CITY UNIVERSITY OF HONG KONG

Remuneration Package for Faculty Positions

A. Objectives

The objectives of the Remuneration Package effective 1 September 2009 for faculty members (i.e. Assistant Professors, Associate Professors, Professors and Chair Professors) are:

- To provide a highly competitive, more flexible, easy to understand and administer remuneration package,
- To promote a stronger link between performance and reward,
- To ensure cost-effective use of resources,
- To enhance the University’s competitiveness in the recruitment and retention of faculty members of the highest calibre,
- To strengthen the University’s leading position in teaching and research.

B. Major Features

1. Appointment on Gratuity-bearing Terms

   a. Appointments will be offered on gratuity-bearing terms.

   b. Faculty members will draw a contract-end gratuity on satisfactory completion of a fixed-term contract and will be reviewed for contract renewal before substantiation of appointment is granted.

   c. Once substantiation of appointment is awarded, faculty members will receive a service gratuity payable for every 3 years on satisfactory completion of service.

   d. The gratuity payment (i.e. contract-end gratuity or service gratuity) and the University’s contribution to the Mandatory Provident Fund Scheme will total 15% of the basic salary.

   e. On substantiation of appointment, the period of employment, subject to termination conditions, will be continuous until retirement age, normally at 65.

2. Substantiation of Appointment

   a. Assistant Professors are required to attain substantiation of appointment with promotion to Associate Professor within a maximum 6-year period which shall count from the commencement date of appointment.

   b. Associate Professors and above are also required to attain substantiation of appointment within a maximum 6-year period of University service.

   c. For individuals with prior faculty service in other academic institution(s), recognition for some or all this prior service may be given, and the 6-year period may be shortened.
3. **Components of the Remuneration Package**

a. The **monetary components** may include the following:

(i) “Salary” + “Cash Allowance” (discretionary) + “Sign-on/Golden Handcuff Bonus” (discretionary)

<table>
<thead>
<tr>
<th>Salary</th>
<th>Cash Allowance</th>
<th>Sign-on/Golden Handcuff Bonus</th>
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<tbody>
<tr>
<td>- Salary banding system without steps</td>
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<td>- Banding with only maximum and minimum</td>
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<td>- Delink salary from academic title for Assistant / Associate Professor with a large overlap between their salary bands to meet market situations</td>
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<td>- Market and performance-based pay review</td>
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<tr>
<td>- Discretionary, market and performance-based; not dependent on needs</td>
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<td>- A lump sum payable monthly (non-accountable)</td>
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<td>- Fixed for a defined period (to tie in with the contract duration or for every three years on substantiated status); will be reviewed and may be adjusted at the end of the defined period</td>
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<tr>
<td>- Discretionary, market and performance-based</td>
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<td>- For a very small group of talent</td>
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<td>- Payable by installment or lump sum</td>
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(ii) Contract-end gratuity or service gratuity, and Mandatory Provident Fund

(iii) One-off relocation assistance for faculty members recruited from overseas

b. **Non-monetary** Fringe Benefits

(i) Leave Types
- annual leave (22 working days per year; 26 working days per year on completion of 10 years of service),
- special/conference leave (28 working days per year, advance possible),
- sabbatical leave (the University may contribute one month’s leave per year of service up to a maximum of 6 months),
- sick leave (entitlement depending on length of service),
- maternity leave (a maximum of 10 weeks),
- paternity leave (up to 5 working days on each occasion of childbirth).

(ii) Outpatient, hospital and dental coverage for faculty members, their spouse and dependant children

Human Resources Office
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