

Appointment options for postdoctoral associates and postdoctoral fellows May 2022

Effective July 1, 2022, the NIH minimum salary stipend at \$54,840 applies to full-time postdoctoral associate appointments. [NIH Policy Notice NOT-OD-22-132](#)

Cornell continues to view the postdoctoral role primarily as full-time, however, there may be rare, isolated situations when appointment to a postdoctoral role in a part-time capacity may be appropriate. Postdoctoral appointments at Cornell provide an intensive research/scholarly experience that includes broad training, independence and substantial job responsibilities. Individuals may at times face life circumstances in which a part-time postdoctoral appointment is a better option than an hourly appointment in another title. *These appointments require advance approval of the unit's dean or delegate of the dean, which may be the human resources director.*

The following guidelines apply to part-time postdoctoral associate appointments:

- 1) The appointment will be a minimum of 50% effort. The appointment can be combined with other appointments (i.e., lecturer). If the part-time appointment is a postdoctoral fellow receiving non-employee compensation via accounts payable, then that appointment may NOT be combined with any other appointment paid via payroll.
- 2) The appointment letter should outline the standard work hours/effort expectations of the postdoctoral associate and must be re-evaluated at each reappointment. The letter should also include information on avenues of support if the postdoctoral associate faces challenges in meeting expectations while maintaining part-time status, including [college/unit human resources](#), the [Office of Postdoctoral Studies](#), the [Ombudsman](#) and [Faculty & Staff Assistance Program](#), etc. Refer to sample offer letters for postdoctoral associates and postdoctoral fellows.
- 3) Although the NIH minimum salary stipend may be pro-rated for part-time, exempt appointments, they must also comply with the minimum exempt weekly salary levels. Since the minimum appointment is 50%, postdoctoral associates remain benefits-eligible and postdoctoral fellows have the option to obtain limited endowed benefits.

Other academic positions that are primarily research related, must also comply with the minimum exempt weekly salary levels. If the exempt minimum weekly salary cannot be met, an hourly appointment may be appropriate if the work and appointment can be managed following overtime and related policy requirements. The pay and title, which may be *academic or non-academic*, will be based on the duties. Guidelines which provide detailed information on research-related appointments can be found [here](#).