



AALBORG UNIVERSITET

ENGINEERING, MEDICINE & TECH

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## Salary Agreement for Academic Staff at the Faculty of Engineering and Science, the Faculty of Medicine, and the Technical Faculty of IT and Design

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### 2. PURPOSE AND SCOPE

The salary agreement has been made between the faculties and the authorised union representative signatories from the following trade union organisations:

- Danish Society of Engineers (IDA)
- Danish Association of Masters and PhDs (DM)
- Danish Association of Lawyers and Economists (DJØF)
- Danish Association of Chartered Surveyors (DdL)
- Danish Association of Junior Hospital Doctors (Yngre Læger or YL)
- Danish Association of Medical Specialists (FAS)
- Union of Architects and Designers (FAOD)
- Academic Agronomists (JA)

The salary agreement is limited to academic staff at the Faculty of Engineering and Science, the Faculty of Medicine, and the Technical Faculty of IT and Design.

The agreement provides the framework for negotiation between management representatives, other staff members and the trade union organisations eligible for negotiation under the new salary system *Ny Løn*. The agreement is intended as a strategic tool supporting the recruitment, motivation and retention of

highly qualified staff members who contribute to achieving the faculties' goals and strategies in research, public sector consultancy, education and knowledge collaboration. The purpose of the agreement is:

- to help ensure faculty recruitment and retention of well-qualified staff members by seeking a balance between the salaries at ENGINEERING, TECH and MEDICINE and the rest of the labour market;
- to outline the relationship between wage-setting and staff members' experience, responsibilities and competences;
- to encourage staff members to continue high productivity and rates of compliance with workplace goals;
- to contribute to the visibility of the background for wage differentiation;
- to contribute to creating a transparent process for salary negotiations
- to contribute to staff members at ENGINEERING, TECH and MEDICINE having knowledge at all times about the basis for salary and wage-setting and the principles it is regulated by.

This agreement must be seen in conjunction with the university's policies on human resources and the working environment. The basic principle underlying the salary agreement is the desire to provide all qualified staff members with reasonable salary growth and, at the same time, give those staff members who provide something special the opportunity to achieve additional supplements.

Wage-setting reflects the faculties' expectations of staff members. Academic staff members must work to develop teaching, education, and provide high-quality research-based teaching and public sector consultancy. Their research must be documented in peer-reviewed journals, at conferences and in other dissemination contexts. Staff members must work to expand external collaboration, attract external funding, disseminate their knowledge broadly as well as participate in academic and other activities relevant to the faculties. Staff members must also assess the innovative potential of their research in relation to possible patents or other commercial exploitation. Staff members must work internally to see that professional, organisational and collegial interaction continuously develops between research and teaching groups.

The agreement takes effect on 1 January 2019 and is valid until 31 August 2021. The agreement is in effect as of January 2019 and staff members hired under previous agreements are transferred to the new agreement with a change of position and grant of a new supplement.

This agreement may be terminated by either party with three months' notice. However, before termination the parties must have attempted to renegotiate a new agreement to replace this one.

### 3. OVERALL FRAMEWORK

This agreement must be read in conjunction with the currently valid collective agreement and other relevant legislation:

- Collective Agreement for Academic Staff Employed in the State Sector (AC)
- Protocol on Phd Fellows – Annex to the Collective Agreement For Academic Staff Employed in the State Sector (AC).
- Ministerial Order on the Appointment of Academic Staff at Universities
- Circular on the Job Structure for Academic Staff at Danish Universities
- *Bekendtgørelse om ansættelse af lærere og videnskabelige medarbejdere ved de højere uddannelsesinstitutioner under Undervisningsministeriet* (only in Danish) [Ministerial Order on the Appointment of Instructors and Scientific Staff Members at Higher Education Institutions under the Ministry of Education]

- *Aftale om kliniske lektorer ved universiteter under Ministeriet for Forskning, Innovation og Videregående uddannelser* (only in Danish) [Agreement on Clinical Associate Professors at Danish Universities under the Ministry of Science, Innovation and Higher Education]

The AC agreement consists of a new wage system that covers all those employed under the AC agreement as of 1 January 1998 or thereafter.

This agreement is based on the agreement on *Ny Løn* and placement for base pay is based on education and seniority.

Position-specific supplements are granted for job categories in accordance with the job structure (as determined by the AC collective agreement).

According to the AC agreement, there can be local agreements on supplements linked to the individual's qualifications and special functions that are not covered by the normal job description. Supplements are regulated in accordance with the employment level.

Locally negotiated supplements may be:

- **Qualification-based supplements** (permanent/temporary), granted in accordance with negotiation based on this agreement.
- **Function-based supplements**, associated with a specific function and approved by the management or regulated by special agreement. The supplements are discontinued upon cessation of the function.
- **One-off bonuses**, granted for a special time-limited effort in accordance with specific negotiation based on this agreement.

In accordance with the principles of *Ny Løn*, funds for local salaries will always be budgeted. This can be part of the total amount to be spent on salary.

#### 4. ORIGIN, BACKGROUND AND HISTORY

The salary agreement is renegotiated on the basis of the previous salary agreement:

Salary Agreement for Academic Staff at the Faculty of Engineering and Science and the Faculty of Medicine, Aalborg University, 1.10.2014 - 31.12.2018.

#### 5. SALARY SUPPLEMENTS

##### 5.1 Supplements and criteria for granting supplements/bonuses:

One-off bonuses are a general option in all job categories and are not pensionable. All other supplements are pensionable. The amounts in the agreement are at the March 2012 level, excluding pension entitlement. With transfer to a new job category, the prior supplement is normally discontinued.

As justification for the supplement or bonus, there must be an indication of a particularly positive effort and high performance beyond what is normally expected in one or more of the employee's work areas. No areas are excluded beforehand. Typical examples of areas include (list is not exhaustive):

- Scientific activity (publications in international journals; publications registered in Web of Science, Scopus, dissertations for higher doctoral degrees, etc.; obtaining patents; editing scientific journals and books);
- Organising scientific and academic conferences;
- Developing and executing particularly extensive or particularly burdensome teaching tasks and/or assessment activities
- Developing new programmes or markedly new programme elements and developing state-of-the-art teaching materials (including using information technology);

- Coordination work in terms of research, public sector consultancy, degree programmes, and dissemination, including responsibilities relating to student exchange, teaching networks or national and international research networks
- Dissemination activity
- Advising public sector authorities, industries and interest organisations
- Management duties, such as project management and launching new research initiatives
- Fundraising
- Demonstrated substantial commitment to developing the department/institution (collegiate bodies, participation in working environment bodies, committee work, etc.)

## **5.2 BA + PhD supplements**

Staff members with an educational background of a four-year bachelor's degree and a four-year PhD are classified on basic salary based on educational background and seniority according to the AC agreement's bachelor basic salary grade and are granted a qualification supplement of DKK 40,500 (31.3.2012) annually based on qualifications gained through research training. The supplement is granted automatically.

## **5.3 PhD fellow**

Since PhD fellow is a training position, qualification-based supplements are normally not granted to PhD fellows.

In special cases, however, a qualification-based supplement may be granted. The supplement is negotiated individually, but the minimum amount is DKK 10,000 (31.3.2012) annually.

## **5.4 Research assistant**

A qualification-based supplement may be granted. The supplement is negotiated individually, but the minimum amount is DKK 10,000 (31.3.2012) annually.

## **5.5 Postdoc**

A qualification-based supplement may be granted. The supplement is negotiated individually, but the minimum amount is DKK 10,000 (31.3.2012) annually.

## **5.6 Assistant professor/researcher**

Since this is a training position, qualification-based supplements are normally not granted to assistant professors/researchers. In special cases, however, a qualification-based supplement may be granted. The supplement is negotiated individually, but the minimum amount is DKK 10,000 (31.3.2012) annually.

## **5.7 Associate professor/senior researcher**

The associate professor scale is divided into 6 levels. When a new associate professor/senior researcher supplement is granted, the previous one is discontinued. The requirements for associate professor/senior researcher are advisory and the associate professor supplement is not granted automatically. Each associate professor may be assessed on an annual basis if one of the parties so desires.

### **5.7.1**

**Supplement Level 1 (Associate Professor/Senior Researcher 1):** This supplement is granted for appointment as an associate professor/senior researcher; the supplement is DKK 20,000 (31.3.2012) annually.

**Supplement Level 2 (Associate Professor/Senior Researcher 2):** This supplement may be granted after approx. 4 years with *some experience* at the associate professor/senior researcher level based on good effort and performance in research, innovation, teaching and/or public sector consultancy. The supplement is DKK 44,000 (31.3.2012) annually.

**Supplement Level 3 (Associate Professor/Senior Researcher 3):** This supplement may be granted after an additional period of approx. four years with *significant experience* at the associate professor/senior researcher level based on significant effort and performance in research, innovation, teaching, knowledge collaboration and/or public sector consultancy. The supplement is DKK 60,000 (31.3.2012) annually.

**Supplement Level 4 (Associate Professor/Senior Researcher 4):** This supplement may be granted after an additional period of approx. four years with *solid experience* at the associate professor/senior researcher level and good and stable effort with high performance in research, innovation, teaching, knowledge collaboration and/or public sector consultancy, and demonstrated solid and compelling effort in several of these areas. The supplement is DKK 76,000 (31.3.2012) annually.

Typical examples of criteria include (list is not exhaustive):

#### Research and innovation

- Scientific activity (publications in international journals, obtaining valuable patents, editing scientific journals and contributions to books, serving on assessment committees);
- Organising scientific and academic conferences;
- Special efforts in relation to obtaining external funding
- Ensuring patenting and Spinouts
- Building up new research groups as well as new areas of research

#### Research-based public sector consultancy

- Project management and/or advising
- Dissemination of research results to consultants, individuals active in projects or practitioners in the industry
- Working with public sector authorities and interest organisations on analyses, reports, evaluations, development tasks, participating on committees and in expert groups, or preparing input in connection with legislative preparatory work or other public regulation
- Converting research-based public sector consultancy into scientific publications

#### Teaching

- Performing particularly extensive or particularly burdensome teaching tasks, developing teaching materials, textbooks and compendia, as well as developing the use of information technology in the context of teaching;
- Developing new programmes or markedly new programme elements, coordinating student exchange, coordinating teaching networks;

#### Knowledge collaboration

- Initiating new research initiatives and fundraising in conjunction with external partners at home and abroad
- Extensive coordination work in terms of research, education and dissemination aimed at the surrounding community as well as national and international professional networks
- Extensive dissemination activity, such as talks at schools and upper secondary educational institutions, as well as contributions in the press, radio and television or contributions to popular scientific magazines and books or exhibitions

**Supplement Level 5 (Associate Professor/Senior Researcher 5):** This supplement may be granted after an additional period of approx. four years to associate professors/senior researchers who have demonstrated significant effort in research and teaching, innovation, knowledge collaboration and/or public sector consultancy, and who, in addition to fulfilling the criteria for level 1-4, have accomplished or are

accomplishing a number of significant tasks successfully The supplement is DKK 90,000 (31.3.2012) annually.

**Supplement Level 6 (Associate Professor/Senior Researcher 6):** This supplement may be granted after an additional period of approx. four years to associate professors/senior researchers, who, based on strong academic competence, have demonstrated and documented extensive and significant effort in research and teaching, innovation, knowledge collaboration and/or public sector consultancy, and who have accomplished or are accomplishing a number of significant tasks successfully at a high international level. The supplement is DKK 106,000 (31.3.2012) annually.

#### **5.8 Professor with special responsibilities (MSO) (Professor 1)**

Professors with special responsibilities are granted a function-based supplement of DKK 215,000 (31.3.2012) The supplement is based on particular qualifications in developing specific research or education areas, public sector consultancy as well as particularly extensive work, nationally and internationally.

The end of the period of employment as a professor with special responsibilities will normally result in placement at associate professor/senior researcher level 6. A specific evaluation must be performed.

#### **5.9 Professor**

**Supplement Level 2 (Professor 2).** Placement at pay grade 37 and additionally given an AAU central supplement of DKK 51,400 (31.3.2012) annually. The professor is expected to create or develop a scientific area and will be required to engage in research management, research-based teaching and/or research-based public sector consultancy.

**Supplement Level 3 (Professor 3).** Professors who have particularly substantial success in research and have established high academic competence in a research group are granted an additional qualification-based supplement of DKK 35,000 (31.3.2012) annually.

**Supplement Level 4 (Professor 4).** Professors who have demonstrated an exceptional degree of academic excellence and who fulfil the criteria for supplements for professor 3 with significant success may be employed at pay grade 37 including the AAU central supplement and with a qualification-based supplement of DKK 71,800 (31.3.2012) or may be employed at pay grade 38 with the AAU central supplement. The number of ordinary professorships at pay grade 38 is subject to restriction by the Ministry of Higher Education and Science. The professor 3 supplement is discontinued with promotion to professor 4.

**Supplement level 5 (Professor 5).** Very notable and currently successful professors are granted an additional supplement of DKK 60,000 (31.3.2012) annually in addition to salary at pay grade 38 or are given a salary equivalent to a pay grade 38 including the supplement. It is required that the professor is actively and successfully working in an outward-looking manner in relation to external partners – defined as companies, research institutions, foundations and other sources of research funding, and/or that the professor has established their reputation internationally as among the top leaders in the field. The supplement is limited to a period of three years, after which an evaluation is done and a decision is made as to whether the individual concerned continues to fulfil the criteria for the supplement. The end of the period of employment as a professor 5 will normally result in placement at the previous professor level.

#### **5.10 Special supplement**

In exceptional cases where the labour market necessitates it, units may agree to special personal supplements based on recruitment or retention.

#### **5.11 Other position categories**

The following section deals with academic staff whose salary and employment conditions are regulated by the collective agreement for academic staff employed in the state sector and the job structure for academic staff at universities.

#### **5.11.1 Teaching assistant professor/teaching associate professor**

The supplement structure for teaching associate professors follows the structure of the associate professors/senior researchers.

In special cases, a qualification-based supplement may be granted to teaching assistant professors. The supplement is negotiated individually, but the minimum amount is DKK 10,000 (31.3.2012) annually.

#### **5.11.2 Senior advisor**

The supplement structure for senior advisors follows the structure for associate professors/senior researchers.

The special functions associated with the position are considered in the basis for granting supplements where the main duties are research-based public sector consultancy and dissemination of research results to public sector authorities, the business community and society in general.

#### **5.11.3 Part-time lecturer**

In special cases, a qualification-based supplement may be granted. The supplement is negotiated individually, but the minimum amount is DKK 10,000 (31.3.2012) annually.

### **5.12 Clinical area**

#### **5.12.1 Clinical assistant**

A qualification-based supplement may be granted. The supplement is negotiated individually, but the minimum amount is DKK 10,000 (31.3.2012) annually.

#### **5.12.2 Clinical instructor**

Appointment as a clinical instructor typically happens when the staff member is employed as a medical doctor at the university hospital and teaches medical students in clinical disciplines. Clinical instructors are paid at an hourly pay rate per hour worked.

#### **5.12.3 Clinical associate professor**

Appointment as a clinical associate professor is based on an appointment as a senior physician, department physician, or a first-year resident at the university hospital or other medical institution. Clinical associate professors are paid on a fee-for-service basis.

#### **5.12.4 Clinical professor**

Appointment as a clinical professor is based on an appointment as a senior physician at the university hospital or other medical institution. Clinical professors are paid on a fee-for-service basis.

#### **5.12.5 B-authorisation (applicable only to regular/fixed salary)**

Doctors who obtain authorisation for independent work may be granted a qualification-based supplement of DKK 20,000 (31.12.2012) annually

The supplement is granted when this authorisation is obtained and recorded in the authorisation registry, and if this is relevant for performance of the position concerned. The supplement may be obtained by teaching and research in the clinical area. The authorisation supplement is discontinued with transfer to the professor level.

## **6. CONTACT/RESPONSIBILITY**

The HR Service Centre for ENGINEERING, MEDICINE and TECH is responsible for the preparation and any revision of the salary agreement, but questions on the agreement must be directed to the relevant employer (department/faculty) and/or relevant trade union organisation that has signed the agreement.

## 7. APPENDICES

8.1 Associate professor/senior researcher supplement graphs and professor-supplement graphs

8.2 Salary structure (associate professor/senior researcher and professor)

8.3 Negotiation procedure

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