October 31, 2017

**Research Faculty Compensation AY 2018**

1. **HIRING OF RESEARCH FACULTY**: The following **hiring process** should be utilized for all new research (FPF and non-FPF who spend the preponderance of their effort in research) faculty in the Department of Medicine regardless of academic rank in the UNMODIFIED tracks:
   1. Each hiring unit (e.g., section, program, center) should have a search committee that reviews all candidates. The search committee should include members from diverse backgrounds by race and gender, ideally including at least one URM faculty member. In addition, each search committee should include at least one faculty member from outside the hiring unit.
   2. The search committees are required to utilize an open and transparent process for identifying the best candidates that includes: 1) some form of advertisement; 2) solicitation of candidates from outside the institution; 3) explicitly defined process for identifying women and URM candidates.
   3. Search Committee should provide:
      1. Short and long term goals of the candidate as submitted by the candidate;
      2. Financial resources needed by the candidate, but the section and department will be responsible for identifying funding sources;
      3. Mentoring plan;
      4. Rationale for hiring the designated candidate?
         1. Promise of candidate-why is the individual likely to be successful?
         2. Why is the individual the strongest among the candidates
         3. Alignment with scientific opportunity
2. **RESEARCH FACULTY SALARY FUNDING**: The following expectations of research faculty funding levels will be employed in the department:
   1. Faculty at the rank of **Full Professor with less than 85%** or **Associate Professor with less than 75%** of their annual salary supported through grants, or funding for clinical, teaching or administrative activities will be considered for a notice of non-continuance within six months of the anticipated shortfall;
   2. A **review process** for the timing of the notice of non-continuance will include review by the Chair, Vice Chair and Section Chief along with an additional content expert as needed. The committee will be expected to provide advice to the department and to the faculty member regarding:
      1. Scientific and grant strategies to securing funding;
      2. Estimate of the likelihood of securing funding and anticipated timeline.
   3. **Assistant Professors** will be reviewed between 30 and 36 months following their initial appointment to determine the likelihood of their securing funding at the level of 50% support within the next three years (within six years from initial appointment). If the individual is deemed unlikely to secure additional funding at this level, they will be asked to diversify their funding sources (e.g., clinical investigator asked to do more clinical work) or restructure their salary or effortsufficient to cover their salary. The review process will include constructive advice to the faculty member to improve their chances of success. The review will be conducted by the Section Chief, Vice Chair for Research, Chair, and content expert as needed.
   4. Assistant Professors who are not being considered for promotion to Associate Professor will be reviewed in their fifth year following appointment. If the individual is deemed unlikely to generate 75% of their salary starting in their seventh year as Assistant Professor, they will be considered for a notice of non-continuance;
   5. Faculty **salary above the NIH cap will not be supported** by section or departmental funds unless for specific administrative or teaching responsibilities from this point forward. Existing contracts with faculty above the NIH cap will be honored;
   6. **If >95% funded on grants** (excluding section, dept, BMC, or BUSM support), 5% of salary and fringe will continue to be provided by the department to offset base salary and avoid effort reporting violations.