

## **MSU AgBioResearch**

### **Faculty and Staff Position Funding and Fringe Benefit Policy**

**Updated May 2016**

MSU AgBioResearch funds faculty and staff positions that align with our research mission. We work cooperatively with departments in the College of Agricultural and Natural Resources and in seven other colleges across the MSU campus.

Funding for tenure-system faculty and some fixed-term faculty and staff positions are funded on AgBioResearch salary accounts in departments. Fringe benefit costs for those salaries are redirected to a fringe benefit account and covered centrally by the Director's Office. However, most AgBioResearch project accounts are charged both salary and fringe when positions are paid on these accounts directly.

Unit administrators wishing to make permanent changes to a MSU AgBioResearch tenure-system faculty appointment need to contact the appropriate Associate Dean or Director to initiate a discussion. Other positions normally supported by general fund, MSUE, grant or other accounts cannot be paid on an AgBioResearch salary account for more than a 4 month period of time. This recognizes the need for departments to have flexibility for extenuating circumstances but limits the impact on the Director's fringe benefit account. Exceptions to this time limit can occur but must have a strong justification and preferably be discussed in advance of proposed change. Exceptions may also include the unit transferring the additional fringe benefit cost to the Director's Office. If MSU AgBioResearch faculty salary savings are being used to fund a different position, written notice should be provided in advance and such justification must identify the faculty name, salary change, period of time and the amount of salary savings generated. .