

# UNIVERSITY POLICY FOR ACADEMIC AFFAIRS

## Policy No. UPAA-17

### FACULTY COMPENSATION FROM GRANTS AND CONTRACTS

#### 1 General Information

- 1.1 Scope: This policy sets guidelines under which faculty may be compensated from grants and contracts.
- 1.2 Authority: W. Va. Code §18B-1-6
- 1.3 Passage Date: June 28, 2019
- 1.4 Effective Date: August 1, 2019
- 1.5 Controlling over: Marshall University
- 1.6 History:
  - 1.6.1 Amended to update position titles. Originally approved as BOG policy on 8-May-2006. This policy is equivalent to the old Executive Policy Bulletin No. 15, effective April 26, 2000. Executive Policy No. 15 is hereby repealed.

#### 2 Policy.

- 2.1 Marshall University faculty can be compensated from various non-state funding sources including federal grants and contracts. Office of Management and Budget Circular A-21 stipulates that work under federal grants and contracts and accompanying compensation must be recorded during the faculty member's normal work time, which is defined as that time listed in the faculty member's Appointment Letter. These regulations further stipulate that the amount of compensation paid cannot exceed the faculty member's base salary rate (the amount listed in the faculty member's Appointment Letter).
- 2.2 When a faculty member performs work in carrying out a contract or grant as part of his/her regular duties, a Marshall University PAR must be in effect which reflects the research duties and all other current responsibilities. The amount of compensation on this PAR must equal the faculty member's Appointment Letter base salary.
- 2.3 For faculty on a 9-month appointment, charges to the grant or contract (and compensation to the faculty member) for work performed on the grant or contract during the summer months will be at the salary rate of the base salary of the previous academic year, prorated for the amount of time worked.
- 2.4 **Overload/incidental compensation for faculty**
  - 2.4.1 Office of Management and Budget Circular A-21 does allow for supplemental compensation for incidental work in excess of normal for the individual, providing that there is an institutional policy for incidental work. There are existing institutional policies concerning supplemental compensation for non-teaching and incidental responsibilities. The current overload policy allows Marshall University faculty to earn up to an additional 20% of their base salary for additional time worked, subject to the approval of the Senior Vice President for Academic Affairs/Provost or the Dean of the Joan C. Edwards School of Medicine. The base salary will be determined from the faculty member's Appointment Letter. Under no

circumstances will overload/incidental payments be made through federal grants and contracts.

**2.5 Merit Awards for faculty**

- 2.5.1 Subject to approval of the Senior Vice President for Academic Affairs/Provost or the Dean of the Joan C. Edwards School of Medicine, individual colleges shall establish research merit awards which can result in additional financial benefit to productive researchers. Under no circumstances will merit award payments be made directly from a federal grant or contract.
- 2.6 This policy applies to all federal grant and contracts and may be applied to other sources of funds as deemed appropriate.