

**University of Pittsburgh School of Medicine (UPSOM) and
University of Pittsburgh Physicians (UPP) Base Salary Structure Guidelines**

Effective July 1, 2023

These Pay Category guidelines apply to all dually employed Faculty who have primary appointments in UPSOM and who are also employed by UPP. Dually employed Faculty are defined as having a base salary on both UPSOM and UPP and must be included on one of the common paymasters between the University and UPP.

Category A

It is required that Faculty in Category A spend at least 10% of their combined UPSOM and UPP effort in School of Medicine academic activities. These academic activities are established by the Department Chair consistent with School of Medicine guidelines and are reviewed annually during the Faculty Performance Evaluation process.

Base Salary Distribution:

- The first \$20,000 of base salary will be paid through UPP.
- The next portion of the base salary will be paid through the University in accordance with the following schedule:

- Effective 7/1/2024 for ALL Faculty:

<u>Rank</u>	<u>Salary</u>
Instructor	\$30,000
Assistant Professor	\$30,000
Associate Professor	\$40,000
Professor	\$50,000

- For Faculty hired between 1/1/2016 and 6/30/2024, all ranks \$30,000.
- For Faculty hired, promoted, or placed into Category A between 1/1/2013 and 12/31/2015, unless already at a higher amount under the following bulleted tier:

<u>Rank</u>	<u>Salary</u>
Instructor	\$40,000
Assistant Professor	\$50,000
Associate Professor	\$50,000
Professor	\$50,000

- For Faculty hired through and at the indicated rank as of 12/31/2012, or hired through 12/31/2012 and promoted between 1/1/2016 and 6/30/2023:

<u>Rank</u>	<u>Salary</u>
Instructor	\$40,000
Assistant Professor	\$50,000
Associate Professor	\$60,000
Professor	\$70,000

Promotions or salary actions occurring during calendar years 2013 through 2015 result in no changes to the University base.

- Any additional base salary will be paid through UPP.

Notes

Faculty earning less than \$70,000 per year (Pitt/UPP base inclusive) and included in Category A may have *up to* the first \$20,000 of base salary paid through UPP.

Category A Faculty should have the same employment status at UPSOM and UPP (i.e., full-time, or part-time) based on the UPP employment status.

UPSOM part-time Category A Faculty should have these guidelines applied to their base salary in the same proportion as their overall FTE effort.

Category B (closed to new entrants)

Faculty in this Category will remain in this Category unless their circumstances change requiring them to move to a different Category. If a Faculty member changes to a different Category, they cannot return to this Category.

Base Salary Distribution:

- Up to the first \$20,000 of base salary will be paid through UPP.
- The next portion of the base salary, to \$140,000, will be paid through the University. Tenured Faculty who were legacied in this Category on October 6, 2003 at their then current University salary of \$141,300 may remain at \$141,300.
- Any additional base salary will be paid through UPP.

Category C

Existing Category C (in Category C as of 6/30/2023)

Faculty who are in Category C as of 6/30/2023 are required to have at least \$50,000 of their University salary charged to externally sponsored research grants and/or contracts each fiscal year. These Faculty will have two fiscal years to transition to the new guideline requirements set forth in the following section (i.e., the new guidelines take effect for current Category C Faculty on July 1, 2025).

Base Salary Distribution:

- Up to the first \$20,000 of base salary will be paid through UPP.
- The next portion of the base salary, up to \$212,000, will be paid through the University.
- Any additional base salary will be paid through UPP, but only after the University salary has reached at least \$200,000 but no more than \$212,000.

Notes

Faculty earning less than \$70,000 per year (combined UPSOM and UPP base) and having more than 90% of their salary charged to grants may be included in Category C.

Faculty included in Category C must be reclassified to the appropriate Category by January 1 following the date that their annual University salary supported by grants and/or contracts falls below \$50,000. However, if the Faculty member has pending grant applications that would increase their support to above \$50,000, they may remain in Category C for a period not to exceed one year with grants supporting less than \$50,000 of their salary.

Category C Faculty are not required to have the same employment status at UPSOM and UPP, and the current guidelines for determining effort at each entity should be applied at each entity.

New Category C Effective 7/1/2023

Faculty in this Category must have at least **50%** of their University salary charged to externally sponsored research grants and/or contracts in at least one of the prior two University fiscal years.

New hires into this Category must demonstrate that they are projected to meet the 50% grant salary support in the upcoming fiscal year to qualify.

Base Salary Distribution:

- Up to the first \$20,000 of base salary will be paid through UPP.
- The next portion of the base salary, up to \$212,000, will be paid through the University.
- Any additional base salary will be paid through UPP, but only after the University salary has reached at least \$200,000 but no more than \$212,000.

Notes

Faculty included in Category C must be reclassified to the appropriate Category by January 1 following the fiscal year end in which they do not meet the guidelines stated above.

Category C Faculty are not required to have the same employment status at UPSOM and UPP, and the current guidelines for determining effort at each entity should be applied at each entity.

Department Chairs are automatically included in Category C.

Faculty who are in Category C as of 6/30/2023 under the \$50,000 grant salary support guideline must meet the new 50% grant support guideline by the end of FY 2025.

Category D

It is required that Faculty in Category D spend at least 10% of their combined UPSOM and UPP effort in School of Medicine academic activities. These academic activities are established by the Department Chair consistent with School of Medicine guidelines and are reviewed annually during the Faculty Performance Evaluation process.

The Faculty member must also have a Dean's Office defined academic role with specific percentage of effort for the role to qualify for this Category. Those roles include decanal titles, Dean-paid educators in the Three Rivers Curriculum, and other roles specified by the Dean.

Base Salary Distribution:

- The first \$20,000 of base salary will be paid through UPP.
- The next portion of the base salary for the initial required 10% School of Medicine academic effort will be paid through the University in accordance with the following schedule:

<u>Rank</u>	<u>Salary</u>
Instructor	\$30,000
Assistant Professor	\$30,000
Associate Professor	\$40,000
Professor	\$50,000

- Additional academic effort over the required 10% initial academic effort that is related to Dean's Office role(s) will be compensated at the applicable effort percentage for the role(s) multiplied by \$250,000.
- Any additional base salary will be paid through UPP.

Notes

Category D Faculty should have the same employment status at UPSOM and UPP (i.e., full-time, or part-time) based on the UPP employment status.

UPSOM part-time Category D Faculty should have these guidelines applied to their base salary in the same proportion as their overall FTE effort.

Current Category C Faculty who have an educator role, will remain in category C with no change in compensation, but their level of effort will be reallocated to account for the role.

Current Volunteer Faculty receiving a dean defined role will relinquish their volunteer appointment and will receive a regular Faculty appointment. They will have a base salary set in accordance with their rank, as listed above, and the initial required 10% for academic effort will be for the activities related to the dean defined role. These faculty, who otherwise would not be dually employed, will be required to have a base salary, but the total academic level of effort less the initial required 10%, will be multiplied by \$250,000 to establish the amount for the dean defined role. 100% of their academic effort, unless otherwise noted, will be for teaching/education.

Faculty who no longer hold a dean defined role, and who otherwise do not qualify for another Category, will relinquish their regular faculty appointment and will only be eligible for a volunteer appointment.

Veterans Administration Medical Center Faculty (VAMC)

Criteria for the Faculty will be the same and the VAMC salary will remain as contracted with the VAMC.

The distribution of any base salary above that paid by the VAMC will follow the guidelines for each Category.

Additional Information:

Variation from the classification system will be allowed for foreign nationals in situations where adherence to the policy would violate the terms of an individual's visa requirements.

Exceptions to these guidelines must be approved by the SOM Office of the Dean and UPP Finance in writing and submitted with any contract request/offer letter.

Faculty should contact their respective division/department administration for additional information or if they have questions. Faculty may also contact the UPSOM Office of Faculty Affairs directly.