

Policy on Remuneration for Associate Deans

January 15, 2013

Background

The role of Associate Deans is an increasingly important one at the University. In the past, remuneration for Associate Deans has depended on individual deals worked out with individual deans in different faculties. The result has been very different practices and very different arrangements made with different deans. Sometimes this has led to very significant differences in the way that different Associate Deans have been treated. This policy is meant as a way to establish a consistent set of practices that will apply to all Associate Deans. It outlines a system of remuneration in keeping with other universities in the system, at the same time that it allows (within some boundaries) some flexibility for deans negotiating remuneration for Associate Deans.

General Principles

Normally, there will be three components of the remuneration paid for work as an Associate Dean:

- (i) an annual stipend that will be paid during each year served as Associate Dean;
- (ii) a research allowance, to help faculty maintain some research activity during their terms as Associate Dean;
- (iii) administrative leave credit earned in return for time as an Associate Dean

Annual Stipend

The annual stipend for service as Associate Dean is \$10,000.

Research Allowance

Faculty serving as Associate Deans make a very significant commitment to the service needs of the Faculties in which they reside. To provide them with the opportunity to maintain some kind of research career, they may be provided with a research allowance. The amount of the allowance will differ, depending on the kind of research they do and the needs associated with this. The amount will normally be between \$5,000 and \$10,000.

Administrative Leave Entitlements

Deans and Associate Deans will accrue leave entitlements in the following two ways.

(1) Sabbatical Credit

Associate Deans will normally retain sabbatical credit they bring into their term as Associate Dean;

(2) Administrative Leave

Leave entitlements for Associate Deans will accrue in a manner in keeping with the provisions on administrative leave outlined in the President's memo of April 2009. They allow someone holding an academic administrative appointment to "accrue eight months of administrative leave for each five year term" (i.e. 1.6 months per year) and stipulate that "only one period of administrative leave can be carried forward." Administrative leaves are taken at 100% of one's salary as a faculty member (as opposed to one's salary as an Associate Dean).