

## **Guideline G6-309A: Compensation for Postdoctoral Fellows**

Revision 0. Effective date: June 12, 2025

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### **I. Purpose and Scope**

#### **A. Purpose.**

This guideline provides recommendations for salary levels and raise timelines for Postdoctoral Fellows in all academic units.

#### **B. Scope.**

The recommendations provided in this guideline may be applied to all Postdoctoral Fellows, including Postdoctoral Fellows employed by University of Utah Hospitals and Clinics. The recommendations may be applied to all academic units including departments, divisions, and colleges that employ Postdoctoral Fellows.

### **II. Definitions**

The definitions provided in Policy 6-309 and Rule 6-309A apply for this guideline.

### **III. Guideline**

#### **A. Salary Levels**

1. Each academic unit should select an appropriate benchmark as a guide for setting Postdoctoral Fellow salaries (for example, the NIH NRSA Kirschstein Postdoctoral Fellow stipend levels for those in the biomedical sciences).
2. If a Postdoctoral Fellow obtains an external fellowship that provides a stipend lower than the academic unit's set salary minimum, the unit may supplement the individual up to the approved level.

#### **B. Salary Increases**

1. Postdoctoral Fellow Salaries should be evaluated on an annual basis and adjusted as budgets permit. Postdoctoral Fellows should receive a budgeted raise each year in recognition of an additional year of experience.
  2. An academic unit may provide a Postdoctoral Fellow with a salary increase either:
    - a. twice per year with a raise on July 1 to bring salaries up to the minimum salary defined by the academic unit for the new fiscal year and a second raise on the anniversary date of their hire in recognition of an additional year of experience; or
    - b. once per year on either July 1 or the anniversary date of their hire as part of the annual budget cycle.
  3. For Postdoctoral Fellows paid on fellowships or traineeships, pay increases should be handled according to the terms and timing of the fellowship or traineeship. If needed, the academic unit may supplement the individual up to the academic unit-approved level.
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*Sections IV- VII are for user information and are not subject to the approval of the Academic Senate or the Board of Trustees. The Institutional Policy Committee, the Policy Owner, or the Policy Officer may update these sections at any time.*

#### **IV. Policies/ Rules, Procedures, Guidelines, Forms and other Related Resources**

##### **A. Policies/ Rules**

1. Policy 6-309: Academic Staff, Educational Trainees, Postdoctoral Fellows and Medical Housestaff
2. Rules R6-309A: Postdoctoral Fellows Parental Leave

##### **B. Procedures, Guidelines, and Forms. [ *reserved* ]**

##### **C. Other Related Resources. [ *reserved* ]**

#### **V. References**

##### **A. [ *reserved* ]**

#### **VI. Contacts**

The designated contact officials for this Regulation are

- A. Policy Owners (primary contact person for questions and advice): Dean of the Graduate School
- B. Policy Officers: Senior Vice President for Academic Affairs and Senior Vice President for Health Sciences

See University Rule 1-001 for information about the roles and authority of policy owners and policy officers.

#### **VII. History**

Revision History.

- A. Current version. Revision 0.

1. Approved by Senior Vice President for Academic Affairs Mitzi Montoya and Senior Vice President for Health Science Bob Carter with effective date of June 12, 2025.
  2. Editorial Revisions
- B. Previous versions.
- C. Renumbering
1. Not applicable