

1 **ARTICLE 23 [2016-2017-2018]**

2 *[supersedes earlier versions, including 2015-2018 and 2016-17]*

3 **SALARIES**

4
5 **23.21 Promotion Increases.**

6 (a) Promotion salary increases shall be granted on August 8 following that promotion in an
7 amount equal to 9.0% of the employee's salary as of August 7 in recognition of promotion to one of the
8 ranks listed below:

- 9 (1) To Assistant in _____, and Assistant University Librarian;
10 (2) To Associate Professor, Associate Instructor, Associate Lecturer, Associate
11 Scholar/Scientist/Engineer, Associate in _____, Associate Instructional Designer, and Associate
12 University Librarian;

13 (b) Following ratification of this document, future pPromotion salary increases shall be
14 granted on August 8 following that promotion in an amount equal to 10.0% of the employee's salary as of
15 August 7 in recognition of promotion to one of the ranks listed below:

- 16 (3) To Professor, Senior Instructor, Senior Lecturer, Scholar/Scientist/Engineer,
17 University Librarian, and Senior Instructional Designer.

18
19 **23.32 Legislatively Mandated Increases.**

20 (a) No legislatively mandated increases were provided in 2016-17 Any legislatively mandated
21 increases shall be implemented as soon as practicable.

22
23 **23.43 Other Increases.**

24 (a) Across-the Board Salary Increases. Effective March 23, 2018, for the 2016-17-2017-18
25 year, each eligible employee shall receive a ~~one-two and one quarter~~ percent (2.25%) increase to the
26 employee's base salary. This increase will be calculated using the employee's salary as of March 23,
27 2018. An employee shall be eligible if the employee's most recent annual evaluation, if provided, was
28 Satisfactory or above; the employee was in an employment relationship (not OPS) with the University
29 prior to May 7, 20167; and the employee remains in a continual employment relationship at the date of
30 implementation. Employees employed in 20156-167 that meet the above qualifications and were not
31 evaluated shall be provided with an evaluation for the period and shall be eligible for the increase.

32 (b) One-time payment. In addition to the across-the board increases taking effect on March
33 23, 2018, all employees eligible for that increase shall receive a one-time payment of \$1500 on April
34 13 March 16, 2018, or as soon as practicable thereafter, but no later than April 27, 2018.

35 (c) Merit Salary Increases. No merit salary increases will be distributed this cycle. Effective
36 December 16, 2016, for the 2016-2017 year, the University shall provide merit salary increases to each
37 department/unit equal to one and one-half percent (1.5%) of the total base salary of employees in the
38 department/unit as of August 12, 2016. All employees who are not members of a department/unit shall be
39 grouped together and treated as a department/unit for the purpose of calculating and providing merit
40 salary increases. Merit salary increases shall be provided to eligible employees in each department/unit
41 who are in an employment relationship with the University prior to May 7, 2016; who remain in an in-
42 unit employment relationship at the date of implementation; and who meet the following criteria and
43 procedures:

44 (1) Eligibility. For the 2016-2017 year, an employee is eligible under this Section if
45 he or she received an Above Satisfactory or Outstanding on his or her most recent annual evaluation, has
46 had no break in service between May 7, 2016 and the implementation date, and is still employed in unit at
47 the University on the date of BOT ratification.

48 (2) Distribution. The merit salary increases for eligible employees shall be calculated
49 as a percentage of their base salary. Such increases shall be distributed proportionately to those employees

50 ~~whose most recent annual evaluations are Above Satisfactory or Outstanding in a ratio of 1.0 for Above~~
 51 ~~Satisfactory and 1.7 for Outstanding.~~

52 (d) Equity ~~Salary~~ Increases. Effective ~~December 16, 2016~~ ~~January 26~~ **March 23, 2018**, for the
 53 2016~~7~~-2017~~8~~ year, the University shall provide ~~a one-time equity salary increases to all regular, clinical,~~
 54 ~~research, and non-visiting E&G funded employees as follows. an amount equal to one fifth of one percent~~
 55 ~~(0.20%) of the total base salary of all E&G employees as of August 12, 2016~~ ~~pool of up to two hundred~~
 56 ~~and fifty thousand dollars (\$250,000 to all regular, clinical, research, non-visiting employees whose~~
 57 ~~August 12, 2016~~, 1.0 FTE base salary was less than \$45,000 for those with a Ph.D. or equivalent
 58 terminal degree, or less than \$42,000 for all others or whose 12-month salary was less than \$60,000 for
 59 those with a Ph.D. or equivalent degree or less than \$56,000 for all others. Equity increases shall be
 60 distributed ~~proportionately~~ equal to the difference between the employee's August 11~~2~~, 2016~~7~~ salary and
 61 the thresholds ~~below~~ above. The increase shall be available to employees who were in an employment
 62 relationship (not OPS) with the University prior to May 7, 2017; who remain in an in-unit employment
 63 relationship at the date of implementation, and that also meet the following eligibility requirements:
 64 regular, clinical, research, non-visiting E&G employees whose August 11, 2017 1.0 FTE base salary also
 65 meets one of the following qualifications:

66 (1) 9-month salary:

- 67 a. is less than \$45,000 and who holds a Ph.D. or equivalent terminal degree in a
 68 field related to the employee's assignment.
 69 b. is less than \$42,000 for all other employees

70 (2) 12-month salary:

- 71 a. is less than \$60,000 and who holds a Ph.D. or equivalent terminal degree in a
 72 field related to the employee's assignment.
 73 b. is less than \$56,000 for all other employees

74
 75 **23.54 Annual Incentive Award Programs.** Incentive Award Programs recognize and promote
 76 employee excellence and productivity that respond to and support the mission of the University of Central
 77 Florida, including its strategic initiatives and five key goals. The provost or his or her designee shall give
 78 final approval for awards to successful faculty.

79 Each year, the University shall make available to eligible employees ~~115~~ ~~120~~ Incentive Awards.
 80 The awards shall be distributed to awardees in the next award cycle after ratification of this document as
 81 set forth in Paragraphs (a) through (f) below. Regardless of ~~the~~ contract length (9 months through 12
 82 months), award recipients shall receive a one-time award of \$5,000 as soon as practicable and a \$5,000
 83 increase to their salary effective at the beginning of the succeeding academic year. Employees on visiting
 84 and other temporary appointments are not eligible for incentive awards. Employees on non-E&G funding
 85 will be eligible for the increase depending on availability of funds.

86 (a) **UCF-Teaching Incentive Program.** The UCF-Teaching Incentive Program ("UCF-
 87 TIP") rewards teaching productivity and excellence. Each academic year the University shall make
 88 available up to fifty-five UCF-TIP awards to eligible employees. The UCF-TIP award recognizes
 89 ~~faculty~~ employee contributions to UCF's key goals of offering the best undergraduate education available
 90 in Florida and achieving international prominence in key programs of graduate study. Employees
 91 applying for TIPs must meet current productivity criteria.

92 (b) **UCF-Research Incentive Award Program.** The UCF-Research Incentive Award
 93 ("UCF-RIA") program recognizes outstanding research, scholarly, or creative activity that advances the
 94 body of knowledge in a particular field, including interdisciplinary research and collaborations. Each
 95 academic year the University shall make available up to fifty-five UCF-RIA awards to eligible
 96 employees. The UCF-RIA award recognizes employee contributions to UCF's key goal of achieving
 97 international prominence in research and creative activities.

98 (c) **Scholarship of Teaching and Learning Awards (SoTLs).** SoTLs ~~recognize~~ use
 99 discovery, reflection, and using evidence-based methods to research effective teaching and student

100 learning. While the implementation of SoTL outcomes ~~can~~ may result in teaching excellence and
101 increased teaching effectiveness, this award recognizes scholarly efforts beyond ~~not~~ teaching
102 excellence ~~but scholarly efforts~~. For academic year 2016-2017, the University shall make available up to
103 ~~ten-five (10 5)~~ SoTL awards. No SoTLs will be available for the 2017-18 award cycle.

104 ~~(d) — Eligibility. All full-time, regular employees who meet the applicable criteria shall be~~
105 ~~eligible for Incentive Award programs in their fifth year of continuous service beginning in the fifth~~
106 ~~academic year (i.e. every five years).~~

107 ~~(d) Applications for Incentive Awards. Beginning with the 2016-2017 awards, the Office~~
108 ~~of Faculty Excellence will initiate an electronic application process. Applications shall be completed on-~~
109 ~~line. These awards shall be made according to the criteria or procedures listed on the Faculty Excellence~~
110 ~~website. Any proposed changes to the current criteria shall be provided to the UFF at least 14 days in~~
111 ~~advance so as to permit UFF to seek consultation with respect to them. A committee will be formed in~~
112 ~~May 2018 to review and approve relevant criteria and procedures on the Faculty Excellence website for~~
113 ~~accuracy and compliance with the CBA. The University and the UFF shall have equal representation on~~
114 ~~this committee, which shall conclude their work no later than August 31, 2018.~~

115
116 (e) **Incentive Award Selection.**

117 (1) TIPs/RIAs. College or unit committees for the TIP and RIA award programs
118 shall be elected by and from the unit employees. The committees shall equitably represent the
119 departments or units within them. Employees who plan to apply for a particular award in the current or
120 immediately following cycle shall not be eligible to serve on the committee. A committee chairperson for
121 each incentive award program shall be elected by and from the college/unit committee. The chairperson
122 shall charge the committee that members shall only consider the merits of the application. No additional
123 outside information or discussion of position, e.g., instructor vs. tenure track ~~employee~~faculty, past
124 awards, current salary, etc., may be considered, nor may additional criteria be used. The committee shall
125 review the award applications and shall submit a ranked list of recommended employees to the dean or
126 dean's representative. In ranking the applicants, committee members shall only consider the merits of the
127 application. The committee shall not impose any numerical criteria or weightings during the ranking
128 process, and for completed applications, departures from the application specifications may impact but
129 shall not disqualify an application.

130 (a) Each committee member shall review all applications and transmit a
131 preliminary ranking to the committee chair. Committee members may rank as many applicants as they
132 deem merit the award, with the highest rank given to the top candidate (i.e., the highest rank equals the
133 number of applicants, N), the next highest rank being N-1, and so on. Applications that are not deemed
134 acceptable for an award shall be left unranked.

135 (b) In larger colleges or units, subcommittees may be formed from the
136 committee at-large in the interest of efficient evaluation of the incentive award applications. Each
137 subcommittee must include at least three members, and every member of the committee at-large must
138 serve on a subcommittee. The applications to be reviewed ~~will~~shall be equitably partitioned among the
139 subcommittees. The subcommittees ~~will~~shall follow the ranking procedure outlined above to determine
140 which applications they ~~will~~ recommend to the committee at-large. Then the committee at-large ~~will~~shall
141 be convened to review the applications recommended by the subcommittees. The members of the
142 committee at-large ~~will~~shall discuss the subcommittee recommendations and, finally, use the ranking
143 procedure described above to rank the applications recommended by the subcommittees. In the event of
144 ties, the ties ~~will~~shall be broken as described below.

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

148 (d) Following this discussion, the committee shall use a secret ballot to rank
149 candidates using the procedure stated above in this section.

150 (e) A majority of voting committee members present must rank an applicant
151 for that employee to be eligible for an incentive award.

152 (f) The applicant with the highest mean score ~~will~~shall have the highest
153 priority for an incentive award, the applicant with the next highest mean score the next highest priority,
154 and so on, until all applicants who received a majority of votes are ranked in order.

155 (g) In the case of a tie vote that must be resolved to allocate available
156 awards, the committee shall vote on just the tied candidates. The candidate with the most votes shall be
157 ranked ahead of those with fewer votes. Voting shall continue using this procedure until all such ties are
158 resolved.

159 (h) The committee chair ~~will~~shall transmit this ranked list to the dean or
160 dean's representative, or unit head who approves the awards. If the selection committee awards fewer
161 than the number of awards available or if the dean or unit head does not approve an award from the list
162 submitted by the selection committee, then the award(s) shall be retained in the same college or unit for
163 one additional cycle before it is returned to the overall pool for apportionment.

164 ~~(i) If the number of previously awarded (i.e., awarded prior to 2018) but
165 relinquished (e.g., due to retirement or resignation) TIP and RIA awards exceeds fifty after the 2017
166 award cycle, then the relinquished pre-2018 awards beyond fifty shall be pooled at the university level,
167 along with the new awards for that year, and distributed in proportion to the number of eligible faculty in
168 each college. No Incentive awards issued after ratification of this document that are relinquished shall be
169 eligible for re-issuance (future awards are not pooled for redistribution)~~

170 (j) For purposes of TIP/RIA selection as stated above, "college" shall also
171 include the group of employees whose primary assignment is in the College of Undergraduate Studies, the
172 College of Graduate Studies, an institute or center. These employees shall be grouped together for
173 purposes of calculating the number of awards available for each award category. The college committee
174 shall consist of a member from each of the units represented.

175
176 **23.65 Excellence Awards.** The University shall implement the merit-based bonuses set forth below to
177 recognize and promote employee excellence and productivity that respond to and support the mission of
178 the University of Central Florida.

179 (a) Trustee Chair Professorship. The UCF Trustee Chair Professorship is a multi-year
180 appointment awarded to employees with an extraordinary record of accomplishment in the three primary
181 areas of academic endeavor: teaching, research and service. The objective of this appointment is to
182 recognize and celebrate outstanding performance with a title and resources commensurate with
183 accomplishment.

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

187 (2) Each academic year, the University shall award up to eight Trustee Chair
188 Professorships.

189 (3) ~~These awards shall be made according to existing criteria and procedures. The
190 eligibility criteria for an applicant is holding the rank of professor; the applicant must be recognized as a
191 "foremost scholar" in his or her chosen area of expertise, meaning known as a preeminent scholar in his
192 or her discipline; and have a positive impact to other scholars at UCF. Applications will be reviewed by a
193 committee consisting of one Trustee Chair, one Pegasus Professor, the Chair of the Faculty Senate, and
194 the Vice Provost for Faculty Excellence. An employee who holds the rank of full professor shall be
195 appointed by the UCF-UFF Chapter President to serve as an ex officio member of the committee, and
196 shall not have a voting role except in the case of breaking any tie votes. The President and Provost or
197 designee will make the final appointment.~~

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

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

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

203 (3) ~~These awards shall be made according to existing criteria and procedures. The~~
204 eligibility criteria for an applicant is having completed five years at the rank of professor at UCF; having
205 achieved excellence in teaching, research and/or creative activity; and demonstrable service and scope of
206 national and international impact. The awards are ultimately determined by the President or designee.

207 (c) Excellence Awards. All full-time employees in the appropriate discipline with at least
208 three years of continuous non-visiting, non-OPS service at UCF immediately prior to the current year are
209 eligible. Employees who have received a college or university excellence award in the past three
210 academic years in the category for which they are applying are not eligible. For some Excellence awards,
211 additional eligibility criteria are specified below. Award recipients shall receive a one-time payment of
212 \$2,000. Each academic year, the University shall award Excellence in Undergraduate Teaching awards,
213 one University Award for Excellence in Undergraduate Teaching, Excellence in Graduate Teaching
214 awards, one University Award for Excellence in Graduate Teaching, two University Awards for
215 Excellence in Faculty Academic Advising, one University Award for Excellence in Professional
216 Academic Advising, Excellence in Research awards, one University Distinguished Research award, two
217 University Awards for Excellence in Professional Service, one Excellence in Librarianship award, one
218 Excellence in English Language Institute Instruction and one Excellence in Instructional Design award.

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

220 (2) ~~Excellence in Undergraduate Teaching awards.~~

221 a. Eligibility. Employees must be assigned to teach at least two undergraduate
222 courses in the current academic year and to have taught at least six undergraduate courses over the
223 preceding three academic years.

224 b. The criteria for evaluation applicants' files shall include three major
225 categories:

- 226 1. Innovations to improve undergraduate teaching;
- 227 2. Undergraduate teaching accomplishments/honors;
- 228 3. Evidence of impact on undergraduate teaching.

229 (2) Excellence in Graduate Teaching Awards.

230 a. Eligibility. Employees must have contributed significantly to graduate
231 education, including substantial teaching of graduate courses (including thesis and dissertation courses)
232 over the current academic year and the three preceding academic years.

233 b. The criteria for evaluating applicants' files shall include three major
234 categories:

- 235 1. Innovations to improve graduate teaching;
- 236 2. Graduate Teaching Accomplishments/honors;
- 237 3. Evidence of impact on graduate teaching.

238 (3) Excellence in Research Awards

239 a. Eligibility. Employees must have an assignment of at least 0.10 FTE in
240 research over each of the three immediately preceding years and the current year at UCF.

241 b. The criteria for evaluating applicants' files shall include three major categories.

- 242 1 cumulative value and impact of research efforts at UCF within the
243 discipline and to society;
- 244 2. Recognition of research impact by the individual's peers in the same or
245 in related disciplines;
- 246 3. Publication/dissemination and presentation of research results.

247 (4) Excellence in Faculty Academic Advising.

248 a. Eligibility. All employees who currently advise and who have advised
249 undergraduate students over the preceding three academic years are eligible.

250 b. The criteria for evaluating applicants' files shall include three major
 251 categories:

- 252 1. Evidence of extra effort to improve advising;
- 253 2. Evidence that students have been sensitively and appropriately
 254 informed and guided concerning career choices and academic opportunities;
- 255 3. Evidence that the nominee serves as a role model in the pursuit of
 256 learning.

257 (5) University Award for Excellence in Professional Academic Advising.

258 a. Eligibility. Employees who have a current full-time assignment and full-time
 259 experience for the preceding three years at UCF in an academic advising unit within a college, regional
 260 campus, institute, center or the Division of Student Development and Enrollment Services are eligible.
 261 Employees with regular teaching assignments are eligible for other advising awards and are not eligible
 262 for the Professional Academic Advising.

263 b. The criteria for evaluating applicants' file shall include three major categories:

- 264 1. Evidence of success in retaining students;
- 265 2. Evidence of guiding students to timely completion of their degrees;
- 266 3. Creating a caring and supportive environment, and helping students
 267 realize their potential.

268 (6) University Awards for Excellence in Professional Service.

269 a. Eligibility. Employees who are assigned an FTE of 0.10 for professional
 270 service duties over the current year and for each of the three preceding academic years are eligible.

271 b. The criteria for evaluating applicants' files shall include three major

272 categories:

- 273 1. Evidence of effectiveness in service to the university by highlighting
 274 leadership contributions;
- 275 2. Evidence of significant accomplishment in professional organizations
 276 in the nominee's discipline;
- 277 3. Evidence of recognition for outreach activities, service, and leadership
 278 contributions to community organizations.

279 (7) Excellence in Librarianship.

280 a. Eligibility. Employees who have served at UCF as a librarian on a permanent
 281 line for the current year and at least the three years immediately preceding the current year are eligible.

282 b. The criteria for evaluating applicant's files shall include two major categories:

- 283 1. Evidence of extra effort to improve library services and collections;
- 284 2. Evidence of a sustained period of excellence in the library profession.

285 (8) Excellence in Instructional Design

286 a. Eligibility. Must be an instructional designer on a non-visiting, non-OPS 12-
 287 month contract at the time of nomination and over the three preceding academic years.

288 b. The criteria for evaluating applicant's files shall include two major categories:

- 289 1. Innovative contributions to UCF and/or the ID field;
- 290 2. Evidence of outstanding effort to promote quality of online instruction
 291 and improve relationships with faculty members at UCF.

292 (9) Excellence in English Language Institute Instruction.

293 a. Eligibility. Must have a full-time, non-visiting, non-OPS appointment at ELI
 294 for the current academic year and for the three preceding academic years.

295 b. The criteria for evaluating applicant's files shall include three major

296 categories:

- 297 1. Evidence of innovative contributions to UCF or the ELI field;
- 298 2. Evidence of extra effort to improve ELI success;
- 299 3. Evidence of a sustained period of excellence in ELI.

300 Each academic year, the University shall award Excellence in Undergraduate Teaching
 301 awards, one University Award for Excellence in Undergraduate Teaching, Excellence in Graduate
 302 Teaching awards, one University Award for Excellence in Graduate Teaching, two University Awards for
 303 Excellence in Faculty Academic Advising, one University Award for Excellence in Professional
 304 Academic Advising, Excellence in Research awards, one University Distinguished Research award, two
 305 University Awards for Excellence in Professional Service, one Excellence in Librarianship award, one
 306 Excellence in English Language Institute Instruction and one Excellence in Instructional Design award.
 307 (3) These awards shall be made according to existing criteria and procedures
 308 published by the Office of Faculty Excellence. Recommendations for these awards are made by various
 309 committees and are ultimately determined by the president or designee.

310
 311 **23.76 Salary Increases for Employees Funded by Contracts and Grants.**

312 (a) Employees on contracts or grants shall receive salary increases equivalent to similar
 313 employees on Education and General (E&G) funding, provided that such salary increases are permitted
 314 by the terms of the contract or grant and adequate funds are available for this purpose in the contract or
 315 grant. In the event such salary increases are not permitted by the terms of the contract or grant, or in the
 316 event adequate funds are not provided, the president or president’s representative shall seek to have the
 317 contract or grant modified to permit or fund such increases.

318
 319 (b) Nothing contained herein shall prevent employees whose salaries are funded by grant
 320 agencies from being allotted raises higher than those provided in this Agreement if such increases are
 321 provided by the granting agency.

322
 323 **23.87 Administrative Discretion Increases.** ~~On~~From September 1, 2017~~6~~ through August 31,
 324 2018~~7~~, the University may provide Administrative Discretion Increases up to one and one-half percent
 325 (1.5%) of the total salary rate of ~~Education and General (E&G)~~ employees who were in an employment
 326 relationship with the University on May 7, 2017~~6~~. Any Administrative Discretion Increase provided to
 327 contract and grant (C&G) employees, any court-ordered or court-approved salary increase, any prevailing
 328 wage adjustment for the purpose of qualifying for immigration status, or any salary increase to settle a
 329 legitimate, broad-based employment dispute shall not be subject to the terms and limitations of this
 330 Section.

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

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

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

340 (d) The University’s ability to provide Administrative Discretion Increases shall expire
 341 August 31, 2018~~7~~, and shall not become part of the status quo.

342
 343
 344 **23.98 Report to Employees.** All employees shall receive notice of their salary increases prior to
 345 implementation.

346
 347 **23.109 Type of Payment for Assigned Duties.**

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

351 (b) Duties and responsibilities assigned by the University to an employee that are in addition
352 to the available established FTE for the position shall be compensated through OPS wages, not salary.
353

354 **23.110 Twelve-Month Payment Option.** The parties agree that a twelve-month payment option for
355 9-month employees shall be offered each year during an annual open enrollment period from April 1 to
356 June 30. If chosen by the employee, this payment option shall become effective for one year starting with
357 the first full pay period beginning after August 8. The plan shall allow for employees to select a fixed
358 savings amount to be deducted from each of the nineteen full bi-weekly paychecks received during the
359 Fall and Spring semesters with a change in that amount to account for those paychecks from which
360 double premiums are deducted. The total savings shall be returned to the employee in equal amounts for
361 the five full bi-weekly paychecks received during the Summer ~~semester~~. The University shall provide an
362 online calculator ~~and assistance as reasonable, taking into account time and resources,~~ to assist the
363 employee in determining a savings amount and fixed reduction amount that will allow the employee's net
364 paychecks to remain approximately ~~constant level across the 24 pay periods~~. Pay received for
365 supplemental summer assignments shall be unaffected by this plan. This pay plan is subject to tax
366 limitations.
367

368 **23.112 Administrative Salary Stipends.** A temporary salary increase that is provided to an
369 employee as compensation for performing a specific, titled administrative function shall be permitted
370 under this agreement as an Administrative Salary Stipend. At least 14 days prior to the effective date of
371 any Administrative Salary Stipend, the University shall provide UFF a written notification of the stipend
372 which states the name of the employee, the rank and discipline of the employee, the amount of the
373 stipend, and the reason for the stipend. If all or part of the stipend is later added to the employee's salary,
374 the amount so converted shall be treated as an Administrative Discretion Increase during the year in
375 which the conversion takes place and shall be subject to limitations of that section.
376

377 **23.123 Salary Rate Calculation and Payment.** The biweekly salary rate of employees serving on
378 twelve month (calendar year) appointments shall be calculated by dividing the calendar year salary rate
379 by 26.1 pay periods.
380

381 **23.13 Compensation currency.** The university receives its budget and disburses monies in U.S.
382 dollars.