TANDON FACULTY ANNUAL MERIT REVIEW PROCESS

The NYU faculty Annual Increase pool for AY 2019-20 is 2.5%. Of that amount, 2% is allocated for annual increases for full time faculty. The school reserves 0.5% for increases related to promotion, tenure, retention, equity and special recognition.

At Tandon, the faculty Annual Increase process will work as follows.

March 2019:
• Two faculty Activity Report (FAR) templates—for Tenured/Tenure Track faculty and for Continuing Contract faculty—were sent to Department chairs to distribute to faculty. All faculty should complete forms and submit to their Department chairs.

April 2019:
• Department chairs submit completed FAR’s for all faculty to the Associate Dean for Academic Administration.
• Department chair and Associate Dean review all FARs. Department chair recommends annual increases in consultation with the Associate Dean. The Department recommendation must equal 2% of current faculty salaries for each group, considered separately: Tenured/Tenure Track faculty, Continuing Contract faculty, and Other faculty.
• Department chair also recommends any equity adjustments or increases for special recognition, which would be on top of the 2% for annual increases.

May–June 2019:
• Dean reviews all recommended annual increases and requested equity adjustments and increases for special recognition and makes final decisions. Salary increases for promotions are also allocated as part of this process.
• Provost’s Office approves all annual increases, equity adjustments, and increases for special recognition.

Before August 31, 2019:
• Faculty are notified of annual increases and any other increases by letter.
• New salary rates are effective September 1, 2019.