

**Memo of Understanding**  
Faculty Compensation (Salary and Benefits)  
1998-1999

After collegial discussions, the Faculty Salary Committee and the Administration recommend to the General Faculty for ratification and to the Finance Committee for inclusion in the budget 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 Finance 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. Individual faculty compensation consistent with the provisions of this document and the Faculty Handbook (8<sup>th</sup> updated edition, 1993) will be reflected in all annual individual letters of appointment.

In the event that either the Faculty or the Finance Committee raise objections to the recommended compensation changes, the Faculty Salary Committee and the Administration will hold further meetings to discuss such objections with the intention of modifying the recommendations, if possible, to resolve the objections. In the absence of a resolution of such objections, the Annual Budget adopted by the Board of Trustees shall be final with respect to Faculty compensation for the ensuing academic year. In such case, the Faculty Salary Committee will be provided with the revised information called for in this document. This information together with the provisions of the Faculty Handbook (8<sup>th</sup> updated edition, 1993) will be reflected in all annual, individual letters of appointment.

**Recommended Salary and Benefit Changes**

- A. All faculty will receive compensation and benefits in accordance with the provisions set forth below.
- B. Salary increases will be calculated on the following basis:
  - 1. A faculty member whose present salary is at or above the mean for his/her rank will receive 2.7% of his/her base salary.
  - 2. A faculty member whose present salary is below the mean for his/her rank will receive 2.7% of the mean of his/her rank.
  - 3. The 1998-1999 mean increases for each rank are:

	Mean 1997-1998	Mean Increase 1998-1999
Professor	\$78,223	\$2,112
Associate	\$62,592	\$1,690
Assistant	\$53,210	\$1,437
Instructor	\$41,221	\$1,113

- C. 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 95<sup>th</sup> percentile for Class IIA institutions in the national AAUP ratings, subject to financial limitations.

- D. New ranges represent an adjustment of 2.7% for each rank. The new range for each rank for 1998-1999 is as follows:

Rank	Minimum	Maximum
Professor	\$72,759	\$94,637
Associate	\$56,404	\$79,037
Assistant	\$44,832	\$63,808
Instructor	\$38,762	\$47,602

When market conditions require, new faculty members may be hired at salaries exceeding the above designated ranges. The Administration and the Faculty Salary Committee will specify an appropriate range for each new position identified by the Academic Vice President as requiring a salary beyond the above designated ranges. The Academic Vice President shall seek the Faculty Salary Committee's approval before exceeding these new ranges. In all cases, the Faculty Salary Committee will be informed of each hire that exceeds the above designated ranges.

- E. In the event of a promotion in rank, the faculty member will receive the appropriate increase for the new rank plus an additional \$500.00. In the event this increase does not bring such person to the minimum of the new rank, he/she will receive that minimum. 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.
- F. The salary paid for part-time instruction to full-time faculty members (beyond normal load) will remain at the 1997-1998 levels. The salary paid for credit courses for adjunct faculty who are not full-time faculty members will be increased by 2.7% for 1998-1999. The salary structure for part-time instruction is as follows:

*Full-time faculty members:*

Degree	Fairfield University Teaching Experience		
	Under 8 Semesters*	8-15 Semesters	16+ Semesters
Non-terminal	\$2,685	\$2,874	\$3,123
Terminal	\$3,250	\$3,389	\$3,514


*Adjunct faculty who are not full-time faculty members:*

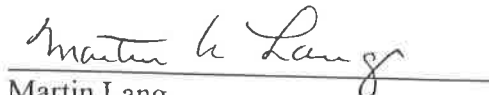
Degree	Fairfield University Teaching Experience		
	Under 8 Semesters*	8-15 Semesters	16+ Semesters
Non-terminal	\$2,757	\$2,952	\$3,207
Terminal	\$3,338	\$3,481	\$3,609

\*Two semesters per year will be aggregated for full-time faculty. Actual experience at Fairfield University will be utilized for part-time adjunct faculty. If a class meets two or more times per week during the academic year, the stipend will increase by \$125 for non-terminal degree status and \$150 for terminal degree status.

- G. Existing supplemental salary pertaining to Chairs, Program Directors, etc., shall continue as in the past.
- H. The Faculty Salary Committee and the Administration recognize the need to examine faculty salary distributions for gender inequities, racial inequities, and other potentially illegal inequities. 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 the inequities. In all cases, the Faculty Salary Committee will be informed of the conditions of redress.
- I. The Administration shall provide to the Faculty Salary Committee a list by rank of all faculty salaries by September 15 of each academic year.
- J. "Benefit Plans Overview," an outline of existing benefits, is incorporated in this document as Appendix 1.
- K. The benefits and conditions stated in this Memo of Understanding shall be reflected in 1998-1999 letters of appointment. The Faculty Salary Committee and the Administration agree to commence collegial discussion of the 1999-2000 Memo of Understanding by October 1, 1998. It is anticipated that the discussions will conclude by the end of November.

*Faculty Salary Committee*

  
Richard DeWitt, Chair

  
Martin Lang


  
Patrick Lee

  
John Orman

  
Michael Tucker

*For the Administrative Team*

(L. William Miles, Michael Crowley, K. Creecy  
Stephen Jakab, Robert Wall)

  
L. William Miles

Date: February 6, 1998