



## **Guidelines on compensation for overriding KI appointments**

These guidelines apply to temporary salary supplements/allowances as compensation for assignments on boards of education, research and post graduate boards, recruitment committees, docentship councils, disputation committees and certain commissions and councils that report to the president. In addition, these guidelines are applicable to remuneration for appointments as vice president, head of department and head of division.

Beyond this, certain remuneration is regulated to departments to compensate for lost manpower. Departments are compensated only for appointments that require a minimum of 10 percent of a full-time employment. Compensation is calculated on the basis of the current KI salary for the position in question. Adjustments are made for change in the salary upon which the compensation is based for the new fiscal year.

If a person holds several appointments, then compensation for these assignments is coordinated.

Other fees paid to committees, commissions, councils etcetera that report to the boards are determined by the dean. The size of the fees and any compensation to departments is determined in accordance with these guidelines.

The University assumes that teachers and researchers, within the framework of their employment, are involved to some extent in the governing bodies of KI without additional compensation.

### **1. Temporary salary supplements**

Temporary salary supplements are in principle paid out only to the vice president, deans, pro deans, heads of department and division heads, and otherwise normally only to the chair of certain committees that report directly to the president or the boards. Responsibility and significance of the appointment for KI are taken into consideration when determining the size of the supplement.

Student representatives receive a remuneration fee.

A supplement to a basic salary is paid out at the end of the assignment. This supplement is paid to the vice president, dean, pro dean and department head. There is a 10 percent enumeration of the basic salary for the temporary



supplement for every year an appointment is undertaken. Time is calculated for a minimum of three years and a maximum of six years, i.e. supplementary income can be received for a maximum of 60 percent of the supplement and income is enumerated by the equivalent amount.

## **2. Compensation to department during mandate period**

Compensation to a department for lost manpower is paid while the mandate is ongoing and is applicable only for employees who hold an appointment as vice president, dean, pro dean, board member, chair and members of certain committees/commissions/councils that report to the president or boards, and representatives of PhD candidates who are registered as such.

Compensation to the department is made only for mandates that require a minimum of 10 percent of a fulltime employment.

Compensation to departments for a vice president, deans and pro deans is equivalent to the scope of the mandate, which is determined by the president in conjunction with the appointment. Any adjustments in the scope of the mandate during an ongoing appointment affects compensation to the department.

## **3. Compensation to the department after the end of the mandate**

Departments are compensated at the end of a mandate only for appointments as vice president, dean and pro dean.

If the mandate has been for a minimum of three years, then the first year is compensated by the amount paid during the term, by two thirds during the second year and by one third for the third year. If the mandate was for less than six years then the compensation to the department is reduced to an equivalent degree, which means that for a five year appointment, for example, 5/6 of the amount is paid.

For mandates that are less than three years, there is no compensation after the end of the mandate.

## **4. Allowance paid by the department for mandate as department head**

An allowance is paid by the department to the department head in order to create better prerequisites for maintaining own operations during and after a temporary appointment as a head of a department.



An allowance is paid by the department during an ongoing mandate as a department head and is dependent on the scope of the mandate, which is determined by the president in conjunction with the appointment. Any adjustments in the scope of the mandate during an ongoing appointment period affect the allowance.

If the appointment was for a minimum of three years, then the department shall pay the department head an allowance at the end of a mandate period in order create better prerequisites to maintain own operations. The first year the amount remunerated is that which was paid during the mandate period, two thirds the second year and one third the third year. If the mandate was for less than six years then the compensation to the department is reduced to an equivalent degree, which means that for a five year appointment, for example, 5/6 of the amount is paid.

For an appointment as a department head that is less than three years, there is no remuneration after the end of the mandate.

## **5. Costs for allowances and expenses**

Costs for temporary allowances and expenses associated with assignments on boards of education, research and post graduate boards and reimbursement of committees, commissions and councils etc. that report to the boards are defrayed by the board in question.

The costs for temporary allowances and expenses associated with assignments in management groups/councils/committees that report directly to the president are defrayed by common funding at KI.

The costs for temporary allowances and expenses from the department to the department head are defrayed by the department.

Decisions on supplements and allowances are always made by the president.

In conjunction with these new regulations, provisions on compensation for board and committee appointments, dnr 4305/01-201, cease to be applicable. These new general guidelines take effect on 1 January 2010.

Supplements and compensation are listed in an appendix.



**Salary supplements and allowances for board and committee appointments etc.**

<b>Appointment</b>	<b>Temporary salary supplements/allowance</b>	<b>Compensation according to sections 2, 3 and 4.</b>
<ul style="list-style-type: none"> <li>- Vice president</li> <li>- Dean</li> <li>- Pro dean</li> </ul>	<ul style="list-style-type: none"> <li>- 18,000 SEK/month</li> <li>- 18,000 SEK/month</li> <li>- 12,000 SEK/month</li> </ul>	<ul style="list-style-type: none"> <li>- Compensation paid during mandate period and upon completion of the assignment; see sections 2 and 3. For enumeration of salary after completed assignment, see section 1.</li> </ul>
<p><b>Boards of Research, Doctoral Education and Higher Education</b></p> <ul style="list-style-type: none"> <li>- Board members</li> <li>- PhD student representatives (Boards of Research and Doctoral Education)</li> </ul> <p><b>Student representatives (Boards of Research and Education)</b></p>	<ul style="list-style-type: none"> <li>-</li> <li>-</li> <li>- 5,000 SEK/year</li> </ul>	<ul style="list-style-type: none"> <li>- 15 % of salary during mandate period</li> <li>- 2 postgraduate monthly salaries for full year</li> <li>-</li> </ul>
<p><b>Recruitment committee</b></p> <ul style="list-style-type: none"> <li>- Chairman</li> <li>- Board members</li> <li>- PhD student representative</li> <li>- Student representative</li> </ul>	<ul style="list-style-type: none"> <li>-10,000 SEK/month</li> <li>-</li> <li>-</li> <li>-5,000 SEK/year</li> </ul>	<ul style="list-style-type: none"> <li>- Decision by president in conjunction with appointment</li> <li>- 10% of salary during mandate period</li> <li>- 2 months postgraduate salary for full year</li> <li>-</li> </ul>
<p><b>Docentship council</b></p> <ul style="list-style-type: none"> <li>- Chairman</li> </ul>	<ul style="list-style-type: none"> <li>-6,000 SEK/month</li> </ul>	<ul style="list-style-type: none"> <li>- Decision by president in conjunction with appointment</li> </ul>



<b>Disputation committee</b>		
- Chairman	-6,000 SEK/month	- Decision by president in conjunction with appointment
<b>Appointment</b>	Temporary salary supplements/al lowances	- Remuneration according to section s 2,3 and 4.
<b>Heads of departments and divisions</b>		
- Head of Department	-13 000/15 000/ 17,000 SEK/month - Salary supplement /allowance based on department assets. See footnote 1.	- Allowance paid during mandate period and after assignment is completed; see section 4. Enumeration of salary after assignment is completed; see section 1.
- Head of Division	-3,000 SEK/month	

- 1)                    <70 mSEK;                    13,000 SEK/month  
                         <70 mSEK;                    15,000 SEK/month  
                         >150;                                17,000 SEK/month