

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is entered into by and between the University of Central Florida Board of Trustees ("UCF") and the UCF Chapter of the United Faculty of Florida ("UFF") for the purpose of supplementing the 2022-2024 BOT-UFF Collective Bargaining Agreement ("CBA") for the introduction of two accelerated academic terms.

WHEREAS UFF is the certified bargaining agent for a unit of employees of the University of Central Florida;

WHEREAS the parties recently concluded collective bargaining negotiations for a 2022-2024 CBA;

WHEREAS the parties will open full-book negotiations for the 2024-2027 CBA in November 2023 and will conclude those negotiations at an unknown time;

WHEREAS UCF intends to offer courses in two new accelerated terms beginning in the 2023-2024 academic year;

WHEREAS classes in the new Winter Intersession are expected to begin the Monday after graduation for the fall semester and to end the Friday before classes begin for the spring semester;

WHEREAS classes in the new Maymester are expected to begin the Monday after graduation for the spring semester and to last for four weeks (Monday through Friday).

WHEREAS the parties support efforts to increase students' success and shorten their time to complete their degrees;

WHEREAS UCF is committed to fairly compensating and evaluating instructional faculty;

WHEREAS UCF and UFF hereby agree to supplement the current CBA with the following terms until negotiations on a new full-book CBA are completed and a new CBA is fully ratified.

Appointments for Accelerated Terms

Overload appointments for a Winter Intersession - and in Maymester for 12-month employees - shall be offered equitably and as appropriate to qualified employees in sufficient time to allow voluntary acceptance or rejection. Overload duties are, by definition, not in-load. The asynchronous online modality will be used for all courses offered in the Winter Intersession. Course offerings and Winter Intersession appointments will be made taking into consideration programmatic needs, student demand, suitability of the asynchronous online modality, and budget availability. Emergency Technical support for asynchronous teaching shall be provided by the University.

Summer supplemental appointments for a Maymester shall be offered equitably and as appropriate to qualified employees not later than five weeks prior to the beginning of the course, if practicable. Course offerings and Maymester appointments will be made taking into consideration programmatic needs, student demand, and classroom and budget availability.

Appointments for accelerated terms shall be offered to full time employees in the order established in the unit's existing policy for equitable assignment of supplemental teaching assignments as well as the unit's programmatic needs.

Overload and summer supplemental teaching assignments, like those for the fall and spring semesters, include the normal activities related to such an assignment as defined by the department/unit and the nature of the course, including office hours, course preparation, curriculum development, lectures, evaluation of student efforts, academic advising, research, and department, college, and University committee meetings.

Employees who are compensated for teaching a course during a Winter Intersession and/or a Maymester are to report upon such teaching activities in their next annual report. Winter Intersession teaching is reported and evaluated in the same (i.e., current) academic year, and Maymester teaching is reported and evaluated in the following academic year. Their supervisors will consider these teaching activities when preparing the employee’s corresponding annual evaluation.

Compensation for Instructors Teaching Courses in Accelerated Terms

Winter Intersession Compensation. Since employees are under contract at the time of the Winter Intersession, employees who agree to teach one course in the Winter Intersession will be compensated for an overload.

- For employees on a nine-month contract, their overload compensation shall be 12.5% of their nine-month base salary for a three-credit-hour course. Compensation for courses of greater or fewer than three credit hours shall be prorated.
- For employees on a twelve-month contract, their overload compensation shall be 9.0% of their twelve-month base salary for a three-credit-hour course. Compensation for courses of greater or fewer than three credit hours shall be prorated.

Maymester Compensation.

- Nine-month employees who agree to teach one course in the Maymester will be compensated in the same manner as nine-month employees who agree to teach a summer course. Their compensation shall be 12.5% of their nine-month base salary for a three-credit-hour course. Compensation for courses of greater or fewer than three credit hours shall be prorated.
- Employees on a twelve-month contract who agree to teach one course in the Maymester will be compensated for an overload. Their overload compensation shall be 9% of their twelve-month base salary for a three-credit-hour course. Compensation for courses of greater or fewer than three credit hours shall be prorated.



Signed this xxth day of May, 2023.

UCF Representative

UFF Representative

Date

Date