

Effective as of April 12th, 2016 , revised September 15th to allow for 12 month faculty

Guiding Principle for UCR Chair/Associate Dean Compensation (for 9 month faculty)

Department Chairs and Associate Deans play a vital role in the successful management of the University's mission and we want the best and brightest to serve, which in some disciplines may be those who obtain extramural support for their research.

Expectations of provision of summer salary (which if not working at 100% as chair can be adjusted – see examples)

- 1) The university provides summer ninths in the expectation that a substantial amount of time will be spent during the summer on Chair's/Associate Dean's business
- 2) The granting agency provides summer ninths in the expectation that the PI will work for a percentage of full time on the research grant related to the amount paid by the grant during that period.

The potential components of compensation, all from the School/College budget **and prorated according to percentage appointment**, are

- 1) Summer salary up to 2 ninths (accrues retirement benefits at UCR)
- 2) An administrative stipend for increased responsibilities up to a maximum of \$20,000/year for Chairs and \$30,000 for Associate Deans, levels in part to allow flexibility such as that described in example 3 below and **not to be considered usual**.
Deans should develop their own guidelines to ensure equitable treatment in the determination of the proportion of the maximum to be awarded, both in terms of summer ninths and stipend, if both apply. A variety of criteria, such as work towards achievement of School/College goals may be appropriate, as would whether any of the following incentives are also provided.
- 3) Incentives such as graduate student support (for example as a reward for receipt of a grant), research allowance, and course release are entirely at the discretion of the Dean
- 4) If a Chair/Associate dean has summer ninths budgeted on a grant, then the amount of time dedicated to research must be equivalent to salary received from the grant. One cannot, for example, receive 2 summer ninths from a grant and 2 summer ninths as Associate Dean. However, the Dean may increase the stipend up to the maximum.

It is important that the total compensation for a given set of duties be as consistent as possible from one Chair/Associate dean to the next. It has to be based on defined criteria and defensible to auditors. Nota bene: Auditors are always looking for more than 100% compensation. Deans should be prepared to respond to questions from auditors and should never describe summer ninths as being “converted” to a stipend.

Example 1: Jane Chen has an NSF grant and is appointed as Chair at 50% time. Her NSF grant provides 2 summer ninths and for service as Chair, her package is 1 summer ninth, \$10,000 in stipend, and 2 course releases. She could

- a) Take 2 summer ninths from her grant and 1 summer ninth for service as Chair and work proportionately on each activity over the summer and place greater emphasis on chair's duties throughout the academic year.
- b) Take 1 summer ninth from her grant and 1 summer ninth for service as Chair and work proportionately on each activity over the summer. She can re-budget her NSF grant through Office of RED to provide extra

funds on the grant (equivalent to the remaining 1 summer ninth) to help support a graduate student etc and advance the research.

Nota bene: summer ninths from a grant do not accrue retirement benefits.

Example 2: Jose Cortez has an NIH grant and is appointed as Chair 50% time. The grant provides 3 summer months of salary. His package is 1 summer ninth, \$10,000 in stipend, and 2 course releases. He could

- a) Take 3 summer ninths from the grant, work full time during the summer on his research, under which circumstance, the Chair's summer ninth would be paid to a temporary Chair.
- b) Take 1 or 2 summer ninths from the grant and 1 summer ninth as Chair and work proportionately on each activity. He can repurpose the remaining ninths to support other activities on the grant (NIH is more flexible).

Example 3: Jack Smith has an NSF grant and is appointed as Associate Dean <100% time. His NSF grant provides 2 summer ninths and for service as Associate Dean, his package is 2 summer ninths, \$10,000 stipend and 3 course releases. He could

- a) Take 2 summer ninths from the grant and 1 summer ninth as Associate Dean and work proportionately on each activity during the summer and negotiate with the Dean to raise the stipend by the equivalent of one summer ninth.

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For 12-month faculty, the stipend maximum can be increased to compensate for the inability to provide summer ninths: a maximum of \$60,000 for full time associate deans and a maximum of \$50,000 for Chairs. This maximum is **not to be considered usual**.