

# **GLENVILLE STATE COLLEGE POLICIES**

## **PERSONNEL POLICY 24**

### **FACULTY SALARIES**

#### **24.1. General**

1.1. Scope – The purpose of the Glenville State College faculty salary policy is to establish a fair, equitable process for determining the initial and continuing salary for all faculty.

1.2 Authority – W.Va. Code §18B-3, W.Va. Code §18B-8-3(a)

1.3. Effective Date: April 19, 2006

1.4 - Repeal of Former Rule – This policy supersedes any or all policies in reference to faculty salaries.

#### **24.2. Initial Salaries**

2.1. The salary offered to a faculty member at the time of hiring is based on several factors. These are:

2.1.1. Market factors as related to demand in similar disciplines at peer institutions

2.1.2. The rank at which the faculty member is employed.

2.1.3. The salary range of existing faculty with the same level of preparation and experience.

2.1.4. Other specialized factors as related to the particular situation.

2.2. The recommendation for the initial salary is prepared by the Vice President for Academic Affairs following consultation with the appropriate department chair. This recommendation is forwarded to the President who tenders the offer to the prospective faculty member.

#### **24.3. Promotion in Academic Rank**

3.1. To the extent that sufficient funds are available, a faculty member will receive a 10% salary increase for a promotion in rank from assistant to associate professor and a 10% salary increase for promotion to the rank of Professor. Personnel moving from a non-tenure track position to a tenure-track faculty position will be considered as an initial hire and will be subject to the provisions of this policy. The decision as to whether or not there are sufficient funds available to award salary increases for faculty promotions will be made by the Board of Governors as part of the annual budget development process.

3.2. If in the event, the Board of Governors believes that a 10% salary increase due to promotion in academic rank is not financially feasible for that given fiscal year, the faculty member may

choose to defer acceptance of the earned promotion until the level of salary increase for promotion in rank is acceptable to the faculty member.

3.3. When funds are available for salary increases for faculty, funds for promotion increase and equity adjustments – if any- would have the highest priority among the allocation of funds for salary increases.

#### **24.4. Equity Adjustments**

4.1. In the event a faculty member or department chair feels that a salary inequity exists, the recommendation for remediation is forwarded to the Vice President for Academic Affairs. The recommendation should include:

4.1.1. Faculty member's current salary.

4.1.2. Years of service.

4.1.3. Faculty member's department/program rank utilizing the Faculty Role Model/Merit System for the past three years.

4.1.4. Specific examples of other faculty members with similar years of service, preparation and ranking on the Faculty Role Model/Merit System on which the inequity recommendation is based.

4.2. The Vice President for Academic Affairs will review the above information as well as other available documentation and forward a recommendation to the President.

#### **24.5. Raises in Faculty Salaries (Merit)**

5.1. At Glenville State College all annual increases in faculty salaries are based on merit. The level of merit is determined utilizing the Faculty Role Model and Merit System. This annual review of faculty is designed to assist with the improvement of the faculty member's performance across the evaluative domains and to provide data for the development of a merit recommendation. All of these activities are conducted within the guidelines established by the Comprehensive Faculty Evaluation System (approved by the Board of Governors, fall 2002).

Approvals:

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President

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Date

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Chair of the Board

Date