

**UNIVERSITY OF BRITISH COLUMBIA, FACULTY OF MEDICINE
CLINICAL FACULTY COMPENSATION TERMS FOR
STANDING COMMITTEES AND SEARCH COMMITTEES FOR SENIOR LEADERSHIP**

Clinical Faculty Appointments, Reappointments and Promotions are governed by the University of British Columbia, Faculty of Medicine Policy on Clinical Faculty Appointments. This document sets out the terms and conditions that govern compensation for Clinical Faculty who are members of designated Standing Committees and designated Search Committees for Senior Leadership (“Committee Compensation Terms”) in the University of British Columbia (UBC) Faculty of Medicine (FOM). These Committee Compensation Terms are in effect from July 1, 2013 to June 30, 2015 (“Term”). The Committee Compensation Terms may be amended by the FOM only if, during the term, the FOM receives additional funding from the Province so as to enable the FOM to increase the unit rates or to add designated Standing Committees and designated Search Committees for Senior Leadership (“Designated Committees”). At the expiry of the Term, the Committee Compensation Terms may be renewed or they may be replaced by other terms and conditions as determined by the FOM, following consultation with stakeholders.

1. Eligibility for Compensation:

Compensation for attending meetings under these Committee Compensation Terms will be payable on a contractual basis to Clinical Faculty members who are members of a Designated Committee described in Section 3 and who are determined by the FOM to be eligible (as set out below in this section).

Clinical Faculty members will not be eligible for compensation if:

- a) They are paid an administrative stipend for an academic administrative role that requires membership in the Designated Committee.
- b) They are serving on a Search Committee for Senior Leadership on behalf of an external organization.

Clinical Faculty members eligible for compensation for attending Designated Committee meetings are:

- a) Those Clinical Faculty members who provide clinical service and are compensated for that provision of clinical services under a fee for service or alternative payment arrangement (“Payment Arrangements”), but only to the extent that the Payment Arrangement does not include and compensate administrative services, including membership on a Designated Committee, as a deliverable. For greater certainty, those Clinical Faculty who are required to provide and are compensated for administrative services as part of their Payment Arrangement are only eligible for compensation under these Committee Compensation Terms for administrative services not so compensated.
- b) Those Clinical Faculty members who perform activities in support of patient care or who practice in the field of public and population health, but only to the extent that any compensation from a Health Authority (Salary Arrangement) does not include compensation for those administrative services. For greater certainty, those Clinical Faculty who are required to provide and are compensated for administrative services as part of their Salary Arrangement are only eligible for compensation under these Committee Compensation Terms for administrative services not so compensated.

If a dispute arises as to whether the Payment Arrangement or Salary Arrangement compensates the Clinical Faculty member for providing administrative services, including membership in a Designated Committee, that dispute shall be resolved by the parties to the Payment Arrangement or Salary Arrangement pursuant to the dispute resolution mechanism under the contract governing the Payment Arrangement or Salary Arrangement. If it is determined that the Payment Arrangement or Salary Arrangement does include compensation for administrative services, including membership in a Designated Committee, then the Clinical Faculty member shall not be entitled to compensation pursuant to these Committee Compensation Terms. If it is determined that the Payment Arrangement or Salary Arrangement does not include compensation for attending a Designated Committee then the Clinical Faculty member may be eligible for compensation pursuant to these Committee Compensation Terms.

2. Unit Rate & Sessions

Dean's Standing Committees and Departmental/School Standing Committees

Clinical Faculty members will be compensated at a maximum rate of \$90 per unit for physicians and \$60 per unit for all other health professionals. For these Committee Compensation Terms, one unit equals one hour.

There is a fixed amount of funding available to compensate Clinical Faculty for membership in Designated Standing Committees. Should the funding be insufficient to make payments at the maximum unit rates, the amount of the payments will be prorated so that the total payments to Clinical Faculty members do not exceed the fixed funding.

Search Committees for Senior Leadership

Clinical Faculty members will be offered an honorarium prior to joining a Search Committee for Senior Leadership. The amount of the honorarium will be based upon the estimated time commitment required.

3. Designated Standing Committees & Search Committees for Senior Leadership

Dean's Standing Committees

The compensable [Dean's Standing Committees](#) are listed on MedNet under the heading Major Standing Committees. As at July 1, 2013, they are:

- Committee of Department Heads and School Directors
- Faculty Appointments, Reappointments, Promotion and Tenure Committee
- Finance Committee
- University Clinical Faculty Appointment and Promotion Committee
- Faculty Executive Committee
- Nominating Committee
- Clinical Faculty Affairs Committee
- Distributed Program Planning Committee
- Education Council
- Faculty Professional Development Committee
- Faculty Residency Committee

- Faculty Residency Executive Committee
- Graduate Education Committee
- Internal Review Committee for Conflict of Interest/Conflict of Commitment
- MD Undergraduate Regional Executive Committee
- MD Admissions Selection Committee
 - MD Admissions Ratification Committee
 - MD Undergraduate Education Committee
 - MD Undergraduate Student Affairs Committee
 - Program Evaluation, Planning and Improvement Committee
 - Planning and Priorities Committee (Under review)
 - Research Council

Departmental/School Standing Committees

The Departmental/School Standing Committees are related to Departmental/School governance and to Clinical Faculty Appointments, Reappointments and Promotions. In addition, Departments within the MD Programs have Standing Committees for Undergraduate Medical Education, Postgraduate Medical and Clinical Teaching Support, Allocation & Accountability. The names of the Departmental/School Standing Committees may differ. Each Department/School will maintain a list of its compensable Standing Committees.

Search Committees for Senior Leadership

Compensable Search Committees for Senior Leadership are for these senior leadership positions:

- Executive Associate Deans
- Regional Associate Deans
- Associate Deans
- Department Heads/School Directors

4. Payment Options

The Clinical Faculty member has the option under Policy 42 Faculty Term Appointments Without Review to have payment made to his/her professional firm under certain conditions:

“If the primary occupation of the appointee is with a professional firm or company, the University may pay the honorarium or stipend directly to the firm or company, provided that it is requested to do so by the firm or company on its letterhead or as otherwise prescribed by the Dean of the relevant Faculty. This letter should also confirm that the primary occupation of the individual performing the teaching service is with the professional firm or company.”

The Clinical Faculty member will advise the FOM of the payment option he/she wishes to select:

- (1) Payment to the Clinical Faculty member as a sole proprietor, or, if eligible,
- (2) Payment to the professional firm of the Clinical Faculty member.
(A Business Number or, if applicable, a GST Number is required for all business entities.)

If no instructions are provided, payment will be made to the Clinical Faculty member as a sole proprietor.

Membership in Designated Committees is an administrative service. Administrative service is a “taxable supply” and therefore subject to GST. Under the current Canada Revenue Agency guidelines, Clinical Faculty members, or their professional firms, are required to be registered for GST when total world-wide income for taxable services is more than \$30,000 in the last 4 calendar quarters or \$30,000 in a single calendar quarter. Clinical Faculty members should refer to the [Canada Revenue Agency website](#) and consult their tax professionals.

Clinical Faculty members should advise FOM of any change in their GST status.

5. Timing of Payments under these Committee Compensation Terms

All payments to Clinical Faculty members pursuant to these Committee Compensation Terms will be made:

- a) Following the June 30th academic year end for Standing Committees.
- b) Following the completion date of the search for Search Committees for Senior Leadership.