

ARTICLE 23

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: Associate Professor, Associate Instructor, Associate Lecturer, Associate Scholar/Scientist/Engineer, Associate in _____, Associate Instructional Designer, and Associate University Librarian.

(b) 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: Professor, Senior Instructor, Senior Lecturer, Scholar/Scientist/Engineer, University Librarian, and Senior Instructional Designer.

23.2 Legislatively Mandated Increases. Any legislatively mandated increases shall be implemented as soon as practicable.

23.3 Other Increases.

(a) Across-the Board Salary Increases.

(1) Effective **February 18, 2022** for the 2021-2022 (distributed on pay date March 11, 2022) ^[CP1]year, each eligible Education and General (E&G) employee whose salary is at least \$48,500 shall receive a **2.5%** increase to the employee's base salary. This increase will be calculated using the employee's salary as of February 17, 2022. An employee shall be eligible if the employee's most recent annual evaluation, if provided, was Satisfactory or above; the employee was in an in-unit employment relationship (not OPS) with the University prior to May 7, 2021^[CP2]; and the employee remains in a continual in-unit employment relationship at the date of implementation. Employees employed in 2020-2021 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. Contract and Grant (C&G) and Auxiliary funded [soft money] employees are also eligible, but any monies provided in such cases shall be paid from the appropriate contract, grant, or auxiliary revenues, if such increases are provided by the granting agency.^[CP3]

(2) Effective February 18, 2022 for the 2021-2022 (distributed on pay date March 11, 2022) year, each eligible Education and General (E&G) employee whose salary is less than \$48,500 shall receive a 3.5% increase to the employee's base salary. This increase will be calculated using the employee's salary as of February 17, 2022. An employee shall be eligible if the employee's most recent annual evaluation, if provided, was Satisfactory or above; the employee was in an in-unit employment relationship (not OPS) with the University prior to May 7, 2021; and the employee remains in a continual in-unit employment relationship at the date of implementation. Employees employed in 2020-2021 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. Contract and Grant (C&G) and Auxiliary funded [soft money] employees are also eligible, but any monies provided in such cases shall be paid from the appropriate contract, grant, or auxiliary revenues, if such increases are provided by the granting agency.*Placeholder for E&G employees whose salaries are less than \$48,500 (3.5%)*

47 (b) One-time payment for 2021-2022. Effective **February 18, 2022 (distributed on pay**
48 **date March 11, 2022)**, the University shall provide a one-time payment of **\$1,000** [CP4]to
49 each Educational and General (E&G) funded employee who was in a continual, non-OPS
50 employment relationship with the University on May 7, 2021, whose 2020-2021 annual
51 evaluation, if provided, was Satisfactory or above, and who remains employed by the
52 University in an in-unit position at the date of implementation. Those employed on or after
53 May 8, 2020 who did not receive an annual evaluation for 2020-2021 will be assigned a
54 Satisfactory rating for the purposes of this payment. If an employee's position is less than
55 1.0 FTE, the payment shall be prorated. Contract and Grant (C&G) and Auxiliary [soft
56 money] funded employees are also eligible, but any monies provided in such cases shall be
57 paid from the appropriate contract, grant, or auxiliary revenues, if such increases are
58 provided by the granting agency.

59 (c) Merit Salary Increases. No merit salary increases will be distributed this cycle.
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61 **23.4 Annual Incentive Award Programs.** Incentive Award Programs recognize and
62 promote employee excellence and productivity that respond to and support the mission of
63 the University of Central Florida, including its strategic initiatives and five key goals. The
64 provost or his or her designee shall give final approval for awards to successful faculty.
65 Each year, the University shall make available to eligible employees 115 Incentive Awards.
66 The awards shall be distributed to awardees in the next award cycle after ratification of this
67 document as set forth below. Regardless of contract length (9 months through 12 months),
68 award recipients shall receive a one-time award of \$5,000 as soon as practicable and a
69 \$5,000 increase to their salary effective at the beginning of the succeeding academic year.
70 Employees on visiting and other temporary appointments are not eligible for incentive
71 awards. Employees on non-E&G funding will be eligible for the increase depending on
72 availability of funds. All full-time employees in the appropriate discipline with at least four
73 years of continuous, non-OPS service at UCF immediately prior to the current year are
74 eligible.

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

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

88 (c) Scholarship of Teaching and Learning Awards (SoTLs). SoTLs recognize discovery,
89 reflection, and using evidence-based methods to research effective teaching and student
90 learning in higher education (i.e., at the university level). SoTL goes beyond teaching based
91 on evidence for specific teaching and learning practices. While the implementation of SoTL
92 outcomes may result in teaching excellence and increased teaching effectiveness, this
93 award recognizes scholarly efforts beyond teaching excellence. The University shall make
94 available up to five SoTL awards.

95 (d) Applications for Incentive Awards. Applications shall be completed online. These
96 awards shall be made according to the criteria or procedures listed on the Faculty
97 Excellence website.

98 (e) Incentive Award Selection.

99 (1) TIPs/RIAs. College or unit committees for the TIP and RIA award programs shall
100 be elected by and from the unit employees. The committees shall equitably represent the
101 departments or units within them. Employees who plan to apply in the current cycle for a
102 particular award shall not be eligible to serve on the committee. A committee chairperson
103 for each incentive award program shall be elected by and from the college/unit committee.
104 The chairperson shall charge the committee that members shall only consider the merits of
105 the application. No additional outside information or discussion of position, e.g., instructor
106 vs. tenure track employee, past awards, current salary, etc., may be considered, nor may
107 additional criteria be used. The committee shall review the award applications and shall
108 submit a ranked list of recommended employees to the dean or dean's representative. In
109 ranking the applicants, committee members shall only consider the merits of the application.

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

116 b. In larger colleges or units, subcommittees may be formed from the committee
117 at-large in the interest of efficient evaluation of the incentive award applications. Each
118 subcommittee must include at least three members, and every member of the committee at-
119 large must serve on a subcommittee. The applications to be reviewed shall be equitably
120 partitioned among the subcommittees. The subcommittees shall follow the ranking
121 procedure outlined above to determine which applications they recommend to the
122 committee at-large. Then the committee at-large shall be convened to review the
123 applications recommended by the subcommittees.

124 c. The committee chair shall convene the committee (at-large) and review their
125 initial rankings. Discussion shall be limited to information contained in the application and
126 may focus on applicants with few or dispersed rankings.

127 d. Following this discussion, the committee shall use a secret ballot to rank
128 candidates using the procedure outlined in (a) above.

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

131 f. The applicant with the highest mean rank (i.e., the sum of the applicant's
132 rankings divided by the number of committee members present) shall have the highest
133 priority for an incentive award, the applicant with the next highest mean rank the next
134 highest priority, and so on, until all applicants who received rankings by a majority of
135 committee members present are ranked in order.

136 g. In the case of T applicants with tied mean rank for the final T-1 or fewer
137 available award(s), the procedure outlined in (a) above, with T being the highest possible
138 rank, shall be used to break the ties. The ranking process outlined in (a) above shall be
139 used as many times in succession as necessary until all such ties are resolved and a final
140 ranked list is complete.

141 h. The committee chair shall transmit this ranked list to the dean or dean's
142 representative, or unit head who reviews and approves the awards. If the selection
143 committee awards fewer than the number of awards available or if the dean or unit head

144 does not approve an award from the list submitted by the selection committee, then the
145 award(s) shall be retained in the same college or unit for one additional cycle before it is
146 returned to the overall pool for apportionment.

147 i. For purposes of TIP/RIA selection as stated above, "college" shall also
148 include the group of employees whose primary assignment is in the College of
149 Undergraduate Studies, the College of Graduate Studies, an institute or center. One TIP
150 and one RIA shall be available to the These employees ~~shall be~~ grouped together as
151 described here. for purposes of calculating the number of awards available for each award
152 ^[CP5] ~~category.~~ The college committee shall consist of a member from each of the units
153 represented.

154 **23.5 Excellence Awards.** The University shall implement the merit-based bonuses set
155 forth below to recognize and promote employee excellence and productivity that respond to
156 and support the mission of the University of Central Florida.

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

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

165 (2) Each academic year, the University may award Trustee Chair Professorships.

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

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

177 (1) Award recipients shall receive a one-time payment of \$5,000 as well as a
178 Pegasus statue.

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

180 (3) The eligibility criteria is having completed five years at the rank of tenured
181 professor at UCF; having achieved excellence in teaching, research and/or creative activity;
182 and demonstrable service and scope of national and international impact. The awards are
183 ultimately determined by the President or designee.

184 (c) Excellence Awards. All full-time employees in the appropriate discipline with at least
185 three years of continuous non-visiting, non-OPS service at UCF immediately prior to the
186 current year are eligible, except for employees who have received a college or university
187 excellence award in the past three academic years in the category for which they are
188 applying. For some Excellence awards, additional eligibility criteria are specified below.
189 Award recipients shall receive a one-time payment of \$2,000. Each academic year, the
190 University shall award Excellence in Undergraduate Teaching awards, one University
191 Award for Excellence in Undergraduate Teaching, Excellence in Graduate Teaching

192 awards, one University Award for Excellence in Graduate Teaching, one University Award
193 for Excellence in Faculty Academic Advising, Excellence in Research awards, one
194 University Distinguished Research award, one University Award for Excellence in
195 Professional Service, one Excellence in Librarianship award, and one Excellence in
196 Instructional Design award.

197 (1) Excellence in Undergraduate Teaching awards.

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

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

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

206 (2) Excellence in Graduate Teaching Awards.

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

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

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

216 (3) Excellence in Research Awards

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

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

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

226 (4) Excellence in Faculty Academic Advising.

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

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

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

235 (5) University Awards for Excellence in Professional Service.

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

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

- 241 1. Evidence of effectiveness in service to the university by highlighting
242 leadership contributions;
243 2. Evidence of significant accomplishment in professional organizations in
244 the nominee's discipline;
245 3. Evidence of recognition for outreach activities, service, and leadership
246 contributions to community organizations.
247 (6) Excellence in Librarianship.
248 a. Eligibility. Employees who have served at UCF as a librarian on a permanent
249 line for the current year and at least the three years immediately preceding the current year
250 are eligible.
251 b. The criteria for evaluating applicant's files shall include two major categories:
252 1. Evidence of extra effort to improve library services and collections;
253 2. Evidence of a sustained period of excellence in the library profession.
254 (7) Excellence in Instructional Design.
255 a. Eligibility. Must be an instructional designer on a non-visiting, non-OPS 12-
256 month contract at the time of nomination and over the three preceding academic years.
257 b. The criteria for evaluating applicant's files shall include two major categories:
258 1. Innovative contributions to UCF and/or the ID field;
259 2. Evidence of outstanding effort to promote quality of online instruction and
260 improve relationships with faculty members at UCF.
261 (8) Recommendations for these awards are made by various committees and are
262 ultimately determined by the President or designee.
263

264 **23.6 Salary Increases for Employees Funded by Contracts and Grants.**

265 (a) Employees on contracts or grants shall receive salary increases equivalent to similar
266 employees on Education and General (E&G) funding, provided that such salary increases
267 are permitted by the terms of the contract or grant and adequate funds are available for this
268 purpose in the contract or grant. In the event such salary increases are not permitted by the
269 terms of the contract or grant, or in the event adequate funds are not provided, the
270 University's representative shall seek to have the contract or grant modified to permit or
271 fund such increases.

272 (b) Nothing contained herein shall prevent employees whose salaries are funded by
273 grant agencies from being allotted raises higher than those provided in this Agreement if
274 such increases are provided by the granting agency.
275

276 **23.7 Administrative Discretion Increases.** From the date of ratification of this
277 document, ~~through August 31, 2021,~~ the University may provide Administrative Discretion
278 Increases up to one and one-half percent (1.5%) of the total salary rate of employees who
279 were in an employment relationship with the University on May 6⁷, 2021^{CR6} 2020. Any
280 Administrative Discretion Increase provided to contract and grant (C&G) employees, any
281 court-ordered or court-approved salary increase, any prevailing wage adjustment for the
282 purpose of qualifying for immigration status, or any salary increase to settle a legitimate,
283 broad-based employment dispute shall not be subject to the terms and limitations of this
284 Section.

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

289 (b) Administrative Discretionary Increases for verified written offers of outside
290 employment shall not be subject to the one and one-half percent (1.5%) salary rate
291 limitation.

292 (c)^[CR7] UFF Notification. At least 14 days prior to the effective date of any such
293 increase, the University shall provide to the UFF a written notification of the increase which
294 states the name of the employee, the rank and discipline of the employee, the amount of
295 the increase, and the reason for the increase.

296 ~~(d) The University's ability to provide Administrative Discretion Increases shall expire~~
297 ~~August 31, 2021, and shall not become part of the status quo.~~^[CR8]

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299 **23.8 Report to Employees.** All employees shall receive notice of their salary increases
300 prior to implementation.

301 **23.9 Type of Payment for Assigned Duties.**

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

305 (b) Duties and responsibilities assigned by the University to an employee that are in
306 addition to the available established FTE for the position shall be compensated through
307 OPS wages, not salary.
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310 **23.10 Twelve-Month Payment Option.** The parties agree that a twelve-month payment
311 option for 9-month employees shall be offered each year during an annual open enrollment
312 period from April 1 to June 30. If chosen by the employee, this payment option shall
313 become effective for one year starting with the first full pay period beginning after August 8.
314 The plan shall allow for employees to select a fixed savings amount to be deducted from
315 each of the nineteen full bi-weekly paychecks received during the Fall and Spring
316 semesters with a change in that amount to account for those paychecks from which double
317 premiums are deducted. The total savings shall be returned to the employee in equal
318 amounts for the five full bi-weekly paychecks received during the Summer. The University
319 shall provide an online calculator to assist the employee in determining a savings amount
320 and fixed reduction amount that will allow the employee's net paychecks to remain
321 approximately constant. Pay received for supplemental summer assignments shall be
322 unaffected by this plan. This pay plan is subject to tax limitations.
323

324 **23.11 Administrative Salary Stipends.** A temporary salary increase that is provided to
325 an employee as compensation for performing a specific, titled administrative function shall
326 be permitted under this agreement as an Administrative Salary Stipend. At least 14 days
327 prior to the effective date of any Administrative Salary Stipend, the University shall provide
328 UFF a written notification of the stipend which states the name of the employee, the rank
329 and discipline of the employee, the amount of the stipend, and the reason for the stipend.
330 If all or part of the stipend is later added to the employee's salary, the amount so converted
331 shall be treated as an Administrative Discretion Increase during the year in which the
332 conversion takes place and shall be subject to limitations of that section.
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334 **23.12 Salary Rate Calculation and Payment.** The biweekly salary rate of employees
335 serving on twelve-month appointments shall be calculated by dividing the salary rate by
336 26.1 pay periods.

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23.14 Compensation. UCF will comply with all applicable Federal and State labor and employment laws.

For the BOT: Sherry Andrews

For the UFF: Talat Rahman

date

date