

Memorandum of Understanding  
Anomaly increases on the Amherst campus

(a) The process for making salary anomaly adjustments shall begin with a recommendation from the department personnel committee (dpc) or the librarian personnel committee (lpc) or other appropriate mechanism. The dpc/lpc shall initiate the process or shall make a recommendation in response to a proposal for an adjustment from a unit member, chair/head, or dean or Director of Libraries.

The original dpc/lpc recommendation and recommendations from the department head/chair and the dean/Director of Libraries shall be forwarded through each level of review, in a timely fashion, and copies shall be simultaneously sent to the bargaining unit member under consideration. Final decisions on salary anomaly adjustments shall be made by the Provost.

There shall be no limit on the number of salary anomaly adjustments in category 1 as described below. From departments with five or fewer faculty members, the dpc may make one recommendation per year for an adjustment from categories 2, 3, and 4 combined. For departments with between five and twenty members, that number shall be two per year, and for departments with more than twenty members, that number shall be three per year. In no single year may the Provost on the Amherst campus make more than twenty-four salary anomaly adjustments from categories 2, 3, and 4 combined. There shall be no exceptions to these limits.

(b) The timetable for making salary anomaly adjustments shall be specified in the Campus Master Calendar. Departments shall be provided with a copy of this Memorandum of Understanding.

(c) The categories of individuals eligible for salary anomaly adjustments shall be the following:

1. Any faculty member or librarian whose salary is lower than the most recent starting salary in the department for the same or lower rank after adding a factor of \$1,000 for each of his or her years of service to the amount of that recent starting salary.
2. Any junior, probationary faculty member whose salary at the end of the third year of full-time service is below the median salary for the rank in his or her department; when comparison cannot be made within the department because there are three or fewer faculty in rank within the department, any junior, probationary faculty member whose

salary at the end of the third year of full-time service is below the median salary for the rank in the school or college.

3. Any other full-time bargaining unit member whose salary is below the median salary for the rank in his or her department and whose salary, compared to other salaries in the department, is below salaries of those with comparable years of service and/or achievement; when comparison cannot be made within the department because there are three or fewer faculty in rank within the department, any full-time bargaining unit member whose salary is below the median salary for the rank in the school or college or library division, and whose salary, compared to other salaries in the school, college, or library division, is below salaries of those with comparable years of service and/or achievement.

4. Other bargaining unit members who are not included under categories 1-3.

(d) At the end of each academic year, the Provost shall provide to the Union a list of all salary adjustments recommended by the dpc/lpc under the above process, the amount of each adjustment recommended, the category under which each adjustment falls, the recommendation made at each level, and the Provost's decision, with the amount of the salary anomaly adjustment approved.

(e) Any procedural violations of this memorandum shall be grievable under Article 25, except that the decision of the Provost shall not be grievable under Article 25.