

To: SPH Faculty

From: Dennis L. Thombs, PhD
Professor and Dean

Date: 9/21/2017

Re: Faculty Salary Coverage and Reduction Procedures for Tenured Faculty Members

As you know, SPH faculty members with tenure, as well as those in the tenure track, have been expected to cover at least 30% of their salary through externally sponsored research each fiscal year. In addition, the University has an incentive program in place to reward faculty members who exceed 30% salary coverage.

In past years, there have been some situations in which different SPH faculty members were held to different expectations for covering their salary through externally sponsored research. To be fair and transparent, I am announcing here new procedures for salary reduction in cases in which a tenured faculty member's external funding falls below our 30% threshold. These procedures will not apply to tenure track faculty members or those in the non-tenure track.

Going forward, the 30% threshold will be defined as external research funds that cover 30% of one's salary and fringe benefits with at least 26% F&A. If a tenured faculty member's salary support falls below an average of 30% external funding per month in a fiscal year, they will have a subsequent 12-month grace period in the next fiscal year to secure new funding. During the grace period, there will be no salary reduction. However, if at the end of the grace period the tenured faculty member is unsuccessful in obtaining additional external funding, their salary will be reduced by the amount they are short of 30% coverage. For example, if a tenured faculty member's salary coverage drops to a monthly average of 15% over a fiscal year and twelve months later (at the end of the grace period) they have been unable to secure additional funding to bring it up to a 30% monthly average, they will have a 15% salary reduction in the fiscal year subsequent to the grace period. To fully restore their salary, a tenured faculty member will have to secure at least 30% of their original salary (not 30% of their reduced salary) through external research funding.

Externally sponsored research funds are those that come from sources outside the SPH. Tenured faculty members will not be subject to a salary reduction if external coverage for fringe benefits falls below 30% or if the F&A associated with the external funding is less than 26%.

When a tenured faculty member secures new funding during a salary reduction period, their original salary will be restored only at the beginning of the next fiscal year (September 1) in order to insure compliance with federal regulations and to have consistency in our faculty contract process. Two grace periods within a three-year period will require approval from the tenured faculty member's Department Chair. Tenured faculty members will not be eligible for market-based or performance-based increases in salary during periods of time in which their external funding is below the 30% average monthly threshold.

Tenured faculty members in their first three years of employment at UNTHSC will be exempt from the 30% threshold. Deans and Department Chairs will be exempt from the 30% threshold. Deans and Department Chairs who transition out of their administrative roles will be exempt for 3 years after they leave administration.

Please let me know if you have any concerns or questions.