

1  
2 ARTICLE 23

3 **SALARIES**

4  
5 **23.1 Promotion Increases.**

6 The purpose is to ensure that the University of Central Florida attracts and retains  
7 diverse and the most highly qualified workforce available to effectuate its academic  
8 research, teaching, and service mission. To do so, it is essential to conduct effective  
9 support of current employees in their career goals by providing fair and equitable  
10 internal transfer and promotional processes.

11 (a) Promotion salary increases shall be granted on August 8 following that  
12 promotion in an amount equal to ~~119.0%~~ of the employee's salary as of August 7 in  
13 recognition of promotion to one of the following ranks: Associate Professor, Associate  
14 Instructor, Associate Lecturer, Associate Scholar/Scientist/Engineer, Associate in  
15 \_\_\_\_\_, Associate Instructional Designer, and Associate University Librarian.

16 (b) Promotion salary increases shall be granted on August 8 following that  
17 promotion in an amount equal to ~~102.0%~~ of the employee's salary as of August 7 in  
18 recognition of promotion to one of the following ranks: Professor, Senior Instructor,  
19 Senior Lecturer, Scholar/Scientist/Engineer, University Librarian, and Senior  
20 Instructional Designer.

21  
22 **23.2 Legislatively Mandated Increases.** Any legislatively mandated increases shall  
23 be implemented as soon as practicable.

24  
25 **23.3 Other Increases.**

26 (a) Across-the Board Salary Increases for 2021-2022. Effective August 8, 2021, for  
27 the 2021-2022 year, each eligible employee shall receive a three and a half percent  
28 (3.5%) increase to the employee's base salary, minimum base increase of \$1,500.00.  
29 This increase will be calculated using the employee's salary as of August 7, 2021. An  
30 employee shall be eligible if the employee's most recent annual evaluation, if provided,  
31 was Satisfactory or above; the employee was in an employment relationship with the  
32 University prior to May 7, 2021; and the employee remains in a continual employment  
33 relationship at the date of implementation. Employees employed in 2019-20 that meet  
34 the above qualifications and were not evaluated shall be provided with an evaluation for  
35 the period and shall be eligible for the increase. ~~Across-the Board Salary Increases. No~~  
36 ~~across-the-board salary increases will be distributed this cycle.~~

37 (b) Across-the Board Salary Increases for 2022-2023. Effective August 8, 2022,  
38 for the 2022-2023 year, each eligible employee shall receive a three and a half percent  
39 (3.5%) increase to the employee's base salary, minimum base increase of \$1,500.00.  
40 This increase will be calculated using the employee's salary as of August 7, 2022. An  
41 employee shall be eligible if the employee's most recent annual evaluation, if provided,  
42 was Satisfactory or above; the employee was in an employment relationship with the  
43 University prior to May 7, 2022; and the employee remains in a continual employment  
44 relationship at the date of implementation. Employees employed in 2020-21 that meet  
45 the above qualifications and were not evaluated shall be provided with an evaluation for  
46 the period and shall be eligible for the increase. ~~One-time payment for 2020-21.~~  
47 ~~Effective January 8, 2021 (distributed on pay date 1/29/2021), the University shall~~

48 ~~provide a one-time payment of \$1,200 to each educational and general (E&G) funded~~  
49 ~~employee who was in a continual, non-OPS employment relationship with the University~~  
50 ~~on June 30, 2020, whose 2019-20 annual evaluation, if provided, was Satisfactory or~~  
51 ~~above, and who remains employed by the University in an in-unit position at the date of~~  
52 ~~implementation. Those employed on or after January 10, 2020 who did not receive an~~  
53 ~~annual evaluation will be assigned a Satisfactory rating for the purposes of this payment.~~  
54 ~~If an employee's position is less than 1.0 FTE, the payment shall be prorated. Contract~~  
55 ~~and grant (C&G) and auxiliary funded employees are also eligible, but any monies~~  
56 ~~provided in such cases shall be paid from the appropriate contract, grant, or auxiliary~~  
57 ~~revenues, if such increases are provided by the granting agency.~~

58 (c) Across-the Board Salary Increases for 2023-2024. Effective August  
59 8, 2023, for the 2023-2024 year, each eligible employee shall receive a three  
60 and a half percent (3.5%) increase to the employee's base salary, minimum  
61 base increase of \$1,500.00. This increase will be calculated using the  
62 employee's salary as of August 7, 2023. An employee shall be eligible if the  
63 employee's most recent annual evaluation, if provided, was Satisfactory or  
64 above; the employee was in an employment relationship with the University  
65 prior to May 7, 2023; and the employee remains in a continual employment  
66 relationship at the date of implementation. Employees employed in 2021-22 that  
67 meet the above qualifications and were not evaluated shall be provided with an  
68 evaluation for the period and shall be eligible for the increase.

69  
70 (d) Merit Salary Increases. No merit salary increases will be distributed this  
71 cycle.

72  
73 **23.4 Annual Incentive Award Programs.** Incentive Award Programs recognize and  
74 promote employee excellence and productivity that respond to and support the mission  
75 of the University of Central Florida, including its strategic initiatives and five key goals.  
76 The provost or his or her designee shall give final approval for awards to successful  
77 faculty. Each year, the University shall make available to eligible employees ~~445-125~~  
78 Incentive Awards. The awards shall be distributed to awardees in the next award cycle  
79 after ratification of this document as set forth below. Regardless of contract length (9  
80 months through 12 months), award recipients shall receive a one-time award of \$5,000  
81 as soon as practicable and a \$5,000 increase to their salary effective at the beginning of  
82 the succeeding academic year. Employees on visiting and other temporary  
83 appointments are not eligible for incentive awards. Employees on non-E&G funding will  
84 be eligible for the increase depending on availability of funds. All full-time employees in  
85 the appropriate discipline with at least four years of continuous, non-OPS service at UCF  
86 immediately prior to the current year are eligible.

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

94 (b) UCF-Research Incentive Award Program. The UCF-Research Incentive  
95 Award ("UCF-RIA") program recognizes outstanding research, scholarly, or creative

96 activity that advances the body of knowledge in a particular field, including  
97 interdisciplinary research and collaborations. Each academic year the University shall  
98 make available up to fifty-five UCF-RIA awards to eligible employees. The UCF-RIA  
99 award recognizes employee contributions to UCF's key goal of achieving international  
100 prominence in research and creative activities.

101 (c) Scholarship of Teaching and Learning Awards (SoTLs). SoTLs recognize  
102 discovery, reflection, and using evidence-based methods to research effective teaching  
103 and student learning. While the implementation of SoTL outcomes may result in  
104 teaching excellence and increased teaching effectiveness, this award recognizes  
105 scholarly efforts beyond teaching excellence. The University shall make available up to  
106 five SoTL awards.

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

110 (e) Incentive Award Selection.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

200 (c) Excellence Awards. All full-time employees in the appropriate discipline with  
201 at least three years of continuous non-visiting, non-OPS service at UCF immediately  
202 prior to the current year are eligible, except for employees who have received a college  
203 or university excellence award in the past three academic years in the category for  
204 which they are applying. For some Excellence awards, additional eligibility criteria are  
205 specified below. Award recipients shall receive a one-time payment of \$2,000. Each  
206 academic year, the University shall award Excellence in Undergraduate Teaching  
207 awards, one University Award for Excellence in Undergraduate Teaching, Excellence in  
208 Graduate Teaching awards, one University Award for Excellence in Graduate Teaching,  
209 one University Award for Excellence in Faculty Academic Advising, Excellence in  
210 Creative Scholarship & Research awards, and one-four University Distinguished  
211 Creative Scholarship & Research awards for excellence in one of the following  
212 categories: (a) Creative Arts & Humanities, (b) Social Sciences, (c) Physical Sciences,  
213 and (d) Life/Medical Sciences, one University Award for Excellence in Professional  
214 Service, one Excellence in Librarianship award, ~~and~~ one Excellence in Instructional  
215 Design award and one Excellence in English Language Institute Instruction. In addition to  
216 the winners of these Excellence Awards, the second and third place winners in each  
217 category will receive an honorable mention at the annual Founder's Day Ceremony.

218 (1) Excellence in Undergraduate Teaching awards.

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

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

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

227 (2) Excellence in Graduate Teaching Awards.

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

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

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

237 (3) Excellence in Research Awards

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

240 UCF.  
241                   b. The criteria for evaluating applicants' files shall include three major  
242 categories.  
243                   1. cumulative value and impact of research efforts at UCF within the  
244 discipline and to society;  
245                   2. Recognition of research impact by the individual's peers in the  
246 same or in related disciplines;  
247                   3. Publication/dissemination and presentation of research results.  
248           (4) Excellence in Faculty Academic Advising.  
249           a. Eligibility. All employees who currently advise and who have advised  
250 undergraduate students over the preceding three academic years are eligible.  
251           b. The criteria for evaluating applicants' files shall include three major  
252 categories:  
253                   1. Evidence of extra effort to improve advising;  
254                   2. Evidence that students have been sensitively and appropriately  
255 informed and guided concerning career choices and academic opportunities;  
256                   3. Evidence that the nominee serves as a role model in the pursuit of  
257 learning.  
258           (5) University Awards for Excellence in Professional Service.  
259           a. Eligibility. Employees who are assigned an FTE of 0.10 for  
260 professional service duties over the current year and for each of the three preceding  
261 academic years are eligible.  
262           b. The criteria for evaluating applicants' files shall include three major  
263 categories:  
264                   1. Evidence of effectiveness in service to the university by  
265 highlighting leadership contributions;  
266                   2. Evidence of significant accomplishment in professional  
267 organizations in the nominee's discipline;  
268                   3. Evidence of recognition for outreach activities, service, and  
269 leadership contributions to community organizations.  
270           (6) Excellence in Librarianship.  
271           a. Eligibility. Employees who have served at UCF as a librarian on a  
272 permanent line for the current year and at least the three years immediately preceding  
273 the current year are eligible.  
274           b. The criteria for evaluating applicant's files shall include two major  
275 categories:  
276                   1. Evidence of extra effort to improve library services and collections;  
277                   2. Evidence of a sustained period of excellence in the library  
278 profession.  
279           (7) Excellence in Instructional Design.  
280           a. Eligibility. Must be an instructional designer on a non-visiting, non-  
281 OPS 12-month contract at the time of nomination and over the three preceding academic  
282 years.  
283           b. The criteria for evaluating applicant's files shall include two major  
284 categories:  
285                   1. Innovative contributions to UCF and/or the ID field;  
286                   2. Evidence of outstanding effort to promote quality of online  
287 instruction and improve relationships with faculty members at UCF.

288 (8) Excellence in English Language Institute Instruction.

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

292 b. The criteria for evaluating applicant's files shall include three major  
293 categories:

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

295 2. Evidence of extra effort to improve ELI success;

296 3. Evidence of a sustained period of excellence in ELI.

297 (8) Recommendations for these awards are made by various committees  
298 and are ultimately determined by the President or designee.

300 **23.6 Salary Increases for Employees Funded by Contracts and Grants.**

301 (a) Employees on contracts or grants shall receive salary increases equivalent  
302 to similar employees on Education and General (E&G) funding, provided that such  
303 salary increases are permitted by the terms of the contract or grant and adequate funds  
304 are available for this purpose in the contract or grant. In the event such salary increases  
305 are not permitted by the

306 terms of the contract or grant, or in the event adequate funds are not provided, the  
307 University's representative shall seek to have the contract or grant modified to permit or  
308 fund such increases.

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

312  
313 **23.7 Administrative Discretion Increases.** From the date of ratification of this  
314 document, through August 31, 2021, the University may provide Administrative  
315 Discretion Increases up to one and one-half percent (1.5%) of the total salary rate of  
316 employees who were in an employment relationship with the University on May 6, 2020.  
317 Any Administrative Discretion Increase provided to contract and grant (C&G) employees,  
318 any court-ordered or court-approved salary increase, any prevailing wage adjustment for  
319 the purpose of qualifying for immigration status, or any salary increase to settle a  
320 legitimate, broad-based employment dispute shall not be subject to the terms and  
321 limitations of this Section.

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

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

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

333 (d) The University's ability to provide Administrative Discretion Increases shall  
334 expire August 31, ~~2021~~ 2024 and shall not become part of the status quo.

335

336 **23.8 Report to Employees.** All employees shall receive notice of their salary increases  
337 prior to implementation.

338  
339 **23.9 Type of Payment for Assigned Duties.**

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

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

346  
347 **23.10 Twelve-Month Payment Option.** The parties agree that a twelve-month  
348 payment option for 9-month employees shall be offered each year during an annual  
349 open enrollment period from April 1 to June 30. If chosen by the employee, this payment  
350 option shall become effective for one year starting with the first full pay period beginning  
351 after August 8. The plan shall allow for employees to select a fixed savings amount to be  
352 deducted from each of the nineteen full bi-weekly paychecks received during the Fall  
353 and Spring semesters with a change in that amount to account for those paychecks from  
354 which double premiums are deducted. The total savings shall be returned to the  
355 employee in equal amounts for the five full bi-weekly paychecks received during the  
356 Summer. The University shall provide an online calculator to assist the employee in  
357 determining a savings amount and fixed reduction amount that will allow the employee's  
358 net paychecks to remain approximately constant. Pay received for supplemental  
359 summer assignments shall be unaffected by this plan. This pay plan is subject to tax  
360 limitations.

361  
362 **23.11 Administrative Salary Stipends.** A temporary salary increase that is provided  
363 to an employee as compensation for performing a specific, titled administrative function  
364 shall be permitted under this agreement as an Administrative Salary Stipend. At least 14  
365 days prior to the effective date of any Administrative Salary Stipend, the University shall  
366 provide UFF a written notification of the stipend which states the name of the employee,  
367 the rank and discipline of the employee, the amount of the stipend, and the reason for  
368 the stipend. If all or part of the stipend is later added to the employee's salary, the  
369 amount so converted shall be treated as an Administrative Discretion Increase during  
370 the year in which the conversion takes place and shall be subject to limitations of that  
371 section.

372  
373 **23.12 Salary Rate Calculation and Payment.** The biweekly salary rate of employees  
374 serving on twelve-month appointments shall be calculated by dividing the salary rate by  
375 26.1 pay periods.

376  
377 **23.14 Compensation.** UCF will comply with all applicable Federal and State labor and  
378 employment laws.