



## American Association of University Professors Faculty Compensation Survey 2023-24

### Instructions for Using the MS-Excel Upload Template

Instructions for completing the survey and frequently asked questions (FAQ) are available at

<https://research.aaup.org/instructions>

<https://research.aaup.org/faq>

#### Section 1. Starting the Survey

**Registration (for new users only).** If you are not certain whether you are registered in our system, click "Start" on the survey home page and enter your e-mail address. If you are registered in our system, you will have the option to reset your password, if needed. (Check your spam folder.) If there is an existing data manager or system admin for your institution, they can add you under "Manage Your Institution's Users" in the menu.

To register a new account, click "Start" on the survey home page and enter your e-mail address; complete the required information, including designating an institution, and "Save." Your registration request will be submitted to AAUP Research for approval, and you will be notified by email when your registration has been approved.

Full registration instructions are available on the FCS Data Submission and Results Portal:

<https://research.aaup.org/instructions#registration>

**Existing Users Login.** Log in using your email address and password. If you forget your password, click the "Get a New Password" link and it will be e-mailed to you. Passwords are case-sensitive.

Prior to beginning data entry for a survey, please verify your personal contact information in the "Manage Your Account" section.

#### Section 2. Options for Entering Survey Data

There are two options for entering FCS data:

(1) The preferred method is to complete and upload this MS-Excel template to the FCS Data Submission and Results Portal:

<https://research.aaup.org>

This template provides some preliminary data validation and a record of your data submission for future reference.

(2) You may also enter data directly online in the portal. Each survey form is listed in the "Data Collection" pull-down menu, which will appear after you have clicked the "Start" button.

#### Section 3. Using the MS-Excel Template

Please complete each survey form in this MS-Excel template file using the instructions for each form (tab). Links to full instructions and frequently asked questions (FAQ) pages are provided at the top of each form.

**Note on Copy/Paste in the MS-Excel Template.** Improperly formatted data may create problems for formulas built into the MS-Excel template. For best results, if you copy and paste data into the Excel file from another source, including other MS-Excel files, use only the "Paste Values" function. If you need help with this feature, please contact the AAUP FCS staff at [aaupfcs@aaup.org](mailto:aaupfcs@aaup.org).

**Validity Checks.** After completing the forms, please check the final tab labeled "Validity Checks." This worksheet can help identify some of the most common problems with the data. Make corrections if necessary. If there are no issues to correct, please save the file so it can be uploaded.

**Uploading the Completed MS-Excel Template.** Only users with the "Data Manager" or "System Administrator" user roles may enter or upload data. Prior to uploading data from the spreadsheet to the FCS Data Submission and Results Portal, please be sure to log in at <https://research.aaup.org> and "Start" the survey for the current year. Pull down the "Data Collection" menu and select "Data Upload Template" to upload the completed MS-Excel template.

After uploading the completed MS-Excel template, please review and correct any data issues on the "Data Overview" page before



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## Form 1: Institutional Information (Required)

Instructions for completing Form 1 and frequently asked questions (FAQ) are available at

<https://research.aaup.org/instructions#form1>

<https://research.aaup.org/faq#form1>

**If your institution's Form 1 information needs to be changed, please contact the AAUP Research Office at [aaupfcs@aaup.org](mailto:aaupfcs@aaup.org).**

- Please complete the first five fields for your own future reference.
- Please provide a conversion factor if you report salary data for faculty on 11- or 12-month contracts. The default value is 1.0 (no conversion).

IPEDS Unit ID	237011	Pre-populated from previous year, if applicable.
Institution Name	Western Washington University	Pre-populated from previous year, if applicable.
Respondent Name:		Optional (not uploaded)
Phone Number:		Optional (not uploaded)
Email Address:		Optional (not uploaded)
Survey Year:	2023-24	
Institutional Control	Public	Pre-populated from previous year, if applicable.
AAUP Category	Master's	Pre-populated from previous year, if applicable.
AAUP FCS System		Pre-populated if institution is part of a system for FCS data collection.
Publication Footnote		Pre-populated from previous year, if applicable.
Appendix III Footnote		Pre-populated from previous year, if applicable.
Conversion Factor	1	Pre-populated from previous year, if applicable.
Comments		



**American Association of University Professors  
Faculty Compensation Survey 2023-24**

**Form 2: Full-Time Faculty Salaries (Required)**

Instructions for completing Form 2 and frequently asked questions (FAQ) are available at

<https://research.aaup.org/instructions#form2>

<https://research.aaup.org/faq#form2>

**Report the number and salaries of full-time faculty members who were on the payroll as of November 1, 2023.**

- Report projected annual base salary expenditures excluding extra loads, summer teaching, stipends, or other forms of remuneration.
- For faculty working on a reduced load (e.g., 0.75 FTE), adjust salaries to the equivalent full load (e.g., 1.0 FTE).
- Exclude medical faculty and military faculty.
- Exclude extreme outliers.
- Report ranked faculty, including teaching faculty, at their named academic ranks.
- Report visiting faculty at the "instructor" rank.

Academic Rank	MEN					WOMEN				
	Number of Faculty	Total Contracted Base Salaries (\$)	Number Non-Tenure-Track	Number on Tenure Track	Number Tenured	Number of Faculty	Total Contracted Base Salaries (\$)	Number Non-Tenure-Track	Number on Tenure Track	Number Tenured
<b>Section 1. Faculty on 9- or 10-Month Contracts (Regardless of Number of Salary Installments)</b>										
1. Professor	139	18,412,969	0	0	139	95	11,985,393	0	0	95
2. Associate	107	11,281,933	0	0	107	95	9,422,429	0	1	94
3. Assistant	42	3,439,292	0	42	0	63	5,153,165	0	63	0
4. Instructor	57	3,923,680	57	0	0	69	4,113,045	69	0	0
5. Lecturer										
6. No Rank										
7. TOTAL	345	37,057,875	57	42	246	322	30,674,033	69	64	189
<b>Section 2. Faculty on 11- or 12-Month Contracts (Actual Amounts, Not Converted)</b>										
1. Professor	7	1,021,149	0	0	7	2	298,851	0	0	2
2. Associate	0	0	0	0	0	2	191,654	0	0	2
3. Assistant	0	0	0	0	0	0	0	0	0	0
4. Instructor	5	248,481	5	0	0	3	150,206	3	0	0
5. Lecturer										
6. No Rank										
7. TOTAL	12	1,269,630	5	0	7	7	640,710	3	0	4
<b>Section 3. Faculty on 9- or 10-Month Contracts Plus 11- or 12-Month Contracts (11- or 12-Month Salaries Are Converted to 9- or 10-Month Equivalents)</b>										
1. Professor	146	19,434,118	0	0	146	97	12,284,244	0	0	97
2. Associate	107	11,281,933	0	0	107	97	9,614,083	0	1	96
3. Assistant	42	3,439,292	0	42	0	63	5,153,165	0	63	0
4. Instructor	62	4,172,161	62	0	0	72	4,263,251	72	0	0
5. Lecturer	0	0	0	0	0	0	0	0	0	0
6. No Rank	0	0	0	0	0	0	0	0	0	0
7. TOTAL	357	38,327,504	62	42	253	329	31,314,744	72	64	193

Were any extreme outliers excluded? If yes, please explain in the comment field below.

Comments	
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Faculty Compensation Survey 2023-24**

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**Form 3: Full-Time Faculty Benefits**

Instructions for completing Form 3 and frequently asked questions (FAQ) are available at

- <https://research.aaup.org/instructions#form3>
- <https://research.aaup.org/faq#form3>

Report the projected total annual benefit expenditures and number covered for the full-time faculty reported in Form 2 (all academic ranks combined).

- Exclude employee contributions.
- Report the number of eligible faculty members regardless of whether the institution contributes.
- Include projected total annual premiums for insurance plans combining medical, dental, and other healthcare.
- Exclude payments for unfunded retirement liability, prepaid retiree health insurance, and social security.
- Exclude long-term disability, Medicare, life insurance, health savings account contributions, and "other benefits in kind."
- Report tuition benefits available to faculty dependents, not faculty.

Benefit	All Ranks Combined	
	Total Annual Expenditure (\$)	Number Covered (Eligible)
<b>Section 1. Faculty on 9- or 10-Month Contracts (Regardless of Number of Salary Installments)</b>		
Retirement	5,817,309	633
Total Health Insurance Premiums	9,102,488	666
<b>TOTAL</b>	<b>14,919,798</b>	<b>666</b>

<b>Section 2. Faculty on 11- or 12-Month Contracts (Actual Amounts, Not Converted)</b>		
Retirement	166,469	18
Total Health Insurance Premiums	259,681	19
<b>TOTAL</b>	<b>426,150</b>	<b>19</b>

<b>Section 3. Faculty on 9- or 10-Month Plus 11- or 12-Month Contracts (11- or 12-Month Retirement Converted to 9- or 10-Month Equivalent)</b>		
Retirement	5,983,779	651
Total Health Insurance Premiums	9,362,169	685
<b>TOTAL</b>	<b>15,345,948</b>	<b>685</b>

Section 4. Dependent Tuition Benefits	
Tuition waiver at institution	
Tuition waiver at specified institutions through a consortium or system	
Competitive scholarship programs, such as Tuition Exchange	
Tuition benefit varies based on years of service or other factors	
Other dependent tuition benefits	

Comments	
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Faculty Compensation Survey 2023-24**

**Form 4: Full-Time Continuing Faculty Salaries**

Instructions for completing Form 4 and frequently asked questions (FAQ) are available at

<https://research.aaup.org/instructions#form4>

<https://research.aaup.org/faq#form4>

**Report the number and salaries of faculty members employed full-time in the previous year (as of November 1, 2022) who remain employed full-time at the same contract length in in the current year (as of November 1, 2023).**

- Exclude amounts for new hires and departed faculty.
- Current and previous salaries for each continuing faculty member should be reported on the same row based on the previous year's (2022-23) academic rank, even if the faculty member was promoted in the current year (2023-24).
- Inclusion and exclusion criteria for Form 2 also apply to Form 4.

Previous Year (2022-23) Academic Rank	Number of Continuing Faculty	Total Contracted Base Salaries (\$)		Percentage Increase
		Current Year (2023-24)	Previous Year (2022-23)	

**Section 1. Faculty on 9- or 10-Month Contracts (Regardless of Number of Salary Installments)**

1. Professor	212	27,467,939	25,987,205	5.70%
2. Associate	181	19,448,352	18,232,513	6.67%
3. Assistant	109	9,390,627	8,635,978	8.74%
4. Instructor	94	6,255,114	5,946,069	5.20%
5. Lecturer				0.00%
6. No Rank				0.00%
7. TOTAL	596	62,562,031	58,801,765	6.39%

**Section 2. Faculty on 11- or 12-Month Contracts (Actual Amounts, Not Converted)**

1. Professor	6	919,847	871,905	5.50%
2. Associate	3	320,778	294,225	9.02%
3. Assistant	0	0	0	0.00%
4. Instructor	6	307,187	278,782	10.19%
5. Lecturer				0.00%
6. No Rank				0.00%
7. TOTAL	15	1,547,812	1,444,911	7.12%

**Section 3. Faculty on 9- or 10-Month Contracts Plus 11- or 12-Month Contracts (11- or 12-Month Salaries Converted to 9- or 10-Month Equivalents)**

1. Professor	218	28,387,786	26,859,110	5.69%
2. Associate	184	19,769,130	18,526,738	6.71%
3. Assistant	109	9,390,627	8,635,978	8.74%
4. Instructor	100	6,562,301	6,224,851	5.42%
5. Lecturer	0	0	0	0.00%
6. No Rank	0	0	0	0.00%
7. TOTAL	611	64,109,843	60,246,677	6.41%

Comments	
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Faculty Compensation Survey 2023-24**

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**Form 5: Administrative Compensation**

Instructions for completing Form 5 and frequently asked questions (FAQ) are available at

<https://research.aaup.org/instructions#form5>

<https://research.aaup.org/faq#form5>

**Report annual base salaries and supplements for administrators who were on the payroll as of November 1, 2023.**

- For each administrative position, report amounts for one individual only.
- "Supplement" is the cash value of any supplemental compensation provided by the institution or a private foundation.
- Convert partial-year figures to an annual basis.
- Provide a comment if an administrator is employed at multiple institutions or campuses.

**CONFIDENTIALITY NOTICE:** The figures supplied in this section will be used for aggregate calculations only; they will not be published or disclosed for individual institutions.

Position	Contracted Base Salary (\$)	Supplement (\$)
President/Chancellor	493,936.50	
Chief Academic Officer	319,300.00	
Chief Financial Officer	298,616.83	
Chief Development Officer	298,616.83	
Chief Administrative Officer		
Chief Counsel		
Director of Enrollment Management	272,950.08	
Director of Athletics	195,000.00	

Comments



**American Association of University Professors  
Faculty Compensation Survey 2023-24**

AMERICAN ASSOCIATION OF  
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**Form 6: Part-Time Faculty Pay, Previous Year (2022-23)**

Instructions for completing Form 6 and frequently asked questions (FAQ) are available at

<https://research.aaup.org/instructions#form6>

<https://research.aaup.org/faq#form6>

**Report the number, pay, and benefits of part-time faculty members who were paid per course section in the previous academic year.**

- Include only faculty members paid per course section to teach undergraduate course sections.
- Exclude salaried faculty, even if they are employed part time.
- Report data from the previous academic year.
- Include online course sections.
- Exclude distance learning classes, noncredit classes, individual instruction, and subsections of courses such as laboratories, recitations, and discussions.

	Number of Faculty	Pay per 3-Credit Hour Course Section			Benefits	
		Minimum Pay per Course Section (\$)	Maximum Pay per Course Section (\$)	Mean Pay per Course Section (\$)	Do Part-Time Per Section Faculty have Retirement Benefits?	Do Part-Time Per Section Faculty have Medical Benefits?
Part-Time Faculty Paid per Course Section					Some	Some

Comments	
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# American Association of University Professors Faculty Compensation Survey 2023-24

## Form 3: Estimator for Retirement Benefits Expenditure

Instructions for completing Form 3 and frequently asked questions (FAQ) are available at

<https://research.aaup.org/instructions#form3>

<https://research.aaup.org/faq#form3>

If you do not have projected total annual retirement benefit expenditures for Form 3, you may use an institutional contribution rate (%) here to calculate an estimate. Enter that estimate on Form 3 (it will not fill in automatically).

- Report the number of eligible faculty members regardless of whether the institution contributes.
- Exclude payments for unfunded retirement liability, prepaid retiree health insurance, and social security.

Institutional Contribution Rate (%)	Number of Faculty (From Form 2)	Estimated Expenditure (Enter on Form 3)
<b>Section 1. Faculty on 9- or 10-Month Contracts (Regardless of Number of Salary Installments)</b>		
0.00%	#REF!	0
<b>Section 2. Faculty on 11- or 12-Month Contracts (Actual Amounts, Not Converted)</b>		
0.00%	#REF!	0





**American Association of University Professors  
Faculty Compensation Survey 2023-24**

**Data Validity Checks (See Instructions)**

Academic Rank	Form 2 Salary and Tenure Status					Form 3	Form 4 Continuing Faculty		
	Total Faculty	Tenure Status	Average Men	Average Women	Outlays	Benefits No.	Avg. Sal. Curr. Yr.	Avg. Sal. Prev. Yr.	Percent Increase

**Section 1. Faculty on 9- or 10-Month Contracts (Regardless of Number of Salary Installments)**

1. Professor	234	OK	132,467	126,162	\$ 30,398,363		129,566	122,581	OK
2. Associate	202	OK	105,439	99,183	\$ 20,704,363		107,449	100,732	OK
3. Assistant	105	OK	81,888	81,796	\$ 8,592,457		86,153	79,229	OK
4. Instructor	126	OK	68,836	59,609	\$ 8,036,726		66,544	63,256	OK
5. Lecturer	0	OK			\$ -		#DIV/0!	#DIV/0!	OK
6. No Rank	0	OK			\$ -		#DIV/0!	#DIV/0!	OK
7. TOTAL	667	OK	107,414	95,261	\$ 67,731,908	OK	104,970	98,661	OK

**Section 2. Faculty on 11- or 12-Month Contracts (Actual Amounts, Not Converted)**

1. Professor	9	OK	145,878	149,425	\$ 1,320,000		153,308	145,317	OK
2. Associate	2	OK		95,827	\$ 191,654		106,926	98,075	OK
3. Assistant	0	OK			\$ -		#DIV/0!	#DIV/0!	OK
4. Instructor	8	OK	49,696	50,069	\$ 398,687		51,198	46,464	OK
5. Lecturer	0	OK			\$ -		#DIV/0!	#DIV/0!	OK
6. No Rank	0	OK			\$ -		#DIV/0!	#DIV/0!	OK
7. TOTAL	19	OK	105,802	91,530	\$ 1,910,340	OK	103,187	96,327	OK

**Section 3. Faculty on 9- or 10-Month Contracts Plus 11- or 12-Month Contracts (11- or 12-Month Salaries Are Converted to 9- or 10-Month Equivalents)**

1. Professor	243	OK	133,110	126,642	\$ 31,718,363		130,219	123,207	OK
2. Associate	204	OK	105,439	99,114	\$ 20,896,016		107,441	100,689	OK
3. Assistant	105	OK	81,888	81,796	\$ 8,592,457		86,153	79,229	OK
4. Instructor	134	OK	67,293	59,212	\$ 8,435,412		65,623	62,249	OK
5. Lecturer	0	OK			\$ -		#DIV/0!	#DIV/0!	OK
6. No Rank	0	OK			\$ -		#DIV/0!	#DIV/0!	OK
7. TOTAL	686	OK	107,360	95,182	\$ 69,642,248	OK	104,926	98,603	OK