

**OFFICE OF THE PROVOST**

F. Cyril James Building, Room 600
Tel: (514) 398-8820
Fax: (514) 398-3219

To : Academic Staff

From : Anthony C. Masi, Provost *Anthony C Masi*

Date : 9 June 2006

Subject : **Academic Salary Policy 2006-2007**

An amount of 5.5% of total academic salary mass has been allocated for the 2006-2007 academic salary policy and is attributed as follows:

Across-the-board increase

Effective 1 December 2006, there will be an across-the-board increase of 1.25% of total academic salary for all eligible academic staff members.

Merit award

An amount equal to 3.2% of the academic salary mass has been allocated for merit increases for eligible academic staff. The per-capita allocation to each Faculty for the merit increase will be \$2,625 for each eligible full-time staff member. The merit increase will take effect on 1 December 2006. Merit increases will be awarded to individuals strictly on the basis of their academic performance during the period 1 June 2005 to 31 May 2006, and will be based on one of the five flat-amount categories (\$0, \$975, \$1,950, \$2,925 and \$3,900).

To be eligible for the across-the-board increase and merit award, staff members must have been formally appointed on or before 1 November 2005.

Anomaly and Retention Envelope

A special envelope of 0.65% of academic salary mass has been set aside to address issues of retention and anomaly.

Promotional and Rank Minima Increase Envelope

An amount representing 0.4% of academic salary mass will be allocated to cover promotional increases for professors promoted to the rank of associate or full professor and to increase rank minima, as follows:

Effective 1 June 2006, rank minima will be increased as follows: Professor - \$85,000, Associate Professor - \$70,000, Assistant Professor - \$60,000, Faculty Lecturer - \$46,000, Librarian \$70,000, Associate Librarian - \$60,000, Assistant Librarian and Library Professional - \$46,000. Salaries of staff which are below the revised minima will be adjusted accordingly and reflected on the pay cheque of 15 June 2006.

Professional Development

A Professional Development Allowance of up to \$500 is available, for eligible academic staff members, during the period from 1 June 2006 to 31 May 2007 to cover costs related to the purchases associated with memberships in scientific societies, registration for scientific meetings, subscription to scientific journals, and the purchase of scholarly books. In addition, the allowance may be used to reimburse expenses incurred for computer hardware and software. The program is administered by the Office of the Vice-Principal (Administration and Finance). See www.mcgill.ca/vpadmin/forms/ for details.

Note that the yearly allowance of \$500 may now be accumulated, to a maximum of \$1,500, during the three-year period from 1 June 2005 – 31 May 2008. Any amount not reimbursed in 2005-2006 may be added to this year's allowance (2006-2007) or accumulated and reimbursed in 2007-2008 (deadline: 31 May 2008). It is only possible to claim the \$500 allowance for 2007-2008 as of 1 June 2007.

Academic Salary Confirmation

Confirmation of individual salary increases will be available through MINERVA. Paper salary confirmation letters will no longer be provided. The electronic confirmation will reflect the across-the-board and merit increases, including anomaly and retention adjustments, if applicable. Salary increases will appear on the pay cheque of 15 December 2006.