

Information for Deans/Directors about the Anomalies Fund 2023

The Joint University/UMFA Anomalies Committee will consider applications to correct anomalies in base salaries of UMFA Members for the 2023-24 contract period. 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.

To comment on an individual UMFA Member's application: Applicants are to complete the Anomalies Fund Application Form 2023 and submit it by email to the committee and to your office before **4:00 p.m. Monday, September 18, 2023**. Please complete Part 2 of the application form by **Monday, October 2, 2023**.

Please provide any relevant information on the applicant, on comparator colleagues indicated by the applicant, or on other colleagues you believe to be appropriate or inappropriate comparators. For recent hires in particular, it would be useful for the committee to know the applicant's starting salary and the circumstances and rationale used to determine that salary. Where applicable, specific comments about any particular qualifications of the applicant or comparators are helpful to the committee, who may not be familiar with the applicant's field.

To submit an application on behalf of an UMFA Member: Complete Parts 1 and 2 of the Anomalies Fund Application Form 2023. For multiple applications, you may instead submit a table including the information requested on the form.

Please email your comments by **October 2, 2023** to

Candace Funk, Manager, Compensation

candace.funk@umanitoba.ca

PH: 431-335-7331

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