

**FACULTY SALARY PLACEMENT FORM  
RANDOLPH COMMUNITY COLLEGE**

Name: \_\_\_\_\_

Department: \_\_\_\_\_

Date of Employment: \_\_\_\_\_

\_\_\_\_\_ 9-month position \_\_\_\_\_ 10-month position

\_\_\_\_\_ 11-month position \_\_\_\_\_ 12-month position

I. BASE:	Minimum Salary	(\$39,484)	\$ _____
	Associate Degree	(\$40,032)	\$ _____
	Bachelor's Degree	(\$42,415)	\$ _____
	Master's Degree	(\$44,528)	\$ _____
	Doctoral Degree	(\$47,574)	\$ _____

II. EXPERIENCE:	_____ Years of Higher Education teaching experience (\$300 per year)	\$ _____
	_____ Years of directly related work experience (\$276 per year)	\$ _____
	_____ Years of Other Documented experience relative to RCC assignment (\$200 per year)	\$ _____

III. Special Documented Conditions relative to RCC  
assignment: \_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

IV. Additional certifications and licenses relative to RCC  
assignment beyond minimum position requirements.  
Documented: \_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

V. Additional assignments/appointments \$ \_\_\_\_\_

Associate Dean	\$4,800
Department Head	\$1,800
Other	\$ _____

(specify: \_\_\_\_\_)

VI. Total Annual Salary \$ \_\_\_\_\_

\_\_\_\_\_  
(Approval of Chief Academic Officer)

## Notes on Faculty Salary Placement Form

### I. Base Salary

The base salary represents a 9-month figure. Contracts for more than 9 months are prorated accordingly.

### II. Experience

Categories of work experience do not run concurrently. Thus, faculty members receive credit for only one category of work experience in any given time period.

Direct higher education experience includes teaching experience at the higher education level, including time at RCC. At \$300 per year, ten years of such experience results in \$3,000 being added to the base salary.

Years of directly related work experience includes relevant work, such as time spent as a higher education administrator, time spent practicing as a nurse for a nursing faculty member, time spent as an air conditioning/heating business owner for an air conditioning/heating instructor, and so on. At \$275 per year, ten years of such experience results in \$2,750 being added to the base salary.

Other documented experience includes time spent working in areas less directly related to the work assignment at RCC, but work experience still deemed of value. At \$200 per year, ten years of such experience results in \$2,000 being added to the base salary.

### III. Special Documented Conditions

Examples of such conditions include the high market demand for computer specialists which may hinder the college's ability to attract top-notch candidates; start-up of a new specialty program which requires faculty who may be difficult to recruit; a particular certification/licensure that is relevant to the teaching assignment and beneficial to the college; and the fact that the candidate is multi-credentialed to teach in more than one academic area. The administrative leadership would develop a range of compensation for such conditions and work towards continuity in hiring on this basis.

### IV. Additional certifications and licenses

An example of such certifications and licenses is an accounting instructor who is a CPA. The key is that the certification/licensure is relevant to the teaching assignment and beneficial to the college, as well as being in addition to the minimum requirements for the position.

### V. Additional Assignments

Additional compensation for additional assignments would be awarded based upon the current designations of department chair and program head. Should other assignments be approved later by college policy, they should be specified on the form.

### VI. Total Annual Salary

This form would be used to calculate salaries of incoming faculty prior to their start of employment. In addition, it is recommended that the form be completed for each current faculty member of the college (upon adoption of the salary/position classification plan) to assure that each earns the minimum salary established by the college for his/her position.