

Creighton University School of Medicine Guidelines

GUIDELINE: Compensation Guideline for Full-time Tenured and Tenure-track Research Faculty in the Biomedical Sciences, Pharmacology and Neurosciences and Medical Microbiology Departments

GOVERNING BODY: Office of the Dean

APPROVAL DATE: October 1, 2022

REVISED DATE: n/a

LCME ACCREDITATION STANDARD REFERENCE: Element 4.3 Faculty appointment policies

PURPOSE

The purpose of this guideline is to set forth procedures for determining and adjusting compensation for Creighton employed faculty investing the majority (more than 50%) of their full time effort in research activities in the School of Medicine.

SCOPE

This guideline applies to the Biomedical Sciences, Pharmacology and Neurosciences and Medical Microbiology Departments.

DEFINITIONS

Faculty Member shall mean tenured and tenure track full time employed faculty members in the School of Medicine's Biomedical Sciences, Pharmacology and Neurosciences, and Medical Microbiology Departments.

Extramural Salary Support Funding shall mean all forms of federal, state, industry, and private funding. Note: this definition of extramural funding may not align with that found in other School of Medicine policies, including the School's research incentive plan.

PROCEDURE

Compensation:

- 1) The School of Medicine will benchmark each Faculty Member's compensation against the most recent AAMC academic faculty salary survey median for the department/specialty and rank maintained by the Faculty Member. The faculty member's department/specialty shall be based on their primary faculty appointment department, post-graduate degree specialty and the general technical area of their research.
 - a) Best efforts will be made to maintain faculty salaries in the 90% to 110% of benchmark range; however, funding available to the School of Medicine by the University may prohibit full compliance with this benchmark compensation range. Where sufficient funding isn't available, the allocation of salary funding will be based on internal comparisons of historical academic, research, scholarly and administrative productivity across Faculty Members in a given department and the School of Medicine.

- 2) For Faculty Members meeting the minimum academic, research and scholarly requirements as identified in paragraph 3, actual compensation will range from 90% to 110% of the AAMC median compensation benchmark for their department/specialty and rank.
- 3) As identified in each Faculty Member's employment contract, Faculty Members are expected to maintain a minimum average 25% extramural salary support funding rate after three years of Creighton employment. The 25% minimum average shall be computed based on a rolling three-year average. Faculty Members not meeting the 25% average minimum for two consecutive years, at any time during their employment after the expiration of any applicable lab start-up timeframe, will receive a faculty productivity assessment during their annual performance review, with causes identified and a corrective action performance plan developed and documented in the Faculty Member's file by their chair

Salary Adjustments:

- 1) Faculty not meeting the above noted 25% extramural salary support funding rate during two consecutive fiscal years are at risk of having their compensation reduced under a compensation reduction plan set forth specifically for them by their Chair for the next fiscal year. If the faculty member is tenured, the compensation reduction cannot be to an amount lower than the greater of their tenured base salary or the most recent AAMC academic faculty salary survey 25th percentile benchmark for their specialty and rank. If the faculty member is non-tenured, compensation will be set at the most recent AAMC academic faculty salary survey 25th percentile benchmark for their specialty and rank, and a terminal faculty contract will be issued.
- 2) The School may consider mitigating factors when determining if a reduction in pay is appropriate. When a faculty member falls below the 25% extramural funding rate, that faculty member's department chair may, but is not obligated to, consider mitigating factors along with the faculty member's productivity. The mitigating factors are:
 - i) At least one competitive extramural grant application submission per year over a three-year rolling period
 - ii) At least one publication in a peer reviewed journal/publication per year over a three-year rolling period
 - iii) A combination of administrative and teaching assignments of 0.4 FTE (832 hours) or greater
- 3) If placed on a compensation reduction plan, the faculty member's Chair will identify and communicate to the faculty member those actions and outcomes necessary for the faculty member to be removed from the compensation reduction plan. Required actions and outcomes must be measurable, objective, reasonably achievable in the sole discretion of

the School of Medicine Dean and Chair and aligned with minimums identified within this guideline, so as to not create inequity between faculty members.

- 4) Should a faculty member receiving reduced compensation levels obtain extramural funding in excess of the 25% minimum salary funding level, their compensation shall be increased to pre-reduction levels, excluding any merit increases received while subject to the compensation reduction plan. The increase shall become effective in the fiscal year following the year in which the University receives available extramural salary funding.
- 5) Faculty members under a compensation reduction plan will be considered for School of Medicine bridge funding as supported by PI, department or Dean's Office indirect cost recovery sharing funds and identified in the School of Medicine's Research Bridge Funding Guideline.
- 6) Faculty members under a compensation reduction plan will normally have access to wet lab and office space consistent with provisions/procedures identified in the School of Medicine's Research Space Allocation Guideline. The Dean has the right to restrict access based on misconduct or other reasons unrelated to the individual's productivity.
- 7) Faculty members under a compensation reduction plan will not be eligible to participate in University or School of Medicine sponsored productivity bonus or indirect cost recovery sharing programs.
- 8) Extramural funding is not the sole criteria for determining compensation or the implementation of a compensation reduction plan. The School of Medicine Dean retains final authority to set compensation and to support and/or override Chair decisions regarding a faculty member's assignment to a compensation reduction plan and the level of compensation reduction. Exceptions to the benchmark compensation range, minimums and procedures identified above will be documented and retained in the Medical Dean's Office.
- 9) The School of Medicine Dean, or the Chair in consultation with the School of Medicine Dean, may exceed the 90% to 110% department/specialty and rank compensation guideline, for reasons including but not limited to individual performance and where strategic concerns/opportunities dictate a higher compensation rate. Variations from the 90% to 110% benchmark range identified above will be documented and retained in the Medical Dean's Office.

ADMINISTRATION AND INTERPRETATION

The Associate Dean for Planning and Business Affairs shall be responsible for administering this policy.