

Supplemental Salary “Bonus” Program USC Viterbi School of Engineering

Described below is a new supplemental salary “bonus” program intended to act as a research funding incentive. To qualify, eligible faculty, with eligibility criteria described below, must charge part of their academic year (AY) IBS corresponding to research effort (which typically is ~40% of IBS) on external contracts or grants. *The corresponding bonuses in this program will be funded directly from the School, and not from federal sources.* The program will be tested as a pilot for a three-year period or less (at the school’s discretion), at the conclusion of which it will be reviewed for possible continuation.

Eligibility Criteria (subject to future change by the School):

- a. Eligible tenured/tenure-track (T/TT) faculty are those whose annual research expenditures average at least \$400K (\$300K from Viterbi-housed accounts) and meet the School’s expectation of supporting at least three Viterbi Ph.D. students as 50% RAs (or the equivalent) from extramural funding sources. This condition must be satisfied over a running average of the past three years, including the year for which the eligible faculty receive the bonus. Faculty on any kind of leave (paid, partial, unpaid leave) would not be eligible during the leave period.
- b. Eligible research faculty are those who obtain the external funding needed to support their research effort associated with their appointment as well as support at least one Viterbi Ph.D. student as a 50% RA (or equivalent) during a running average of the past three years, including the year for which the eligible faculty receive a bonus.
- c. Faculty under any kind of university-imposed sanction or disciplinary action, or not fully compliant with all applicable university policies, procedures, reporting and training requirements (e.g., Harassment Prevention Training, disclosure of Outside Professional Activities, etc.) are not eligible.

Process:

- To qualify for the program, T/TT faculty satisfying the eligibility criteria must charge a minimum of one month, but not more than four months, of AY IBS to externally funded source(s)* for which they do not receive course buy-out credit or receive discretionary funds in return. The amount of bonus to the faculty member will be 53% of one month of AY IBS charged. To ensure that the program supports our education mission, the criteria for receiving a bonus at a similar rate for each additional month of salary charged requires support of an additional Viterbi Ph.D. student as a 50% RA (or equivalent) or expenditure of a similar amount of funding for postdoc support per additional month charged during the three-year running average period. The four-month cap ensures that T/TT faculty meet the expected teaching (~40% AY effort) and service (20% AY effort) commitments based on our expectation of at least 8 units of teaching/mentoring per academic year for research active faculty.
- Participating full-time research faculty must charge to externally funded source(s) the part of their fiscal year (FY) salary percentage paid by the Viterbi School or Institute not already supported by extramural source(s). With the default service load of research faculty increased to 13% and with 5% reserved as required effort for proposal writing and departmental service, this amounts to a maximum of 8% annual salary that can be charged. The amount of bonus to the faculty member will similarly be equal to 53% of the corresponding amount charged. Any compensated teaching effort of faculty separately covered by the School cannot be charged to external sources.

This proposal builds on the USC Price School program for generating end-of-year cash bonuses for faculty who charge academic or fiscal year salary to extramural funding source(s), inclusive of outside grants and gift funding that has been acquired. This pilot is for 3 years, starting FY 2021-22, with the possibility of being extended.

Note: Effort charged must accurately reflect actual, certifiable effort expended on externally funded source(s). The Viterbi’s Business Affairs (VBA) Office (or corresponding business affairs office in Institutes, such as ISI) will monitor contract/grant expenditures and RA support, salary coverage, and effort certification reports to confirm faculty eligibility and the meeting of the criteria for the bonus program. *The source of funds for the bonuses will come from an unrestricted School account.*