

Department Chair Compensation Policy

Effective July 1, 2013

Current continuing department chairs may remain under the current policy of chair compensation with the current annual stipend policy and the ability to earn a retained chair stipend based on years of service in the role. For this purpose, anyone who was actively serving in the role of chair or interim chair during the 2012-13 academic year may continue under this policy for the duration of their continuous service as a department chair.

Chairs will be issued a contract for each academic year containing a reference that the chair has 12 month responsibility, but does not require the chair to account for their time as with leave-earning employees. The chair will not earn vacation or sick leave and will be treated as other faculty members with respect to summer employment and other employment policies. The chair stipend will count against the summer cap specified in the Supplemental Pay Policy. The stipend will be 10% of the chair's 9-month equivalent salary plus a fixed stipend based on the number of full-time instructional faculty of the department as outlined in the chart below:

Full-Time Faculty	Fixed Stipend
1 - 9	\$2,000
10 - 19	\$3,000
20+	\$4,000

The full-time instructional faculty number used for a department will be the value recorded in the most recent available Fact Book for a completed academic year. For newly formed departments, an initial year estimate will be derived from the anticipated full-time faculty complement of the department.

For new and continuing department chairs who choose to change from the existing annual compensation structure and retained chair stipend policy, the two options available for compensating chairs for their administrative duties are listed below.

- 1) **Academic Year Contract with 12-Month Responsibility** – This default option maintains the current employment practice for all department chairs with modified compensation guidelines. The chairs will be issued a contract for each academic year containing a reference that the chair has 12 month responsibility, but does not require the chair to account for their time as with leave-earning employees. The chair will not earn vacation or sick leave and will be treated as other faculty members with respect to summer employment and other employment policies. The chair stipend will count against the summer cap specified in the Supplemental Pay Policy. The stipend will be 10% of the chair's 9-month equivalent salary plus a fixed stipend based on the number of full-time instructional faculty of the department as outlined in the chart below:

Full-Time Faculty	Fixed Stipend
1 - 9	\$6,000
10 - 19	\$8,000
20+	\$10,000

The full-time instructional faculty number used for a department will be the value recorded in the most recent available Fact Book for a completed academic year. For newly formed departments, an initial year estimate will be derived from the anticipated full-time faculty complement of the department. Chairs will not be eligible for the retained chair stipend under this option.

- 2) **Full-Time 12-Month Responsibility** – This option allows chairpersons to assume 12-month leave-earning designation. This alternate option may be recommended by deans where department activities warrant the time commitment required by the contract. The Chairperson will be issued a contract indicative of their leave-earning status. As such, chairs will have to account for leave and sick time and will be limited to leave provided under the UNC Policy Manual, both for vacation and sick leave. The stipend will be 33% of the chair's 9-month equivalent salary. Since the chair is under a 12-month contract, new limits on supplemental pay will apply. For instance, chairs may not generally teach summer classes as is common practice in the first option. Chairs will not be eligible for the retained chair stipend under this option.