

**ARTICLE 13 SALARIES, INCREMENTS AND ALLOWANCES**

**13.1 SALARIES**

It is agreed that salaries will be paid to faculty members by the University in accordance with the following salary schedule:

A. Base Salary Minima

The base salary minima for each rank as of July 1, 2018, and July 1, 2019 shall be as outlined below.

	July 1, 2018	July 1, 2019
Assistant Professor/LTF	\$85,537.53	\$87,248.28
Associate Professor	\$107,991.12	\$110,150.95
Professor	\$123,494.80	\$125,964.69

B. Starting Salary

1. All appointments require the Dean and the Vice-Provost, Faculty Affairs to agree to the rank and the starting salary. In determining the starting salary, qualifications and experience shall be factors.
2. Assistant Professor/LTF

At a minimum an allowance of one (1) Career Development Increment (CDI) will be made for each year of experience acceptable to the University to a maximum of eleven (11) such increments. The University may exceed this maximum of eleven (11) increments, where appropriate.

C. Increments

1. For purposes of eligibility in respect of the 2018/19 salary adjustments which are dependent on service requirements, faculty members hired prior to January 10, 2018 shall be deemed to have a full year of service for such adjustments. This includes Career Development Increments and Promotional Adjustments.
2. Increments will be processed in the following sequence and will take effect on the dates stipulated immediately below or as modified by clauses 13.1.D and 13.2.C. 1. a, b and c. below.

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- a) Across-the-Board and sector adjustment: effective July 1st
- b) Anomalies Adjustment: effective July 1st
- c) CDI: effective September 1st
- d) Promotional Adjustments: effective September 1st

D. Across the Board (ATB) and Sector Adjustments

1. Faculty members who were members of the bargaining unit as of June 30, 2018 and who continue to be members, shall be entitled, on July 1, 2018, to an Across-the-Board increase of 1.75% and a Sector Adjustment of 0.25%.
2. Faculty members who are actively employed on July 1, 2019 and who commenced employment prior to July 1, 2019 shall be entitled to an Across-the-Board increase of 1.75% and a Sector Adjustment of 0.25%.
3. Faculty members on paid leave or sick leave shall receive the Across-the-Board and Sector adjustments.
4. Faculty members on unpaid leave shall receive the Across-the-Board and Sector adjustments upon their return to active employment. This adjustments shall take effect on the date of return to active employment.
5. Faculty members on Long Term Disability shall receive the Across-the-Board and Sector adjustments upon their return to active employment only in circumstances where such faculty members return to active employment within three years of the onset of Long Term Disability or within three years of July 1, 2018 whichever is the earlier date. In these circumstances, the Across-the-Board and Sector adjustments shall take effect on the date of return to active employment.

E. Career Development Increments (CDI):

1. A Career Development Increment shall be payable to each faculty member, added to base salary, on September 1 of each year, that is on September 1, 2018, and September 1, 2019, except as provided below, for satisfactory service in the immediately preceding service year and is conditional upon receipt of the faculty member's annual report.

Career Development Increments (CDI)

- a) For September 1, 2018 the value of each Career Development Increment (CDI) shall be \$3,250 for faculty members.
- b) For September 1, 2019 the value of each Career Development Increment (CDI) shall be \$3,250 for faculty members.

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F. Dual Stream of the Professor Rank

1. All faculty members who attained the rank and title of Professor under the terms of Mode I shall continue to hold that rank; however, such members will be paid according to the Associate Professor pay scale.
2. All faculty members appointed after December 31, 1991 who hold the rank of Professor shall continue to hold that rank and shall be paid according to the Professor salary.
3. Any faculty member who applies for and is awarded Professor status under terms of Articles 5A.13 or 5B.13 will be paid thereafter according to the Professor scale. In assessing applications, under the terms of Articles 5A.13 or 5B.13 from faculty members appointed before January 1, 1992, Faculty Promotion Committees shall take into account all factors including the different workload obligations of such members.

**13.2 CAREER DEVELOPMENT**

A. General Provisions

1. Notwithstanding that the parties have negotiated specific sums in respect of the Career Development Increments which are payable during the life of this collective agreement (2018 - 2020), the principle of maintaining provisions relating to Career Development Increments shall continue beyond the expiration date of this Agreement.
2. The following provisions for a Career Development Increment shall apply to all tenure stream faculty members.
3. The following provisions for a Career Development Increment shall apply to Limited Term Faculty hired on a contract two years or more in length, in each year prior to their final contract year.
4. Career Development Increments will be implemented on an annual basis effective September 1 each year and will be based on the previous academic year's service. Submission of an annual report is a condition of eligibility for increments.

B. Career Development Increments

1. The granting of a Career Development Increment to a faculty member is contingent on satisfactory service and the submission of an annual report. Denial of a Career Development Increment shall require demonstration of unsatisfactory service.

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2. Rank promotion from the Assistant to the Associate rank shall be accompanied by one CDI at the member's new rank. Rank promotion from the Associate to the Full Professor rank shall be accompanied by two CDIs at the member's new rank.

C. Career Development Increment Process/Annual Reports

1. Annual Report Submission Guidelines

- a) Each faculty member who is eligible and who wishes to be considered under the Increment process (CDI) shall submit an electronic copy (i.e. on-line submission) of his/her annual report, where applicable by May 15. The Department/School shall print one copy of the faculty member's annual report and place it in his/her Performance and Conduct File.
- b) The service period shall be the twelve months preceding the May 15 on which the application is due. The annual report for all faculty members for the service year shall be due by 4:00 p.m. on May 15 of each year.
- c) Except where there has been demonstration of unsatisfactory service, receipt of the annual report shall provide sufficient grounds for payment of the CDI, where the faculty member is eligible.
- d) In all cases, where the due date falls on a Saturday, Sunday or holiday, the annual report shall be due by 4:00 p.m. on the first business day following the normal due date.

2. Late Submission

- a) A faculty member who submits his/her annual report past the due date shall only receive his/her CDI effective the first day of the month following submission, or September 1 of that year, whichever is the later.
- b) Where a faculty member fails to submit her/his annual report within one year of its due date, except where this is due to incapacitating illness, the faculty member extinguishes forever her/his entitlement to receive her/his CDI in respect of the service year for which the report was intended to cover. The loss of the CDI in such cases is not appealable.

3. The Annual Report

- a) The Annual Report, which shall be completed on a standardized on-line form supplied by the University, shall include the following information:
  - i. teaching responsibilities including courses taught and supervised;
  - ii. results of student evaluations of his/her teaching from the evaluation instruments contained in Appendix F;
  - iii. books and papers published;
  - iv. conference papers, presentations, exhibitions, etc. given;
  - v. scholarly, applied research and creative work completed or in progress;
  - vi. research grants and contracts awarded, name of granting body, research title, amount awarded and the date of the award;
  - vii. graduate degrees obtained or graduate studies in progress and expected date of completion, University, and title of thesis;
  - viii. awards and other honours received;
  - ix. Department/School, Faculty/Division, Senate, Board, Association and other University activities;
  - x. contributions to faculty member's profession;
  - xi. contributions to faculty member's community;
  - xii. a statement of faculty member's outside professional practice in the previous year;
  - xiii. an account of the academic activities pursued by the faculty member during the semester he/she did not have assigned teaching duties; and
  - xiv. an account of the satisfaction of conditions of probation as were specified in his/her letter of appointment (e.g. completion of his/her terminal degree, etc.);
  - xv. an account of his/her duties and associated schedules carried out as a DHC, DEC, FTC, and/or FPC member and/or DHC, DEC, FTC, and/or FPC Chair as outlined in Article 4, Article 5A and Article 5B, if applicable; and
  - xvi. any other information that the faculty member deems relevant.
- b) One copy of this report shall be placed in the Performance and Conduct File of the faculty member.
- c) The University considers the information outlined in 13.2.C.3.(a), iii), iv), v), and vi), as public information. As such, the

University, at its discretion, has the right to publish this information in an appropriate manner.

**13.3 SPECIAL ALLOWANCES**

- A. If a faculty member accepts an appointment by the University to perform supervisory, administrative or coordinating duties, he/she will receive extra remuneration and/or a reduced teaching or SRC load.
- B. In burgeoning disciplines, a special allowance may be paid by the University. Such special allowances shall not be included in any letter of offer and may not be allocated in the first year of service. The allocation of any such allowance shall not normally exceed the member's base salary by more than 12% at the time the allocation is made.
- C. In unusual circumstances which warrant exceeding the 12% limit, the University must seek the prior agreement of the RFA to do so, such agreement not to be unreasonably withheld.
- D. Such arrangements will be subject to regular review by the University, and this review will occur at intervals of not more than four (4) years.

**13.4 PROFESSORS OF DISTINCTION**

A Professor of Distinction may from time to time be engaged by the University for certain defined periods at a salary negotiated outside the salary schedule. Such an appointment is not to be deemed to be a part of the 72% minimum on appointments to the Tenure Stream Faculty required in Article 4.3.B (Staffing).

**13.5 SALARY ANOMALY ADJUSTMENTS COMMITTEE**

- A. A Joint Committee will be established to review applications in respect of faculty members who believe that their salary is anomalous and to administer the gender anomalies fund. The Joint Committee shall consist of three members of the Association, selected by the Association and three representatives of the University, appointed by the University. The committee shall have representation from both genders on each side.
- B. The Joint Committee shall meet during the term of this Agreement to review applications. Applications may be submitted by any member of the Association.
- C. The purpose of the salary anomaly funds is to address inequities in salaries relative to other members within a department/school or Faculty. These include anomalies resulting from anomalous starting salaries, anomalies within disciplines and any other anomalies that may be identified. The committee should consider such factors as rank, years of service, previous experience and years since highest

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degree as well as other relevant factors. The purpose of the gender anomalies fund is to address gender-based anomalies and only women members may receive adjustments from this fund. The gender anomalies fund is a special program under Section 14 of the Human Rights Code.

- D. A Joint Committee will develop its own process, protocol and criteria to address the applications received but no member of the Joint Committee shall be eligible to apply for or to receive an anomaly or gender adjustment.
- E. In each year the Joint Committee shall render its decisions on the applications by April 30, and any resulting changes to salaries be implemented effective July 1 of that year. Gender anomalies shall be considered before any salary anomalies are considered.
- F. The decisions of the Joint Committee shall be final and binding on all parties and there shall be no grievance in respect of the committee's decision, except on the basis of discrimination pursuant to Article 8 (Non Discrimination) or lack of due process.
- G. The Joint Committee shall be entitled to address salary anomalies by making adjustments to base salary. In each year of this Agreement, the total funds dispersed for salary anomalies shall not exceed \$100,000, and the total funds disbursed for gender anomalies shall be a \$200,000 one-time payment with the joint committee to determine how it is to be administered. In cases where a member has not submitted an application, but during its review the Committee notices that that member's salary is indeed anomalous, the Committee is empowered to use these funds to address that anomaly. Any undistributed portion of these fund shall be carried forward into the next year's salary or gender anomalies fund, as appropriate.
- H. In the last year of this agreement, the parties shall jointly conduct a study of salaries, to determine if gender-based anomalies exist.
- I. The total amount received from anomaly adjustments for any one member shall not exceed \$3,000 in any given year.
- J. In no case shall the anomaly adjustment lower the salary of a faculty member.
- K. The Vice-Provost, Faculty Affairs shall prepare a report for the Association, providing a statistical summary of the allocation of each of the anomalies funds each year.

### 13.6 EXTERNAL OFFERS TO CURRENT FACULTY MEMBERS

- A. Where a faculty member advises the University by documented proof by way of a written offer of employment from another educational institution which provides

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for a salary in excess of his/her current salary, the Vice-Provost, Faculty Affairs, has the discretion to match the salary being offered to the faculty member.

- B. The Association will be informed of the University's decision and the basis for its decision.

**13.7 TERMS AND CONDITIONS OF STARTING SALARY PROVIDED TO RYERSON FACULTY ASSOCIATION**

The terms and conditions of each member's starting salary determined under this Collective Agreement will be transmitted to the Association.

**13.8 PAY DAY**

Salaries shall be paid in monthly installments on the fifteenth day of each month. Should the fifteenth of the month fall on a weekend or a holiday, the salary due shall be paid not later than on the first preceding working day.