

FACULTY SALARY GUIDELINES

Background

The Health Sciences Compensation Plan (HSCP) requires a departmental plan for how faculty salaries are derived. This plan must reflect “reasonableness of compensation” and be financially solvent. A plan should also reflect equity in the payment of salaries based on workload factors and performance standards. **These guidelines represent an example of a framework for achieving these objectives.**

The job responsibilities, in conjunction with the available funding, will determine faculty salaries. Each job responsibility should have a point value. Each point would then have a specific dollar value based on available funds, i.e., five points equals \$1,000. The combination of the points and resultant dollars are the basis for the salary.

I. Funding

A. Funding Sources (listed in order of priority use)

1. State 19900 funds
2. Contract and grant funds
3. Affiliate or service agreement funding
4. UCI Medical Center (including GME)
5. Professional fees (after all assessments, expenses and benefits are subtracted)
6. Other (please specify)

B. Priority funding for salary component (listed in order of priority funding)

1. Fiscal Year Base salary (X)
2. Health Sciences Base Salary Scale Differential (X prime)
3. Negotiated additional compensation (Y)
4. Incentive/Bonus compensation (Z) – Only unrestricted funds (i.e. fees, sales & service, CME, etc) may be used for this salary component.

C. Point Value

Points should be assigned to the responsibilities described in the X prime, Y compensation, and possibly Z compensation. Points will not be assigned to the Fiscal Year Base since that portion of the salary is guaranteed and based on the percent of time worked. Z compensation does not have to be based on a point system, but could, for example, reflect actual patient care professional fee balances. This is described further under Z compensation. The value of each point will be determined by the amount of available funds. This value should be reviewed annually based on actual revenue and expenses. Any change in the value would be reflected in the annual negotiation and budget process. The dollar value will be established on an annual basis, based on the financial status of the department and as approved by the department chair and dean.

II. Faculty Responsibilities

These guidelines identify the responsibilities, duties and point value assigned for each component of salary. The assignment of points should be consistent throughout an entire department. However, the point value may vary between APUs, but must be applied consistently to all faculty within each APU.

A. Fiscal Year Base Salary (X)

The base can be funded by any appropriate fund source (e.g. 19900/State, contract & grant, sales & service, fees, other restricted/non-restricted funds). The base is the first obligation against patient care professional fees, or other professional services income, after all other fund sources are exhausted. The employee benefit costs, estimated at __ percent for this fiscal year, must be subtracted before available funds are determined.

Specific responsibilities may include but are not limited to:

1. Teaching
 - a. ___ hours or ___ percent of time
 - b. Grand rounds (describe)
 - c. Attending (describe)
 - d. Other (describe)
2. Research
 - a. ___hours or ___ percent of time
 - b. Other (describe)
3. Patient Care
 - a. ___hours or ___ percent of time
 - b. Ward attending (describe)
 - c. Committees (be specific)
 - d. Clinics (be specific)
4. Administration
 - a. Committees (be specific)
 - b. Program Director
 - c. Vice Chair
 - d. Service/Division Chief
 - e. Other (be specific)

B. HS Base Salary Scale Differential (X Prime) and Negotiated Additional Compensation (Y)

These responsibilities are beyond those required as part of the fiscal year base salary. Each point can be a percentage of the base (X), or a flat amount for each responsibility.

1. Teaching (beyond normal covered by base salary)
 - a. Resident program director ___points or ___%
 - b. Other (be specific) ___points or ___%

2. Research (beyond normal covered by base salary)
 - a. Based on amount in grant _____points or ____%

3. Patient care service (be specific)
 - a. Clinic/service director _____points or ____%
 - b. Number of clinics on attending _____points or ____%
 - c. Committees _____points or ____%
 - d. On call/night call _____points or ____%

4. Administration (beyond normal covered by base salary)
 - a. Vice Chair _____points or ____%
 - b. Division Chief _____points or ____%
 - c. Committees (be specific)
 - Departmental _____points or ____%
 - College _____points or ____%
 - Medical Center _____points or ____%
 - d. Other (be specific)_____ _____points or ____%

C. Bonus/Incentive Compensation (Z)

If patient care professional fees funds are remaining after all expenses have been deducted and after the other salary commitments are met, funds may be used to fund bonus/incentive payments to the participating faculty. Medical Center funds and consulting income may also be paid as Z compensation. All payments are to be made in arrears based on actual funds available. A portion of the available patient care professional fees may be set aside to cover practice expenses. If so, this should be subtracted from the available funds before distribution of a Z payment.

1. Amount of Z payment
Describe the basis for distribution:
 - a. Net income after all expenses, including salary, are deducted
 - b. Divided evenly between all faculty in APU
 - c. Based on shares (be specific)

2. Frequency of payment (check one)
 - a. Monthly _____
 - b. Quarterly _____
 - c. Semi-annually _____
 - d. Annually _____

III. Other

A. Comparison data

Comparison data may be used to determine reasonableness of compensation and the value of each point or overall salary. Please provide a copy of the data used. Examples may be:

1. AAMC (specify percentile)
2. MGMA-APA
3. Specialty association (provide copy of publication used)

4. Community/market place studies (provide copy of referenced document)

B. Merits, promotions, range adjustment

Describe how each will effect the Y.

1. Merit/promotion
 - a. Reduce Y by amount of merit _____
 - b. Y remains the same _____
 - c. Y goes up by amount of merit _____
2. Range Adjustment (RA)
 - a. Reduce Y by amount of RA _____
 - b. Y remains the same _____
 - c. Y goes up by amount of RA _____

C. Method of reducing salaries in event of inadequate funding

Check the appropriate one.

1. Percentage reduction of Y _____
2. Lump sum dollar amount of Y _____
3. Varies by academic rank _____
4. Reduction in Health Sciences Base Salary Scale _____
5. Other (be specific) _____