

Office of the Provost and Vice-Principal (Academic)
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Academic Personnel Office
Date: 02.08.2022
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To: Deans
Chairs and Directors of Academic Units
Academic Staff

cc: Principal
Vice Principals & Deputy Provost
Associate Provost (Equity and Academic Policies)
Associate Provost (Teaching and Academic Programs)
Associate Vice Principal (Human Resources)
Director, Total Compensation, Human Resources

From: Professor Christopher Manfredi,
Provost and Vice Principal (Academic)

Date: 8 February 2022

Subject: Academic Salary Policy FY 2022-23

I am pleased to announce the FY 2022-23 academic salary policy and related compensation components for eligible academic staff.

1.0 SCOPE

The academic salary policy and related compensation components apply to eligible academic staff appointed as:

- x tenure-track and tenured academic staff (professors and librarians);
- x ranked nontenure-track librarian staff, and ranked contract academic staff
- x academic associates and senior academic associates

This salary policy does not apply to academic staff governed by a collective agreement

2.0 SALARY POLICY

2.1 ELEMENTS OF SALARY POLICY

The elements of the salary policy are as follows:

a) Across-the-board salary adjustment (ATB)

Effective 1 June 2022, there will be an across-the-board increase of 1.35% applied to base academic salary (excluding stipends and awards) for all eligible academic staff as set out in the Implementation Guidelines

b) Performance-based discretionary merit adjustment (Merit)

Effective 1 June 2022, there will be a performance-based discretionary merit increase (flat) applied to base academic salary (excluding stipends and awards) for all eligible academic staff as set out in the

Implementation Guidelines The accompanying Implementation Guidelines related to the academic salary policy sets out the amount per merit category

c) Anomaly or retention adjustments

Effective 1 June 2022, a retention or anomaly adjustment will be added to the base annual academic salary (excluding stipends and awards) of eligible tenure track or tenured academic staff for whom a special request has been made by the Dean and approved by the Provost and Vice Principal (Academic). All requests for a retention or anomaly adjustment must be mindful of internal equity, noting that the frame of reference for internal equity should be the given Department. For the purposes of this document, a Department includes:

- x academic departments within Faculties
- x Institutes and Schools that are distinct academic units within Faculties;
- x A Faculty, where the Faculty does not have academic departments; or
- x in Faculties that do not have academic departments, areas of specialization clearly defined by the Faculty for the purpose of hiring and compensation (e.g., <https://www.mcgill.ca/desautels/research/specializations>)

d) Eligibility and exclusions

To be eligible for a salary adjustment a staff member must hold an eligible academic appointment per section 1.0 above and must satisfy all of the eligibility criteria set out in the Implementation Guidelines.

The across-the-board and performance-based merit increase and any approved retention or anomaly increase will be applied to the 31 May 2022 base academic salary (without stipend or award). Increases are not compounded and are not made retroactive.

e) Confirmation

The salary increases will be effective 1 June 2022 and will be reflected on the pay of June 2022.

Confirmation of individual salary increases will be available to staff through Workday. The electronic confirmation will reflect the across-the-board increase, merit, and any anomaly or retention adjustments.

f) Activity Reports

All academic staff are required to submit an annual activity report. Asw1 10.0(c)-10(t)-9(in0 Q q 0.000009121n5.08 T

Eligible staff members may be able to claim up to \$750 in expenses resulting from membership in scholarly societies, travel and registration for scholarly meetings, subscription to scholarly journals and scholarly books and other expenses in support of their professional development during the period 1 May 2022 to 30 April 2023. The yearly allowance may be accumulated to a maximum of \$1,500 over a two-year period.

Eligibility criteria and conditions regarding the program may be obtained at <http://www.mcgill.ca/apo/academicstaff/other-information/professionaldevelopmentfund>

3.0 QUESTIONS

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