

ARTICLE 23
SALARIES

23.1 Promotion Increases.

(a) Promotion salary increases shall be granted on August ~~6~~⁸ following that promotion in an amount equal to ~~9~~¹⁰.0% of the employee's salary as of August ~~5~~⁷ 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 _____, Associate Instructional Designer, and Associate University Librarian;

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

~~(3)~~⁴ To Professor, Senior Instructor, Senior Lecturer, Scholar/Scientist/Engineer, University Librarian, and Senior Instructional Designer.

23.2 Legislatively Mandated Increases.

(a) Any legislatively mandated increases shall be implemented as soon as practicable.

23.3 Other Increases.

(a) Across-the Board Salary Increases. Effective ~~March 23~~^{August 6}, 2018, for the 2018~~7~~⁸-2018~~9~~⁹ year, each eligible employee shall receive a ~~two and one quarter~~^{three} percent (~~2.25~~^{3.0}%) increase to the employee's base salary. This increase will be calculated using the employee's salary as of ~~March 23~~^{August 6}, 2018. 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 (not OPS) with the University prior to May ~~7~~⁶, 201~~7~~⁸; and the employee remains in a continual employment relationship at the date of implementation. Employees employed in 201~~6~~⁷-17-~~8~~⁸ that meet the above qualifications and were not evaluated shall be provided with an evaluation for the period and shall be eligible for the increase.

~~(b) — One-time payment. In addition to the across-the board increases taking effect on March 23, 2018, all employees eligible for that increase shall receive a one-time payment of \$1500 on March 16, 2018.~~

~~(be) Merit Salary Increases. No merit salary increases will be distributed this cycle. Merit Salary Increases. Effective August 6, 2018, for the 2018-2019 year, the University shall provide merit salary increases to each department/unit equal to two and one-half percent (2.50%) of the total base salary of employees in the department/unit as of August 6, 2018. 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 6, 2018; who remain in an inunit employment relationship at the date of implementation; and who meet the following criteria and procedures.~~

~~(1) Eligibility. For the 2018-2019 year, an employee is eligible under this Section if they received an Above Satisfactory or Outstanding on their most recent annual~~

46 evaluation, has had no break in service between May 6, 2018 and the implementation
 47 date, and is still employed in unit at the University on the date of BOT ratification.

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

53 (c) Equity Salary Increases. Effective ~~March 23~~August 6, 2018, for the 201~~87~~-201~~89~~
 54 year, the University shall provide a one-time equity salary increase to all ~~regular, clinical,~~
 55 ~~research, and non-visiting EC&G funded~~ employees as follows. Equity increases shall be
 56 distributed equal to the difference between the employee's August ~~544~~, 201~~78~~ salary and the
 57 thresholds below. The increase shall be available to employees who were in an employment
 58 relationship (not OPS) with the University prior to May ~~67~~, 201~~78~~; who remain in an in-unit
 59 employment relationship at the date of implementation, and whose August ~~544~~, 201~~78~~ 1.0 FTE
 60 base salary also meets one of the following qualifications:

61 (1) 9-month salary:

62 a. is less than \$45,000 and who holds a Ph.D. or equivalent terminal
 63 degree in a field related to the employee's assignment.

64 b. is less than \$42,000 for all other employees.

65 (2) 12-month salary:

66 a. is less than \$60,000 and who holds a Ph.D. or equivalent terminal
 67 degree in a field related to the employee's assignment.

68 b. is less than \$56,000 for all other employees.

69
 70 23.4 Annual Incentive Award Programs. Incentive Award Programs recognize and promote
 71 employee excellence and productivity that respond to and support the mission of the University
 72 of Central Florida, including its strategic initiatives and ~~five~~ key goals. The provost or ~~his or~~
 73 ~~her~~their designee shall give final approval for awards to successful faculty.

74
 75 Each year, the University shall make available to eligible employees ~~12045~~ Incentive Awards.
 76 The awards shall be distributed to awardees in the next award cycle after ratification of this
 77 document as set forth in Paragraphs (a) through (f) below. Regardless of contract length (9
 78 months through 12 months), award recipients shall receive a one-time award of \$5,000 as soon
 79 as practicable and a \$5,000 increase to their salary effective at the beginning of the succeeding
 80 academic year. Employees on visiting and other temporary appointments are not eligible for
 81 incentive awards. Employees on non-E&G funding will be eligible for the increase depending on
 82 availability of funds.

83 (a) Incentive Award Eligibility.

84 (1) All employees must be on a full-time, 9- or 12-month tenured or tenure-track
 85 appointment with the rank of professor, associate professor, or assistant professor; or be a
 86 full-time 9- or 12-month employee who is appointed to a rank which is equivalent to
 87 professor, associate professor, or assistant professor; or be on a full-time appointment as
 88 an instructor, associate instructor, senior instructor lecturer, associate lecturer, or senior
 89 lecturer; or be under a multi-year non-tenure-track appointment.

90 (2) Employees on visiting (or similar temporary) appointments and faculty on less
 91 than full-time appointment employees are not eligible for these awards.

92 (32) Employees who have won an incentive award in the previous five (5) years,
93 may not apply for the same award. Employees shall still be eligible for other incentive
94 awards that they have not won.

95 (4) No employee shall be deemed ineligible due to medical, parental, or sabbatical
96 leaves, as defined in Article 17 and Article 22 of this collective bargaining agreement.

97 (b~~a~~) UCF-Teaching Incentive Program. The UCF-Teaching Incentive Program (“UCF-
98 TIP”) rewards teaching ~~productivity and~~ excellence. Each academic year the University shall
99 make available up to fifty-five UCF-TIP awards to eligible employees. The UCF-TIP award
100 recognizes employee contributions to UCF’s key goals of offering the best undergraduate
101 education available in Florida and achieving international prominence in key programs of
102 graduate study. ~~Employees applying for TIPs must meet current productivity criteria.~~

103 (1) Application Material. The following documentation and supporting materials
104 must accompany each UCF-TIP award application. Parenthetical clauses identify the
105 manner in which the material will be submitted and the length, if applicable.

106 (a) Teaching and Learning Philosophy Statement (Text Box - 500 words
107 or less)

108 (b) Summary of Instructional Activities (Text Box - 300 words or less)

109 (c) Impact of Instruction, Including Evidence of Student Learning (Text
110 Box - 300 words or less)

111 (d) current curriculum vitae (PDF upload)

112 (e) annual assignments for past four years. (PDF upload) The first page of
113 this file should be a one page summary table that lists annual assignments by year
114 for all categories for which you had assigned duties (e.g., teaching, research,
115 service).

116 (f) annual evaluations for past four years. (PDF upload) The first page of
117 this file should be a table that provides, by year, each category evaluation
118 assessment (e.g., outstanding, above satisfactory, etc.).

119 (g) list of all courses taught in the past four years (PDF upload)

120 (h) Additional supporting documentation (up to three PDF uploads).
121 Applicants may attach materials to support their application. Examples include
122 course syllabi, teaching tools, documentation of teaching awards and recognition,
123 and documentation of grants related to teaching. Examples should be from the last
124 four (4) years and selected to provide evidence of quality rather than quantity.
125 Should supporting materials be included in the application, include (as
126 appropriate) a table of contents, section cover pages and other organizational
127 features to clearly delineate the materials and assist the reviewer in understanding
128 its value in relation to the application.

129
130 (c~~b~~) UCF-Research Incentive Award Program. The UCF-Research Incentive Award
131 (“UCF-RIA”) program recognizes outstanding research, scholarly, or creative activity that
132 advances the body of knowledge in a particular field, including interdisciplinary research and
133 collaborations. Each academic year the University shall make available up to fifty-five UCF-RIA
134 awards to eligible employees. The UCF-RIA award recognizes employee contributions to UCF’s
135 key goal of achieving international prominence in research and creative activities.

136 (1) Application Material. The following documentation and supporting materials
137 must accompany each UCF-RIA award application. Parenthetical clauses identify the
138 manner in which the material will be submitted and the length, if applicable.

139 (a) Description of primary research area (Text box entry, 100 words or
140 less)

141 (b) Description of secondary research area (Text box, 100 words). If you
142 do not have a secondary research area, applicants will not be penalized for
143 entering N/A.

144 (c) Description of achievements and recognition (text box, 500 words).
145 Describe the research or creative achievements, including dates for these
146 activities, discuss such things as any new discoveries, major contributions to the
147 field, creativeness, originality, significant breakthroughs, and so on.

148 (d) current curriculum vitae (PDF upload)

149 (e) annual assignments for past four years. (PDF upload) The first page of
150 this file should be a one page summary table that lists annual assignments by year
151 for all categories for which you had assigned duties (e.g., teaching, research,
152 service).

153 (f) annual evaluations for past four years. (PDF upload) The first page of
154 this file should be a table that provides, by year, each category evaluation
155 assessment (e.g., outstanding, above satisfactory, etc.).

156 (g) supporting materials (up to 3 PDF uploads). Candidates may attach, or
157 include, a maximum of three examples of their work. Examples should be from
158 the last five years and selected to provide evidence of quality rather than quantity.
159 Examples include awards, book reviews, etc.

160 (de) Scholarship of Teaching and Learning Awards (SoTLs). SoTLs recognize
161 discovery, reflection, and using evidence-based methods to research effective teaching and
162 student learning at the university level. While the implementation of SoTL outcomes may result
163 in teaching excellence and increased teaching effectiveness, this award recognizes scholarly
164 efforts beyond teaching excellence. ~~TBeginning academic year 2017-18,~~ the University shall
165 make available up to ~~five-ten (10)~~ SoTL awards.

166 _____
167 (1) Application Material. The following documentation and supporting materials
168 must accompany each SoTL award application. Parenthetical clauses identify the manner
169 in which the material will be submitted and the length, if applicable.

170
171 (d) Incentive Award Application Submission Process. award applications are
172 submitted electronically via myUCF. Applications for Incentive Awards. Applications shall be
173 completed on line. These awards shall be made according to the criteria or procedures listed on
174 the Faculty Excellence website. A committee will be formed in May 2018 to review and approve
175 relevant criteria and procedures on the Faculty Excellence website for accuracy and compliance
176 with the CBA. The University and the UFF shall have equal representation on this committee,
177 which shall conclude their work no later than August 31, 2018.

178
179 (e) Incentive Award Selection.

180 (1) ~~TIPs/RIAs.~~ College or unit committees for the UCF-TIP and UCF-RIA award
181 programs shall be elected by and from the unit employees. The committees shall

182 equitably represent the departments or units within them. The SoTL award committee
183 shall consist of an employee elected faculty member from each college. ~~The elected~~
184 employee should have demonstrated accomplishments in the area of scholarship of
185 teaching and learning. Employees who plan to apply for a particular award in the current
186 or immediately following cycle shall not be eligible to serve on the committee. Each
187 committee shall elect one member from the committee to serve as chairperson of the A
188 committee chairperson for each incentive award program shall be elected by and from the
189 college/unit committee. The chairperson shall charge the committee that members shall
190 only consider the merits of the application. No additional outside information or
191 discussion of position, e.g., instructor vs. tenure track employee, past awards, current
192 salary, etc., may be considered, nor may additional criteria be used. The committee shall
193 review the award applications and shall submit a ranked list of recommended employees
194 to the dean or dean's representative. In ranking the applicants, committee members shall
195 only consider the merits of the application. The committee shall not impose any
196 numerical criteria or weightings during the ranking process, and for completed
197 applications, departures from the application specifications may impact but shall not
198 disqualify an application.

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

205 (b) In larger colleges or units, UCF-TIP and UCF-RIA award
206 subcommittees may be formed from the committee at-large in the interest of
207 efficient evaluation of the ~~incentive~~ award applications. Each subcommittee must
208 include at least three members, and every member of the committee at-large must
209 serve on a subcommittee. The applications to be reviewed shall be equitably
210 partitioned among the subcommittees. The subcommittees shall follow the
211 ranking procedure outlined above to determine which applications they
212 recommend to the committee at-large. Then the committee at-large shall be
213 convened to review the applications recommended by the subcommittees. The
214 members of the committee at-large shall discuss the subcommittee
215 recommendations and, finally, use the ranking procedure described above to rank
216 the applications recommended by the subcommittees. In the event of ties, the ties
217 shall be broken as described below.

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

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

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

226 (f) The applicant with the highest mean score shall have the highest
227 priority for an incentive award, the applicant with the next highest mean score the

228 next highest priority, and so on, until all applicants who received a majority of
229 votes are ranked in order.

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

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

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

246

247 23.5 Excellence Awards. The University shall implement the merit-based bonuses set forth
248 below to recognize and promote employee excellence and productivity that respond to and
249 support the mission of the University of Central Florida.

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

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

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

260 (3) The eligibility criteria for an applicant is an employee holding the rank of
261 professor; the applicant must be recognized as a "foremost scholar" in ~~his or her~~their
262 chosen area of expertise, meaning they are known as a preeminent scholar in ~~his or~~
263 ~~her~~their discipline; and have a positive impact to other scholars at UCF. Applications will
264 be reviewed by a committee consisting of one Trustee Chair, one Pegasus Professor, the
265 Chair of the Faculty Senate, and the Vice Provost for Faculty Excellence. An employee
266 who holds the rank of full professor shall be appointed by the UCF-UFF Chapter
267 President to serve as an ex officio member of the committee, and shall not have a voting
268 role except in the case of breaking any tie votes. The President and Provost or designee
269 will make the final appointment.

270

271 (4) Applications are due by 5:00 p.m. on Friday of the third week of April.

272

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

275 (1) Award recipients shall receive a one-time payment of \$5,000 and a \$5,000
276 research grant from Foundation funds as well as a Pegasus statue.

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

278 (3) The eligibility criteria for an applicant is an employee who ~~has~~ having completed
279 five years at the rank of professor at UCF; has ~~achieved~~ achieved excellence in teaching,
280 research and/or creative activity; ~~and has~~ demonstrable service, and demonstrated scope
281 of national and international impact. The awards are ultimately determined by the
282 President or designee.

283 (4) Application Materials. All materials should be submitted electronically to
284 Faculty Excellence.

285 (a) a letter of nomination from the applicant or from a UCF sponsor

286 (b) the applicant's curriculum vitae

287 (c) the endorsement of the applicant's chair or director, as well as the dean
288 or vice-president; the endorsement may include a 250-word statement of support
289 by the chair or director, as well as the dean or vice president

290 (d) no more than three, 500-word letters of support from faculty members,
291 staff members, alumni, professional and community colleagues in addition to the
292 endorsements of the applicant's chair or director, as well as dean or vice president
293 that are mentioned above.

294 (5) Applications are due by 5:00 p.m. EST on Friday of the third week of January.

295 (c) Excellence Awards. All full-time, non-visiting employees ~~in the appropriate~~
296 ~~discipline~~ with at least three years of continuous ~~non-visiting~~, non-OPS service at UCF
297 immediately prior to the current year are eligible. Employees who have received a college or
298 university excellence award in the past three academic years in the category for which they are
299 applying are not eligible. For some Excellence awards, additional eligibility criteria are specified
300 below. Award recipients shall receive a one-time payment of \$2,000. Each academic year, the
301 University shall award twenty-one (21) Excellence in Undergraduate Teaching awards, one (1)
302 University Award for Excellence in Undergraduate Teaching, one (1) Excellence in Graduate
303 Teaching awards for every college, one (1) University Award for Excellence in Graduate
304 Teaching, two (2) University Awards for Excellence in Faculty Academic Advising, one (1)
305 University Award for Excellence in Professional Academic Advising, (1) Excellence in Research
306 award for every colleges, one (1) Excellence in Research Award for the combined research staff
307 in those institutes and centers not directly associated with an academic college, one (1)
308 University Distinguished Research award, two (2) University Awards for Excellence in
309 Professional Service, one (1) Excellence in Librarianship award, one (1) Excellence in English
310 Language Institute Instruction, ~~and~~ one (1) Excellence in Instructional Design award, ~~and~~ one (1)
311 Chuck D. Dziuban Award for Excellence in Online Teaching.

312 (1) Excellence in Undergraduate Teaching awards.

313 a. Eligibility. Employees must ~~be assigned to teach at least two~~
314 ~~undergraduate courses in the current academic year and to~~ have taught at least six
315 undergraduate courses over the preceding three academic years.

316 b. ~~The criteria for evaluation applicants' files shall~~ Application materials
317 shall include ~~be the same as those listed in 23.4(b)(1), with the notable exception~~

318 that the application will only include material from the three years prior to the
319 application year. ~~three major categories:~~

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

323 (2) Excellence in Graduate Teaching Awards.

324 a. Eligibility. Employees must have contributed significantly to graduate
325 education, including substantial teaching of graduate courses (including thesis and
326 dissertation courses) over ~~the current academic year and~~ the three preceding
327 academic years.

328 b. ~~The criteria for evaluating applicants' files shall include three major~~
329 ~~categories. Application material shall be the same as those listed in 23.5(c)(1)(b)~~
330 ~~above, with the notable exception that all materials are restricted to graduate~~
331 ~~teaching.~~

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

335 (3) Excellence in Research Awards

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

339 ba. ~~The criteria for evaluating applicants' files shall include three major~~
340 ~~categories. Materials for this application shall include the same material listed in~~
341 ~~23.4(c)(1)~~

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

347 (4) Excellence in Faculty Academic Advising.

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

350 ba. ~~The criteria for evaluating applicants' files shall include three major~~
351 ~~categories. Materials for the application shall include:~~

- 1. table of contents
- 2. nomination letter
- 3. curriculum vitae
- 4. statement of philosophy toward student advising (one paragraph)
- 5. student, peer, and administrative evaluations of advising activities (if
357 comments are included from teaching evaluations, all comments must be provided
358 along with a typed summary, by year, rather than the actual evaluation sheets)
- 6. evidence of leadership in developing new and innovative advising
360 methods

- ~~1. Evidence of extra effort to improve advising;~~

~~2. Evidence that students have been sensitively and appropriately informed and guided concerning career choices and academic opportunities;~~

~~3. Evidence that the nominee serves as a role model in the pursuit of learning.~~

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

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

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

1. Evidence of success in retaining students;

2. Evidence of guiding students to timely completion of their degrees;

3. Creating a caring and supportive environment, and helping students realize their potential.

(6) University Awards for Excellence in Professional Service.

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

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

1. Evidence of effectiveness in service to the university by highlighting leadership contributions;

2. Evidence of significant accomplishment in professional organizations in the nominee's discipline;

3. Evidence of recognition for outreach activities, service, and leadership contributions to community organizations.

(7) Excellence in Librarianship.

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

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

1. Evidence of extra effort to improve library services and collections;

2. Evidence of a sustained period of excellence in the library profession.

(8) Excellence in Instructional Design

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

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

1. Innovative contributions to UCF and/or the ID field;

- 408 2. Evidence of outstanding effort to promote quality of online
409 instruction and improve relationships with faculty members at UCF.
410 (9) Excellence in English Language Institute Instruction.
411 a. Eligibility. Must have a full-time, non-visiting, nonOPS appointment at
412 ELI for the current academic year and for the three preceding academic years.
413 b. The criteria for evaluating applicant's files shall include three major
414 categories:
415 1. Evidence of innovative contributions to UCF or the ELI field;
416 2. Evidence of extra effort to improve ELI success;
417 3. Evidence of a sustained period of excellence in ELI.

418 (10) The Chuck D. Dziuban Award for Excellence in Online Teaching

419 a. Eligibility. Employees must have a High-Quality Design Designation for
420 the course under consideration for this award. Employees must participate in the
421 Dziuban Award workshop series.

422 (11) Following the same criteria and process set out in 23.4(e) for TIP/RIA
423 assessment committees, college-level committees shall be elected, rank applications, and
424 make recommendations to the dean, dean's representative or unit head for the excellence
425 in undergraduate teaching awards, excellence in graduate teaching awards, and
426 excellence in research awards. Awards for instructional design, librarianship, and
427 English Language Institute Instruction shall be determined by a committee of employees
428 in their respective units. Awards in professional service, faculty academic advising,
429 professional academic advising, and the Dziuban Award for Excellence in Online
430 Teaching shall follow the same procedures for SoTL award selection as set out in 23.4(e).
431 University excellence awards in undergraduate teaching, graduate teaching and research
432 shall be determined by the provost or designee. Recommendations for these awards are
433 made by various committees and are ultimately determined by the president or designee.

434 (d) Women of Distinction Award for Excellence in Mentoring. To celebrate excellence
435 in mentoring at all levels, three awards will be granted to an employee with up to 5 years
436 of service; an employee with 6–10 years of service; and an employee with more than 10
437 years of service. Award winners will receive a one-time \$1000 travel grant.

438 (1) Eligibility. Full-time women employees of all ranks and types (including
439 all ranks of tenured and tenure-earning faculty and all ranks of non-tenure earning
440 faculty including instructor, lecturers, instructional designers, librarians, research,
441 and clinical) who are excellent mentors of their colleagues, students, and/or
442 community partners are eligible to apply. While the mentors should be women
443 faculty, mentees can be male and female of any gender.

444 (2) Application Material. Applicants must include a cover letter, abbreviated
445 curriculum vitae (3 pages), description of applicant's excellence in mentoring (500
446 words), and two letters of support: one from supervisor with knowledge of applicant's
447 mentoring efforts and one from colleague or previous student (current students are not
448 permitted to write letters of support).

450
451 23.6 Professional Development Incentive Stipends and Awards

452 (a) all employees who participate in and successfully complete IDL6543, training in
453 online teaching, shall receive a one-time professional development incentive stipend of
454 \$2500.00. Employees are only eligible for this stipend once every seven (7) years.

455 (b) all employees who are accepted to participate and successfully complete the
456 Writing Across the Curriculum (WAC) program shall receive a one-time professional
457 development incentive stipend of \$1000.00.

458 (c) all employees who are accepted to participate and successfully complete the
459 Faculty Center for Teaching and Learning summer faculty development conference shall receive
460 a one-time professional development incentive stipend of \$800.00. This stipend shall apply to
461 employees in all tracks of the summer conference.

462 (d) all employees who are accepted and successfully complete the Faculty Center for
463 Teaching and Learning winter faculty development conference shall receive a one-time
464 professional development incentive stipend of \$500.00.

465 (e) all employees who are accepted and successfully complete a Faculty Center for
466 Teaching and Learning faculty development cohort shall receive a one-time professional
467 development incentive stipend of \$500.00.

468
469
470 23.67 Salary Increases for Employees Funded by Contracts and Grants.

471 (a) Employees on contracts or grants shall receive salary increases
472 equivalent to similar employees on Education and General (E&G) funding,
473 provided that such salary increases are permitted by the terms of the contract or
474 grant and adequate funds are available for this purpose in the contract or grant. In
475 the event such salary increases are not permitted by the terms of the contract or
476 grant, or in the event adequate funds are not provided, the president or president's
477 representative shall seek to have the contract or grant modified to permit or fund
478 such increases.

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

482
483
484 23.78 Administrative Discretion Increases. From September 1, 2017~~8~~ through August 31, 201~~8~~⁹,
485 the University may provide Administrative Discretion Increases up to one and one-half percent
486 (1.5%) of the total salary rate of employees who were in an employment relationship with the
487 University on May 6~~7~~⁷, 201~~8~~⁷. Any Administrative Discretion Increase provided to contract and
488 grant (C&G) employees, any court-ordered or court-approved salary increase, any prevailing
489 wage adjustment for the purpose of qualifying for immigration status, or any salary increase to
490 settle a legitimate, broad-based employment dispute shall not be subject to the terms and
491 limitations of this Section.

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

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

498 (c) UFF Notification. At least 14 days prior to the effective date of any such increase,
499 the University shall provide to the UFF a written notification of the increase which states the

500 name of the employee, the rank and discipline of the employee, the amount of the increase, and
501 the reason for the increase.

502 (d) The University's ability to provide Administrative Discretion Increases shall
503 expire August 31, 2018, and shall not become part of the status quo.

504
505 23.98 Report to Employees. All employees shall receive notice of their salary increases prior to
506 implementation.

507
508 23.109 Type of Payment for Assigned Duties.

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

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

515
516 23.101 Twelve-Month Payment Option. The parties agree that a twelvemonth payment option for
517 ~~9~~nine-month employees shall be offered each year during an annual open enrollment period from
518 April 1 to June 30. If chosen by the employee, this payment option shall become effective for
519 one year starting with the first full pay period beginning after ~~August 8~~the first day of the Fall
520 semester. The plan shall allow for employees to select a fixed savings amount to be deducted
521 from each of the nineteen full bi-weekly paychecks received during the Fall and Spring
522 semesters with a change in that amount to account for those paychecks from which double
523 premiums are deducted. The total savings shall be returned to the employee in equal amounts for
524 the five full bi-weekly paychecks received during the Summer. The University shall provide an
525 online calculator to assist the employee in determining a savings amount and fixed reduction
526 amount that will allow the employee's net paychecks to remain approximately constant. Pay
527 received for supplemental summer assignments shall be unaffected by this plan. This pay plan is
528 subject to tax limitations.

529
530 23.112 Administrative Salary Stipends and Other Compensation.

531 (a) ~~Any employee A temporary salary increase that is provided to an employee as~~
532 ~~compensation for~~ performing a specific, titled administrative function shall be compensated.
533 Compensation permitted under this agreement as an may include a temporary salary increase as
534 an Administrative Salary Stipend, additional research funds, additional travel funds, course
535 release(s), summer salary, or a combination of two or more of these forms of compensation.-

536 (b) At least 14 days prior to the effective date of any Administrative Salary Stipend
537 and/or other compensation, the University shall provide UFF a written notification of the stipend
538 and/or compensation which states the name of the employee, the rank and discipline of the
539 employee, the amount of the stipend (if any), other forms of compensation (if any), and a
540 description of all administrative responsibilities ~~the reason for~~ associated with the stipend and/or
541 other compensation.

542 (c) By no later than May 6, 2019, the University shall provide UFF with a list of the
543 names and ranks of all employees receiving Administrative Salary Stipend, additional research
544 funds, additional travel funds, course release(s), summer salary, or a combination of two or more

545 of these forms of compensation, a description of their administrative responsibilities associated
546 with the compensation, and a description of the specific details of any and all stipends and
547 (d) At least once a year, the University shall provide UFF with written notification of
548 the cessation of any Administrative Discretionary Stipend and/or other compensation related to
549 administrative duties in the period since the last written notification was given. The University
550 will not be responsible for providing notification of the cessation of administrative discretionary
551 stipends and/or other compensation prior to August 6, 2018.
552 (e) If all or part of the ~~an~~ Administrative Salary sStipend is later added to the
553 employee's salary, the amount so converted shall be treated as an Administrative Discretion
554 Increase during the year in which the conversion takes place and shall be subject to limitations of
555 that section.
556
557 23.1~~2~~³ Salary Rate Calculation and Payment. The biweekly salary rate of employees serving on
558 twelve month (calendar year) appointments shall be calculated by dividing the calendar year
559 salary rate by 26.1 pay periods.
560
561 23.1~~4~~³ Compensation currency. The university receives its budget and disburses monies in U.S.
562 dollars.