BINGHAMTON
UNIVERSITY
STATE UNIVERSITY OF NEW YORK

Office of the Executive Vice President for
Academic Affairs and Provost

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MEMORANDUM

DATE: October 23, 2026

TO: Binghamton University Faculty

FROM: Donald E. Hall, Executive Vice President for Academic Affairs and Provost

RE: 2026 Presidential Discretionary Award Increase which affects UUP-Represented Faculty

The Agreement between UUP and the State University of New York includes a Discretionary Salary Increase Program that allows Binghamton University to recognize faculty for outstanding performance.

- The total pool will consist of ½ % of total SUNY-wide basic annual salaries as of 06/30/2026.
- To be eligible for these payments, the employee must be active or on paid leave on the eligibility date of 06/30/2026 (or April 30, 2026, for part-time employees whose employment expires before July 1, 2026) and at the time of payment (12/16/2026).
- If an employee is on leave without pay at the time of payment, the employee would be eligible to receive the raise upon returning to the payroll.
- If an employee is terminated at the time of payment, they are not eligible for the increase.

The criteria for the 2026 Discretionary Salary Program are outlined below. These criteria are intended to closely align the differing responsibilities carried by faculty and how faculty performance is recognized. At any given time, individual faculty may be assigned very different responsibilities with respect to fulfilling the University's mission. To be considered for a discretionary increase, a faculty member must (1) have filed the 2025-2026 annual report, (2) have performed well in fulfilling all assigned responsibilities, (3) have made either outstanding contributions within a single aspect of the university's mission (teaching, research, and service) or have made laudable contributions in more than one area and (4) have completed their required annual compliance training and be current with employee performance programs and evaluations of their direct reports. Supervisors who have questions regarding the completion of performance programs and/or evaluations should contact Sara Declemente-Hammoud in HR for assistance.

The availability of these funds gives me another way to learn about the outstanding contributions of Binghamton University's faculty. I look forward to hearing more about faculty accomplishments and achievements in the weeks to come.

Process

Using the process, they have employed in awarding past discretionary increases, the Deans will collect and review all recommendations in their respective areas and forward their decisions to me. I will then send my recommendations to Human Resources. HR will provide a final campus-wide roster to President D'Alleva for her review and approval. Presented below are the criteria to evaluate faculty contributions to the University and the procedures to be followed. The various units of the University are quite diverse in culture and ways of operating. These differences contribute significantly to the excellence that characterizes all sectors of this institution. This process enables us as academic leaders to learn more about the significant contributions the faculty here at Binghamton University make to the success of this institution. We look forward to hearing about our colleagues' personal and professional accomplishments and achievements in the weeks to come.

Objectives & Criteria

The purpose of the discretionary program is to recognize significant contributions made by faculty members across the full range of the University's mission: teaching, research, and service. Therefore, the program should grow out of the concept of a community of scholars. Academic units should use some process of collegial review to determine whom to recommend for a discretionary increase. Deans should play an essential role in the process, evaluating recommendations from departments and advisory committees and modifying them if that is judged to be appropriate. Deans may also retain a portion of the allocation to recommend increases to faculty who have made significant contributions to the school. Deans will forward all proposed awards from their school to the Provost.

In making their recommendations, Deans and academic units should recognize truly outstanding faculty performance in teaching, research, and service. Contributions within those areas should be broadly conceived to recognize exceptional performance in the many ways faculty contribute to each area or a combination of areas.

Procedures

Academic Unit Allocation Guidelines

It is entirely appropriate within these guidelines to make different kinds of recommendations. One faculty member might be recommended to receive an increase to recognize their outstanding scholarly contributions. Another might be recommended for an increase to recognize exceptional contributions to either teaching or service. A third faculty member may be recommended for laudable contributions among our instructional, research, and service missions. In no case should a faculty member be recommended for a discretionary increase if that individual did not fulfill all of their assigned responsibilities at an acceptable level. This includes the timely submission of Performance Programs and Evaluations for professional and clerical staff if the faculty member is a supervisor. All recommendations must be made on the attached form.

Please note that the rationale should be brief; it may be as simple as "outstanding book published," "high quality articles published," "developed new course," "graduated three doctoral students," "extensive University wide service," etc.

Alternative Process

Consistent with past practice, we will make a second pathway available to members of our university community governed by the discretionary salary program. Thus, a faculty member concerned about the primary process for evaluation and who wishes to have their performance recognized by a discretionary increase can write directly to their department Chair and/or Dean. That letter should identify the basis for the request for review and provide any supporting materials the individual wishes to attach. The department Chair and/or Dean will review these materials and provide their recommendation about an increase. Both the original request from the faculty member and the department Chair and/or Dean's recommendation shall then be forwarded through channels to the Provost by Wednesday, November 4, 2026. The Provost will review the candidate's initial statement and the department Chair/Dean's opinion(s) in making his recommendations to the President for final approval.

C: Anne D'Alleva, President
Joseph P. Schultz, Associate Vice President for Human Resources