

greater recognition of SFARS staff contributions and value to UCT

SFARS staff at UCT are employed under a range of contracts ranging from short term (<2 years) to permanent. This proposal focusses on SFARS staff on permanent academic conditions of service at UCT. Given that research and postgraduate student outputs from = SFARS staff who raise their own salaries benefit UCT in terms of both subsidy income and reputation as does the knowledge and intellectual property generated, such staff should receive some formal recognition (and increased security) for their valuable long-term contributions to the academic enterprise of the department, Faculty and UCT.

Some Principles:

1. All SFARS staff who undertake any formal teaching (lectures, tutorials, practicals) done at the request of a department should be paid for that service at the going rate for temporary lecturing.
2. Given that SFARS staff hold research contracts they should not be obligated/required to teach courses (often in place of a GOB academic staff member). Postgraduate supervision that relates directly to their research objectives is expected (given the obvious research link), as part of the SFARS's research job
3. Some voluntary teaching to build SFARS staff member's CV should be allowed, but not expected and should not be abused.
4. In general, for SFARS staff on short term contracts, expectation for teaching should not be in place and should conform to the time requirements vs expectations of the research contract. Teaching may be undertaken by mutual agreement. An exception could be once off replacement teaching against a vacant position.
5. Specialist/guest lectures (<5 lectures per annum) should not attract payment, nor be required, but may be encouraged.
6. Supervision of students linked to a particular research project that funds a SFARS staff member's salary, or aligned to the research expertise of the SFARS, is part of that project's research deliverables and there should be no expectation of payment.
7. In all cases, the taking on of extra duties including teaching or administrative responsibilities beyond the research projects on which the SFARS is employed and the research grouping in which the SFARS is hosted, for remuneration or not, should only be done on mutual agreement with the SFARS line manager and person responsible for sourcing the SFARS's salary and, typically, with appropriate contribution into the salary fund or salary security fund of the SFARS.

A) Salary Security Fund¹

A Salary Security Fund will be set up for each SFARS staff member who has been employed by UCT for three or more years.

- a. All formal teaching offered by a SFARS staff member to credit bearing courses must be paid for at the going Faculty rate (but see (b) below). Postgraduate supervision of a student linked to the research programme of the SFARS staff member is excluded. Such

¹ The Salary Security fund is a "rainy-day" fund (portfolio 2 investment fund) held by the SFARS staff member into which additional payments for teaching activities are paid to draw on in lean periods when salary may not be raised via successful research proposals.

funding must be paid into either the salary fund from which the SFARS is paid or a Salary Security Fund, and not taken as additional pay.

- b. SFARS staff members who make a significant contribution (≥ 20 lectures; supervision of ≥ 2 research Master's or PhD students to completion as primary supervisor; administration at Departmental or Faculty level) to the academic enterprise of a department in any given year (as agreed by HoD and with agreement of the SFARS line manager) should receive, in addition to the direct teaching payment, a contribution of 1.5 months' salary for that year (paid into their Salary Security fund) from the department's non-recurrent staffing budget. Such teaching and supervision responsibilities must be agreed in advance for a particular year (teaching) or three years (supervision) so budget can be determined and managed by the Department/Faculty.
- c. Where SFARS make a substantial contribution to the research outputs of their unit, centre, institute and/or department through substantial Masters and Doctoral supervision to completion and publication in subsidy-earning books, journals and conference proceedings, a contribution to the salary fund or salary security fund (not additional pay) will be made, in accordance with 4 levels of research performance, described as emerging, well-functioning, excellent and exceptional (set tailored to the performance of the SFARS's faculty).
- d. Either (b) or (c) will apply, and not both

B) General Security Fund

A General Security Fund will be set up for each permanent SFARS staff member (where functioning independently) or Research Unit, Centre or Institute under authority of the Director.

- a. Ten percent of Cost Recovery earned as an SFARS PI (or Co-PI) should be returned to a General Security Fund for access should salary not be raised through grant proposals.
- b. SFARS staff who have Co-PI's who are GOB funded should write the salary component of the GOB staff member's time on the project into the grant proposal, where allowed by the funder. This funding should be received back into their General Security Fund (individual or group-based) via Dean's salary fund.

C) General Benefits

- c. SFARS staff with >5 years' service as permanent staff members will have, on motivation and support from the HoD and Dean, access to up to one year's salary from the current centrally held Contingency Fund if not (temporarily) able to successfully raise salary funding (with evidence provided), provided budget is not available in the staff member's Salary Security or General Security funds. Draw-down from the Contingency Fund for this purpose should be limited to once per year to a combined maximum of a full year's salary.
- d. On motivation, maternity leave replacement, long sick leave replacement funding and similar benefits will be available from the centrally held Contingency Fund.
- e. Permanent SFARS staff will be entitled to accumulate sabbatical leave at the rate of one month per year, and be taken if/when operational needs permit; maximum accumulation allowed will be 12 months, with no pay-out on retirement/resignation if not used. All funding for this period will be to the cost of the SFARS staff member. If the Salary/General Security fund is drawn on for this purpose, a minimum of two months' salary must remain in the fund.

D) Performance recognition

- f. Promotion criteria for each Faculty need to be adjusted to be better aligned across Faculties, and should focus primarily on research outputs for promotion through the ranks to Principal Research Officer. Promotion to use of an academic title (A/Prof; Prof) should, in addition to research, focus on postgraduate supervision as primary supervisor, and senior level teaching (e.g. Honours, C/W Master's modules). Undergraduate teaching should not be required/expected.
- g. Exceptional performance will be rewarded through Merit Awards and Excellence Awards paid for through the GOB in the same way that GOB staff are recognised.

This policy will be reviewed after three years and an annual meeting to monitor it will be held.

Point (b) above: Funding model

Funding for 1.5 months provided on the following basis – 20 or more lectures per annum by agreement with HoD (nominally 50 hours work per year); 2 or more research Master's and/or PhD students (or 4 or more coursework Master's students) supervised as primary supervisor (nominally 75 hours supervision per student per year); administrative contributions include serving on departmental or Faculty Committees. One and a half months SASP equates to (in 2020 figures):

<i>Research Officer level</i>	<i>= R104,000</i>
<i>Senior Research Officer level</i>	<i>= R126,500</i>
<i>Chief Research Officer / Assoc. Professor level</i>	<i>= R152,000</i>
<i>Principal Research Officer level</i>	<i>= R186,500</i>

[hours of teaching, supervision and administration amount to ~1/8 of an academic year and roughly aligns with SASP]

Point (c) above: Funding model

Funding for 1.5 months is provided on the basis of sustained and substantial research outputs on a rolling three year average. While these outputs levels are defined at the faculty level (nominal points where not defined given in brackets) and aligned with faculty norms at a particular appointment level, the salary provision will be on output, not appointment level.

<i>Emerging level (2.0 subsidy points)</i>	<i>= R104,000</i>
<i>Established (3.0 subsidy points)</i>	<i>= R126,500</i>
<i>Well-functioning (4.5 subsidy points)</i>	<i>= R152,000</i>
<i>Excellent researcher (6 subsidy points)</i>	<i>= R186,500</i>
<i>Exceptional researcher (8.0 subsidy points)</i>	<i>=R250,000</i>

Allocation of subsidy points

Postgraduate degrees supervised (earned in year of graduation):

- 1.) Master graduate: 1 point where sole supervisor
0.67 points where lead supervisor with co-supervision
0.33 points where co-supervisor
- 2.) PhD graduate: 3 points where sole supervisor
2 points where lead supervisor with co-supervision
1 point where co-supervisor

Peer-reviewed journal papers and book chapters (not conference proceedings):

- 1.) Sole author of paper: 1 point
- 2.) Co-author of paper: UCT students are removed from the authorship list as the supervisors' contribution was essential for them to become authors. Thereafter the 1 subsidy point is divided by the number of authors to attain the points accruing to each academic author.

Peer-reviewed conference proceedings (that qualify for DoHET subsidy):

- 1.) Sole author of paper: 0.5 point
- 2.) Co-author of paper: UCT students are removed from the authorship list as the supervisors' contribution was essential for them to become authors. Thereafter the 0.5 subsidy points are divided by the number of authors to attain the points accruing to each academic author.

Books forming research monographs (where substantive, some discretion in subsidy units can be made)

- 1.) Sole author of book: as allocated by DHET
- 2.) Co-author: weighted as above