Institutional Base Salary and Discipline Specific Salary Component

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Definitions

Institutional Base Salary (IBS):
Salary received for work performed by a faculty member and paid for by the university excluding bonuses, payment for supplemental work, and other extra compensation.

Discipline Specific Salary Component (DSSC):
The amount of the IBS represented by the variable portion of the clinical obligation. In order to qualify, this portion of the IBS must be fixed and guaranteed for a minimum of 12 months.

Application of IBS with a DSSC Component

Individuals who receive DSSC as defined above must budget this pay as part of their calculated IBS for all sponsored projects proposals. For future proposal years, the IBS must include the initial DSSC even though there is no indication that the DSSC (either the same or different amount, or none) will be extended beyond the initial twelve month period. There is no obligation on the part of UTMB to pay the DSSC beyond the 12 months even if proposed and awarded. That is, if in the conduct of its business the University/School/Department does not pay a variable component, the mere presence of those funds does not constitute a commitment to pay.

Notes

1. Proposals can only include dollars to which UTMB is entitled for reimbursement purposes. If a PI knows that the DSSC exists in year one but year two it does not and it is known at the time of proposal, the PI cannot include DSSC as part of the IBS for the out years of the proposal.

2. The IBS charged to a sponsored project is based on the actual IBS at the time of the charge.

3. Excluded from the IBS is any clinical variable pay either not guaranteed and fixed for 12 months, or paid/determined on a basis less than 12 months.

4. Bonuses are **never** included as part of the IBS, for example:
    - supplemental pay for extra work (ER moonlighting)
    - SRAs,
    - Non-recurring merits (NRMs)
    - Salary Incentive Plan (SIP) payments
    - Temporary salary increases.