

Information for Applicants to the Anomalies Fund 2023

The Joint University/UMFA Anomalies Committee will consider applications to correct anomalies in base salaries of UMFA Members. The University/UMFA collective agreement establishes a fund of \$100,000 to correct anomalies in base salaries for each contract year. In this round the joint committee will consider applications for the 2023-24 contract year. Members of UMFA as of **March 31, 2023** are eligible to apply. Salary adjustments will normally be made retroactive to April 1, 2023.

A salary anomaly is interpreted to mean a salary that is at variance with normal salary ranges of department, faculty/school, or library colleagues having comparable experience, rank, and qualifications. Anomaly adjustments are not intended to deal with merit, general market conditions in a discipline, retention issues, exceptional salary increases under article 24.8.1, altering past decisions about denial of satisfactory performance increments, or slower progress in promotion than a peer.

The joint committee will consider applications from individual UMFA Members. The committee will also consider applications sent on behalf of Members by their Department Head or Dean/Director. The Member's Dean/Director will be asked to comment on the application, and to provide any further information the committee may require, such as the names of comparable peers, details of any inequity at hiring, or relevant prior experience.

Salary data on UMFA Members, including rank, years in rank, department, and other relevant criteria, can be reviewed by sending a request to the UMFA office between the dates of **August 14** and **September 8, 2023**. Please email UMFA at iceplis@umfa.ca using **Subject: Anomalies**. Salary information will be shared in a secure format, and Members will be required to sign a non-disclosure agreement.

Complete Part 1 of the Anomalies Fund Application Form 2023. Provide all information requested, and clearly state the rationale for an adjustment to your base salary. Include such relevant available salary data as the names of peers who are comparable (in terms of discipline, experience, rank, and qualifications), details of any inequity at hiring, or relevant prior experience. Point form is acceptable.

Please email your application (in Word or PDF format) using **Subject: Anomalies-your surname** by **4:00 p.m. Monday, September 18, 2023** to:

Candace Funk, Manager, Compensation

candace.funk@umanitoba.ca

PH: 431-335-7331

Please send a copy to your Dean/Director, who will be asked to comment on the application, and to provide any further information the committee may require, such as the names of comparable peers, details of any inequity at hiring, or relevant prior experience. In arriving at a final decision, the committee considers the information contained in the application, the comments of the Dean/Director, as well as its own independent analysis of salaries within a unit. The decisions of the committee are final and binding.

If you have any questions please contact Candace Funk. It is anticipated that decisions regarding anomalies adjustments will be announced in December, 2023.