FACULTY SALARIES

Mount St. Joseph University's faculty salary policy reflects our commitment to fairness, transparency, and stewardship. Informed by national benchmarks and grounded in our mission, the policy ensures that compensation decisions are equitable, data-driven, and fiscally responsible.

We believe that faculty salaries should reflect both the value of professional contribution and the integrity of institutional resources. By aligning pay with position, performance, and market realities, the policy honors excellence in teaching, scholarship, and service while maintaining appropriate internal equity.

This approach embodies the values of the Sisters of Charity by recognizing the dignity of work, fostering trust through openness, and ensuring that our compensation practices sustain the university's mission to serve and educate all students with quality and compassion.

Initial Faculty Salaries are benchmarked to the 30th Percentile of American Association of University Professors (AAUP) IIA Institutions, taking into account discipline specific market data from College and University Professional Association (CUPA). Mount St Joseph University allows up to an additional 40% market premium, above the current benchmark, in order to assure hiring of high demand positions. Faculty Salaries are tied to the job description CIP code, not to the specific degree. These guidelines are affected by the application of the Faculty Pay Model, which is updated annually and presented to the Faculty Salary and Workload Committee (FSWC) for review.

The overall amount of annual University pay increases are driven by the availability of new dollars in the University budget each year. The CFO proposes an annual salary increase pool during the completion of the annual budget. Upon recommendation of the CFO, President's Cabinet approval and ultimately approval of the Board of Trustees, the budget is adopted. After Fall enrollment is known, the Administration may adjust the overall pool based on financial realities of achieving the enrollment budget. The amount in the pool is further allocated to faculty based on the process described in this document. Individual faculty salaries are determined by the Provost's Office, but they are informed through collaboration with the FSWC and its review of the Faculty Pay Band Model. Faculty Salaries exist within a pay band, representing a range of 15% plus or minus the current year benchmark. Perspective is supplied by the CFO and the Office of Human Resources through their presence on the Committee.

There are multiple components to annual salary increases:

1) *Promotion* Note: Although promotion and tenure are often achieved through the same process and occur simultaneously, salary increases are tied to a faculty member's rank, not tenure status.

Promotion through the Promotion and Tenure process (including both the tenure-track and professional-track faculty members) leads to salary increases as such:

- From Assistant Professor to Associate Professor, 7%
- From Associate Professor to Full Professor, 9%

- Promotion from Instructor to Assistant Professor for Professional Track Faculty members leads to a 5% salary increase.

2) *Salary adjustments within the Pay Band*

Human Resources, in consultation with the CFO and the Provost, will review a salary upon request no more than twice a year. The annual salary process includes a review of the faculty member's salary to ensure all faculty pay is within the ranges created by the model. If a faculty member falls below the prescribed pay band, an adjustment will be made, provided institutional funds are available.

3) *Yearly across the board pay raises*

Determined through the Budgeting Process and dependent upon institutional resources.

4) *The Merit Pay / performance-based variable pay increases*

Determined through the Budgeting and Evaluation Processes, in collaboration with School Deans, and dependent upon institutional resources.

5) *Completion of a terminal degree*

If a faculty member completes a terminal degree that their Dean and the Provost have approved as relevant to their position at the University, upon providing official transcripts for the completed degree, the faculty member will receive a one-time increase of $3,000, or an increase based on the approved faculty salary table, whichever is higher.

This policy will be reviewed every three years by the Faculty Salary & Workload Advisory Committee to ensure alignment with institutional priorities and market conditions.