

Faculty Administrator Position and Compensation Guidelines

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Faculty Administrators (FAD) include Associate Deans, Department Chairs, School Directors, and Center Directors (with jointly affiliated faculty members). They are not members of the BGSU Faculty Association bargaining unit and are, therefore, not covered by the terms of the collective bargaining agreement as stated for faculty members. Qualified-Rank Faculty (QRF) may serve as FADs. QRF serving as FADs who voluntarily or involuntarily end service as FADs shall return to their prior QRF appointment.

Term of Appointment

Chairs and Directors serve at the pleasure of the Dean. They typically will be appointed to four-year terms. The appointment process shall follow the shared governance guidelines in the collective bargaining agreement (Article 10, Section 4). Associate Deans will be appointed to a term mutually agreed upon by their Dean.

FADs will typically serve on 12-month appointments. FADs on 12-month appointments will be available during regular business hours, including fall and spring breaks, etc. FADs on 12-month appointments will follow fiscal year staff policies. For example, 12-month FADs must report vacation time monthly and can accrue up to 22 vacation days per year.

At the Dean's discretion, requests from Chairs, Directors, and Associate Deans for 9-month appointments may be granted. FADs on 9-month appointments will be available during regular business hours, including fall and spring breaks. However, the Dean may wish to provide additional compensation for summer duties (see below). FADs on 9-month appointments will not accumulate vacation time.

Duties

Deans shall communicate clear expectations regarding responsibilities and goals for Chairs, Directors, and Associate Deans. The level of faculty engagement in the areas of teaching/librarian effectiveness, research or other scholarly activities, and service will be negotiated annually (e.g., reduced teaching or research may be negotiated given increased administrative responsibilities due to department/program reaccreditation). With the approval of the Dean, FAD may also buy out teaching through external grant support.

Evaluation

Chairs, Directors and Associate Deans will be evaluated annually by their Dean. Chairs and Directors will be evaluated annually during the spring semester by the bargaining unit faculty members of the department or school (Article 10, Section 4).

FAD seeking promotions will follow procedures outlined in the collective bargaining agreement (Article 14, Sections 6 and 7).

Compensation

At time of appointment, all FAD with faculty rank shall have a "designated 9-month base salary" appropriate to their discipline and rank (exception: University Libraries FADs are on 12-month appointments with designated 12-month base salary). This "designated 9-month" base salary

shall be used to determine the salary that the FAD will receive if and when they return to a traditional faculty appointment. This "designated 9-month" base salary will be adjusted each year to include all appropriate salary increases that the individual has received while a FAD (i.e., promotion increases, market adjustments, 100% of all base salary increases earned as part of their 12-month appointment).

The overall 12-month compensation shall include the 9-month base salary compensation plus summer compensation (typically 2/9ths of 9-month compensation) plus a stipend for serving as FAD (Exception: For University Libraries FADs with designated 12-month faculty, salary shall include their 12-month base salary compensation plus an FAD stipend). The established table of Department Chair and School Director stipends is included below:

		FTE Faculty Members		
		10 or Fewer	11 - 20	21 or more
Number of Undergraduate Majors	50 or fewer	\$4000	\$6000	\$8000
	51 - 250	\$4500	\$6500	\$8500
	251 or more	\$5000	\$7000	\$9000
University Libraries	\$6000 Stipend for 12-month Department Chairs			

The tabled stipend amounts will be funded centrally by the University. The stipend level will be set at the beginning of the Chair's/Director's initial term and reviewed/adjusted at the beginning of subsequent terms based on changes in the number of faculty and/or undergraduate majors. Deans may, at their discretion, increase the levels of stipend based on consideration of other factors they believe are appropriate. Increases above the tabled stipend amounts will be funded by the Colleges.

Stipends for Associate Dean are individually negotiated between the Dean and the candidate, subject to the approval of the Provost. Additional stipends may be granted in rare circumstances.

FADs approved for 9-month terms prior to February 2014 will continue to receive the stipend amount noted in the table above through the end of continued FAD service in their current position. All other FADs approved for 9-month terms will receive stipends equal to 9/11 of the tabled values above. If the Dean and the 9-month appointed Chair or Director negotiate additional part-time responsibilities during the summer that are aligned with the needs of the College and academic unit, additional compensation beyond the base salary and stipend will be paid as determined by the Dean based upon the time that is needed.

EXAMPLE #1:

2013-2014 Annual Salary as Department Chair

\$90,000 (AY base salary) + \$20,000 (2/9 summer) + \$6000 (15 FTE Faculty and 45 majors) = \$116,000

2014 – 2015 Annual Salary as Department Chair

\$93,150 (3.5% increase to AY base salary) + \$20,700 (3.5% increase to 2/9 summer salary) + \$6000 (15 FTE Faculty and 45 majors) = \$119,850

2015 – 2016 Annual Salary as Department Chair

\$95,945 (3.0% increase to AY base salary) + \$21,321 (3.0% increase to 2/9 summer salary) + \$6000 (15 FTE Faculty and 45 majors) = \$123,266

2016 – 2017 Academic Year Salary – Return to Faculty

\$97,864 (2.0% increase to AY base salary) + \$1,321 (accumulated summer salary increases) = \$99,185

With the approval of the Dean, external compensation may be permitted. With the approval of the Dean, FADs on 12-month appointments may be compensated for summer teaching beyond their normal responsibilities.

EXAMPLE #2:

2015-2016 Annual Salary as Department Chair

\$90,000 (AY base salary) + \$20,000 (2/9 summer) + \$6000 (15 FTE Faculty and 45 majors) = \$116,000

2016 – 2017 Annual Salary as Department Chair

\$93,150 (3.5% increase to AY base salary) + \$20,700 (3.5% increase to 2/9 summer salary) + \$6000 (15 FTE Faculty and 45 majors) = \$119,850

2017 – 2018 Annual Salary as Department Chair (spring 2017 promotion to full professor - \$9000 increase)

\$104,945 (3.0% increase to previous year AY base salary + \$9000) + \$23,321 (3.0% increase to previous year 2/9 summer salary + \$2000 due to promotion) + \$6000 (15 FTE Faculty and 45 majors) = \$134,266

2018 – 2019 Annual Salary as Department Chair

\$107,044 (2.0% increase to AY base salary) + \$23,787 (2.0% increase to 2/9 summer salary) + \$6000 (15 FTE Faculty and 45 majors) = \$136,831

2019 – 2020 Academic Year Salary – Return to Faculty

\$109,185 (2.0% increase to AY base salary) + \$3,787 (accumulated summer salary increases) = \$112,972

Administrative Leave

FAD (tenure-stream and qualified-rank faculty) are eligible for administrative leave. An “FIL Clock” will be used to calculate years of service toward eligibility for a Faculty Improvement Leave (i.e., years accumulated prior to and following appointment as a FAD). The FIL Clock will not run during periods of service as FAD. FIL will follow the collective bargaining agreement (Article 22).

During appointment as FAD, an “Administrative Leave (AL) Clock” will be used to calculate years of service toward eligibility for Dean-approved AL. FAD are eligible for an AL (one semester at 100% academic year base salary compensation or two semesters at 70% academic year base salary compensation) following the successful completion of one appointed term or four years of consecutive service as an FAD. FAD successfully completing two appointed terms or eight or more continuous years of successful service are eligible for a two-semester AL at 100% academic year base salary compensation. The scheduling of these leave requests can be negotiated with the Dean and approved by the Provost.

FAD who accept an AL following the end of their administrative appointment must return to BGSU for a period of at least one academic year of service as a faculty member after the leave or reimburse the University for all salary and benefits paid during that leave.

A minimum of two years of service as an FAD or bargaining unit faculty member must occur between FIL and AL. Years of service credit towards FIL shall not accrue while on AL.

In rare circumstances, alternative leave schedules for FAD can be negotiated with the Dean and approved by the Provost.

Additional Benefits

Comparable benefits included in the collective bargaining agreement (e.g., parental leave, market adjustments, professional development support) typically will be available to FAD.

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