



Frequently Asked Questions

Faculty Contracts and Pay Structure

General Contract and Pay Change

What is changing with faculty contracts and pay?

All full-time faculty will move to a consistent contract with a 12-month payment structure, effective the upcoming academic year. Regardless of your current payment structure, all faculty will move to a 9/12 structure, which means that faculty will be paid over 12 months, beginning Fall 2022. Benefit premiums will be deducted over the calendar year and in equal deductions every month for 12 months.

What is the difference between a faculty contract and pay?

The contract defines the start and end date faculty are required to work in an academic year. Pay is defined as the months a faculty member is paid for their main faculty contract/job.

Will my annual salary change?

No. Pay associated with your contract will not change. Faculty annual pay will be based on your primary 9-month contract/job. The change is affecting the months you will be paid for your academic year contract. This means that your pay will be spread out over 12 months.

Will faculty contract dates change? If so, what are the new dates?

Yes. Faculty contracts will be based on a 9-month contract and span from August 15 through May 15.

When do these changes begin?

This change will take effect the upcoming 22-23 academic year. All faculty will move to a consistent 9/12 contract and payment structure, allowing for agility and reduced redundancy.

Will I receive an updated contract?

Yes. All faculty will receive updated contracts with the 9-month contract dates (8/15 – 5/15) this summer.

Can I opt out of this change?

As we move toward a more streamlined approach to how we administer faculty contracts and pay, a consistent approach is necessary. All faculty payment and contract structures will need to move to a 9/12 structure to support. This change will empower greater efficiency and allow for maximized productivity and consistency.



How does this change benefit me?

Faculty will benefit from a consistent pay structure and will receive a paycheck every month of the year. Monthly benefit deductions will also be consistent each month resulting in a reduced monthly benefit cost because the benefit premiums will be spread throughout the year (over 12 months).

Why the Change?

Why is it necessary to move all faculty to a consistent contract and payment structure?

MSU Denver is reimagining the way university business is conducted to simplify, transform, and become more streamlined in its processes to maximize productivity and employee satisfaction. Currently there are too many options for faculty pay, which has led to operational inefficiencies, unnecessary costs to the university, and laborious manual processes that are no longer sustainable.

As the University transforms its HR and Finance business processes through large-scale implementation initiatives, like the Workday project, a consistent approach to faculty pay is needed to ensure optimal performance of this new system.

These are a few examples of transactions that are currently manual, but could easily be automated with a consistent contract and payment schedule:

- Adjustments to pay when a faculty member changes positions
- Reconciliation of benefit premiums
- Pay calculations - these have become increasingly complicated, resulting in errors

Why are the current payment options not sustainable?

The varied options for payment schedules and structures have resulted in too many manual and inefficient processes that are prone to human error and are no longer sustainable. These multiple payment structures have created system challenges that have impacted productivity and employee engagement negatively.

Why are we changing our HR system for how we pay faculty?

As we strive to achieve MSU Denver's mission to become one of Colorado's most desired places to work, we need to take the steps necessary to become more agile, efficient and modern. The future HRIS systems solution, Workday, will allow us to do this.

Making these changes enables us to transform the way we manage and administer pay for all faculty, while aligning with national higher-ed contract/payment standards. Furthermore, it allows us to promote maximized productivity within the HR and Finance organizations, optimizing efficiency as well as our investments in future systems. By making this change now,



we set ourselves up for the future with sustainable processes and systems to support 21st century higher education.

My current faculty pay begins in September and continues until August. Since this new payment option begins in August, will I receive two paychecks this August (final deferred payment for 21-22 and beginning payment for 22-23)?

All payouts for the academic year 21-22 will be paid out by July 2022 regardless of your current contract pay structure. Faculty who are currently paid September through August will receive their final deferred pay for this academic year (21-22) in July 2022. Making final payments in July is necessary to wrap up the 21-22 academic year and to ensure we can begin the new faculty pay structure in August.

Beginning in August 2022, all faculty will move to a consistent contract with a 12-month payment structure, effective the upcoming academic year, August 15 through May 15.

Additional Pay

What is considered additional pay?

Additional pay is defined as any work performed outside of the faculty contract, such as summer teaching, grant work, administrative duties, Chair duties and any additional work performed outside of the regular/main faculty contracted job.

I am a department Chair. How will my pay be affected?

Chairs will continue to receive 12-month salary supplements for their Chair duties.

I currently work on a grant. How will that pay be factored?

Pay for additional administrative/grant work will be paid as supplement pay and will be separate from the main faculty 9-month contract.

How will I receive pay for summer teaching?

Summer teaching will be considered additional pay and will be paid in June and July.

Benefits

Will my benefit premium cost change?

No. Annual benefit premium costs will not change, however, because benefit premiums will be deducted every month (over 12 months), the monthly premium amount will be reduced. Benefit premiums deducted over 12 months is referred to as an "administrative benefits rate" which is lower because it is deducted equally each month over the span of the calendar year.



When will deductions at the administrative rate for benefit premiums begin?

Faculty members who have premiums currently deducted September through June, will begin seeing benefit deductions at the administrative rate on the September 2022 paycheck.

Faculty members who have premiums deducted August through May, will begin seeing benefit deductions at the administrative rate on the August 2022 paycheck.

Now that benefit premiums for faculty will be deducted at the administrative rate, which is lower: Will CHEIBA be paying less for my premium holiday benefit to cover my medical and dental premiums in the month of December?

Yes. If CHEIBA approves a premium holiday for the year, CHEIBA/MSU Denver will cover the lesser administrative premium rate for the month of December. While we have been extremely fortunate to have CHEIBA issue a premium holiday over the past 12 years, please remember that the premium holiday benefit is not guaranteed. The premium holiday benefit is reviewed annually and voted on by the trustees for each of the universities that represent the trust.

More questions?

For questions regarding benefit premiums or Total Rewards, please contact Amanda Berry, Director of Total Rewards, at aberry11@msudenver.edu.

For questions regarding contract changes or other general questions, please contact Jake Leask, Assistant in the Office of Faculty Affairs at JLeask@MSUDenver.edu