

Salary policy for scientific staff at the Faculty of Business and Social Sciences

1. Introduction

The salary policy for scientific staff at the Faculty has been drawn up within the framework of the common SDU salary policy, which states:

The salary policy for scientific staff is determined on the basis of the personnel policy guidelines for SDU, and the overall purpose of the salary policy is therefore to support the University's purpose, core tasks and the long-term strategy.

The salary policy shall contribute to ensuring that all positions are remunerated on the basis of the responsibility and competence areas of the position, as well as the requirements the position imposes on the education and specialist knowledge of the job holder. At the same time, the policy must ensure that the remuneration of the individual worker takes into account work performance, qualifications, and flexibility.

In addition, the salary policy must ensure that in all areas of function SDU can attract, motivate and retain qualified staff so that the University is equipped to compete for students, research funds, and business contracts both nationally and internationally.

The salary policy for scientific staff at SDU can be found at sdunet.dk: [SDU salary policy](#)

As a general rule, salary negotiations take place in connection with new appointments, a change in position, and the established annual salary negotiations at SDU. However, function-based supplements are negotiated on an ongoing basis when applicable. Moreover, when urgent matters arise, the TR (union representative) or management may initiate salary negotiations.

The process for salary negotiations is described at sdunet.dk: [Process – salary negotiations](#)

The formal competence to enter into binding salary agreements in the faculties has been conferred on the Dean and the Head of Secretariat by the Central Liaison Committee. At the Faculty of Business and Social Sciences, it is further agreed that heads of department are involved before, during, and after the salary negotiations. Consequently, the ongoing dialogue about the individual's salary conditions takes place locally between the employee and the head of department.

Local union representatives have the formal competence to enter into salary agreements on behalf of employees and may be consulted by members on matters relating to their own salary.

Current overview of union representatives at SDU: [TR overview](#)

The salary system for scientific staff consists of a centrally agreed base salary and supplements, as well as the supplements agreed on at SDU. The basic salary and central supplements are determined in relation to negotiations between the negotiating professional organisations and the Ministry of Finance. In addition to this and in accordance with this salary policy, the Faculty may grant individual supplements upon negotiation.

The remuneration of payments and supplements shall be made within the total payroll available at the Faculty. It is the management's responsibility to ensure this.

The faculty is always prepared to honour special qualifications and an extra work performance – regardless of the position's category.

Salary supplements can be awarded as a one-off payment, qualification supplement or function-based supplement. Unless otherwise agreed, all supplements and payments are pensionable.

2. One-off payment

One-off payments can be made to all scientific position categories as payment for an exceptional immediate and time-limited work performance. This can be in relation to the University's core tasks (research, teaching and dissemination), but other efforts can also generate a one-off payment. For example, this could be in connection with activities that contribute to the cohesion of the academic and social environment at the department or tasks related to the work of the University more generally.

See "Salary policy for scientific staff at SDU" for examples of criteria for one-off payments.

One-off payments are negotiated based on two levels:

One-off payment 1 of DKK 20,000 (April 2021 level)

One-off payment 2 of DKK 40,000 (April 2021 level)

A separate agreement on possible payment for participation in revenue-funded business and continuing and further education activities has been entered into at the Faculty. The agreement on one-off payment in connection with VIP participation in revenue-funded business at the Faculty of Social Sciences can be found here: [IDV agreement](#)

Before carrying out the work, it can be agreed between the head of department and the employee that remuneration for this work is to be via a one-off payment. The amount of the one-off payment shall be determined and agreed on the basis of a concrete assessment of the scale of the work in each case.

Extraordinary teaching efforts, for example, in graduate-level courses, is based on the gross salary level of external associate professors. Consequently, these one-off payments, are not pensionable.

3. Qualification supplement

Qualification supplements are used to remunerate the employee on the basis of specific professional and personal qualifications, the quality of task management, the balance in relation to similar positions in the labour market or for recruitment and retention reasons, etc. Qualification supplements are enduring and are granted for as long as the employee is employed in the position category (e.g. associate professor) in which the supplement is granted.

For already employed scientific assistants, PhDs, postdocs and assistant professors, it may be relevant to negotiate a qualification supplement, for example, in order to retain highly qualified and/or specialised staff. For new appointments, it may be similarly appropriate to negotiate a qualification supplement, for example, due to very specific recruitment considerations.

See "Salary policy for scientific staff at SDU" for examples of criteria for qualification supplements.

Marie Curie Individual Fellowship grant

Employees who have received a Marie Curie IF grant will, in accordance with EU rules, be paid the total allocation as a gross salary. HR calculates the salary, including a non-pensionable qualification supplement. This must be formally approved by the TR and management. This is a purely technical calculation to which the current wage policy does not apply.

For associate professors only

Regarding the position of associate professor, the Executive Order on Job Structure (BEK No 1443, 11/12/2019) states:

Associate professorship is a position in which the main tasks are research (including commitment to publishing/scientific dissemination) and research-based teaching (with associated examination obligations). In addition to research and research-based teaching, the position may include knowledge exchange with society – including participation in public debate. Furthermore, research, study and course management, guidance, supervision and academic assessment can also be included.

For associate professors with research obligations, there is a separate agreement for the following types of qualification supplement:

Qualification supplement 1 for associate professors (“general associate professor’s supplement”)

Qualification supplement 1 has been agreed at the University of Southern Denmark (salary policy for scientific staff at SDU, 2018).

Associate professors who have for two years been at final stage 8 may, after two years of satisfactory work performance, be awarded a qualification supplement that either in whole or in part brings the salary up to the level of final salary in the old salary system. In the context of the annual salary negotiation, it is discussed – without prior formal application – whether there is a basis for awarding Qualification Allowance 1 to the already employed associate professors who have not been granted such a supplement.

When appointing an associate professor at final stage 8, the supplement may be allocated at the time of employment. When hiring, management and the TR discuss whether given conditions, including experience or possession of special qualifications, can justify such early allocation of supplements.

The qualification supplement amounts to DKK 35,441 (April 2021 level).

Qualification supplement 2A for associate professors

Qualification supplement 2A is agreed locally at the Faculty of Social Sciences.

For the purposes of recruitment and retention, a qualification supplement may be granted to associate professors who make a special contribution in one or more fields related to research, teaching and dissemination.

Qualification supplements may be granted on the basis of one or more of the criteria listed below:

- Recruitment in disciplines in which it is difficult to recruit a skilled workforce with experience
- Research publication at a high level
- Teaching at a highly qualified level
- Having contributed significantly to knowledge sharing with the surrounding society ("research dissemination")
- Independently having brought home external funds to a significant extent and over a longer period of time

The supplement typically amounts to DKK 40,000 per year (April 2021 level).

Qualification supplement 2B for associate professors

Qualification supplement 2B is agreed locally at the Faculty of Business and Social Sciences.

Qualification supplement 2B is granted to associate professors at a very high professional level in relation to teaching and education. To be considered for the supplement, the associate professor must meet several of the criteria below:

- Significant seniority as an associate professor, typically at least 6–8 years
- The provision of research-based teaching at a very high academic and pedagogical level
- Driving the development of existing or new education programmes, including interdisciplinary programmes
- Driving the development and dissemination of new teaching methods and university-pedagogical initiatives
- Independent contribution to the development and dissemination of activating learning forms
- Teaching management over a longer period of time

The supplement typically amounts to DKK 40,000 per year (April 2021 level).

The promotion programme for associate professors

Description of supplements that have been agreed in connection with OK21, when an announcement is made.

4. Function-based supplement

Function-based supplements are supplements that relate to the performance of concrete and delimited functions, which most often fall outside the originally agreed job description. The function-based supplement is received for as long as the function is carried out. The supplement shall cease without notice when the function comes to an end.

The size of the supplement will depend on the nature of the function and the position category of the employee.

Function-based supplements are typically provided for the performance of functions that involve coordination and/or management. Current examples from the Faculty include: cluster management, research group management, deputy head of department management, centre management, PhD school management, PhD coordination and coordination of Bachelor of Science (BSc) in Economics and Business Administration programme.

For some other functions, either SDU has an agreed supplement (negotiated by the union representative) or the supplements are regulated through legislation (study management).

5. Additional Information

Referral to other personnel policy guidelines at SDU that do not directly relate to local pay:

Staff policy guidelines at SDU: [SDU staff policy](#)

Senior – and retirement regulations: [SDU senior](#)

6. Effective date, etc.

The pay policy is determined by agreement between the Faculty management and the union representatives for scientific staff at the Faculty, and the agreement may be terminated with three months' prior written notice for termination at the end of a month.

The salary policy shall enter into force after adoption by the Liaison Committee.

Processed and adopted at the meeting of the Liaison Committee on 28 February 2022.

Chair of the Liaison Committee
Sten Rynning, Acting Dean

Vice-Chair of the Liaison Committee
Mads Lildholdt, Senior Consultant