

**OFFICE OF THE PROVOST**

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**To** : Academic Staff

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

**Date** : 30 July 2008

**Subject** : **Academic Salary Policy Implementation 2008-2009**

The components of the 2008-09 academic salary adjustment envelope are as follows:

**Across-the-board increase**

Effective 1 December 2008, there will be an across-the-board increase of 1.00% for all eligible academic staff members.

**Merit award**

An amount equal to 1.5% of the total academic salary mass has been allocated for merit increases for eligible academic staff. The merit increase will take effect on 1 December 2008. Merit increases will be awarded to individuals strictly on the basis of their academic performance during the period 1 June 2007 to 31 May 2008, and will be based on one of the five flat-amount categories (\$0, \$550, \$1,100, \$1,650 and \$2,200).

To be eligible for the across-the-board increase and merit award, staff members must have been formally appointed on or before 1 November 2007.

**Retention and Anomaly Envelope**

A special envelope of 0.3% of academic salary mass has been set aside to address issues of retention and anomaly. This envelope is critical to sustain our ability to compete for and retain our academic staff in an internationally competitive environment.

**Promotional and Rank Minima Increase Envelope**

An amount representing 0.35 % of academic salary mass has been allocated to fund promotional increases for librarians and professors promoted to the rank of associate or full librarian/professor as well as increases to rank minima. Effective 1 June 2008, rank minima are increased as follows: Professor: \$90,000; Associate Professor: \$77,500; Assistant Professor: \$65,000; Faculty Lecturer: \$50,000; Librarian: \$77,500; Associate Librarian: \$65,000; Assistant Librarian: \$50,000. Salaries that are presently below the revised minima will be increased retroactive to 1 June. We anticipate that the adjustment will be reflected on the paycheque of 15 September 2008.

These four components will result in a total increase to the academic salary mass of 3.15%. Eligible academic staff will also have access to a Professional Development Allowance, funded from the University's benefits envelope, as described below.

**Professional Development**

A Professional Development Allowance of up to \$500 is available, for eligible academic staff members, during the period from 1 June 2008 to 31 May 2009 to cover costs associated with memberships in scholarly societies, travel and registration for scholarly meetings, subscriptions to scholarly 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 Financial Services. Details regarding the program, including application forms and contact information, may be obtained at <http://www.mcgill.ca/financialservices/pdf/>

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Note that the yearly allowance of \$500 may be accumulated, to a maximum of \$1,500, over the three-year period from June 1, 2006 to May 31, 2009.

### **Salary Confirmation**

Confirmation of individual salary increases will be available through MINERVA. 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 2008.

### **Commitment to Academic Salary Policy**

The next three fiscal years will be financially challenging for the University. McGill, along with all other Quebec universities, has recently been directed by the MELS to achieve a balanced budget by fiscal 2010-11.

As a first step in achieving this objective, we have budgeted to reduce our annual operating deficit from \$17M in 2007-08 to \$10M in 2008-09. Further reductions will be required in the operating budget during the next two fiscal years in order to meet our target of a balanced budget. The University is making every possible effort to achieve this objective without reductions in personnel.

In 2004, former Provost Luc Vinet set out the following **Principles for Academic Salary Policy**, reaffirming and building upon principles first developed in 1999 by the Academic Salary Policy Sub-Committee (ASPSC).

*McGill is an international university that depends on successful recruitment and retention of academic staff in order to remain globally competitive. As part of its commitment to the goal of global competitiveness, McGill wishes to establish two basic principles to help guide discussions of academic salary policy in the future.*

- *Subject to maintaining the quality of its academic programs, McGill will ensure that its academic salaries remain at or above the mean for the top 10 research intensive (G10) universities. However, externally imposed budgetary constraints at McGill or unexpected significant changes in academic salaries at other G10 universities may result in short-term deviations from this objective.*
- *Over the next five years, while maintaining the quality of its academic programs, McGill will work towards positioning its academic salaries among the three universities with the best record of academic achievement from the G10 group.*

The achievements of our academic staff are recognized at a national and international level. The University remains committed to the objective of ensuring that academic salaries are commensurate with those of our G13 (formerly G10) counterparts. Unfortunately, budgetary conditions in Quebec have made the objective of positioning our salaries among the three universities with the best record of academic achievement within the G13 Group difficult to achieve in the short-term. We recognize that as a result of the 2008-09 salary adjustment envelope we will lose further ground against this benchmark. We have therefore agreed, for the first time, despite this period of budgetary constraint, to a multi-year framework which provides for a minimum salary adjustment envelope of 4.15% and 5.15% for the years 2009-10 and 2010-11 respectively. The allocation of the envelope between the four components will be discussed at the Committee on Academic Salary Policy (CASP) during the coming year.

We thank you for your on-going commitment and contribution to McGill.