Rights and Interests of International Faculty NTNU

2. Faculty Employment / Salary Adjustment

Category	Related Regulations and Provisions
Faculty Employment	1. **Faculty ranks:** Professor, Associate Professor, Assistant Professor, Lecturer. All faculty shall engage in teaching, research, and student guidance.
	2. **Duration of employment:** Faculty shall be initially appointed for a period of one (1) year; their contract period may be extended for another year. All further extensions of the contract period shall be two (2) years.
	3. **Required weekly teaching hours:** i. Full-time faculty of the College of Teacher Education: Professor (12hrs); Associate Professor (13hrs); Assistant Professor (13hrs); Lecturer (14hrs) ii. Other full-time faculty: Professor (8hrs); Associate Professor (9hrs); Assistant Professor (9hrs); Lecturer (10hrs)
	4. **Resignation** i. Unless a legitimate reason is presented, faculty may not resign while still under contract. ii. Faculty looking to resign should notify NTNU three (3) months prior to the date of resignation. Following approval by the university, at the end of the current academic semester, the faculty member may leave his teaching duties. However, in special circumstance and with the approval of the university, these restrictions will not apply.
Salary Adjustment	**1. Salary:** i. Faculty salary will be determined by rank, experience, and seniority. ii. New faculty should report in prior to their first day of work (August 1st or February 1st) and will start drawing salary from August 1st or February 1st. For faculty who did not report in ahead of time of these dates, they shall start drawing salary from the day they arrive for work. iii. Salaries for new faculty shall commence at the lowest level for their respective rank. However, lecturers and assistant professors with a PhD degree may start at point 330 on the Master Pay Scale (MPS).

	2. Salary Adjustment i. After working for a period of one (1) year, in accordance with the grade received in the university's faculty assessment in the areas of teaching, research, mentoring, and service, the faculty member's base (yearly) salary may be increased by one (1) level. This process may be repeated until the faculty member reaches the max salary for his/her rank. ii. In following situations no salary adjustments will be made: 1. The salary is already at the max level for the faculty rank in question. 2. The faculty member has not served for a full year. 3. The faculty member is on leave and not receiving a salary. 4. The faculty member is on extended sick leave and unable to teach. 5. The faculty member did not pass his/her faculty assessment.

● Due to space constraints, we have offered a condensed summary of applicable laws and regulations in the hopes that it will assist faculty in understanding their rights and interests. In the case of any uncertainty, **the actual laws and regulations shall prevail.** For further inquiries, please feel free to contact the NTNU Personnel Office.