

Salary & Appointment Calculator 2011 Instructions

Entry

The only pieces of information that need to be entered are:

- Start Date (mm/dd/yyyy)
 - This should be the appointment start date in the current department at Stanford University
- Prior Experience: in years and months
 - Enter in all research experience prior to the start date of the current appointment (including research done in a different department at Stanford)
 - Can be entered in one of two ways: 1 year, 5 months experience can be entered as "1" in the Years field and "5" in the months field or, alternately, as "17" in the months field

Entry Examples

Postdoc started in current department on 8/1/08; had prior postdoctoral appointment at Harvard for 1 year, 5 months →

Enter "8/1/08" into the Appointment Start Date, a "1" into the Years field, and a "5" into the Months field.

Postdoc started in current department on 8/1/08; had prior postdoctoral appointment at Harvard for 1 year, 5 months and prior postdoctoral appointment at Stanford in a different department for 1 year, 6 months →

Enter "8/1/08" into the Appointment Start Date, a "2" into the Years field, and an "11" into the Months field.

Information Returned

Appointment Information

Note: Maximum allowable appointment information takes into account the temporary suspension of the five-year limit through its end date of 9/30/10. After that date, previous (normal) rules apply.

- Initial Salary
 - Will not display for start dates before 10/1/06 (but it is now historical data anyway)
 - Will not display for start dates after 9/30/11 (since we do not yet know the 10/1/12 increases, if any)
- Length of Appointment Comment (in dark pink)
- Total Stanford Postdoc Appointment Allowed: in years and months
- Total Postdoc Research by Termination Date: in years and months
- Expected Termination Date
- *Only if applicable*, a red note will appear below the Expected Termination Date if the postdoc has exceeded the maximum allowable appointment as of today's date

Information Returned (con't.)

Salary Information

Note: Will not display for start dates after 9/30/12. This will be updated in a 2012 version of the Salary Calculator once the 10/1/12 rates are determined

- Current 10/1/10 Salary: shows what the minimum salary should have been since 10/1/10 given the years and months experience up to 10/1/10
 - Note: If you find that the amount listed is higher than what is currently being paid to the postdoc, you must take the necessary steps to correct this retroactively
- If applicable, will show 10/1/11 minimum salaries given the prior years and months experience up to that October 1st [increase] date
- IMPORTANT: All salaries for dates 10/1/12 or after are subject to change [increase] as per the Provost's approval; please use these salaries only as guidelines

Extra Notes

- These salaries are only minimums. Departments may pay above these guidelines
- Departments may also give raises before the October 1st increase date—but they still must be sure to meet the required minimums come October 1st
- If the appointment begins on the 16th of a month or prior, it is counted as a full month of experience. Appointments that begin on the 17th or after do not include that month.

Normal Appointment Rules (for reference)

- If the postdoc has no prior research experience, then he/she is eligible for a Stanford appointment for a maximum of four years
- A fifth year of appointment is permitted with an extension request made to OPA

Prior Years Research Examples

If a postdoc comes in with 6 months prior research experience, an appointment of 3 years and 6 months is permitted without an exception request for a total of four years.

Similarly, if a postdoc comes in with 1 year, 6 months prior research experience, an appointment of 2 years and 6 months is permitted without an exception request for a total of four years.

How to Determine Prior Research Experience

- Include: Postdoctoral Training, Research Associate/Assistant Positions, Professorships with active research and publications during that time period
- Exclude: Instructor positions, Industry positions, Consulting, Internships/Residencies, appointments at the institution from which they received their PhD degree for the purposes of completing their PhD work