

**NEVADA SYSTEM OF HIGHER EDUCATION  
PROCEDURES AND GUIDELINES MANUAL**

**CHAPTER 3**

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**CHAPTER 3**

**SALARY SCHEDULES**

**Section 1. Salary Schedules**

The following salary schedules are reviewed and approved by the Board of Regents:

\*Based on legislative and Board of Regents action, all salary schedules for the FY 2012 and FY 2013 should be considered reduced by 2.5% and in addition, furloughs will be imposed in FY 2012 and FY 2013 equivalent to an additional 2.3% reduction.

NSHE EXECUTIVE SALARY SCHEDULE, FY 2011-12 & FY 2012-13

	<u>MINIMUM</u>	<u>MEDIAN</u>	<u>MAXIMUM</u>
<u>GRADE 1</u> Chancellor University President DRI President NSC - Henderson President	\$286,898	\$387,700	\$488,501
<u>GRADE 2</u> Community College President Vice Chancellor	\$166,752	\$225,340	\$283,928
<u>GRADE 3</u> Associate Vice Chancellor	\$131,049	\$177,093	\$223,138

SYSTEM ADMINISTRATION SALARY SCHEDULE, FY 2011-12 & FY 2012-13

	<u>MINIMUM</u>	<u>MEDIAN</u>	<u>MAXIMUM</u>
<u>GRADE 4</u>	\$98,753	\$133,450	\$168,147
<u>GRADE 5</u>	\$81,232	\$105,496	\$129,759
<u>GRADE 6</u>	\$63,618	\$82,621	\$101,623
<u>GRADE 7</u>	\$45,804	\$59,486	\$73,168

EXECUTIVE SALARY SCHEDULE – UNIVERSITIES/DRI, FY 2011-12 & FY 2012-13

	<u>MINIMUM</u>	<u>Q1</u>	<u>MEDIAN</u>	<u>Q3</u>	<u>MAXIMUM</u>
EXECUTIVE VP & PROVOST	\$188,629	\$239,414	\$290,198	\$340,983	\$391,768
VP, ADMINISTRATION & FINANCE	145,625	184,831	224,038	263,244	302,451
VP, ADMINISTRATION	122,138	155,022	187,905	220,789	253,672
VP, FINANCE	140,019	177,717	215,414	253,112	290,809
VP, DEVELOPMENT	162,189	205,856	249,522	293,188	336,855
VP, DEV. & ALUMNI RELATIONS	162,189	205,856	249,522	293,188	336,855
VP, STUDENT LIFE	126,666	160,768	194,870	228,972	263,075
VP, STUDENT SERVICES	126,666	160,768	194,870	228,972	263,075
VP, UNIVERSITY RELATIONS	127,841	162,260	196,679	231,097	265,516
DIRECTOR, ATHLETICS	221,622	281,289	340,957	400,624	460,292
VP, MARKETING	127,841	162,260	196,679	231,097	265,516
VP, RESEARCH & GRAD. STUDIES	157,846	200,343	242,840	285,337	327,834
VP, TECHNOLOGY	131,144	166,452	201,760	237,068	272,376
DEAN OF:					
AGRICULTURE	149,520	189,776	230,031	270,287	310,542
BUSINESS	179,131	227,359	275,586	323,814	372,042
COOPERATIVE EXTENSION	128,440	163,020	197,600	232,180	266,760
DENTAL	183,727	233,192	282,657	332,122	381,588
EDUCATION	130,000	164,999	199,999	234,999	269,999
ENGINEERING	167,655	212,793	257,930	303,068	348,206
FINE ARTS	129,574	164,460	199,345	234,231	269,116
GRADUATE COLLEGE	124,064	157,465	190,867	224,269	257,671
HONOR'S COLLEGE	95,180	120,806	146,431	172,056	197,682
HOTEL ADMINISTRATION	179,131	227,359	275,586	323,814	372,042
HEALTH SCIENCES	126,533	160,600	194,666	228,733	262,799
JOURNALISM	134,830	171,130	207,430	243,730	280,031
LAW	171,916	218,201	264,487	310,772	357,057
LIBERAL ARTS	123,217	156,390	189,564	222,738	255,911
LIBRARIES	122,320	155,253	188,185	221,117	254,050
MEDICINE	269,867	342,524	415,180	487,837	560,494
SCIENCES	144,014	182,787	221,561	260,334	299,107
URBAN AFFAIRS	132,497	168,170	203,842	239,514	275,187

EXECUTIVE SALARY SCHEDULE – STATE COLLEGES, FY 2011-12 & FY 2012-13

	<u>MINIMUM</u>	<u>Q1</u>	<u>MEDIAN</u>	<u>Q3</u>	<u>MAXIMUM</u>
EXECUTIVE VP & PROVOST	\$157,057	\$199,342	\$241,626	\$283,911	\$326,196
VP, ADMINISTRATION & FINANCE	121,250	153,894	186,539	219,183	251,827
VP, DEVELOPMENT	135,042	171,399	207,757	244,114	280,471
VP, STUDENT SERVICES	105,465	133,859	162,254	190,648	219,042
VP, MULTICULTURAL AFFAIRS	87,282	110,781	134,280	157,779	181,277
DEAN OF:					
EDUCATION	108,290	137,445	166,600	195,755	224,910
FINE ARTS	107,936	136,995	166,055	195,114	224,174
LIBERAL ARTS & SCIENCES	111,301	141,267	171,233	201,199	231,164
NURSING	109,470	138,943	168,416	197,888	227,361

ADMINISTRATIVE SALARY SCHEDULE – UNIVERSITIES, FY 2011-12 & FY 2012-13

<u>RANGE</u>	<u>MINIMUM</u>	<u>Q1</u>	<u>MEDIAN</u>	<u>Q3</u>	<u>MAXIMUM</u>
7	\$102,968	\$130,691	\$158,413	\$186,135	\$213,857
6	87,757	111,384	135,011	158,638	182,264
5	74,211	94,190	114,170	134,150	154,130
4	57,456	72,925	88,394	103,863	119,332
3	47,155	59,851	72,546	85,242	97,937
2	38,804	49,252	59,699	70,146	80,594
1	30,663	38,919	47,174	55,430	63,685

NOTE: For employees subject to the Employer-Paid Retirement Plan, the amounts shown will be reduced as provided by law.

ADMINISTRATIVE SALARY SCHEDULE – STATE COLLEGES, FY 2011-12 & FY 2012-13

<u>RANGE</u>	<u>MINIMUM</u>	<u>Q1</u>	<u>MEDIAN</u>	<u>Q3</u>	<u>MAXIMUM</u>
7	\$85,734	\$108,816	\$131,898	\$154,980	\$178,062
6	73,067	92,740	112,412	132,084	151,756
5	61,789	78,425	95,060	111,696	128,331
4	47,838	60,718	73,598	86,477	99,357
3	39,262	49,833	60,403	70,974	81,544
2	32,309	41,008	49,707	58,405	67,104
1	25,531	32,405	39,279	46,152	53,026

NOTE: For employees subject to the Employer-Paid Retirement Plan, the amounts shown will be reduced as provided by law.

ACADEMIC SALARY SCHEDULE – UNIVERSITIES, FY 2011-12 & FY 2012-13

<u>RANK</u>	<u>TITLE</u>	<u>MINIMUM</u>	<u>Q1</u>	<u>MEDIAN</u>	<u>Q3</u>	<u>MAXIMUM</u>
		<u>9 MONTHS 12 MONTHS</u>	<u>9 MONTHS 12 MONTHS</u>	<u>9 MONTHS 12 MONTHS</u>	<u>9 MONTHS 12 MONTHS</u>	<u>9 MONTHS 12 MONTHS</u>
IV	PROFESSOR	\$78,692	\$99,878	\$121,064	\$142,251	\$163,437
		94,430	119,854	145,278	170,701	196,125
III	ASSOCIATE PROFESSOR	55,805	70,830	85,854	100,879	115,903
		66,966	84,995	103,024	121,054	139,083
II	ASSISTANT PROFESSOR	47,277	60,006	72,734	85,463	98,192
		56,733	72,007	87,281	102,555	117,829
I	INSTRUCTOR	36,175	45,915	55,655	65,394	75,134
		43,411	55,098	66,786	78,473	90,161

NOTE: For employees subject to the Employer-Paid Retirement Plan, the amounts shown will be reduced as provided by law.

Nevada System of Higher Education  
DISCIPLINE-SPECIFIC FACULTY SALARY SCHEDULES FY 2011-2013

9-Month Salary Schedules	Minimum	Q1	Median	Q3	Maximum
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<b>Business Faculty - 9 Mo</b>					
<b>Accounting-Finance</b>	Minimum	Q1	Median	Q3	Maximum
Professors	\$102,200	\$109,900	\$133,900	\$176,200	\$223,800
Associates	\$86,400	\$95,800	\$109,200	\$135,000	\$167,700
Assistants	\$83,000	\$97,100	\$114,200	\$145,400	\$167,400
Instructors	\$44,000	\$50,700	\$60,400	\$75,400	\$94,800
<b>Mktg-Mgt-Prod. Opns-HR-Int'l-MIS</b>	Minimum	Q1	Median	Q3	Maximum
Professors	\$94,600	\$100,000	\$117,800	\$154,500	\$188,000
Associates	\$84,000	\$91,400	\$101,700	\$117,600	\$136,100
Assistants	\$79,600	\$89,000	\$99,300	\$113,600	\$124,700
Instructors	\$45,300	\$47,400	\$59,100	\$70,000	\$99,100
<b>Economics</b>	Minimum	Q1	Median	Q3	Maximum
Professors	\$73,300	\$80,100	\$116,500	\$149,900	\$175,800
Associates	\$68,300	\$76,500	\$86,600	\$97,700	\$114,500
Assistants	\$63,900	\$70,100	\$76,100	\$87,000	\$96,400
Instructors	\$41,200	\$44,700	\$54,200	\$64,400	\$76,100

<b>Dental Medicine Faculty - 9 Mo</b>					
<b>General Faculty</b>	Minimum	Q1	Median	Q3	Maximum
Professors	\$95,700	\$101,200	\$111,700	\$138,100	\$144,800
Associates	\$83,600	\$84,400	\$90,000	\$100,900	\$131,900
Assistants	\$68,800	\$75,600	\$82,700	\$87,900	\$88,400
Instructors	N/A	N/A	N/A	N/A	N/A

<b>Engineering Faculty - 9 Mo</b>					
	Minimum	Q1	Median	Q3	Maximum
Professors	\$94,600	\$101,200	\$126,500	\$160,800	\$167,200
Associates	\$70,400	\$75,400	\$94,200	\$117,800	\$122,500
Assistants	\$60,900	\$65,100	\$81,400	\$101,700	\$105,800
Instructors	\$49,200	\$55,700	\$69,700	\$87,100	\$92,300

<b>Law Faculty - 9 Mo</b>					
	Minimum	Q1	Median	Q3	Maximum
Professors	\$134,000	\$141,600	\$163,200	\$187,200	\$198,300
Associates	\$95,900	\$99,300	\$108,300	\$113,100	\$130,100
Assistants	\$68,800	\$85,200	\$102,300	\$113,400	\$126,100
Instructors	N/A	N/A	N/A	N/A	N/A

For employees subject to the employer-paid retirement plan, the amounts shown are reduced as provided by law.

Nevada System of Higher Education  
DISCIPLINE-SPECIFIC FACULTY SALARY SCHEDULES FY 2011-2013

12-Month Salary Schedules	Minimum	Q1	Median	Q3	Maximum
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<b>Business Faculty - 12 Mo</b>					
<b>Accounting-Finance</b>	<b>Minimum</b>	<b>Q1</b>	<b>Median</b>	<b>Q3</b>	<b>Maximum</b>
Professors	\$122,600	\$131,900	\$160,700	\$211,500	\$268,600
Associates	\$103,600	\$114,900	\$131,100	\$161,900	\$201,200
Assistants	\$99,600	\$116,500	\$137,000	\$174,500	\$200,900
Instructors	\$52,800	\$60,900	\$72,500	\$90,400	\$113,700
<b>Mktg-Mgt-Prod. Opns-HR-Int'l-MIS</b>	<b>Minimum</b>	<b>Q1</b>	<b>Median</b>	<b>Q3</b>	<b>Maximum</b>
Professors	\$113,500	\$120,000	\$141,400	\$185,400	\$225,600
Associates	\$100,800	\$109,700	\$122,000	\$141,100	\$163,300
Assistants	\$95,500	\$106,800	\$119,100	\$136,300	\$149,700
Instructors	\$54,300	\$56,900	\$70,900	\$84,000	\$118,900
<b>Economics</b>	<b>Minimum</b>	<b>Q1</b>	<b>Median</b>	<b>Q3</b>	<b>Maximum</b>
Professors	\$88,000	\$96,100	\$139,800	\$179,900	\$210,900
Associates	\$81,900	\$91,800	\$103,900	\$117,300	\$137,400
Assistants	\$76,700	\$84,100	\$91,300	\$104,300	\$115,700
Instructors	\$49,400	\$53,700	\$65,100	\$77,300	\$91,300

<b>Dental Medicine Faculty - 12 Mo</b>					
<b>General Faculty</b>	<b>Minimum</b>	<b>Q1</b>	<b>Median</b>	<b>Q3</b>	<b>Maximum</b>
Professors	\$114,800	\$121,400	\$134,000	\$165,800	\$173,800
Associates	\$100,300	\$101,300	\$108,100	\$121,000	\$158,300
Assistants	\$82,600	\$90,700	\$99,200	\$105,500	\$106,100
Instructors	NA	NA	NA	NA	NA

<b>Engineering Faculty - 12 Mo</b>					
	<b>Minimum</b>	<b>Q1</b>	<b>Median</b>	<b>Q3</b>	<b>Maximum</b>
Professors	\$113,500	\$121,400	\$151,800	\$193,000	\$200,700
Associates	\$84,500	\$90,500	\$113,100	\$141,300	\$147,000
Assistants	\$73,000	\$78,100	\$97,700	\$122,100	\$127,000
Instructors	\$59,000	\$66,900	\$83,600	\$104,500	\$110,800

<b>Law Faculty - 12 Mo</b>					
	<b>Minimum</b>	<b>Q1</b>	<b>Median</b>	<b>Q3</b>	<b>Maximum</b>
Professors	\$160,800	\$170,000	\$195,900	\$224,600	\$237,900
Associates	\$115,100	\$119,100	\$129,500	\$135,800	\$156,200
Assistants	\$82,600	\$102,200	\$122,700	\$136,000	\$151,300
Instructors	N/A	N/A	N/A	N/A	N/A

For employees subject to the employer-paid retirement plan, the amounts shown are reduced as provided by law.

ACADEMIC SALARY SCHEDULE – STATE COLLEGES, FY 2011-12 & FY 2012-13

<u>RANK</u>	<u>TITLE</u>	<u>MINIMUM</u>	<u>Q1</u>	<u>MEDIAN</u>	<u>Q3</u>	<u>MAXIMUM</u>
		<u>9 MONTHS 12 MONTHS</u>	<u>9 MONTHS 12 MONTHS</u>	<u>9 MONTHS 12 MONTHS</u>	<u>9 MONTHS 12 MONTHS</u>	<u>9 MONTHS 12 MONTHS</u>
IV	PROFESSOR	\$65,521	\$83,161	\$100,801	\$118,441	\$136,081
		78,625	99,793	120,961	142,130	163,298
III	ASSOCIATE PROFESSOR	46,465	58,975	71,484	83,994	96,504
		55,758	70,770	85,781	100,793	115,805
II	ASSISTANT PROFESSOR	39,364	49,962	60,560	71,158	81,756
		47,237	59,954	72,672	85,390	98,107
I	INSTRUCTOR	30,120	38,229	46,338	54,447	62,557
		36,144	45,875	55,606	65,337	75,068

NOTE: For employees subject to the Employer-Paid Retirement Plan, the amounts shown will be reduced as provided by law.

ADMINISTRATIVE SALARY SCHEDULE – COMMUNITY COLLEGES, FY 2011-12 & FY 2012-13

<u>GRADE</u>	<u>MINIMUM</u>	<u>MEDIAN</u>	<u>MAXIMUM</u>
8	\$138,039	\$186,539	\$235,039
7	97,605	131,898	166,191
6	83,185	112,412	141,639
5	73,196	95,060	116,924
4	56,670	73,598	90,525
3	46,510	60,403	74,296
2	38,274	49,707	61,139
1	30,245	39,279	48,313

FISCAL YEAR 2011-12 & FISCAL YEAR 2012-13  
ACADEMIC SALARY SCHEDULE – COMMUNITY COLLEGES

STEP	CATEGORY									
	ONE		TWO		THREE		FOUR		FIVE	
	INSTR	PROF*	INSTR	PROF*	INSTR	PROF*	INSTR	PROF*	INSTR	PROF*
	< B.S.		A.S. + 60		B.S. + 30		B.S. + 60		PH.D.	
			B.S.		M.S.		M.S. + 30			
30	68,611	70,327	75,473	77,359	85,764	87,908	96,056	98,457	102,917	105,490
29	66,938	68,611	73,632	75,473	83,672	85,764	93,713	96,056	100,407	102,917
28	65,305	66,938	71,836	73,632	81,632	83,672	91,427	93,713	97,958	100,407
27	63,713	65,305	70,084	71,836	79,641	81,632	89,198	91,427	95,569	97,958
26	62,159	63,713	68,374	70,084	77,698	79,641	87,022	89,198	93,238	95,569
25	60,643	62,159	66,707	68,374	75,803	77,698	84,900	87,022	90,964	93,238
24	59,163	60,643	65,080	66,707	73,954	75,803	82,829	84,900	88,745	90,964
23	57,720	59,163	63,492	65,080	72,151	73,954	80,809	82,829	86,581	88,745
22	56,313	57,720	61,944	63,492	70,391	72,151	78,838	80,809	84,469	86,581
21	54,939	56,313	60,433	61,944	68,674	70,391	76,915	78,838	82,409	84,469
20	53,599	54,939	58,959	60,433	66,999	68,674	75,039	76,915	80,399	82,409
19	52,292	53,599	57,521	58,959	65,365	66,999	73,209	75,039	78,438	80,399
18	51,016	52,292	56,118	57,521	63,771	65,365	71,423	73,209	76,525	78,438
17	49,772	51,016	54,749	56,118	62,215	63,771	69,681	71,423	74,658	76,525
16	48,558	49,772	53,414	54,749	60,698	62,215	67,981	69,681	72,837	74,658
15	47,374	48,558	52,111	53,414	59,217	60,698	66,323	67,981	71,061	72,837
14	46,218	47,374	50,840	52,111	57,773	59,217	64,706	66,323	69,328	71,061
13	45,091	46,218	49,600	50,840	56,364	57,773	63,128	64,706	67,637	69,328
12	43,991	45,091	48,390	49,600	54,989	56,364	61,588	63,128	65,987	67,637
11	42,918	43,991	47,210	48,390	53,648	54,989	60,086	61,588	64,378	65,987
10	41,872	42,918	46,059	47,210	52,339	53,648	58,620	60,086	62,807	64,378
9	40,850	41,872	44,935	46,059	51,063	52,339	57,190	58,620	61,275	62,807
8	39,854	40,850	43,839	44,935	49,817	51,063	55,796	57,190	59,781	61,275
7	38,882	39,854	42,770	43,839	48,602	49,817	54,435	55,796	58,323	59,781
6	37,934	38,882	41,727	42,770	47,417	48,602	53,107	54,435	56,900	58,323
5	37,008	37,934	40,709	41,727	46,260	47,417	51,812	53,107	55,513	56,900
4	36,106	37,008	39,716	40,709	45,132	46,260	50,548	51,812	54,159	55,513
3	35,225	36,106	38,748	39,716	44,031	45,132	49,315	50,548	52,838	54,159
2	34,366	35,225	37,803	38,748	42,957	44,031	48,112	49,315	51,549	52,838
1	33,528	34,366	36,881	37,803	41,910	42,957	46,939	48,112	50,292	51,549
0	32,710	33,528	35,981	36,881	40,888	41,910	45,794	46,939	49,065	50,292

NOTE: Some tenured faculty will have other titles as provided in NSHE Code, Title 2, Chapter 5.  
NOTE: Annual Step/Salary Increases are suspended in FY 2011-12 & FY 2012-13.

COMMUNITY COLLEGE FACULTY SALARY PLAN

(2.5 percent merit schedule)

Placement Categories Based on Academic Preparation

STEPS	1	2	3	4	5
30	2.0976	2.3073	2.6220	2.9366	3.1463
29	2.0464	2.2510	2.5580	2.8650	3.0696
28	1.9965	2.1961	2.4956	2.7951	2.9947
27	1.9478	2.1426	2.4348	2.7269	2.9217
26	1.9003	2.0903	2.3754	2.6604	2.8504
25	1.8539	2.0393	2.3174	2.5955	2.7809
24	1.8087	1.9896	2.2609	2.5322	2.7131
23	1.7646	1.9411	2.2058	2.4705	2.6469
22	1.7216	1.8937	2.1520	2.4102	2.5824
21	1.6796	1.8475	2.0995	2.3514	2.5194
20	1.6386	1.8025	2.0483	2.2941	2.4579
19	1.5987	1.7585	1.9983	2.2381	2.3980
18	1.5597	1.7156	1.9496	2.1835	2.3395
17	1.5216	1.6738	1.9020	2.1303	2.2824
16	1.4845	1.6330	1.8556	2.0783	2.2268
15	1.4483	1.5931	1.8104	2.0276	2.1724
14	1.4130	1.5543	1.7662	1.9782	2.1195
13	1.3785	1.5164	1.7231	1.9299	2.0678
12	1.3449	1.4794	1.6811	1.8828	2.0173
11	1.3121	1.4433	1.6401	1.8369	1.9681
10	1.2801	1.4081	1.6001	1.7921	1.9201
9	1.2489	1.3737	1.5611	1.7484	1.8733
8	1.2184	1.3402	1.5230	1.7058	1.8276
7	1.1887	1.3076	1.4859	1.6642	1.7830
6	1.1597	1.2757	1.4496	1.6236	1.7395
5	1.1314	1.2445	1.4143	1.5840	1.6971
4	1.1038	1.2142	1.3798	1.5453	1.6557
3	1.0769	1.1846	1.3461	1.5076	1.6153
2	1.0506	1.1557	1.3133	1.4709	1.5759
1	1.0250	1.1275	1.2813	1.4350	1.5375
COLUMN	1.0000	1.1000	1.2500	1.4000	1.5000

INCREMENTS:

(Added 6/05; A. 6/05, 11/05, 4/06, 7/06, 3/07, 8/07, 11/07, 3/08, 8/08, 6/09, 6/11)

## Section 2. Community College Academic Salary Schedule

### 1. Steps and Columns

For the purposes of this section, “step” is defined as the number assigned by the institution to identify placement within the appropriate category of the community college academic salary schedule. While the actual step number assigned to a faculty member may change due to revisions in the salary schedule, a faculty member will always be placed on the nearest step at or above their salary before the revision occurred.

The columns on the salary schedule are “categories” that correspond to the faculty member’s academic preparation as follows:

- |          |   |
|----------|---|
| Column 1 | Less than a Bachelors degree.   |
| Column 2 | Bachelors degree or Associates plus approved contact hours of occupationally related discipline <sup>1</sup> , or Associates plus 60 upper level credit hours in an approved instructional field(s).  |
| Column 3 | Masters degree or a Bachelors degree plus approved contact hours of occupationally related discipline, or a Bachelors degree plus 30 graduate credits in an approved instructional field(s).  |
| Column 4 | Masters degree with a minimum of 30 graduate credits in an approved instructional field(s), or equivalency or a Bachelors degree plus approved contact hours of occupationally related discipline, or a Bachelors degree plus 60 graduate credits or equivalency in an approved instructional field(s). |
| Column 5 | Earned Doctorate. Equivalence can be approved by the president for a Masters degree plus approved occupational contact hours or academic credits.   |

### 2. Initial Placement

- a. The determination of category for the purposes of initial placement of a faculty member on the academic salary schedule shall be based upon education. New hires shall normally be placed at step one, unless the institution chooses to consider relevant experience up to a maximum of a step 10 placement.
- b. Consideration will be given to authorizing a higher salary in order to attract an applicant with qualifications in areas pre-defined as difficult to recruit. Faculty Senate and/or Human Resources shall submit recommendations to the President for designating difficult to recruit positions. The President shall review the recommendations, determine the positions that are to be designated difficult to recruit, and forward the same to the Chancellor. Designating difficult to recruit positions will be reviewed on a yearly basis by the System and approved by the Chancellor. The President will make the final determination on initial salary placement for those positions determined to be difficult to recruit.

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<sup>1</sup> Occupationally related discipline equivalency will be determined at each campus. The ratio of academic credit to contact hours will be 1:15.

### 3. Movement on the Schedule

- a. Movement from step to step on the academic salary schedule will be based upon the faculty member's annual evaluation. Annually a faculty member will receive a one step increase if evaluated as Satisfactory or above.
- b. The movement from column to column will be based on professional advancement. Movement to a new column will be accompanied by a step increment if the criteria for the step advancement are met.
- c. Upon the awarding of tenure and promotion by the Board of Regents, faculty members who are initially placed at an appropriate step and column on the academic salary schedule will be advanced laterally to the corresponding step and column as a Community College Professor. The definitions of steps and columns for Community College Professors are described in subsection 1. Movement to the Professor column will be accompanied by a step increment if the criteria for the step advancement are met.
- d. Community college faculty who have reached the top step of their appropriate salary range may be considered for a merit increase based upon a performance evaluation in accordance with policy criteria and process as described in Section 4 of this Chapter.

### 4. Other Salary Considerations

- a. All individuals employed on administrative faculty contracts that are eligible to receive legislatively appropriated merit and who are not on the academic faculty salary schedule will be given consideration for merit increases and will receive cost-of-living increases.
- b. All individuals employed on non-tenure track, Range 0 contracts that are eligible to receive legislatively appropriate merit and who are not on the academic faculty salary schedule will be given consideration for merit increases and will receive cost-of-living increases.
- c. Academic faculty who are required to work under calendar year contracts versus academic year contracts will negotiate additional salaries in view of their respective responsibilities and number of working days compared to the working days under an academic year contract. The factor used can vary, but will not fall below 1.2. Contracts falling between a B contract and an A contract will be developed in a similar fashion.

(B/R 3/02; Added 6/05; A. 11/05, 11/06, 3/08)

## **Section 3. Community College Professional Advancement Program**

### **A. PROGRAM OUTLINE**

#### **1. Professional Advancement Approval Process for Credit Courses/Programs**

- a. Courses/programs, etc. may be used for professional advancement only with prior written administrative approval as stated in Title 4, Chapter 3.
- b. The process for approval will be developed at each institution with faculty senate input. The final decision rests with the president.
- c. Any movement on the salary schedule can only occur consistent with the fiscal year contract. Exceptions must be approved by the president.

#### **2. Degree Programs**

- a. The academic faculty member wishing to advance across the columns on the salary schedule by completing a bachelors, masters or doctorate degree (*columns 2, 3, 4 and 5*) must submit a written formal request.
- b. Upon appropriate vice presidential/dean approval, a formal professional advancement agreement will be written. The program must identify the anticipated program and program completion date. The agreement is not valid unless the appropriate vice president/dean and the faculty member sign the agreement.
- c. Upon successful completion of the degree program, the faculty member must submit official verification to his/her official personnel file. In the event that the degree program is not completed in the anticipated time frame, the faculty member will notify the appropriate body in writing prior to the anticipated date of completion. A review of completed work will be made by the appropriate body for consideration of movement on the schedule. Column movement will not occur without the approval of the president.

#### **3. Credit Course Work**

- a. The academic faculty member wishing to move across the columns by completing credit course work must comply with the provisions of the Board of Regents policy. That is, column 2 requires upper level/division undergraduate credit hours, columns 3 and 4 require graduate credits. The faculty member must submit a written formal request to the appropriate body. The appropriate body will forward the recommendation to the appropriate vice president/dean. The appropriate vice president/dean will notify the faculty member of approval/non-approval within 20 working days from receipt of the application.

- b. Upon successful completion of the agreed upon course work, the faculty member must submit official grade verification to the faculty member's official personnel file. The faculty member will not be eligible for column movement until all requirements for advancement have been met. When the approved courses total the credits required for advancement, the faculty member must notify the human resources director.

#### 4. Professional Advancement Approval Process for Occupationally Related Courses

- a. The academic faculty member wishing to take individual contact hour courses for advancement across the columns on the salary schedule must submit a written formal request to the appropriate body who will forward the recommendation to the appropriate vice president/dean or designee<sup>2</sup> These courses could include, but are not limited to, continuing education courses in a specific discipline and specialized workshops or institutes in which contact hours rather than credits are used to grant recognition for successful completion.
  - b. Due to the manner in which some occupationally related courses are offered, the faculty member may only have a few days or weeks between notification of offering and actual registration. Therefore, every effort must be made by all parties involved to complete this process prior to the due date for registration. When the approved courses reach the contact hours required for advancement, the faculty member must notify the human resources director in writing of that fact.
  - c. Upon successful completion of the courses, the faculty member must submit official verification to his/her official personnel file. The faculty member will not be eligible for column movement until all requirements for advancement have been met.
5. Approvals for degree programs, credit courses, continuing education and occupational courses will be filed in the faculty member's official personnel file.

### B. PROGRAM STANDARDS/DEFINITION OF TERMS

#### 1. Education Standards

For degree programs and credit courses, the degree/credit must be awarded by regionally accredited institutions. Non-degree (*non-credit or continuing education*) courses will be awarded equivalency based upon accepted industrial and/or professional standards.

#### 2. Relevance

The program or courses must either be relevant to the academic faculty member's discipline or enhance teaching/counseling/professional skills, or provide benefit or advancement.

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<sup>2</sup> Designee means someone appointed by the appropriate vice president/dean only in his/her absence.

### 3. Equivalency

For purposes of this document, all academic courses will be equated to a sixteen-week semester. Courses taken in quarter or trimester credits will be adjusted to this standard. Degree programs will stand on their own as approved by accrediting institutions. That is, a Masters degree will transfer as a Masters degree regardless of the institutional differences in semester vs. quarters.

### 4. Occupationally-Related Courses

Occupationally related courses are those courses that relate to the faculty's primary duties, e.g. courses taught, services provided, etc.

### 5. Official Verification

Official verification shall include, but not be limited to: diplomas, transcripts, certificates, or letters from sponsoring agencies.

### 6. Professional Licensure

Licensure itself does not apply toward movement on the salary schedule. It is recognized that some occupational areas have additional licensure that may be equivalent to degree qualifications. This list includes, but is not limited to, the following: MD, DDS and JD. The number of graduate hours in the curriculum will be equated to the standard Masters, etc. degrees.

For example, a JD, MD and DDS would be the equivalent of three to four years of graduate school, and should therefore be considered as the fifth column of professional advancement. Two Masters degrees, however, would not be the equivalent of a fifth column of movement, but would qualify for a fourth column movement, if approved.

This explanation does not mean automatic approval of such licensure, only an explanation of the existence of these categories.

## C. PROGRAM CATEGORY STANDARDS

The professional advancement program may be, except where otherwise noted, any combination of the following categories or programs:

### 1. Degree Program/Credit Courses

- a. The credit awarded for completion of a degree program will be limited to only the degree awarded to the individual. All programs/courses must be offered by regionally accredited institutions.

- b. Movement from one column to another beyond column two must be accomplished in blocks of thirty or sixty credits as appropriate. Movement to:

Column 2	Bachelors or Associates plus 60 upper level undergraduate credits.
Column 3	Masters or Bachelors plus 30 graduate credits
Column 4	Masters plus 30 graduate credits or equivalent <sup>3</sup> or Bachelors plus 60 graduate credits or equivalent.
Column 5	Earned Doctorate

## 2. Non-Credit/Contact Hours Course Training

### a. Continuing Education

1. The equivalency for continuing education is 1:15. For every fifteen hours of continuing education, one unit of credit will be awarded. Continuing education can be in the form of workshops, institutes or other recognized educational programs.
2. All courses/workshops must meet national standards for occupational areas. Movement from one column to another beyond column two must be accomplished in blocks of 450 or 900 contact hours. Movement to:

Column 2	Associates plus 900 contact hours
Column 3	Bachelors plus 450 contact hours
Column 4	Bachelors plus 900 contact hours. Masters plus 450 contact hours.
Column 5	Special permission of President. <sup>4</sup>

### b. On-the-Job Work Experience

On-the-job work experience with pay will be 1:75. For every seventy-five (75) hours of internship, one unit of credit will be awarded. Faculty entering into such experience must follow the same requirements and program as established by the college with students within the college's cooperative education program. All hours of on-the-job work experience must be certified by an outside agency/employer.

### c. Internships

1. On-the-job work experience without pay will be 1:75. For every seventy-five (75) hours of internship, one unit of credit will be awarded. All hours of internship experience must be certified by the outside agency/employer. The internship experience for the faculty member must follow the same standards and requirements established for the On-the-Job Work Experience Program.

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<sup>3</sup> Equivalency will be determined by the appropriate body.

<sup>4</sup> Equivalence can be approved by the president for a Masters degree plus approved occupational contact hours or academic credits.

2. Movement from one column to another beyond column two must be accomplished in blocks of 2250 or 4500 contact hours as appropriate. Movement to:

Column 2	Associates plus 4500 contact hours.
Column 3	Bachelors plus 2250 contact hours.
Column 4	Bachelors plus 4500 contact hours. Masters plus 2250 contact hours.
Column 5	Special permission of president.

#### D. APPEALS PROCESS

In the event that the faculty member's application for professional advancement is denied, the decision can be appealed. The appeal will be submitted to the faculty senate chair, who will forward the appeal to the appropriate committee. The committee will review and recommend to the faculty senate chair its approval or non-approval of the appeal. The faculty senate chair will carry the committee recommendation to the appropriate vice president/dean. If the appeal is denied by the vice president/dean, college grievance procedures can be utilized.

(B/R 3/02; Added 6/05)

### **Section 4. Merit Procedures for Community College Faculty At The Top Of Their Salary Range (*formerly CM 96-2*)**

All faculty should be eligible for consideration for Legislatively approved increases in salary earned through meritorious performance. Consideration should be based upon performance evaluation. An addition to the Board of Regents policy governing community college faculty salary schedule implementation was approved by the Board of Regents November 14-15, 1996. The policy allows for merit consideration for faculty who are at the top of their salary range.

The processes in support of the Board's policy are listed below:

- performance evaluation should demonstrate exceptional, not merely satisfactory, performance for the period in question; and
- identification of recipients should be highly selective, but it should not be based upon a quota (*proportion of eligible recipients*), nor should recipients be rotated among those eligible.
- the pool of funds from which these awards will be made is generated by the eligible faculty at the top of the ranges; making these awards can not adversely affect the total of merit awards made to other faculty;
- the criteria for selection and process for implementation will be developed on each campus by the president in consultation with the campus faculty senate;
- the process will be directed and administered by the campus president;

- the president will be responsible for reporting annually to the Chancellor the merit increases in salary awarded to faculty at or above the salary plan ranges;
- (Added 6/05)

## Section 5. Summer Term Salary Schedules

### 1. University of Nevada, Las Vegas

#### UNLV Faculty

Professor	\$2,675 per credit hour
Associate	\$2,536
Assistant	\$2,394
Instructor	\$2,114

#### Visiting Faculty

Professor	\$2,536 per credit hour
Associate	\$2,255
Assistant	\$1,975
Lecturer	\$923 – 1,908
Lab Assistant	\$1,529

Professor Emeritus: rate depends upon rank at time of retirement.

Pay per credit hour of individual instruction is \$93.00 for Undergraduate Courses and \$127.00 for Graduate Courses.

Instructional salaries for Summer Term are restricted to one of the following:

- Full per-credit-hour salary as stated in Salary Schedule above. The per-credit-hour salary is the maximum allowable.
- A lower amount (prorated to enrollment) when necessitated by low enrollment and when agreed to by the instructor. The pro-rated salary is based on an established formula (salary plus fringe benefits divided by breakeven number for applicable rank).
- Individual instruction pay per-credit-hour as stated in Salary Schedule above.

### 2. University of Nevada, Reno

- The following salary schedule applies to classes taught on or off-campus during the inclusive dates of Summer Session.

#### Resident Faculty

Professor	\$1,990 per credit hour
Associate Professor	\$1,770
Assistant Professor	\$1,640
Lecturer	\$1,415 – 1,990
Teaching/Graduate Assistant	\$1,195

Visiting Faculty

Professor	\$1,625 per credit hour
Associate Professor	\$1,460
Assistant Professor	\$1,290
Lecturer	\$1,170 – 1,625

The per-credit hour salary is the maximum allowable. A lower amount is permitted when agreed to by the instructor.

- b. Six credits is considered a full-time teaching load during the Summer Session.
- c. Faculty teaching Recreation, Physical Education and Dance classes, or catalog-identified internship classes, will receive as salary 80% of the net fees generated by enrollments in these classes but capped by the amounts indicated in 2.a. above. Net fee is defined as the prevailing tuition minus the consolidated fee for student union, student health, and student activities.

3. Nevada State College, Henderson

Nevada State College has a temporary summer term salary schedule in place until a permanent policy is approved. Tenure track B-contract faculty and lecturers teaching in the Summer Term will be paid \$1,440 per credit hour. Adjunct instructors teaching in the Summer Term will be paid \$840 per credit hour. The per-credit-hour salary for B-contract faculty and the lecturers is the maximum allowable. A lower amount is permitted when necessitated by low enrollment and when agreed to by the faculty, lecturer, or instructor.

4. College of Southern Nevada

- a. For B and B+ contract teaching faculty:  
(Note: Pro-rate pay = .01875 times base pay per IU)
  - 1. Class size of 17 or greater will result in full pro-rata pay or \$833/IU whichever is more.
  - 2. Class size of 14 – 16 will result in an option to teach at \$833/IU. (\$833/IU is the special incentive rate)
  - 3. For classes with approved limited class size below 17, pro-rate pay is awarded for enrollment equal to or greater than approved class size.
  - 4. For classes with limited enrollments, \$833/IU will be awarded with one less than capacity.
  - 5. The minimum class size is 14, unless on the approved list based on space, equipment, etc.
  - 6. Individualized instruction per student pay may be negotiated by the faculty member. The calculation will be  $.075 \times \# \text{ of credits} \times \# \text{ of students} = \text{IU}$ .  $\text{IU} \times \$801 = \text{pay}$ .
  - 7. If a full-time instructor's section does not make, he or she can choose to teach a section designated as a part-time faculty section, but the full-time faculty must accept part-time pay rate of \$801/IU.
  - 8. No full-time faculty member can teach more than 9 IUs in the summer unless special permission is granted by the Academic Vice President.
- b. For part-time instructors:
  - 1. Minimum class size is 14 and the rate of pay is \$801/IU.

2. For limited capacity sections, the minimum class size must be no lower than one less than approved capacity.
3. Part-time faculty can teach 8 IU regardless of the number of preps.

There will be no exception to the above class enrollment policy, and classes that do not meet the minimum number will be canceled.

5. Great Basin College

- a. The salary for a summer session course shall be 75% of the revenue generated from registration fees, not to exceed \$1200 per credit.
- b. Faculty may teach up to nine credits in summer school. Additional credits may be taught under extenuating circumstances when recommended by the Department Chair and with the approval of the responsible Dean and/or the Vice President for Academic Affairs.

6. Truckee Meadows Community College

- a. Faculty who teach in summer school and are on a "B" contract during the academic year will be paid 1.875% of their base contract amount from the TMCC salary scale per credit hour. The per-credit amount cannot exceed the Step 30 amount for faculty member's range nor be below the part-time faculty rate.
- b. Faculty who are part time during the academic year will be paid for summer teaching on a per-credit basis according to the same rate used during the spring semester of that academic year.
- c. Should enrollment in an instructor's summer classes fail to produce the revenues necessary to hold all of their classes or cover the instructor's salary for all of their classes, the President or her designee may, in lieu of cancelation, negotiate and establish a mutually agreeable rate less than the maximum provided above for each instructor.
- d. Faculty may teach nine credits in summer school. Additional credits may be taught under extenuating circumstances when recommended by the Department Chair and with the approval of the Dean and the Vice President of Academic Affairs and Student Services. Compensation above the maximum or full load will be compensated at the part-time faculty rate only.
- e. Faculty who are on an "A" contract during the academic year will be considered as teaching an overload and be compensated at the part-time rate unless their contract specifically requires a summer school load in which case they will not receive an additional stipend.

7. Western Nevada College

- a. The salary for a summer session course shall be 75% of the revenue generated from registration fees, not to exceed \$1,200 per credit.
- b. Faculty may teach eight IUs in the summer session. Additional credits may be taught under extenuating circumstances when recommended by the Division Chair and with the approval of the Dean of Instruction and the Vice President of Academic and Student Affairs.

(B/R 1/94, 1/98, 1/02, 4/02, 1/04, 2/05; Added 6/05; A. 8/05, 7/06, 11/06, 2/07, 3/07, 3/08, 4/09, 3/10, 3/11)

## Section 6. Part-Time Salary Schedules

The following schedule provides salary targets for NSHE institutions to reach incrementally by 2008 as funding permits.

Type of Institution	Per-Credit Target for Fiscal Year 07-08
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Universities	\$1,014
State College	\$963
Community Colleges	\$913

Type of Institution	Per-Credit Target for Fiscal Year 08-09
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Universities	\$1,130
State College	\$1,074
Community Colleges	\$1,017

- The salary schedule is derived from a formula calculation based upon a percentage of the entry-level semester salary for a University Instructor on a 9-month contract, as described below.

Base Formula:

Annual entry-level University Instructor salary divided by 2  
X Percent of Semester Salary based on 16-unit workload (6.25)  
= Per Credit Target

The schedule will automatically increase with any cost-of-living adjustment provided to professional employees.

- The salaries for temporary part-time faculty at the state college shall be calculated at 95% of the university target. The salaries for temporary part-time faculty at the community colleges shall be calculated at 90% of the university target.  
(B/R 10/03; Added 6/05; A. 7/06, 12/07, 3/08)

## Section 7. Compensated Outside Services/Entrepreneurial Activities

In accordance with Board policy, outside professional services, scholarly services, or entrepreneurial activities by NSHE faculty members within their subject matter field and for compensation is recognized as a legitimate activity unless specifically prohibited by the employee's contract. Annually, each institution shall report aggregated information on the professional, scholarly and entrepreneurial activities engaged in by the institution's respective faculty using the form prescribed by the Chancellor that is included in the Forms Appendix of this Procedures and Guidelines Manual.

(Added 4/11)

## **Section 8. Temporary Salary Reductions and Unpaid Leave (Expires June 30, 2013)**

1. Temporarily reduce NSHE employee salaries by two and one half (2.5) percent for FY2012 and FY2013. Normal benefits shall not be available to employees on this salary reduction portion of their salary. Faculty funded at least 90 percent through external grants and contracts may be excluded from this salary reduction for the period that such external support continues in FY2012 and FY 2013. University of Nevada School of Medicine clinical faculty for whom a portion of their salary is derived from clinical contracts and clinical revenue may forego this salary reduction for that portion of their salary paid under those clinical contracts. Letter of appointment instructors, temporary part-time faculty, residents, and graduate assistants shall not be subject to this salary reduction. Salary reductions required by this section are final and not subject to appeal, grievance or reconsideration.
2. Temporarily require six days per year of unpaid leave per 1.0 FTE for NSHE employees and a corresponding 2.3 percent salary reduction for FY2012 and FY2013. For contracts of less than 1.0 FTE, such leave shall be prorated accordingly. Letter of appointment instructors, temporary part-time faculty, residents, and graduate assistants shall not be subject to this furlough requirement. Unpaid leave required by this section is final and not subject to appeal, grievance or reconsideration. The Board shall protect base compensation and benefits for this salary reduction for professional employees.
3. Multi-year contracts shall be exempt from the provisions of subsections 1 and 2 if the Chancellor's office determines there will be an impairment of the contract by implementing the 2.5 percent salary reduction or the unpaid leave requirement. In addition, the clinical component of University of Nevada School of Medicine salaries shall likewise be exempt from subsections 1 and 2 (and any corresponding salary reduction) due to impairment of contracts with the practice plans.
4. This section, as approved by the Board, shall constitute constructive notice to all faculty and no individual notice to any faculty member shall be required hereunder to implement the foregoing.
5. This section expires by limitation on June 30, 2013.  
(Added 6/11; A. 9/11)