the Faculty Salary Committee a list of all faculty salaries and benefits including rank, school, gender, date of hire and date of rank. The Faculty Salary Committee agrees to maintain confidentiality. They agree not to share or discuss individual salaries with anyone outside the Salary Committee.

- K. "Benefit Plans Overview", an outline of existing benefits, is incorporated in this document as Appendix 1.
- L. Both the FACHEX plan and the Tuition Exchange Program are coordinated through the Office of the Academic Vice President.
- M. The benefits and conditions stated in this Memo of Understanding shall be reflected in all 2005-2006 letters of appointment. The Faculty Salary Committee and the Administration agree to begin collegial discussions of the 2006-2007 Memo of Understanding by October 1, 2005. In the spirit of collegiality, and in furtherance of the President's stated directive for a more collaborative system of governance, the Administration agrees to work with the Faculty Salary Committee to discuss salaries as well as any and all benefits; to provide all pertinent information; to receive recommendations concerning benefits and any substantive changes to benefits; to discuss salary and benefit changes; to be receptive to faculty participation in a cooperative process with the intent of arriving at a mutually agreed upon Memo of Understanding for 2006-2007.

Faculty Salary Committee:

Joseph Dennin, Chair

Elizabeth Boquet

Kevin Cassidy

Walter Hlawitschka

Jocelyn Boryczka

Date: _____

For the Administration:

Orin Grossman, Chair

Mark Guglielmoni

Jeanne Novotny

Norman A. Solomon

Approved by the General Faculty on May 9, 2005

Subject: MOU clarifications and signings
Date: Monday, May 16, 2005 3:57 PM
From: Faculty Announcements <facultyannounce@mail.fairfield.edu>

TO: General Faculty
FROM: Orin Grossman
RE: Contract/MOU clarifications

The Salary Committee and the administration agree on the following two clarifications to the 2005-06 MOU. We also agree there is no need to amend the MOU, but that this clarification would be sufficient at this time.

1. First year faculty members will receive an increase of 4% of their salary or 4% of the mean of their rank, whichever is greater
2. Faculty members promoted to a higher rank taking effect September 2005, and who remain below the minimum of their new rank after all raises are computed, will go to the minimum of the new rank plus any accrued additional merit, including additional merit earned as a result of this year's merit review.

I hope this is clear.

Orin