

March 21, 2007

FROM: Sandy Williams
Peter Lange

TO: Deans, Departmental Chairs, and Business Managers

RE: Institution of New Policy Concerning Postdoctoral Appointees

We are writing to alert you to a change that will be put into place this coming July 1 relating to salaries associated with Duke postdoctoral appointees.

Over a year ago, the Postdoctoral Policy Task Force chaired by Dean Jo Rae Wright authored a set of recommendations regarding institutionalizing a policy pertaining to postdoctoral appointees. Many of the new policy recommendations simply involve the application of existing university policies to postdoctoral appointees. These recommendations have been vetted with the Dean's Cabinet, the Executive Committee of the Academic Council, and the Senior Leadership Group and are scheduled to be officially put in place this coming July 1, 2007.

Details of the new policy will be provided at a later date but there is one feature of the new policy that has financial ramifications you need to be aware of:

Postdoctoral Salary Minimum: On July 1, 2009, the university will institute a policy whereby the minimum salary for all postdoctoral appointees will equal the NIH-NRSA starting salary for a postdoctoral appointee with zero years of experience (currently \$36,996, see <http://grants.nih.gov/training/nrsa.htm> for details). To get there, we will adjust the minimum postdoctoral salary over each of the next three fiscal years. As such, the minimum annual salary for postdoctoral appointees whose funding commences after July 1, 2007 will be \$32,000. This salary minimum also applies to postdocs currently at Duke.

Funding from all sources related to postdoctoral activities, including those outside Duke University (e.g., foreign country support), will be counted towards the established minimum; however, only the amount paid through the Duke University Compensatory Payroll may be counted towards meeting the FLSA requirements for exemption. Fellowships from foreign countries shall be supplemented to equal the NIH minimum if allowed by the primary funding agency.

Note that this salary minimum for postdocs on the stipend payment system will be applied to those postdocs whose funding source is initiated on or after April 1, 2007 (i.e., grant proposals submitted before April 1, 2007 will not be subject to the \$32,000 minimum).

The salary minimum is then scheduled to increase to \$35,000 on July 1, 2008, although this may need to be adjusted as the NIH changes the NSRA starting salaries next year. On July 1, 2009, the minimum salary will be set to equal that of NIH-NSRA fellowships.

If you have any questions about this policy, please feel free to contact any of the following: Molly Starback - Director of the Duke Office of Postdoctoral Services (molly.starback@duke.edu, 681-7192), Jim Siedow (jim.siedow@duke.edu, 681-6438), or Sally Kornbluth (kornb001@mc.duke.edu, 613-8624).