

Institution:	University of North Texas at Dallas (UNT Dallas)
Policy Number & Chapter Title:	06.012 Faculty Affairs
Policy Title:	Faculty & Chair Compensation

- I. **Policy Statement.** The University of North Texas at Dallas (UNT Dallas) is responsible for securing a qualified and competent faculty and for utilizing public funds for faculty salaries and wages in an effective manner.
- II. **Application of Policy.** This policy applies to all UNT Dallas faculty members. The President, Provost, associate provosts, and division deans are not covered by this policy.
- III. **Definitions.** The following definitions apply for the purposes of this policy:

- A. **Chair.** “Chair” means a faculty member with assigned responsibility to provide academic and administrative leadership to an academic department.
- B. **Faculty Member.** “Faculty member” means any UNT Dallas 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.

IV. Responsibilities.

A. In General.

The UNT 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 basis 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 applicable federal and state laws, UNT Regents rules, UNT System regulations and policies, and UNT Dallas policies.

The UNT Dallas 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.

B. Faculty Compensation.

1. General Information.

There are two types of faculty contracts: 12-month; and 9-month. Faculty members appointed to 12-month contracts are responsible for teaching during the summer or are

assigned work by their respective dean outside of teaching that supports the school. The Provost gives final approval for all 12-month and 9-month contracts, as well as any work assigned outside of teaching.

2. Market Data.

University administrators shall use the College and University Professional Association for Human Resources (CUPAHR) as the primary determinate of the market value for faculty salaries. Other relevant market data shall be considered when appropriate.

3. Compensation for Summer School.

Faculty members are not guaranteed teaching assignments for the summer sessions, but may be assigned to teach in a summer session as the needs of the institution dictate. Nine-month faculty members may be assigned teaching responsibilities or work on special projects as assigned by their dean. Generally, faculty members are limited to teaching a maximum of two three-hour courses during the summer sessions absent extraordinary circumstances.

Compensation for faculty members teaching in during summer sessions is funded by the UNT Dallas summer budget. The compensation for summer teaching is determined each year by the Provost no later than February 1st. Compensation is prorated for those faculty members who are tasked with additional assignments beyond their three scheduled courses.

4. Additional Compensation.

Faculty members providing services to the University beyond their normal faculty responsibilities may be eligible for additional compensation. On those occasions, the Provost will make a decision to award additional compensation based on input from the dean and department chair.

5. Overload Compensation.

Faculty members who teach extra courses beyond their normal teaching assignments (*i.e.*, an overload) may be eligible for overload compensation. On those occasions, the Provost will make a decision to award overload compensation based on input from the dean and department chair. Overload compensation may vary based on the funding available, needs of the department, and qualifications of the faculty member. At a minimum, the overload compensation will be comparable to that paid to an adjunct faculty member to teach the course. Overload compensation will not be awarded to those faculty members who have been granted a course release or release from other regular duties to fulfill the assignment.

6. Chair Compensation.

Faculty members appointed as department chairs will receive a twelve-month contract reflecting:

- ten months of faculty salary; and
- stipend approved by the Provost.

In consultation with each 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 University.

7. Grants, Endowments, Awards, and Other Arrangements.

Grants, contracts, endowments, awards, and other arrangements may provide for release time and/or additional salary support for faculty members in accordance with the applicable regulatory guidance.

C. Increases in Faculty Compensation.

1. General Increases.

All salary increases for faculty members, unless otherwise mandated by the state 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. 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 dean and the Provost for review and 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.

3. Salary Increases for Promotion.

Faculty members, through the promotion process (see UNT Dallas Policy 06.009; *Tenure and/or Promotion Review*), are awarded increases in the subsequent budget year based on budgeted resources and the promotion rank. Generally, a salary increase for promotion from assistant professor to associate professor is \$5,000 and for promotion from associate professor to full professor is \$8,000.

V. References & Cross-References.

- Texas Education Code, § 51.908; *Faculty Compensation Policies*
- UNT Board of Regents Rule 06.500; *Faculty Compensation*
- UNT Dallas Policy 06.009; *Tenure and/or Promotion Review*

VI. Revision History

Policy Contact:	Office of the Provost
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