

A&S Salary Equity Policy

Reviewed and Updated September 3, 2025

The University of Colorado Boulder College of Arts & Sciences (A&S) maintains a strong commitment to the principles of merit-based evaluation and salary equity.

These policies are currently under review pending University of Colorado Boulder campus guidance, but shall be in effect until further notice.

Pursuant to the “Academic Affairs Policy on Salary Equity” (AAPSE 2015):

https://www.colorado.edu/facultyaffairs/sites/default/files/attached-files/salary_equity_policy_revision_2015_final.pdf

- I. Departments/primary units in the College of A&S shall comply with the following policies:
 - A. Departments/primary units will review faculty salaries annually for inequities.
 1. As part of the annual process of recommending salary increases to the appropriate supervising administrator, Associate Dean (AD) or Dean of Division (DoD) or Dean of the College (DoC) of Arts and Sciences, each department/primary unit shall submit:
 - a. Written verification that an equity evaluation has been conducted pursuant to procedures adopted by the unit.
 - b. Unit’s salary equity file pursuant to the AAPSE (2015) and described below.
 - c. These files may be requested from the Dean’s office by faculty members in the unit.
 2. The cost of correcting any inequities shall be fully borne by the unit with the current year salary merit pool available to the unit, which may cost up to 50% of the salary merit pool available to the unit in a given year. If the cost of correcting inequities in the unit exceeds 50% of the salary merit pool available to the unit in a given year, the unit will submit a multi-year plan for resolving the inequity to the affected faculty member as well as the supervising administrator: AD or DoD or DoC.
 - B. Each department/primary unit shall maintain a salary equity file which will be available to all faculty in the unit upon request. This file will include the following documents described further in the AAPSE (2015):
 1. Career merit description, as defined by the unit, described in terms of performance in teaching, research/creative work, and service, as appropriate for each category of faculty.
 2. A copy of the AAPSE (2015).
 3. A copy of the unit’s procedures for determining salaries
 4. A copy of the unit’s salary equity appeal procedure
 5. The most recent unit scatter plot
 6. Current vitae for each faculty member
 7. A copy of this policy.

- II. If a regular A&S faculty member (TTT or Teaching / Clinical Professor) has cause to petition that their current base salary is not equitable within their department/primary unit, then they have the right to file a salary equity appeal.
- A. Salary equity appeals submitted by the faculty member for consideration by the primary unit must be filed in the fall for resolution during that academic year in accordance with the primary unit salary equity/grievance policy.
 - B. After the petition has been reviewed by the department/primary unit grievance/salary equity appeal committee, the committee must report their recommendations in writing to the chair/director of the unit and the petitioning faculty member, noting how the decision was determined, and the dollar amount they recommend for resolution of the salary inequity. The primary unit salary equity appeal process must be completed by November 1.
 - C. If the faculty member disagrees with the department/primary unit's salary recommendation and the faculty member's proposed salary differs significantly from the department/primary unit's salary recommendation (i.e., by more than 5%), then the faculty member may petition the College of Arts and Sciences using the process outlined below. All cases which meet all of the guidelines below by the deadline will be reviewed by the [ASFS Grievance Committee](#) which serves exclusively in an advisory and consultative capacity. Questions about the A&S Salary Equity Appeal Process can be directed to the A&S Associate Dean of Faculty Success (ADFS).
- III. Requirements for Filing a Salary Equity Appeal to the College of A&S:
- A. Petitions should follow guidelines for submitting a Salary Equity Appeal as per AAPSE (2015).
 - B. The department and faculty member must ensure that the petition dossier is updated to include information on total base salary expected as of the following January 31, as soon as that information becomes available, as well as any information on raises anticipated or which the faculty member expects to request in the next calendar year (e.g., associated with promotions or retention offers).
 - C. The petition packet must include all materials and information listed in the A&S Salary Equity Appeal Petition Cover Sheet and Checklist below. Note that the chair/director is responsible for submitting materials under its purview in the appropriate time frame even if the department/primary unit disagrees with the faculty member's appeal.
- IV. Process for Filing a Salary Equity Appeal to the College of A&S:
- A. All petitions must be emailed to CAS-Faculty@colorado.edu as a single pdf and received by November 15 for review by the College of A&S. Petitions that are incomplete or which do not comply with the guidelines in this policy by the deadline will be returned to the petitioning faculty member and department without review and may be deferred until the next annual cycle.
 - B. The ASFS Grievance Committees will make a recommendation in writing to the supervising administrator and the DoC, outlining their process to get to their decisions and the dollar amount they recommend for resolution of the salary inequity.

C. The supervising administrator will make a final decision with the concurrence of the DoC with the following points in mind:

1. In accordance with the AAPSE, the appellant's salary may be adjusted during the next salary cycle as a charge against the department/primary unit's new funds for salary increases.
2. As per the AAPSE (2015): "The financial burden for addressing any inequities will be the responsibility of the primary unit."
3. In accordance with the AAPSE (2015): The cost of correcting any inequities will be fully borne by the unit with the current year salary merit pool available to the unit, using up to 50% of the salary merit pool available to the unit in a given year. If the cost of correcting inequities in the unit exceeds 50% of the salary merit pool available to the unit in a given year, the supervising administrator will approve a multi-year plan to address the inequities.
4. As per the AAPSE (2015): "An assessment by the primary unit of the quality of the appellant's research/creative work shall not be overturned by the dean unless there is convincing evidence that the assessment was erroneous or biased."
5. Any changes will begin to become effective at the beginning of the next fiscal year, July 1.
6. If the DoD and the DoC disagree about the resolution of a petition, the other A&S DoDs will advise on the resolution of the disagreement to come to a final decision issued by the DoC.
7. The final decision of the College of A&S will be communicated as a letter signed by the supervising administrator and the DoC to the petitioning faculty member and their chair/director by January 1.

If the petitioner is not satisfied with the response of the College of Arts and Sciences, the petitioner may appeal to the campus Salary Equity Appeals Committee no later than January 15. For more information, see

<https://www.colorado.edu/facultyaffairs/faculty-personnel-actions-career-milestones/evaluation-compensation/salary-equity>

and direct any questions to the Office of Academic Affairs at vcaa@colorado.edu

A&S Salary Equity Appeal Petition Cover Sheet and Checklist

Please check below to confirm the petition packet includes the materials below. Note that the chair/director is responsible for submitting materials under its purview in the appropriate time frame even if the department/primary unit disagrees with the faculty member's appeal. The following materials should be emailed to CAS-Faculty@colorado.edu as a single pdf by November 15 for consideration.

Petitions that are incomplete or which do not comply with the guidelines in this policy by the deadline will be returned to the faculty member and department without review and may be deferred until the next annual cycle.

- ____ 1. Cover sheet and checklist confirming that all materials have been submitted and all procedures have been followed
- ____ 2. The original faculty petition letter to the department/primary unit
- ____ 3. The response from the department/primary unit's salary grievance committee, including a proposed payment plan if the issue cannot be resolved in one merit cycle
- ____ 4. Unit's salary equity file, including all of the items in I.B.
- ____ 5. Documentation of the department/primary unit's salary equity evaluation (e.g., Unit scatter plot of salary against years since PhD, career merit analysis, and accompanying narrative explaining any deviations for faculty members from predicted association between career merit and faculty salary)
- ____ 6. A note from the chair/director indicating the allocation of the merit pool in the current cycle across all faculty members (i.e., how the merit pool will be allocated as of the following January 31) and how much of the merit pool was dedicated to addressing salary inequities in the current cycle. (Note: This may be included on the Department/Primary Unit Budget Sheet). Optional: Past Department/Primary Unit Budget Sheets may also be included.

Please check below to confirm that:

____ The petition dossier is updated to include information on total base salary expected as of January 31 of the current academic year, as soon as that information becomes available, as well as any information on raises anticipated or which the faculty member expects to request in the forthcoming calendar year (e.g., associated with promotions or retention offers).

____ Petition follows guidelines for submitting a Salary Equity Appeal as per [University of Colorado Boulder Academic Affairs Policy on Salary Equity](#) (2015).

____ The faculty member does not agree with the department/primary unit's salary recommendation.

Please indicate the following:

- A. Department's proposed salary for the appellant: _____
- B. Faculty member's proposed salary for the appellant: _____
- C. _____ Please confirm that the salary proposed by the appellant (in B) exceeds the salary proposed by the department (in A) by more than 5%.