

**ARTICLE 23**

~~*[supersedes earlier versions]*~~

**SALARIES****23.1 Promotion Increases.**

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

~~(1) 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 23, 2019;~~ for the **2018-2019 (distributed on pay date 9/13/2019)7-2018** year, each eligible employee shall receive a **two percent (2.0%)** increase to the employee's base salary. This increase will be calculated using the employee's salary as of ~~March 23, 2018~~**August 23, 2019**. 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, 2017~~**January 11, 2019**; and the employee remains in a continual employment relationship at the date of implementation. Employees employed in ~~2016-17~~**2017-18** 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~~**May 10, 2019, (distributed on pay date 5/10/2019)8,** all employees eligible for that increase shall receive a one-time payment of \$2,250.00.

(c) **Across-the Board Salary Increases.** Effective ~~September 20, 2019~~ for the **2019-2020 (distributed on pay date 10/11/2019)** year, each eligible employee shall receive a **one and a quarter percent (1.25%)** increase to the employee's base salary. This increase will be calculated using the employee's salary as of ~~September 20, 2019~~. ~~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, 2019; and the employee remains in a continual employment relationship at the date of implementation. Employees employed in 2018-19 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.~~

(d) **Contingent Funding Availability for Across-the Board Salary Increase for 2019-2020.** An additional ATB increase of **one and a quarter percent (1.25%)** to an employee's base salary for 2019-2020 shall be contingent upon the University's receiving sufficient new recurring legislative or performance funding to fund the salary increase for the 2019-2020 budget year. For base increases, the annual funding must be from new recurring funds able to be expended on faculty salaries in excess of the prior year's base funding. If insufficient funding is received, this section [Article 23.3d] shall become void and reopened for negotiations by the parties **on August 16, 2019**. Should the funds meet the contingency

51 language, effective September 20, 2019 for the 2019-2020 (distributed on pay date 10/11/2019) year, each  
 52 eligible employee shall receive a one and a quarter percent (1.25%) increase to the employee's base  
 53 salary. This increase will be calculated using the employee's salary as of September 20, 2019. An  
 54 employee shall be eligible if the employee's most recent annual evaluation, if provided, was Satisfactory  
 55 or above; the employee was in an employment relationship (not OPS) with the University prior to May 7,  
 56 2019; and the employee remains in a continual employment relationship at the date of implementation.  
 57 Employees employed in 2017-18 that meet the above qualifications and were not evaluated shall be  
 58 provided with an evaluation for the period and shall be eligible for the increase.

59 (e) Merit Salary Increases. No merit salary increases will be distributed this cycle.

60 (d) ~~Equity Salary Increases. Effective March 23, 2018, for the 2017-2018 year, the~~  
 61 ~~University shall provide a one-time equity salary increase to all regular, clinical, research, and non-~~  
 62 ~~visiting E&G funded employees as follows. Equity increases shall be distributed equal to the difference~~  
 63 ~~between the employee's August 11, 2017 salary and the thresholds below. The increase shall be available~~  
 64 ~~to employees who were in an employment relationship (not OPS) with the University prior to May 7,~~  
 65 ~~2017; who remain in an in-unit employment relationship at the date of implementation, and whose August~~  
 66 ~~11, 2017 1.0 FTE base salary also meets one of the following qualifications:~~

67 ~~(1) 9-month salary:~~

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

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

71 ~~(2) 12-month salary:~~

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

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

75 **23.4 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 Incentive Awards. The  
 80 awards shall be distributed to awardees in the next award cycle after ratification of this document as set  
 81 forth in Paragraphs (a) through (f) below. Regardless of contract length (9 months through 12 months),  
 82 award recipients shall receive a one-time award of \$5,000 as soon as practicable and a \$5,000 increase to  
 83 their salary effective at the beginning of the succeeding academic year. Employees on visiting and other  
 84 temporary appointments are not eligible for incentive awards. Employees on non-E&G funding will be  
 85 eligible for the increase depending on availability of funds. All full-time employees in the appropriate  
 86 discipline with at least four years of continuous, non-OPS service at UCF immediately prior to the current  
 87 year are eligible.

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

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

100 (c) **Scholarship of Teaching and Learning Awards (SoTLs).** SoTLs recognize discovery,  
 101 reflection, and using evidence-based methods to research effective teaching and student learning. While

102 the implementation of SoTL outcomes may result in teaching excellence and increased teaching  
 103 effectiveness, this award recognizes scholarly efforts beyond teaching excellence. The University shall  
 104 make available up to five ~~(5)~~ SoTL awards.

105 (d) **Applications for Incentive Awards.** Applications shall be completed on-line. These  
 106 awards shall be made according to the criteria or procedures listed on the Faculty Excellence website.

107 (e) **Incentive Award Selection.**

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

121 ~~(a).~~ Each committee member shall review all applications and transmit a preliminary  
 122 ranking to the committee chair. Committee members may rank as many applicants as they deem merit the  
 123 award, with the highest rank given to the top candidate (i.e., the highest rank equals the number of  
 124 applicants, N), the next highest rank being N-1, and so on. Applications that are not deemed acceptable  
 125 for an award by a committee member shall be left unranked in that committee member's rankings.

126 ~~(b).~~ In larger colleges or units, subcommittees may be formed from the committee at-  
 127 large in the interest of efficient evaluation of the incentive award applications. Each subcommittee must  
 128 include at least three members, and every member of the committee at-large must serve on a  
 129 subcommittee. The applications to be reviewed shall be equitably partitioned among the subcommittees.  
 130 The subcommittees shall follow the ranking procedure outlined above to determine which applications  
 131 they recommend to the committee at-large. Then the committee at-large shall be convened to review the  
 132 applications recommended by the subcommittees. ~~The members of the committee at large shall discuss  
 133 the subcommittee recommendations and, finally, use the ranking procedure described above to rank the  
 134 applications recommended by the subcommittees. In the event of ties, the ties shall be broken as described  
 135 below.~~

136 c. The committee chair shall convene the committee (at-large) and review their initial  
 137 rankings. Discussion shall be limited to information contained in the application and may focus on  
 138 applicants with few or dispersed a large variance in rankings, to try to identify the cause of and reduce  
 139 disparate rankings.

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

142 e. A majority of voting committee members present must rank an applicant for that  
 143 employee to be eligible for an incentive award.

144 f. The applicant with the highest mean score (i.e., the sum of the applicant's rankings  
 145 divided by the number of committee members present) shall have the highest priority for an incentive  
 146 award, the applicant with the next highest mean score the next highest priority, and so on, until all  
 147 applicants who received rankings by a majority of committee members present votes are ranked in order.

148 g. In the case of a T tied scores for the final available award, the procedure outlined in  
 149 (a) above, with T being the highest possible rank, shall be used to break the ties. vote that must be  
 150 resolved to allocate available awards, t~~The committee shall vote on just the tied candidates. The candidate  
 151 with the most votes shall be ranked ahead of those with fewer votes. Voting~~The ranking process outlined

152 ~~in (a) above shall be used as many times in succession as necessary~~~~continue using this procedure~~ until all  
153 such ties are resolved and a final ranked list is complete.

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

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

164  
165 **23.5 Excellence Awards.** The University shall implement the merit-based bonuses set forth below to  
166 recognize and promote employee excellence and productivity that respond to and support the mission of  
167 the University of Central Florida.

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

172 (1) Award recipients shall receive an annual budget of \$50,000 funded by the University. Up to  
173 \$25,000 can be used as a salary supplement. These chairs have a five-year ~~renewable~~ appointment.

174 (2) Each academic year, the University ~~may shall~~ award ~~up to eight~~ Trustee Chair Professorships.

175 (3) The eligibility criteria for an applicant is holding the rank of tenured professor; the applicant  
176 must be recognized as a "foremost scholar" in his or her chosen area of expertise, meaning known as a  
177 preeminent scholar in his or her discipline; and have a positive impact to other scholars at UCF.  
178 Applications will be reviewed by a committee consisting of one Trustee Chair, one Pegasus Professor, the  
179 Chair of the Faculty Senate, and the Vice Provost for Faculty Excellence. An employee who holds the  
180 rank of full professor shall be appointed by the UCF-UFF Chapter President to serve as an ex officio  
181 member of the committee, and shall not have a voting role except in the case of breaking any tie votes.  
182 The President and Provost or designee will make the final appointment.

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

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

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

188 (3) The eligibility criteria ~~for an applicant~~ is having completed five years at the rank of tenured  
189 professor at UCF; having achieved excellence in teaching, research and/or creative activity; and  
190 demonstrable service and scope of national and international impact. The awards are ultimately  
191 determined by the President or designee.

192 (c) Excellence Awards. All full-time employees in the appropriate discipline with at least three years  
193 of continuous non-visiting, non-OPS service at UCF immediately prior to the current year are eligible,  
194 ~~except for-~~ ~~E~~employees who have received a college or university excellence award in the past three  
195 academic years in the category for which they are applying ~~are not eligible~~. For some Excellence awards,  
196 additional eligibility criteria are specified below. Award recipients shall receive a one-time payment of  
197 \$2,000. Each academic year, the University shall award Excellence in Undergraduate Teaching awards,  
198 one University Award for Excellence in Undergraduate Teaching, Excellence in Graduate Teaching  
199 awards, one University Award for Excellence in Graduate Teaching, ~~two~~one University Awards for  
200 Excellence in Faculty Academic Advising, ~~one University Award for Excellence in Professional~~  
201 ~~Academic Advising~~, Excellence in Research awards, one University Distinguished Research award,  
202 ~~two~~one University Awards for Excellence in Professional Service, one Excellence in Librarianship award,

203 ~~one Excellence in English Language Institute Instruction~~ and one Excellence in Instructional Design  
204 award.

205 (1) Excellence in Undergraduate Teaching awards.

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

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

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

213 (2) Excellence in Graduate Teaching Awards.

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

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

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

221 (3) Excellence in Research Awards

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

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

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

230 (4) Excellence in Faculty Academic Advising.

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

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

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

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

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

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

- 245 ~~1. Evidence of success in retaining students;~~
- 246 ~~2. Evidence of guiding students to timely completion of their degrees;~~
- 247 ~~3. Creating a caring and supportive environment, and helping students realize their potential.~~

248 ~~(6) University Awards for Excellence in Professional Service.~~

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

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

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

254 2. Evidence of significant accomplishment in professional organizations in the nominee’s  
255 discipline;

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

258 ~~(76)~~ Excellence in Librarianship.

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

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

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

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

264 ~~(87)~~ Excellence in Instructional Design

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

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

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

269 2. Evidence of outstanding effort to promote quality of online instruction and improve  
270 relationships with faculty members at UCF.

271 ~~(9) — Excellence in English Language Institute Instruction.~~

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

274 ~~b. The criteria for evaluating applicant’s files shall include three major~~  
275 ~~categories:~~

276 ~~1. Evidence of innovative contributions to UCF or the ELI field;~~

277 ~~2. Evidence of extra effort to improve ELI success;~~

278 ~~3. Evidence of a sustained period of excellence in ELI.~~

279 ~~(10) — Recommendations for these awards are made by various~~  
280 ~~committees and are ultimately determined by the president or designee.~~

281

282 **23.6 Salary Increases for Employees Funded by Contracts and Grants.**

283 (a) Employees on contracts or grants shall receive salary increases equivalent to similar employees  
284 on Education and General (E&G) funding, provided that such salary increases are permitted by the terms  
285 of the contract or grant and adequate funds are available for this purpose in the contract or grant. In the  
286 event such salary increases are not permitted by the terms of the contract or grant, or in the event adequate  
287 funds are not provided, the ~~president or president~~University’s representative shall seek to have the  
288 contract or grant modified to permit or fund such increases.

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

292

293 **23.7 Administrative Discretion Increases.** ~~From the date of ratification of this document,~~ through

294 ~~August 31, 2019~~2021, the University may provide Administrative Discretion Increases up to one and one-  
295 half percent (1.5%) of the total salary rate of employees who were in an employment relationship with the  
296 University on May 7, ~~2017~~2018. Any Administrative Discretion Increase provided to contract and grant  
297 (C&G) employees, any court-ordered or court-approved salary increase, any prevailing wage adjustment  
298 for the purpose of qualifying for immigration status, or any salary increase to settle a legitimate, broad-  
299 based employment dispute shall not be subject to the terms and limitations of this Section.

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

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

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

308 (d) The University's ability to provide Administrative Discretion Increases shall expire **August 31,**  
 309 **2021**~~18~~, and shall not become part of the status quo.

310  
 311 **23.8 Report to Employees.** All employees shall receive notice of their salary increases prior to  
 312 implementation.

313  
 314 **23.9 Type of Payment for Assigned Duties.**

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

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

320  
 321  
 322  
 323 **23.10 Twelve-Month Payment Option.** The parties agree that a twelve-month payment option for 9-  
 324 month employees shall be offered each year during an annual open enrollment period from April 1 to  
 325 June 30. If chosen by the employee, this payment option shall become effective for one year starting with  
 326 the first full pay period beginning after August 8. The plan shall allow for employees to select a fixed  
 327 savings amount to be deducted from each of the nineteen full bi-weekly paychecks received during the  
 328 Fall and Spring semesters with a change in that amount to account for those paychecks from which  
 329 double premiums are deducted. The total savings shall be returned to the employee in equal amounts for  
 330 the five full bi-weekly paychecks received during the Summer. The University shall provide an online  
 331 calculator to assist the employee in determining a savings amount and fixed reduction amount that will  
 332 allow the employee's net paychecks to remain approximately constant. Pay received for supplemental  
 333 summer assignments shall be unaffected by this plan. This pay plan is subject to tax limitations.

334  
 335 **23.11 Administrative Salary Stipends.** A temporary salary increase that is provided to an employee  
 336 as compensation for performing a specific, titled administrative function shall be permitted under this  
 337 agreement as an Administrative Salary Stipend. At least 14 days prior to the effective date of any  
 338 Administrative Salary Stipend, the University shall provide UFF a written notification of the stipend  
 339 which states the name of the employee, the rank and discipline of the employee, the amount of the  
 340 stipend, and the reason for the stipend. If all or part of the stipend is later added to the employee's salary,  
 341 the amount so converted shall be treated as an Administrative Discretion Increase during the year in  
 342 which the conversion takes place and shall be subject to limitations of that section.

343  
 344 **23.12 Salary Rate Calculation and Payment.** The biweekly salary rate of employees serving on  
 345 twelve-month (~~calendar year~~) appointments shall be calculated by dividing the ~~calendar year~~ salary rate  
 346 by 26.1 pay periods.

347  
 348 **23.134 Compensation currency.** The university receives its budget and disburses monies in U.S.  
 349 dollars.