Brody School of Medicine
Basic Science Faculty Compensation Plan
Update 2011
Approved by the ECU Board of Trustees, September 23, 2011
Edits approved by Chancellor Ballard June 26, 2012

I. INTRODUCTION

Recruitment and retention of highly qualified faculty is vital to the development and maintenance of a robust academic environment at The Brody School of Medicine (School). Faculty members in the Basic Sciences are important contributors through their participation in the teaching, research and service missions of the School. To maintain a high quality productive faculty, the institution must provide a competitive compensation plan that rewards faculty members for their activities, serves as a tool to encourage faculty productivity and maintains fiscally sound policies within the department and the School. Faculty covered by the plan includes all tenure-track and tenured faculty in the basic science departments and fixed term basic science faculty members except where such participation is inconsistent with the letter of appointment or contract. The revised plan outlined below for Basic Science faculty is intended to provide a tangible mechanism of rewarding exceptional contributions in research and teaching that benefit the School and its ability to meet its mission.

II. SUMMARY

The total annual compensation for each faculty member will consist of (1) the academic base salary and (2) a temporary variable supplement. The total annual compensation may increase or decrease from year to year, based upon the individual’s productivity in teaching or research, and must be consistent with Board of Governors and applicable ECU salary policies. The actual funding sources used to pay the individual components of a faculty member’s total compensation may vary in any given year.

III. DEFINITIONS AND PROCEDURES

Academic base salary: The academic base salary is a stable component of the total annual salary and will be defined at the time of hire using national benchmark compensation values such as those provided by the AAMC for rank and discipline. The academic base salary cannot be adjusted downward but may be increased using departmental funds when available. For most departments, these funds are provided through increases in state EPA funds accessible to the department through legislative increases. Increases in departmental EPA State funds will be allocated to individual faculty members by the chair in a manner deemed to be in the best interests of the department and consistent with fiduciary responsibility. Any changes in academic base compensation for a faculty member recommended by the chair must be approved by the Dean and Vice Chancellor.

Temporary Variable Supplement: Excellence in teaching, research, and service is expected from all faculty members. However, recognition of exceptional performance in achieving
Productivity targets in the areas of scholarly activity and teaching is available through a temporary variable supplement salary component. The temporary variable supplement component is paid from funds derived from the Salary Recovery (SR) Program. For faculty in clinical departments who are eligible and elect to participate in the plan, funds to support the variable salary component will be derived from SR funds and will be subject to the same limitations as those for faculty in basic science departments.

**Purpose:** The temporary variable supplement is designed to provide successful faculty members with compensation that approaches national benchmarks. It is recognized that advancement through the academic ranks often occurs without adequate modification to compensation. Thus, it is important to provide an opportunity for successful senior faculty members to be adequately compensated in an effort to retain their contributions. A temporary variable supplement may also be used to reward extraordinary duties of a faculty member in teaching. Evidence of this can take many different forms, including, but not limited to, receipt of teaching awards, outstanding service as course director, or distinction at the state and national level. The temporary variable supplement for exceptional performance in education will not exceed the minimum temporary variable supplement available to faculty investigators who release salary through the SR program.

**Process:** Funds for the temporary variable salary component and associated fringe benefits will be derived from that portion of the SR funds available to the individual faculty investigator or, in the case of rewards for teaching, to the department. The temporary variable supplement to salary for an individual faculty member will be paid quarterly, after the quarter has ended and will be based on the faculty member’s percentage of state funded compensation recovered for that entire quarter. External funding must be funded for the entire quarter in order to contribute to the supplement. The temporary variable component of the salary will be consistent with any applicable regulations provided by the funding agency, the University or the University of North Carolina General Administration (UNCGA).

The variable supplement component of total compensation is a temporary adjustment in salary and not a modification to the individual’s academic base salary. It is also subject to the availability of funds provided through the SR program and available to the individual faculty member or, in the case of faculty rewarded for exceptional teaching, the department. To receive a temporary variable supplement, a faculty member must be employed by the University and reside in the same academic department where the outstanding performance was achieved at the time of payment.

**Salary Adjustments:** The total annual compensation can be adjusted upward or downward to be consistent with changes in external funding, teaching performance and other responsibilities. Both the academic base salary and the temporary variable supplement can be adjusted annually. However, the academic base salary represents a stable compensation component so that reductions in salary will be accomplished through the temporary variable supplement component. For faculty receiving a temporary variable supplement component, the maximum possible reduction in the total salary for any one year will not exceed the amount of the variable component. These salary adjustments will apply barring changes in State funding or in ECU or UNCGA policy and requirements.
**Eligibility for Participation in the Program:** Faculty covered by this plan includes all tenure-track and tenured faculty in the basic science departments. This plan also covers fixed-term faculty members in basic science departments except where such coverage is inconsistent with the letter of appointment to University employment. New faculty members who are eligible participants are automatically enrolled in this plan and their academic base salary will be defined by contract at the time of their first appointment. Any temporary variable supplement component will be negotiated with the chair and approved by the Dean and Vice Chancellor or his/her designees.

**Implementation Plan:** Based upon current UNCGA guidelines, individual investigators can receive temporary variable supplements to their salary using the SR funds that are available to the investigator for that purpose. The portion of the SR funds used for this purpose will be based upon the percent of salary recovered as detailed below. These funds cannot be used to increase the base salary.

For departments that employ the plan as outlined in this document, no annual update is required in order to initiate the plan. If a department elects not to employ the plan described below, the department chair with the advice of faculty participating in the plan must submit a detailed specific plan to the Dean by May 1 for review and consideration of approval. The department’s alternate plan must describe the specific approach to implementing the compensation arrangements to be used for the next year and the Dean must approve the use of this version of the plan.

The purpose of the SR program is to assist both the department and the investigator in the development and maintenance of successful programs in research, education and service. Therefore, this plan recommends that recovered funds be distributed equally between the department and the faculty member who generates them (i.e. 50/50 split in accounting for the funds). It is the prerogative of any faculty member to request that supplement payments be directed to support the research program of the laboratory in lieu of receiving temporary variable supplement payments. It is the responsibility of the department to manage the SR fund distribution and the Department Chair will be responsible for the administration of these funds. Approval for use of the funds will be the responsibility of the Dean or his/her designee in BSOM administration.

This plan incorporates a graduated performance scale to encourage greater salary recovery and to provide a uniform supplemental compensation plan. For individuals receiving a temporary supplement for outstanding research productivity the amount of the supplement will be limited by the total amount of funds available to the investigator through the SR program. Faculty members who contribute extraordinary effort to the teaching or service missions of the department will be eligible for a temporary variable supplement based upon the recommendation of the Chair to the Dean that is limited to 5% above their academic base salary.
IV. FORMULA-BASED TEMPORARY VARIABLE SUPPLEMENT COMPONENT

Maximum amount allowed is limited by the funds made available to the investigator based upon salary recovery as illustrated below.

<table>
<thead>
<tr>
<th>Total Aggregate Salary Recovered</th>
<th>Maximum Total Supplement Allowed</th>
</tr>
</thead>
<tbody>
<tr>
<td>15% but &lt; 25%; or extraordinary teaching or service contributions</td>
<td>5% above academic base salary</td>
</tr>
<tr>
<td>25% but &lt; 35%</td>
<td>10% above academic base salary</td>
</tr>
<tr>
<td>35% but &lt; 50%</td>
<td>15% above academic base salary</td>
</tr>
<tr>
<td>≥ 50% Effort</td>
<td>20% above academic base salary</td>
</tr>
</tbody>
</table>

Revisions to the Plan: The plan will be regularly evaluated to ensure that it is consistent with current guidelines and may be modified with consensus of the basic science chairs and approval of the Dean or his/her designee. Revisions to the plan may be recommended by the Basic Science chairs, who in turn may make recommendation to the Dean. If the Dean concurs with the recommended revisions, the approval of the Vice Chancellor for Health Sciences and Chancellor is required prior to implementing the revisions.

Approved:

Basic Science Chairs  June 28, 2011

Dean, Brody School of Medicine

Vice Chancellor, Division of Health Sciences

Chancellor, East Carolina University -- June 26, 2012 w/ edits