

Faculty Colleagues:

As discussed at prior general faculty meetings, this academic year's discussions between the Faculty Salary committee and the Administration's Compensation committee were the most contentious in my experience. From the start it appeared that the administration had determined what they were going to offer us and our participation in any process was irrelevant. In response, we focused on reforming this non-participatory process and in so doing have at least succeeded in altering and adding to some of the language in the Memorandum of Understanding.

Financially, the Administration has agreed to accept our voted upon pay increase reduction to subsidize non-fulltime adjunct faculty increases making their increase comparable to our salary increase. The increase in fulltime faculty salary and non-fulltime adjunct pay will be 1.3% for 1999-2000. This is 0.2% less (on average \$130) than what fulltime salary increases would have been had we not donated some of our increase to our adjunct colleagues. Similar to last year's agreement, fulltime faculty teaching as adjuncts will again receive no increase in compensation. The co-payments on our medical insurance will increase as noted in the agreement. By way of assuaging this increase, the memo outlines specifically the participation of the Faculty Salary committee in any future changes to medical benefits. We can expect such changes to become an annual rite given forecast increases in medical costs. This addition to the language of the memo was made in conjunction with a written agreement of participation of the Salary Committee in setting all matters dealing with compensation. Ideally, we should move away from the adversarial model of past years in which the administration and the Faculty Salary committee swapped sealed proposals and discussed positions toward a process of open discussion with all information on the table.

The administration has also undertaken to update the Intention to Hire form to include a signature line which the chair of the Salary Committee must sign off on before salary offers out of range are made. This establishes a process for avoiding a repetition of the three instances in the past six years in which the administration failed to inform the Salary Committee in advance of making out of range offers.

The administration also pledges to continue to work with the faculty to implement a more extensive Fachex program. This appears to be moving toward completion.

Obviously the 1.3% salary increase coupled with an increase in medical co-payments is a poor economic package particularly in these prosperous times. It is also below the national rate of inflation as measured by the CPI. Lacking leverage in what was decidedly not a negotiating process, we have emphasized participation for future discussions in this memo. Through shared governance, a model we aspire to and a model the administration has at least not rejected outright, we will have the opportunity to influence change. It is crucial that next year's Faculty Salary committee keep the general faculty informed of the implementation of the participatory language in this memo. While we all hope that this language is adhered to, if it is not, the faculty must be prepared to respond in unison to any abrogation of the spirit of collegiality and participation to which the administration has agreed.

Michael Tucker  
Chair of the Faculty Salary Committee  
1998-1999

**Memo of Understanding**  
**Faculty Compensation (Salary and Benefits)**  
1999-2000

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 1.3% of his/her base salary.
2. A faculty member whose present salary is below the mean for his/her rank will receive 1.3% of the mean of his/her rank.
3. The 1999-2000 mean increases for each rank are:

	Mean 1998-1999	Mean Increase 1999-2000
Professor	\$80,191	\$1,042
Associate	\$63,194	\$822
Assistant	\$54,496	\$708
Instructor	\$44,314	\$576

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 1.3% for each rank. The new range for each rank for 1999-2000 is as follows:

Rank	Minimum	Maximum
Professor	\$73,705	\$95,867
Associate	\$57,137	\$80,064
Assistant	\$45,415	\$64,638
Instructor	\$39,266	\$48,221

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 Administration will modify the Authorization to Hire form currently in use and introduce a Faculty Salary Committee review component for those hires at a salary exceeding the designated range. 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 1998-1999 levels. The salary paid for credit courses for adjunct faculty who are not full-time faculty members will be increased by 1.3% for 1999-2000. 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	\$2,793	\$2,990	\$3,249
Terminal	\$3,381	\$3,526	\$3,656

\*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 Administration remains committed to work with faculty members to explore the expansion of the current FACHEX plan to include the Tuition Exchange Program or a similar program.
- L. The benefits and conditions stated in this Memo of Understanding shall be reflected in 1999-2000 letters of appointment. The Faculty Salary Committee and the Administration agree to commence collegial discussion of the 2000-2001 Memo of Understanding by October 1, 1999. It is anticipated that the discussions will conclude by the end of November. In the spirit of collegiality, the Administration agrees to work with the Faculty Salary Committee: to discuss medical benefits providing all pertinent information and receive recommendations from it concerning such benefits and any substantive changes to those benefits; to discuss salary and benefit changes and provide publically available financial information and receptivity to faculty participation in a cooperative process with the intent to arrive at an agreed upon Memo for 2000-2001.

*Faculty Salary Committee*

*For the Administrative Team*

(L. William Miles, Michael Crowley,  
Stephen Jakab, Theresa Valiga, Robert  
Wall)

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Michael Tucker, chair

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L. William Miles

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Richard DeWitt

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Martin Lang

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Patrick Lee

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Rosa Rodrigues