

**ARTICLE 23 [2016-2017]**  
*[supersedes earlier versions, including 2015-2018]*  
**SALARIES**

**23.1 Policy.** The parties of this Agreement recognize the importance of providing appropriate compensation as an essential component in the delivery of quality higher education programs and quality scholarship that is recognized nationally and internationally. To that end, the parties are committed to working toward the common goals of the University of Central Florida. This policy statement is not subject to Article 20, Grievance Procedure.

**23.2 Promotion Increases.**

(a) Promotion salary increases shall be granted in an amount equal to 9.0% of the employee's ~~previous year's base salary rate~~ as of August 7 of the succeeding academic year in recognition of promotion to one of the ranks listed below:

- (1) To Assistant in \_\_\_\_\_, and Assistant University Librarian;
- (2) To Associate Professor, Associate Instructor, Associate Lecturer, Associate Scholar/Scientist/Engineer, Associate in \_\_\_\_\_, and Associate University Librarian;
- (3) To Professor, Senior Instructor, Senior Lecturer, Scholar/Scientist/Engineer, and University Librarian.

(b) Promotion salary increases shall be effective on August 8 for promotion approved during that year.

**23.3 Legislatively Mandated Increases.**

(a) No legislatively mandated increases were provided in 2015.

**23.4 Other Increases.**

(a) ~~Across-the Board Salary Increases. [this information is not available for the April 22, 2016 bargaining session] Effective January 15, 2016, each eligible employee shall receive a one percent increase to the employee's base salary. The increase will be calculated using the employee's salary as of January 14, 2016. An employee shall be eligible if the employee's most recent annual evaluation, if provided, was Satisfactory or above; the employee was in an employment relationship with the University prior to May 7, 2015; and the employee remains in an employment relationship at the date of implementation. Employees employed in 2014 that meet the above qualifications and were not evaluated shall be provided with an evaluation for that period and shall be eligible for the increase.~~

(b) ~~One-time payment. [this information is not available for the April 22, 2016 bargaining session] In addition to the across the board increases taking effect on January 15, 2016, all employees eligible for that increase shall receive a one-time payment of \$1375 on January 15, 2016 or as soon as practicable thereafter.~~

(c) ~~Merit Salary Increases. [this information is not available for the April 22, 2016 bargaining session] Effective January 15, 2016 for the 2015-2016 year, the University shall provide merit salary increases to each department/unit equal to two percent (2%) of the total base salary of employees in the department/unit as of August 14, 2015. All employees who are not members of a department/unit shall be grouped together and treated as a department/unit for the purpose of calculating and providing merit salary increases. Merit salary increases shall be provided to eligible employees in each department/unit who are in an employment~~

relationship with the University prior to May 7, 2015; who remain in an in-unit employment relationship at the date of implementation; and meet the following criteria and procedures.

(1) Eligibility. Departments with approved standards may participate in merit increase programs. For the 2015-2016 year, an employee is eligible under this Section if he or she received an *Above Satisfactory* or *Outstanding* on his or her most recent annual evaluation and is still employed in unit at the University on the date of BOT ratification.

(2) Distribution. The merit salary increases for eligible employees shall be calculated as a percentage of their base salary. Such increases shall be distributed proportionately to those employees whose most recent annual evaluations are *Above Satisfactory* or *Outstanding* in a ratio of 1.0 for *Above Satisfactory* and 1.7 for *Outstanding*.

(d) Equity Increases. [this information is not available for the April 22, 2016 bargaining session]

**23.5 Annual Incentive Award Programs.** Incentive Award Programs shall be implemented as set forth in Paragraphs (a) through (c) below, to recognize and promote faculty/employee excellence and productivity that respond to and support the mission of the University of Central Florida. The president shall give the final approval for, including its strategic initiatives and five key goals. Each year, the University shall make available to eligible employees 100 Incentive Awards. The awards to the successful faculty shall be distributed as set forth in Paragraphs (a) through (f) below. . Regardless of the contract length (9 months through 12 months), award recipients shall receive a one-time award of \$5,000 as soon as practicable and a \$5,000 increase to their salary effective at the beginning of the succeeding academic year. increase to All full-time, regular employees in a college or unit shall be eligible for Incentive Award Programs in their base salary retroactive to the start of the employment agreement for the fifth year of continuous service, and beginning in the fifth academic year in which the award was given. These awards shall be made according to existing criteria and procedures. after receiving a particular incentive award (i.e., every five years). Employees applying for TIPs must meet current productivity criteria. Employees on visiting and other temporary appointments are not eligible for incentive awards. Employees may apply for a TIP, RIA, and one Strategic Initiative Award in any given year.

(a) **UCF-Teaching Incentive Program.** The UCF-Teaching Incentive Program (“UCF-TIP”) rewards teaching productivity and excellence. Each academic year the University shall award up to forty (40) new UCF-TIP awards (additional awards may be given as a result of rounding, e.g. a college allocated 5.5 awards would round up to 6 awards) in addition to recycled awards. UCF-TIP awards to employees. Additional awards beyond 40 due to rounding will be funded out of the recycled awards. The UCF-TIP award recognizes faculty contributions to UCF’s key goals of offering the best undergraduate education available in Florida and achieving international prominence in key programs of graduate study

(b) **UCF-Research Incentive Award Program.** The UCF-Research Incentive Award (“UCF-RIA”) program recognizes outstanding research, scholarly, or creative activity that advances the body of knowledge in a particular field. Each academic

92 year the University shall award up to ~~twenty (20) new~~forty UCF-RIA awards  
93 ~~(additional to employees. Additional awards may beyond 40 will be given as a~~  
94 ~~result funded out of rounding, e.g. a college allocated 5.5 awards would round up to 6~~  
95 ~~awards) in addition to the recycled awards. The UCF-RIA award recognizes faculty~~  
96 ~~contributions to UCF's key goal of achieving international prominence in research and~~  
97 ~~creative activities.~~

98 (c) **Strategic Initiative Awards.** Teaching and research are core missions of  
99 the University that are unchangeable. Other missions may change as the University's  
100 strategic initiatives change. Following are four categories of awards aligned with the  
101 university's current strategic initiatives. Each of these award programs will have five  
102 awards to distribute and will be funded by TIP and RIA re-cycles.

103 (1) **Scholarship of Teaching and Learning Program.** The Scholarship of  
104 Teaching and Learning (SoTL) program recognizes success in research related to the  
105 scholarship of **Awards (SoTLs).** SoTLs use discovery, reflection, and evidence-based  
106 methods to research effective teaching and student learning. Each While the  
107 implementation of SoTL outcomes can result in teaching excellence and increasing  
108 teaching effectiveness, this award recognizes not teaching excellence but scholarly  
109 efforts. For academic year 2016-2017, the University shall award up to ten (10) new  
110 SoTL awards. Each year thereafter, the number of awards will decrease by one until  
111 there are 5 SoTLs available in by addition academic year 2021-2022.

112 (2) **Graduate Student Research Supervision Awards (GSRs).** This new  
113 award will recognize significant (above the norm in the department/unit) supervision of  
114 graduate student research/ scholarship/creative work. The GCRS Award recognizes  
115 faculty contributions to UCF's goal of achieving international prominence in key  
116 programs of graduate study and research. For academic years 2016-2017 and 2017-  
117 2018, the university shall make available 3 GSRS awards. For academic years 2018-2019  
118 through 2020-2021 the number of awards shall increase to 4. In academic year 2021-  
119 2022, the number of awards shall increase to 5.

120 (3) **External Funding Relative to Discipline Awards (EFRDs).** This new  
121 award will recognize significant (above the norm in the discipline) external funding.  
122 Applicants will not be judged on the total dollar amount of external funding, but on the  
123 significance of the funding they receive pursuant to their discipline. The EFRD Award  
124 recognizes faculty contributions to one of the University's new strategic goals—to  
125 double UCF's external funding by 2020. For academic year 2016-2017, the University  
126 shall make available 3 EFRD awards. For academic years 2017-2020, the University shall  
127 make available 4 awards. In academic years 2020-2021 and 2021-2022, the number of  
128 awards shall increase to 5.

129 (4) **Impactful Collaboration/Interdisciplinarity/Partnership Awards**  
130 (ICIPs). This new award recognizes outstanding collaboration in pedagogy,  
131 interdisciplinary scholars on teams solving tomorrow's scientific and societal challenges,  
132 and partnerships in the community and abroad that transform lives. The ICIP Award  
133 recognizes faculty contributions to the University's goal of being America's leading  
134 partnership university. From academic year 2016-2017 through 2018-2019, the

University shall make available 4 awards. In academic years 2019-2022, the number of awards shall increase to 5.

recycled awards. The following chart represents the changes over time for award allocation:

	<u>SoTL</u>	<u>EFRD</u>	<u>GSRs</u>	<u>ICIP</u>
<u>2016-17</u>	<u>10</u>	<u>3</u>	<u>3</u>	<u>4</u>
<u>2017-18</u>	<u>9</u>	<u>3</u>	<u>4</u>	<u>4</u>
<u>2018-19</u>	<u>8</u>	<u>4</u>	<u>4</u>	<u>4</u>
<u>2019-20</u>	<u>7</u>	<u>4</u>	<u>4</u>	<u>5</u>
<u>2020-21</u>	<u>6</u>	<u>4</u>	<u>5</u>	<u>5</u>
<u>2021-22</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>

(d) **Applications for Incentive Awards.** Until the Office of Faculty Excellence is able to make applications electronic, applications shall be compiled in a binder with a 1” diameter ring. Binder and divider pockets shall remain empty. Applications shall include the sections listed below compiled on 8.5” x 11” paper, 12 point font, and with 1” margins on all sides.

(1) Cover page, including name, job title, department, college, and duration covered by the application.

(2) Table of contents, with section numbers.

(3) Only the relevant portion (i.e., teaching for TIP, research for RIA and SoTL, and service for SPA) of the Annual Chair’s Evaluation or equivalent for the time period represented in the application. The Department Chair shall provide the number of faculty evaluated in each year during that time period, the number of faculty in each category (Outstanding, Above Satisfactory, etc.), and the department/unit’s AESP.

(4) A narrative limited to five pages that presents evidence of outstanding achievements within the award program. The narrative may contain relevant materials associated with an Annual Evaluation, as summarized in Article 10.1(d). Information may be summarized in tables and figures. Additional materials (e.g., published works, images of artwork, audio files of musical performances) may be referenced in the narrative and provided in appendices.

(5) Appendices that verify information included in the narrative and must be cited in it.

(e) **Incentive Award Selection.**

(1) TIPs/RIAs. College or unit committees for the TIP and RIA award programs shall be elected by and from the unit employees. The committees shall equitably represent the departments or units within them. Employees who plan to apply for a particular award in the current or immediately following cycle shall not be eligible to serve on the committee. A committee chairperson for each incentive award program shall be elected by and from the college/unit committee. The chairperson shall charge the committee that members shall only consider the merits of the application. No

173 additional outside information or discussion of position, e.g., instructor vs. tenure track  
174 faculty, past awards, current salary, etc., may be considered. The committee shall  
175 review the award applications and shall submit a ranked list of recommended  
176 employees to the dean or dean's representative. In ranking the applicants, committee  
177 members shall only consider the merits of the application. The committee shall not  
178 impose any numerical criteria or weightings during the ranking process, and for  
179 completed applications, departures from the specifications in 23.5(e) may impact but  
180 shall not disqualify an application.

181 (a) Each committee member shall review all applications and  
182 transmit a preliminary ranking to the committee chair. Committee members may rank as  
183 many applicants as they deem merit the award, with 1 being the highest, 2 the next  
184 highest, and so on. Applications that are not deemed acceptable for an award shall be left  
185 unranked. The committee chair shall determine the number of ranked votes for each  
186 applicant, the arithmetic mean ranking, and the variance in ranking.

187 (b) The committee chair shall convene the committee and review  
188 their initial rankings. Discussion shall be limited to information contained in the  
189 application and may focus on applicants with a large variance in rankings, to try to  
190 identify the cause of and reduce disparate rankings.

191 (c) Following this discussion, the committee shall use a secret  
192 ballot to rank candidates using the procedure stated above.

193 (d) A majority of voting committee members must rank an  
194 applicant for that employee to be eligible for an incentive award.

195 (e) The applicant with the lowest mean score will have the  
196 highest priority for an incentive award, the applicant with the next lowest mean score the  
197 next highest priority, and so on, until all applicants who received a majority of votes are  
198 ranked.

199 (f) The committee chair will transmit this ranked list to the dean  
200 or dean's representative, or unit head who shall have final approval of the awards. If the  
201 dean or unit head does not approve an award, it shall be retained in the same college or  
202 unit for one cycle before it is returned to the overall pool for apportionment.

203 (g) For purposes of TIP/RIA selection as stated above, "college"  
204 shall also include the group of employees whose primary assignment is in the College of  
205 Undergraduate Studies, the College of Graduate Studies, an institute or center. These  
206 employees shall be grouped together for purposes of calculating the number of awards  
207 available for each award category. The college committee shall consist of a member  
208 from each of the units represented. In the case of TIP awards, the final decision shall be  
209 made by the Vice Provost for Teaching and Learning. In the case of RIAs, the Vice  
210 President for Research will be the final decision-maker.

## 211 (2) Strategic Initiative Award Selection

212 (a) SoTL awards shall be made according to existing criteria  
213 and procedures, with the Vice Provost for Teaching and Learning having final decision  
214 making authority. He or she shall have the ability to retain an award for one cycle before  
215 it is returned to the overall pool for apportionment.



216 (b) GSRs awards shall be awarded at the University level. A  
217 selection committee composed of one member from each college that offers research  
218 intensive graduate programs, shall evaluate the applications and make  
219 recommendations to the Dean of the Graduate College, who will have final decision-  
220 making authority. He or she will have the ability to retain an award for one cycle before  
221 it is returned to the overall pool for apportionment.

222 (c) EFRD awards shall be awarded at the University level. A  
223 selection committee composed of one member from each college shall evaluate the  
224 applications and make recommendations to the Vice President for Research, who will  
225 have final decision-making authority. He or she will have the ability to retain an award  
226 for one cycle before it is returned to the overall pool for apportionment.

227 (d) ICIP awards shall be awarded at the University level. A  
228 committee composed of the Faculty Cluster Initiatives Lead, FCTL faculty fellow, the  
229 Provost Fellows, the Dean of Students, the Special Assistant to the President on Global  
230 Perspectives, and the Vice Chair of the Faculty Senate, shall evaluate the applications and  
231 make recommendations to the Vice Provost for Faculty Excellence and International and  
232 Global Strategies, who will have final decision-making authority. He or she will have the  
233 ability to retain an award for one cycle before it is returned to the overall pool for  
234 apportionment.

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236 **23.6 Emerging Preeminence Initiative.** In any year in which the number of recycles  
237 exceeds 30, monies in excess of the amount needed to fund 100 incentive awards will  
238 be allocated to an Emerging Preeminence Fund held in the Office of Faculty Excellence.  
239 The monies in this fund will be spent to support and strengthen faculty. Examples of  
240 how these monies will be spent (inclusive of all faculty ranks/titles) are listed below in  
241 order of priority.

242 (a) In years when fewer than 30 awards are recycled (vacated), the balance will  
243 be used to fund incentive awards.

244 (b) Professional Development for Faculty (examples include: leadership,  
245 technology training, pedagogical and new knowledge relative to field, restart for long  
246 term associate professors).

247 (c) Faculty in house grants program supporting international initiatives.

248 (d) International Faculty Mobility grants (International travel grants for faculty  
249 when they have exhausted their allocated travel for year).

250 (e) Faculty Fellows focused on projects that support faculty.

251 (f) Preeminent awards (offering grants for faculty who receive prestigious  
252 national/international recognition to even further their scholarship, research, and creative  
253 work or research funds for named professorships).

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255 **23.7 Excellence Awards.** The University shall implement the merit-based bonuses set  
256 forth below to recognize and promote ~~faculty~~employee excellence and productivity that  
257 respond to and support the mission of the University of Central Florida.

258 (a) Trustee Chair Professorship. The UCF Trustee Chair Professorship is a  
259 multi-year appointment awarded to ~~faculty~~employees with an extraordinary record of

260 accomplishment in the three primary areas of academic endeavor: teaching, research  
261 and service. The objective of this appointment is to recognize and celebrate outstanding  
262 performance with a title and resources commensurate with accomplishment.

263 (1) Award recipients shall receive an annual stipend of \$50,000 funded  
264 by the University. Up to \$25,000 can be used as a salary supplement. These chairs have  
265 a five-year renewable appointment.

266 (2) Each academic year, the University shall award up to eight (8)  
267 Trustee Chair Professorships.

268 (3) These awards shall be made according to existing criteria and  
269 procedures.

270 (b) Pegasus Professor. The Pegasus Professor award recognizes excellence in  
271 the three primary areas of academic endeavor: teaching, research and service.

272 (1) Award recipients shall receive a one-time payment of \$5,000 from  
273 Foundation funds as well as a Pegasus statue.

274 (2) Each academic year, the University may award Pegasus Professor  
275 awards.

276 (3) These awards shall be made according to existing criteria and  
277 procedures.

278 (c) Excellence Awards

279 (1) Award recipients shall receive a one-time payment of \$2,000.

280 (2) Each academic year, the University shall award Excellence in

281 Undergraduate Teaching awards, one ~~(1)~~ University Award for Excellence in

282 Undergraduate Teaching, Excellence in Graduate Teaching awards, one ~~(1)~~ University

283 Award for Excellence in Graduate Teaching, two ~~(2)~~ University Awards for Excellence in

284 Faculty Academic Advising, one ~~(1)~~ University Award for Excellence in Professional

285 Academic Advising, Excellence in Research awards, one ~~(1)~~ University Distinguished

286 Research award, two ~~(2)~~ University Awards for Excellence in Professional Service, ~~and~~

287 one ~~(1)~~ Excellence in Librarianship award, and one Excellence in Instructional Design

288 award.

289 (3) These awards shall be made according to existing criteria and  
290 procedures.

291

292 **23.78 Salary Increases for Employees Funded by Contracts and Grants.**

293 (a) Employees on contracts or grants shall receive salary increases equivalent  
294 to similar employees on Education and General (E&G) funding, provided that such salary  
295 increases are permitted by the terms of the contract or grant and adequate funds are  
296 available for this purpose in the contract or grant. In the event such salary increases are  
297 not permitted by the terms of the contract or grant, or in the event adequate funds are not  
298 provided, the president or president's representative shall seek to have the contract or  
299 grant modified to permit or fund such increases.

(b) Nothing contained herein shall prevent employees whose salaries are funded by grant agencies from being allotted raises higher than those provided in this Agreement if such increases are provided by the granting agency.

**23.89 Administrative Discretion Increases.** On ~~May 8~~September 1, 2016 through August 31, ~~2016~~ 2017, the University may provide Administrative Discretion Increases up to one and one-half percent (1.5%) of the total salary rate of Education and General (E&G) employees who were in an employment relationship with the University on May 7, ~~2015~~2016. Any Administrative Discretion Increase provided to contract and grant (C&G) employees, any court-ordered or court-approved salary increase, any prevailing wage adjustment for the purpose of qualifying for immigration status, or any salary increase to settle a legitimate, broad-based employment dispute shall not be subject to the terms and limitations of this Section.

(a) The University may provide Administrative Discretion Increases for verified written offers of outside employment, special achievements, ~~exceptional~~ merit, compression and inversion, equity and market equity considerations, and similar special situations to employees in the bargaining unit.

(b) ~~Administrative Discretionary~~ Increases for verified written offers of outside employment shall not contribute to the calculation of the ~~total~~ salary rate.

(c) UFF Notification. At least 14 days prior to the effective date of any such increase, the University shall provide to the UFF a written notification of the increase which states the name of the employee, the rank and discipline of the employee, the amount of the increase, and the reason for the increase.

(d) The University's ability to provide Administrative Discretion Increases shall expire August 31, ~~2016~~2017, and shall not become part of the status quo.

**23.910 Report to Employees.** All employees shall receive notice of their salary increases prior to implementation.

**23.110 Type of Payment for Assigned Duties.**

(a) Duties and responsibilities assigned by the University to an employee that do not exceed the available established FTE for the position shall be compensated through the payment of salary, not Other Personal Services (OPS) wages.

(b) Duties and responsibilities assigned by the University to an employee that are in addition to the available established FTE for the position shall be compensated through OPS wages, not salary.

**23.121 Twelve-Month Payment Option.** The parties agree that a twelve-month payment option for 9-month employees shall be offered each year during an annual open enrollment period from April 1 to June 30. If chosen by the employee, this payment option shall become effective for one year starting with the first full pay period beginning after August 8. The plan shall allow for employees to select a fixed savings amount to be deducted from each of the nineteen (19) full bi-weekly paychecks received during the Fall and Spring semesters with a change in that amount to account for those paychecks from which double premiums are deducted. The total savings shall be returned to the



345 employee in equal amounts for the five (5) full bi-weekly paychecks received during the  
346 Summer semester. The University shall provide an online calculator and assistance as  
347 reasonable, taking into account time and resources, to assist the employee in determining  
348 a savings amount and fixed reduction amount that will allow the employee's net  
349 paychecks to remain approximately level across the 24 pay periods. Pay received for  
350 supplemental summer assignments shall be unaffected by this plan. This pay plan is  
351 subject to tax limitations.

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353 **23.132 Administrative Salary Stipends.** A temporary salary increase which is provided  
354 to an employee as compensation for performing a specific, titled administrative function  
355 shall be permitted under this agreement as an Administrative Salary Stipend. At least 14  
356 days prior to the effective date of any Administrative Salary Stipend, the University shall  
357 provide UFF a written notification of the stipend which states the name of the employee,  
358 the rank and discipline of the employee, the amount of the stipend, and the reason for the  
359 stipend. If all or part of the stipend is later added to the employee's ~~base~~ salary, the  
360 amount so converted shall be treated as an Administrative Discretion Increase during the  
361 year in which the conversion takes place and shall be subject to Section 23.8 limitations  
362 of that section.

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364 **23.143 Salary Rate Calculation and Payment.** The biweekly salary rate of employees  
365 serving on twelve (12) month (calendar year) appointments shall be calculated by  
366 dividing the calendar year salary rate by 26.1 pay periods.