

# Regulations of the Catholic University of Eichstätt-Ingolstadt on the principles for awarding performance-based pay components and role-based pay components and for awarding research and teaching supplements

## (Regulations on performance- and role-based pay components)

Dated March 21, 2017

On the basis of Article 5 (3)(1) of the Concordat between the Free State of Bavaria and the Holy See dated March 29, 1924 (BayRS 2220-1-WFK), in conjunction with the current version of the statutes of the Catholic University of Eichstätt-Ingolstadt Foundation transferring additional responsibilities to the University (*Satzung der Stiftung Katholische Universität Eichstätt zur Übertragung weiterer Zuständigkeiten an die Universität, ÜZS*) dated December 15, 2005, in conjunction with Section 8 (1) of the current version of the Bavarian regulations on performance-based pay components at universities (*Bayerische Hochschuleleistungsbezügeverordnung, BayHLeistBV*) dated January 14, 2011 (GVBl. p. 50), the Catholic University of Eichstätt-Ingolstadt (KU) issues the following regulations:

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### Section 1 Scope of application

- (1) <sup>1</sup>These regulations govern the principles for awarding performance-based pay components according to Section 4 BayHLeistBV and for awarding role-based pay components according to Section 5 BayHLeistBV; they apply to KU professors in the W2 and W3 pay grades. <sup>2</sup> They also govern research and teaching supplements according to Section 57 (1) of the Bavarian Salary Act (*Bayerisches Besoldungsgesetz, BayBesG*) dated August 5, 2010 (GVBl. p. 410, 764); this applies to KU professors and junior professors in the W2 and W3 pay grades.
- (2) <sup>1</sup>These regulations do not apply to the awarding of pay components in the context of appointment negotiations and negotiations with professors on staying at the University according to Section 3 BayHLeistBV or to pay components for members of the University Management who receive remuneration according to the W pay scale. <sup>2</sup>The sole responsibility for decisions relating to these pay components lies with the Catholic University of Eichstätt-Ingolstadt Foundation in its capacity as the superior administrative authority.

## **Section 2**

### **Allocation of pay components**

- (1) Expenditure for role-based pay components should constitute no more than 10% of the available financing.
- (2) A minimum of 15% of the available financing should be used for performance-based pay components.
- (3) The remaining financing is to be used for appointment negotiations and negotiations with professors on staying at the University or for other performance-based pay components according to Paragraph 2.

## **Section 3**

### **Role-based pay components**

- (1) <sup>1</sup>Role-based pay components may be awarded to professors who take on special roles in academic self-administration. <sup>2</sup>Special roles in academic self-administration include, in particular:
  1. Dean
  2. Dean of studies
  3. Chairperson of the Senate
  4. Women and equal opportunities officer of the University
  5. Speaker of a DFG research training group or DFG research unit
  6. Director of one of the KU's central facilities; chairperson of the board in cases where there is a board of directors
  7. Officer appointed by the Presidium
- (2) <sup>1</sup>The role-based pay components are awarded for the period during which the person fulfills the role. <sup>2</sup>The months in which the term of office starts and ends are counted as full months. <sup>3</sup>If a person fulfills more than one role, he or she receives the role-based pay components cumulatively.
- (3) <sup>1</sup>For role-based pay components the amount is determined in each individual case on the basis of the role being fulfilled and the associated responsibility and workload and, if applicable, the size of the faculty or organizational unit. <sup>2</sup>Any reduction in teaching duties must be taken into account when determining the amount. <sup>3</sup>Role-based pay components may be awarded fully or partially on the condition of success.

## **Section 4**

### **Criteria for awarding performance-based pay components**

- (1) <sup>1</sup>Performance-based pay components may be awarded for exceptional performance in research, teaching, professional development, or the promotion of young researchers. <sup>2</sup>Exceptional performance in the sense of Clause 1 must go considerably beyond the professional duties of professors and must generally be demonstrated continuously in their work over a period of three years. <sup>3</sup>Exceptional performance is identified in particular on the basis of the non-exhaustive list of criteria in Paragraphs 2 to 6.

(2) Criteria for exceptional performance in research may be:

1. Outstanding research performance demonstrated through awards, prizes, distinctions, or research evaluations
2. Exceptional performance in the implementation of research results (e.g. inventions, patents, research transfer)
3. Outstanding research publications
4. Exceptional success in acquiring third-party funding under consideration of the circumstances specific to the subject, whereby third-party funding acquired by professors as part of their work is only eligible for consideration if they have not been awarded a research or teaching supplement according to Section 7 for this; the type of funding, the amount of funding, and the funding provider must be specified
5. Exceptional performance in the establishment and leadership of research groups (e.g. collaborative research centers; DFG or EU projects)
6. Exceptional performance in transfer of knowledge/technology and in applied research and development in *Fachhochschule* fields

(3) Criteria for exceptional performance in teaching may be:

1. Exceptional teaching performance demonstrated through awards, prizes, distinctions, or teaching evaluations
2. Teaching activities that go beyond the usual requirements and for which no additional payment is received
3. Particularly high teaching workload involving an above-average level of supervision of students
4. Particular commitment and particular success with regard to academic reform, internationalization of the curriculum, and development of new study options
5. Acquisition of third-party funding for teaching, whereby third-party funding acquired by professors as part of their work is only eligible for consideration if they have not been awarded a research or teaching supplement according to Section 7 for this
6. Exceptional performance in the development of special forms and methods of teaching, improvement of the quality of teaching and of teaching materials (e.g. multimedia teaching methods)
7. Exceptional performance in transfer of knowledge

(4) Criteria for exceptional performance in professional development may be:

1. Teaching activities in the field of professional development and in degree programs and certificate programs for working professionals that go beyond the usual requirements and for which no additional payment is received
2. Particularly high teaching workload involving an above-average level of supervision of students
3. Exceptional performance in the development of professional development opportunities

(5) Criteria for exceptional performance in the promotion of young researchers may be:

1. Initiatives and success in supervising doctoral degrees and other advanced academic qualifications

2. Initiatives and success in supervising young researchers and in leading research training groups or similar units
3. Involvement of young researchers in projects and assistance of young researchers in finding follow-up projects

## **Section 5**

### **Awarding performance-based pay components**

- (1) <sup>1</sup>When awarding performance-based pay components, the amount depends on the financing available in the year in question and an appropriate weighting of the evaluation criteria. <sup>2</sup>The procedure is governed by the current version of the statutes of the Catholic University of Eichstätt-Ingolstadt regulating the procedure for evaluating exceptional performance in order to award performance-based pay components (statutes on performance-based pay components) dated March 20, 2017.
- (2) <sup>1</sup>Performance-based pay components are awarded in levels that increase by 200 euros per month. <sup>2</sup>The first time that a new performance level is awarded it is awarded for a limited period of three years. <sup>3</sup>Subsequently, this performance level may be dropped, may be awarded for another limited period, or may be awarded permanently.
- (3) The decision of which level to award in each individual case is based on the following categories:
  1. Level 1: Performance that goes considerably beyond fulfilling professional obligations
  2. Level 2: Performance as in level 1 that also helps to develop and shape the profile of the KU department or faculty of which the professor is a member
  3. Level 3: Performance as in level 2 that plays a significant role in shaping the profile of the KU department and faculty of which the professor is a member and the KU's reputation in teaching and research
  4. Level 4: Performance as in level 3 that also plays a key role in developing and shaping the KU's reputation on the international level
- (4) <sup>1</sup>The amounts are to be added to the normal monthly salary. <sup>2</sup>Performance-based pay components may also be awarded as a lump sum. <sup>3</sup>The amount must be appropriate with regard to the significance of the performance; it should not exceed 5,000.00 euros.
- (5) When performance-based pay components are awarded, it may be determined that they are to be adjusted by the same percentage as the salary adjustments in the W pay scale when general salary adjustments are made.
- (6) If performance drops dramatically, performance-based pay components that have been awarded permanently may be fully or partially withdrawn.

## **Section 6**

### **Performance-based pay components in the case of a reduction or suspension of duties**

<sup>1</sup>When evaluating performance and determining performance-based pay components, a reduction or suspension of professorial duties due to taking on roles in academic self-administration as president, vice president, dean, dean of studies, chairperson of the Senate, or women and equal opportunities officer may not result in any disadvantages. <sup>2</sup>A reduction or suspension of professorial duties due to family commitments, severe disabilities, or comparable important reasons must be taken into account appropriately. <sup>3</sup>For part-time

professors, the performance-based pay components are reduced accordingly on the basis of the reduction in working hours.

## **Section 7 Research and teaching supplements**

- (1) <sup>1</sup>Professors and junior professors who acquire third-party funding for KU research or teaching projects as part of their work and carry out these projects may be granted a supplement for the duration of the project at maximum under the conditions of Article 57 BayBesG. <sup>2</sup>It is not pensionable and is not adjusted in line with the general salary adjustments. <sup>3</sup>It is only granted if the third-party funding is processed through the University's accounts and is not paid until the corresponding funding installments have been received.
- (2) The application for a research or teaching supplement must have a copy of the funding confirmation attached, which must contain the information required to determine the amount granted in the supplement and the start and end date of the period during which the supplement will be paid.

## **Section 8 Entry into force**

<sup>1</sup>These regulations enter into force on the day after the date of their publication. <sup>2</sup>The regulations of the Catholic University of Eichstätt-Ingolstadt on the principles for awarding performance-based pay components and role-based pay components and for awarding research and teaching supplements dated June 22, 2006, cease to be in force.

Issued on the basis of the resolution of the Presidium of the Catholic University of Eichstätt-Ingolstadt dated November 29, 2016, and the agreement of the Senate dated January 25, 2017.

Eichstätt/Ingolstadt, March 21, 2017

Prof. Dr. Gabriele Gien  
President

These regulations were set down in writing at the Catholic University of Eichstätt-Ingolstadt on March 21, 2017. This fact was made known to members of the Catholic University of Eichstätt-Ingolstadt on the same day. The date of publication is therefore March 21, 2017.