

# The Negotiation Process

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# Why negotiate?

- You want the position that best supports your (long-term) career goals.
- You want to increase the likelihood of a smooth transition from a graduate student to a faculty member.
- You want the terms of the position to best fit your day-to-day working style.
- Pay increases are usually a percentage of prior salary.

# When(How long) do you negotiate?

- After you receive an official offer in writing.
- Do not say YES or NO right away.
- Identify a mutually agreeable timeline to respond and begin negotiations.
- Collect your thoughts, clarify the details of the offer, gather more information, and formulate a thoughtful response that describes in everything you want/need.

# Clarify Offer and Gather Information

- Salary norms in your field, at that type of institution, history of salary increases, cost of living
- Context of an offer
- Compare full compensation package of all offers (retirement package, insurance premiums, parking fees, housing options, tuition support for family members, ...)
- Expectations for advising, supervising theses, office hours
- Expectations and support for writing and managing grants
- Talk to other faculty in that department (if possible)

# Clarify Offer and Gather Information

- Policy (and practice) on course buy-outs
- Policy (and practice) for serving on committees versus expectations for you to serve on committees
- Policy (and practice) for sabbaticals
- Policy (and practice) for faculty travel, student travel, international travel
- Policy (and practice) for maternity/paternity leave
- Computing resources; physical space

# With whom do you negotiate?

- Provost, Dean, or Chair (least desirable)
- Personality can vary too.
  - “It’s my job to get you here.”
  - “It’s my job to get you here as cheap as possible.”
  - “Our school is better than the other school you are considering, so...”

# What to negotiate? vs. What is negotiable?

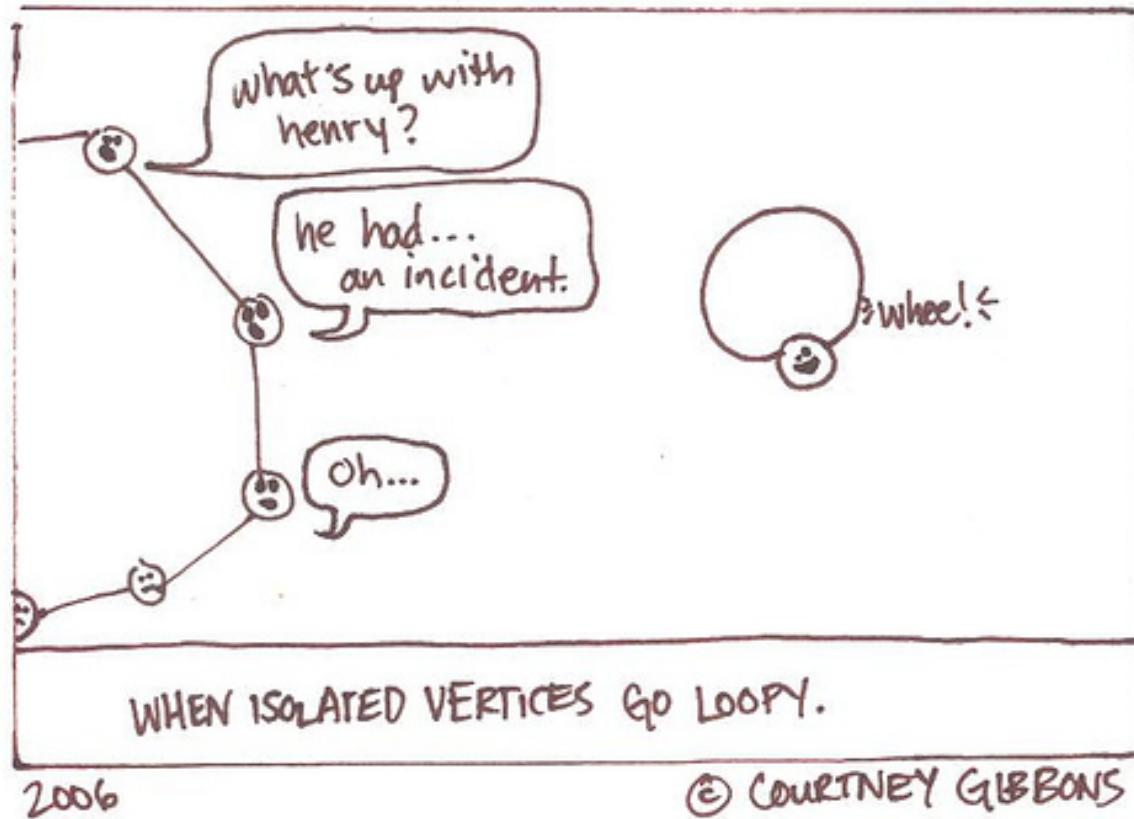
- salary
- moving expenses
- (initial) teaching load
- delayed start date
- start-up package
- Something may not be possible at a particular institution due to constraints, policy, practice, or principles of equity.

# How to negotiate?

- Understand the priorities and goals for different aspects of your future faculty life.
- Identify what you need to be happy, productive, and meet tenure expectations.
- Clearly articulate what is important to maximally productive vs. what you can get by on.
- Be explicit and concrete when you describe what you want.
- Be honest, professional, responsive (prompt but not hasty) and willing to accept no for an answer.
- Limit the numbers of counteroffers and requests for information. Write up comprehensive, detailed list of what will guarantee you will say yes.



# Get Advice



Questions!