

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 **April 15, 2022** for the 2021-2022 year, (**distributed on pay date May 6, 2022**) 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 April 14, 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.

(2) Effective **April 15, 2022** for the 2021-2022 (**distributed on pay date May 6, 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 April 14, 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.

(b) One-time payment for 2021-2022. Effective **April 15, 2022 (distributed on pay date May 6, 2022)**, the University shall provide a one-time payment of \$2,500 to each Educational and General (E&G) funded employee who was in a continual, non-OPS employment relationship with the University on May 7, 2021, whose 2020-2021 annual evaluation, if provided, was Satisfactory or above, and who remains employed by the University in an in-unit position at the date of implementation. Those employed on or after May 8, 2020 who did not receive an annual evaluation for 2020-2021 will be assigned a

47 Satisfactory rating for the purposes of this payment. If an employee's position is less than
48 1.0 FTE, the payment shall be prorated.

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

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51 **23.4 Salary Increases for Employees Funded by Contracts and Grants or** 52 **Auxiliary Accounts.**

53 (a) Employees on contracts or grants shall receive salary increases equivalent to similar
54 employees on Education and General (E&G) funding, provided that such salary increases
55 are permitted by the terms of the contract or grant and adequate funds are available for this
56 purpose in the contract or grant. In the event such salary increases are not permitted by the
57 terms of the contract or grant, or in the event adequate funds are not provided, the
58 University's representative shall seek to have the contract or grant modified to permit or
59 fund such increases.

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

63 (c) Employees funded by auxiliary accounts shall receive salary increases equivalent to
64 similar employees on E&G funding, provided that adequate funds are available in the
65 appropriate auxiliary account.

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67 **23.5 Annual Incentive Award Programs.** Incentive Award Programs recognize and
68 promote employee excellence and productivity that respond to and support the mission of
69 the University of Central Florida, including its strategic initiatives and five key goals. The
70 provost or his or her designee shall give final approval for awards to successful faculty.
71 Each year, the University shall make available to eligible employees 115 Incentive Awards.
72 The awards shall be distributed to awardees in the next award cycle after ratification of this
73 document as set forth below. Regardless of contract length (9 months through 12 months),
74 award recipients shall receive a one-time award of \$5,000 as soon as practicable and a
75 \$5,000 increase to their salary effective at the beginning of the succeeding academic year.
76 Employees on visiting and other temporary appointments are not eligible for incentive
77 awards. Employees on non-E&G funding will be eligible for the increase depending on
78 availability of funds. All full-time employees in the appropriate discipline with at least four
79 years of continuous, non-OPS service at UCF immediately prior to the current year are
80 eligible.

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

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

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

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

104 (e) Incentive Award Selection.

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

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

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

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

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

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

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

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

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

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

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160 **23.6 Excellence Awards.** The University shall implement the merit-based bonuses set
161 forth below to recognize and promote employee excellence and productivity that respond to
162 and support the mission of the University of Central Florida.

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

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

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

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

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

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

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

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

190 (c) Excellence Awards. All full-time employees in the appropriate discipline with at least
191 three years of continuous non-visiting, non-OPS service at UCF immediately prior to the
192 current year are eligible, except for employees who have received a college or university
193 excellence award in the past three academic years in the category for which they are
194 applying. For some Excellence awards, additional eligibility criteria are specified below.
195 Award recipients shall receive a one-time payment of \$2,000. Each academic year, the
196 University shall award Excellence in Undergraduate Teaching awards, one University
197 Award for Excellence in Undergraduate Teaching, Excellence in Graduate Teaching
198 awards, one University Award for Excellence in Graduate Teaching, one University Award
199 for Excellence in Faculty Academic Advising, Excellence in Research awards, one
200 University Distinguished Research award, one University Award for Excellence in
201 Professional Service, one Excellence in Librarianship award, and one Excellence in
202 Instructional Design award.

203 (1) Excellence in Undergraduate Teaching awards.

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

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

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

212 (2) Excellence in Graduate Teaching Awards.

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

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

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

222 (3) Excellence in Research Awards

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

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

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

232 (4) Excellence in Faculty Academic Advising.

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

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

- 236 1. Evidence of extra effort to improve advising;
- 237 2. Evidence that students have been sensitively and appropriately informed
238 and guided concerning career choices and academic opportunities;

- 239 3. Evidence that the nominee serves as a role model in the pursuit of
240 learning.
- 241 (5) University Awards for Excellence in Professional Service.
- 242 a. Eligibility. Employees who are assigned an FTE of 0.10 for professional
243 service duties over the current year and for each of the three preceding academic years are
244 eligible.
- 245 b. The criteria for evaluating applicants' files shall include three major
246 categories:
- 247 1. Evidence of effectiveness in service to the university by highlighting
248 leadership contributions;
- 249 2. Evidence of significant accomplishment in professional organizations in
250 the nominee's discipline;
- 251 3. Evidence of recognition for outreach activities, service, and leadership
252 contributions to community organizations.
- 253 (6) Excellence in Librarianship.
- 254 a. Eligibility. Employees who have served at UCF as a librarian on a permanent
255 line for the current year and at least the three years immediately preceding the current year
256 are eligible.
- 257 b. The criteria for evaluating applicant's files shall include two major categories:
- 258 1. Evidence of extra effort to improve library services and collections;
- 259 2. Evidence of a sustained period of excellence in the library profession.
- 260 (7) Excellence in Instructional Design.
- 261 a. Eligibility. Must be an instructional designer on a non-visiting, non-OPS 12-
262 month contract at the time of nomination and over the three preceding academic years.
- 263 b. The criteria for evaluating applicant's files shall include two major categories:
- 264 1. Innovative contributions to UCF and/or the ID field;
- 265 2. Evidence of outstanding effort to promote quality of online instruction and
266 improve relationships with faculty members at UCF.
- 267 (8) Recommendations for these awards are made by various committees and are
268 ultimately determined by the President or designee.

269

270 **23.7 Administrative Discretion Increases.** From the date of ratification of this
271 document, through August 31, 2024, the University may provide Administrative Discretion
272 Increases up to one and one-half percent (1.5%) of the total salary rate of employees who
273 were in an employment relationship with the University on May 7, 2021. Any Administrative
274 Discretion Increase provided to contract and grant (C&G) employees, any court-ordered or
275 court-approved salary increase, any prevailing wage adjustment for the purpose of
276 qualifying for immigration status, or any salary increase to settle a legitimate, broad-based
277 employment dispute shall not be subject to the terms and limitations of this Section.

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

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

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

287 name of the employee, the rank and discipline of the employee, the amount of the increase,
288 and the reason for the increase.

289 (d) The University's ability to provide Administrative Discretion Increases shall expire
290 August 31, 2024, and shall not become part of the status quo.

291
292 **23.8 Report to Employees.** All employees shall receive notice of their salary increases
293 prior to implementation.

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295 **23.9 Type of Payment for Assigned Duties.**

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

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

302
303 **23.10 Twelve-Month Payment Option.** The parties agree that a twelve-month payment
304 option for 9-month employees shall be offered each year during an annual open enrollment
305 period from April 1 to June 30. If chosen by the employee, this payment option shall
306 become effective for one year starting with the first full pay period beginning after August 8.
307 The plan shall allow for employees to select a fixed savings amount to be deducted from
308 each of the nineteen full bi-weekly paychecks received during the Fall and Spring
309 semesters with a change in that amount to account for those paychecks from which double
310 premiums are deducted. The total savings shall be returned to the employee in equal
311 amounts for the five full bi-weekly paychecks received during the Summer. The University
312 shall provide an online calculator to assist the employee in determining a savings amount
313 and fixed reduction amount that will allow the employee's net paychecks to remain
314 approximately constant. Pay received for supplemental summer assignments shall be
315 unaffected by this plan. This pay plan is subject to tax limitations.

316
317 **23.11 Administrative Salary Stipends.** A temporary salary increase that is provided to
318 an employee as compensation for performing a specific, titled administrative function shall
319 be permitted under this agreement as an Administrative Salary Stipend. At least 14 days
320 prior to the effective date of any Administrative Salary Stipend, the University shall provide
321 UFF a written notification of the stipend which states the name of the employee, the rank
322 and discipline of the employee, the amount of the stipend, and the reason for the stipend.
323 If all or part of the stipend is later added to the employee's salary, the amount so converted
324 shall be treated as an Administrative Discretion Increase during the year in which the
325 conversion takes place and shall be subject to limitations of that section.

326
327 **23.12 Salary Rate Calculation and Payment.** The biweekly salary rate of employees
328 serving on twelve-month appointments shall be calculated by dividing the salary rate by
329 26.1 pay periods.

330
331 **23.14 Compensation.** UCF will comply with all applicable Federal and State labor and
332 employment laws.