

## 1 ARTICLE 23

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~~11.0% 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 ~~4~~12.0% 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.

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18 **23.3 Other Increases.**

19 (a) Across-the Board Salary Increases.

20 (1) Effective April 30, 2024 for the 2023 - 2024 academic year, (distributed  
21 on pay date May 7, 2024) each eligible employee  
22 whose salary is at least \$50,000 shall receive an 5% increase to the employee's base  
23 salary. This increase will be calculated using the employee's salary as of October 6,  
24 2023. An employee shall be eligible if the employee's most recent annual evaluation, if  
25 provided, was Satisfactory or above; the employee was in an in-unit employment  
26 relationship (not OPS) with the University prior to May 7, 2023; and the employee remains  
27 in a continual in-unit employment relationship at the date of implementation. Employees  
28 employed in 2022-2023 that meet the above qualifications and were not evaluated shall  
29 be provided with an evaluation for the period and shall be eligible for the increase.

30 (2) Effective April 30, 2024 for the 2023 – 2024 academic year (distributed on pay date  
31 May 7, 2024), each eligible employee whose salary is  
32 less than \$50,000 shall receive a 6 % increase to the employee's base salary. This  
33 increase will be calculated using the employee's salary as of October 6, 2023. An  
34 employee shall be eligible if the employee's most recent annual evaluation, if provided, was  
35 Satisfactory or above; the employee was in an in-unit employment relationship (not OPS)  
36 with the University prior to May 7, 2023; and the employee remains in a continual in-unit  
37 employment relationship at the date of implementation. Employees employed in 2022-  
38 2023 that meet the above qualifications and were not evaluated shall be provided with an  
39 evaluation for the period and shall be eligible for the increase.

40 (b) One-time payment for 2023-2024. Effective April 30, 2024 (distributed  
41 on pay date May 7, 2024), the University shall provide a one-time payment of  
42 \$2,500 to each employee who was in a continual,  
43 non-OPS employment relationship with the University on May 7, 2023, whose 2022-  
44 2023 annual evaluation, if provided, was Satisfactory or above, and who remains  
45 employed by the University in an in-unit position at the date of implementation. Those  
46 employed on or after May 8, 2023 who did not receive an annual evaluation for 2022-

47 2023 will be assigned a Satisfactory rating for the purposes of this payment. If an  
48 employee's position is less than 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 -employees on E&G funding, provided that adequate funds are available-in the  
65 appropriate auxiliary account.  
66

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 445130 Incentive  
72 Awards. The awards shall be distributed to awardees in the next award cycle after  
73 ratification of this document as set forth below. Regardless of contract length (9 months  
74 through 12 months), award recipients shall receive a one-time award of \$5,000 as soon as  
75 practicable and a \$5,000 increase to their salary effective at the beginning of the  
76 succeeding academic year. Employees on visiting and other temporary appointments are  
77 not eligible for incentive awards. Employees on non-E&G funding will be eligible for the  
78 increase depending on availability of funds. All full-time employees in the appropriate  
79 discipline with at least four years of continuous, non-OPS service at UCF immediately prior  
80 to the current year are 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 sixty-two UCF-TIP awards to eligible employees. The UCF-  
84 TIP award recognizes employee contributions to UCF's key goals of offering the best  
85 undergraduate education available in Florida and achieving international prominence in key  
86 programs of graduate study. Employees applying for TIPs must meet current productivity  
87 criteria.

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

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

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

105 (e) Incentive Award Selection.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

191 (c) Excellence Awards. All full-time employees in the appropriate discipline with at least  
192 three years of continuous non-visiting, non-OPS service at UCF immediately prior to the  
193 current year are eligible, except for employees who have received a college or university  
194 excellence award in the past three academic years in the category for which they are  
195 applying. For some Excellence awards, additional eligibility criteria are specified below.  
196 Award recipients shall receive a one-time payment of \$2,500. Each academic year, the  
197 University shall award Excellence in Undergraduate Teaching awards, one University  
198 Award for Excellence in Undergraduate Teaching, Excellence in Graduate Teaching  
199 awards, one University Award for Excellence in Graduate Teaching, one University Award  
200 for Excellence in Faculty Academic Advising, Excellence in Research awards, one  
201 University Distinguished Research award, one University Award for Excellence in  
202 Professional Service, one Excellence in Librarianship award, and one Excellence in  
203 Instructional Design award.

204 (1) Excellence in Undergraduate Teaching awards.

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

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

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

213 (2) Excellence in Graduate Teaching Awards.

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

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

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

223 (3) Excellence in Research Awards

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

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

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

233 (4) Excellence in Faculty Academic Advising.

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

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

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

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

270

271 **23.7 Administrative Discretion Increases.** From the date of ratification of this  
272 document, through August 31, 2024, the University may provide Administrative Discretion  
273 Increases up to one and one-half percent (1.5%) of the total salary rate of employees who  
274 were in an employment relationship with the University on May 7, 2023. Any Administrative  
275 Discretion Increase provided to contract and grant (C&G) employees, any court-ordered or  
276 court-approved salary increase, any prevailing wage adjustment for the purpose of  
277 qualifying for immigration status, or any salary increase to settle a legitimate, broad-based  
278 employment dispute shall not be subject to the terms and limitations of this Section.

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

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

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

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

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

292

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

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296 **23.9 Type of Payment for Assigned Duties.**

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

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

303

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

317

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

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328 **23.12 Salary Rate Calculation and Payment.** The biweekly salary rate of employees  
329 serving on twelve-month appointments shall be calculated by dividing the salary rate by  
330 26.1 pay periods.

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

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