

1 **ARTICLE 23**^[CP1]

2 **SALARIES**

3
4 **23.1 Promotion Increases.**

5 (a) Promotion salary increases shall be granted on August 8 following that promotion in
6 an amount equal to 9.0% of the employee's salary as of August 7 in recognition of
7 promotion to one of the following ranks: Associate Professor, Associate Instructor,
8 Associate Lecturer, Associate Scholar/Scientist/Engineer, Associate in _____, Associate
9 Instructional Designer, and Associate University Librarian.

10 (b) Promotion salary increases shall be granted on August 8 following that promotion in
11 an amount equal to 10.0% of the employee's salary as of August 7 in recognition of
12 promotion to one of the following ranks: Professor, Senior Instructor, Senior Lecturer,
13 Scholar/Scientist/Engineer, University Librarian, and Senior Instructional Designer.

14
15 **23.2 Legislatively Mandated Increases.** Any legislatively mandated increases shall be
16 implemented as soon as practicable.

17
18 **23.3 Other Increases.**

19 (a) Cross-the Board Salary Increases.

20 (1) Effective **February 18, 2022** for the 2021-2022 (**distributed on pay date March**
21 **11, 2022**)^[CP2] year, each eligible Education and General (E&G) employee whose salary is at
22 least \$48,500 shall receive a **2.5%** increase to the employee's base salary. This increase
23 will be calculated using the employee's salary as of February 17, 2022. An employee shall
24 be eligible if the employee's most recent annual evaluation, if provided, was Satisfactory or
25 above; the employee was in an in-unit employment relationship (not OPS) with the
26 University prior to May 7, 2021; and the employee remains in a continual in-unit
27 employment relationship at the date of implementation. Employees employed in 2020-2021
28 that meet the above qualifications and were not evaluated shall be provided with an
29 evaluation for the period and shall be eligible for the increase. ~~Contract and Grant (C&G)~~
30 ~~and~~^[CP3] Auxiliary funded [soft money] employees are also eligible, but any monies provided
31 in such cases shall be paid from the appropriate contract, grant, or auxiliary revenues, if
32 such increases are provided by the granting agency.

33 (2) Effective February 18, 2022 for the 2021-2022 (distributed on pay date March
34 11, 2022) year, each eligible Education and General (E&G) employee whose salary is less
35 than \$48,500 shall receive a 3.5% increase to the employee's base salary. This increase
36 will be calculated using the employee's salary as of February 17, 2022. An employee shall
37 be eligible if the employee's most recent annual evaluation, if provided, was Satisfactory or
38 above; the employee was in an in-unit employment relationship (not OPS) with the
39 University prior to May 7, 2021; and the employee remains in a continual in-unit
40 employment relationship at the date of implementation. Employees employed in 2020-2021
41 that meet the above qualifications and were not evaluated shall be provided with an
42 evaluation for the period and shall be eligible for the increase. ~~Contract and Grant (C&G)~~
43 and Auxiliary funded [soft money] employees are also eligible, but any monies provided in
44 such cases shall be paid from the appropriate contract, grant, or auxiliary revenues, if such
45 increases are provided by the granting agency.

46 (b) One-time payment for 2021-2022. Effective February 18, 2022 (distributed on pay
47 date March 11, 2022), the University shall provide a one-time payment^[CP4] of \$1,000^[CP5] to

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

58 (c) Merit Salary Increases. No merit salary increases will be distributed this cycle.

59

60 **23.4 Annual Incentive Award Programs.** Incentive Award Programs recognize and
61 promote employee excellence and productivity that respond to and support the mission of
62 the University of Central Florida, including its strategic initiatives and five key goals. The
63 provost or his or her designee shall give final approval for awards to successful faculty.
64 Each year, the University shall make available to eligible employees 115 Incentive Awards.
65 The awards shall be distributed to awardees in the next award cycle after ratification of this
66 document as set forth below. Regardless of contract length (9 months through 12 months),
67 award recipients shall receive a one-time award of \$5,000 as soon as practicable and a
68 \$5,000 increase to their salary effective at the beginning of the succeeding academic year.
69 Employees on visiting and other temporary appointments are not eligible for incentive
70 awards. Employees on non-E&G funding will be eligible for the increase depending on
71 availability of funds. All full-time employees in the appropriate discipline with at least four
72 years of continuous, non-OPS service at UCF immediately prior to the current year are
73 eligible.

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

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

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

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

97 (e) Incentive Award Selection.

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

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

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

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

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

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

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

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

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

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

146 i. For purposes of TIP/RIA selection as stated above, "college" shall also
147 include the group of employees whose primary assignment is in the College of
148 Undergraduate Studies, the College of Graduate Studies, an institute or center. ~~Two~~
149 ~~TIPs and one~~ ~~RIAs shall be available to the~~ ~~These~~ employees shall be grouped together
150 ~~as described here. for purposes of calculating the number of awards available for each~~
151 ~~award~~ ~~[CP6] category~~. The college committee shall consist of a member from each of the units
152 represented.

153 **23.5 Excellence Awards.** The University shall implement the merit-based bonuses set
154 forth below to recognize and promote employee excellence and productivity that respond to
155 and support the mission of the University of Central Florida.

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

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

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

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

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

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

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

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

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

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

196 (1) Excellence in Undergraduate Teaching awards.

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

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

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

205 (2) Excellence in Graduate Teaching Awards.

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

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

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

215 (3) Excellence in Research Awards

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

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

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

225 (4) Excellence in Faculty Academic Advising.

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

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

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

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

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

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

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

263 **23.6 Salary Increases for Employees Funded by Contracts and Grants.**

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

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

275 **23.7 Administrative Discretion Increases.** From the date of ratification of this
276 document, ~~through August 31, 2021,~~ the University may provide Administrative Discretion
277 Increases up to one and one-half percent (1.5%) of the total salary rate of employees who
278 were in an employment relationship with the University on May 6⁷, 2021^{CR7}2020. Any
279 Administrative Discretion Increase provided to contract and grant (C&G) employees, any
280 court-ordered or court-approved salary increase, any prevailing wage adjustment for the
281 purpose of qualifying for immigration status, or any salary increase to settle a legitimate,
282 broad-based employment dispute shall not be subject to the terms and limitations of this
283 Section.

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

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

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

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

297

298 **23.8 Report to Employees.** All employees shall receive notice of their salary increases
299 prior to implementation.

300

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.

308

309 **23.10 Twelve-Month Payment Option.** The parties agree that a twelve-month payment
310 option for 9-month employees shall be offered each year during an annual open enrollment
311 period from April 1 to June 30. If chosen by the employee, this payment option shall
312 become effective for one year starting with the first full pay period beginning after August 8.
313 The plan shall allow for employees to select a fixed savings amount to be deducted from
314 each of the nineteen full bi-weekly paychecks received during the Fall and Spring
315 semesters with a change in that amount to account for those paychecks from which double
316 premiums are deducted. The total savings shall be returned to the employee in equal
317 amounts for the five full bi-weekly paychecks received during the Summer. The University
318 shall provide an online calculator to assist the employee in determining a savings amount
319 and fixed reduction amount that will allow the employee's net paychecks to remain
320 approximately constant. Pay received for supplemental summer assignments shall be
321 unaffected by this plan. This pay plan is subject to tax limitations.

322

323 **23.11 Administrative Salary Stipends.** A temporary salary increase that is provided to
324 an employee as compensation for performing a specific, titled administrative function shall
325 be permitted under this agreement as an Administrative Salary Stipend. At least 14 days
326 prior to the effective date of any Administrative Salary Stipend, the University shall provide
327 UFF a written notification of the stipend which states the name of the employee, the rank
328 and discipline of the employee, the amount of the stipend, and the reason for the stipend.
329 If all or part of the stipend is later added to the employee's salary, the amount so converted
330 shall be treated as an Administrative Discretion Increase during the year in which the
331 conversion takes place and shall be subject to limitations of that section.

332

333 **23.12 Salary Rate Calculation and Payment.** The biweekly salary rate of employees
334 serving on twelve-month appointments shall be calculated by dividing the salary rate by
335 26.1 pay periods.

336

337 **23.14 Compensation.** UCF will comply with all applicable Federal and State labor and
338 employment laws.

For the BOT: Sherry Andrews

For the UFF: Talat Rahman

date

date