

SECTION: Academic

SUBJECT: **ACADEMIC SALARIES**

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**Point of Contact:** The Provost's Office

**Other LCSC offices directly involved with implementation of this policy, or significantly affected by the policy:** Vice President for Finance and Administration, Human Resource Services, Budget Office

**Date of approval by LCSC authority:** January 1983

**Date of State Board Approval:** N/A

**Date of Most Recent Review:** May2024

**Summary of Major Changes incorporated in this revision to the policy:** Added language regarding promotion raises.

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## **1. Periods of Appointment**

- A. Professional academic personnel are regularly appointed for service either (1) during the academic year (in this context, the "academic year" encompasses the nine full months ending the day after the close of the spring semester) or (2) for the fiscal year beginning on July 1. In either case, the salary is paid in biweekly installments throughout the year.

## **2. Service Obligation**

- A. Academic-Year Appointments – Faculty and Staff on academic-year appointments are accountable for service to LCSC throughout the nine-month period specified above. This period normally begins before the official opening of the fall semester and before the date that is set for mandatory return to on-campus duty.
- B. Fiscal-Year Appointments - Fiscal-year appointees are obligated to perform services for LCSC throughout the year.
- C. Service - Full-time appointments assume full-time service. Faculty and Staff members may engage in outside consulting. (See section 3.132, Professional Consulting and Additional Workload).

## **3. Promotion Raises**

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- A. Faculty shall receive promotion raises when promoted from Assistant to Associate Professor and Associate Professor to Professor. Raise amounts will be listed in the annual Compensation Plan which is posted to the Budget Office web page.
  
- B. Promotion raises may be delayed or reduced should the institution's financial health and/or well-being warrant such action. Such delay or reduction must be authorized by the President.