

Academic Personnel Services
Statement of Salary Increases – Definitions and Notes

Explanation for Faculty Salary Statements issued on 12/19/2008, covering the period from 1/15/2008 through 12/09/2008

The CFA/CSU Collective Bargaining Agreement (CBA) included provisions for a two percent (2%) General Salary Increase (GSI) which was paid retroactively to July 1, 2008. This salary statement is intended to provide a summary of the changes to your pay from January 15, 2008 to date.

For more information on faculty salary, please see *Understanding Your Salary under the 2007-2010 Contract* at: <http://www.humboldt.edu/~aps/docs/UnderstandingSalary.pdf>

Current Profile Fields:

Employee ID:	HSU identification number.
Department:	Name of HSU Department.
Name:	Name of faculty member.
Title:	Current position title.
Full-time Salary Rate (monthly):	Current full time monthly salary rate (not adjusted for timebase).
Full-time Salary Rate (annual):	Current full time annual salary rate (not adjusted for timebase).
Remaining SSI eligibility:	Number of 2.5% SSIs for which the faculty member is eligible in current rank/range (=SSI Count).
Cumulative FMI amount:	Cumulative monthly total of Faculty Merit Increase (FMI) awards paid to faculty member (the total amount of FMIs received divided by 12). The FMI program was in effect from 1998 through 2000. This amount is subtracted from the full-time salary rate to determine eligibility for SSIs.
Anniversary Date (Tenure-track):	Anniversary date for payment of SSIs for tenure-track faculty. Those who are at or above the SSI Max (i.e., SSI Count=0) do not have an anniversary date.
Last SSI Date (Temporary):	Date of the last SSI paid to a temporary faculty member. For those who have never received an SSI in the position, the Last SSI Date is the initial appointment date.
FERP end date:	End date for the five-year term in the Faculty Early Retirement Program (FERP) (FERP participants only).
Sabbatical Leave eligibility date:	Date faculty member is eligible to participate in the Sabbatical Leave program (probationary, tenured, and eligible full-time temporary faculty only). Application for Sabbatical Leave is made in the year prior to the eligibility date. (See http://www.humboldt.edu/%7Eaps/policies/leaves.html for eligibility requirements.)
DIP Leave eligibility date:	Date faculty member is eligible to participate in the Difference-in-Pay (DIP) Leave program (probationary, tenured, and eligible full-time temporary faculty only). Application for Difference-in-Pay leave is made in the year prior to the eligibility date. (See http://www.humboldt.edu/%7Eaps/policies/leaves.html for eligibility requirements.)

Job History Fields:

Effective Date	Effective date of the job action or change to pay.
Reason	Job action (e.g., General Salary Increase, Service Salary Increase, Promotion, etc.).
Range/Rank	1: Lecturer L 2: Lecturer A; Assistant Librarian; Coaching Assistant 3: Lecturer B; Assistant Professor; Sr. Assistant Librarian; Coaching Specialist; Counselor I 4: Lecturer C; Associate Professor; Associate Librarian; Coach; Counselor II 5: Lecturer D; Professor; Librarian; Head Coach; Counselor III
Full-time Rate (Mo)	Monthly full-time salary rate resulting from the job action.
FTE (Timebase)	Timebase at the time of the job action.
Monthly Salary	Actual monthly salary (adjusted for timebase) at the time of the job action.
Change %	Percentage change in salary from the earlier job action row. See salary summary information above for more information.

NOTES:

- 1) **Rounding effect:** Salary increases are applied to the full-time salary rate and then rounded to a whole number. The full percentage increase (e.g. 2%) is applied to the salary rate, but once that amount is rounded, the change percentage from one increase to the next, may be slightly more or less (e.g. 1.99% or 2.01%)
- 2) **SSI eligibility:** When a faculty member is appointed, promoted, or receives a range elevation, and the initial salary rate is less than the SSI Maximum salary rate, the number of SSIs the employee may be eligible to receive is based on the number of 2.5% salary increases it would take to reach the SSI Maximum salary rate, not to exceed 8 SSIs. Since the current CSU/CFA Collective Bargaining Agreement provides for 2.65% SSIs, this number may not correspond to the actual number of SSIs the faculty member will receive. For example, the last SSI may be only a partial % - up to the SSI maximum salary.

For faculty who received **Faculty Merit Increases (FMIs)** during the 1998 – 2000 academic years, the cumulative monthly amount of the FMI(s) was deducted and the SSI counter was recalculated. This is to ensure that FMIs do not reduce the faculty member's SSI eligibility.

Tenure-track eligibility: If the SSI counter is greater than 0, tenure-track faculty are eligible to receive an SSI after one year of full-time service, with satisfactory performance. The SSI is paid on the anniversary date.

Temporary faculty eligibility: If the SSI counter is greater than 0, the lecturer is eligible after completion of 24 Weighted Teaching Units (WTUs) with satisfactory performance. The SSI is paid on the next appointment.

Coaching faculty eligibility: If the SSI counter is greater than 0, coaching faculty are eligible to receive an SSI after the equivalent of 24 WTUs (e.g. time base of .80 for 2 semesters), with satisfactory performance. The SSI is paid on the next appointment.

Temporary Counseling or Librarian faculty eligibility: If the SSI counter is greater than 0, temporary counseling or librarian faculty are eligible to receive an SSI after the equivalent of 24 WTUs (e.g. .80 timebase for 2 semesters), with satisfactory performance. The SSI is paid on the next appointment.

- 3) **Anniversary date (tenure-track faculty):** The anniversary date is established as one year from the date of initial appointment or subsequent promotion. Additionally, when an SSI is awarded, the anniversary date is set forward by one year. If a faculty member reaches SSI Max (the mid-point of the salary range), they are no longer eligible for an SSI, and the anniversary date is cleared.
- 4) **Last SSI Date (temporary faculty):** The "Last SSI Date" is re-set whenever an SSI is awarded. This becomes the new starting point for counting WTUs toward the next SSI.
- 5) **Department Chair salaries and stipends:** Most faculty in department chair positions have 3 part-time appointments: AY department chair, 12 month department chair, and faculty. The total time base of these appointments equals full-time for most department chair faculty. Department chair salaries are based on the salary in the "faculty" position. When the department chair position ends, the salary returns to the faculty member's full-time rate.