

## ARTICLE 23

### SALARIES

#### 23.1 Promotion Increases.

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

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

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

#### 23.3 Other Increases.

(a) Across-the Board Salary Increases.

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

(2) *Placeholder for E&G employees whose salaries are less than \$48,500 (3.5%)*

(b) One-time payment for 2021-2022. Effective February 18, 2022 (distributed on pay date March 11, 2022), the University shall provide a one-time payment of \$XXX [CPI] 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 Satisfactory rating for the purposes of this payment. If an employee's position is less than 1.0 FTE, the payment shall be prorated. Contract and Grant (C&G) and Auxiliary [soft money] funded employees are also eligible, but any monies provided in such cases shall be paid from the appropriate contract, grant, or auxiliary revenues, if such increases are provided by the granting agency.

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

47 **23.4 Annual Incentive Award Programs.** Incentive Award Programs recognize and  
48 promote employee excellence and productivity that respond to and support the mission of  
49 the University of Central Florida, including its strategic initiatives and five key goals. The  
50 provost or his or her designee shall give final approval for awards to successful faculty.  
51 Each year, the University shall make available to eligible employees 115 Incentive Awards.  
52 The awards shall be distributed to awardees in the next award cycle after ratification of this  
53 document as set forth below. Regardless of contract length (9 months through 12 months),  
54 award recipients shall receive a one-time award of \$5,000 as soon as practicable and a  
55 \$5,000 increase to their salary effective at the beginning of the succeeding academic year.  
56 Employees on visiting and other temporary appointments are not eligible for incentive  
57 awards. Employees on non-E&G funding will be eligible for the increase depending on  
58 availability of funds. All full-time employees in the appropriate discipline with at least four  
59 years of continuous, non-OPS service at UCF immediately prior to the current year are  
60 eligible.

61 (a) UCF-Teaching Incentive Program. The UCF-Teaching Incentive Program (“UCF-  
62 TIP”) rewards teaching productivity and excellence. Each academic year the University shall  
63 make available up to fifty-five UCF-TIP awards to eligible employees. The UCF-TIP award  
64 recognizes employee contributions to UCF’s key goals of offering the best undergraduate  
65 education available in Florida and achieving international prominence in key programs of  
66 graduate study. Employees applying for TIPs must meet current productivity criteria.

67 (b) UCF-Research Incentive Award Program. The UCF-Research Incentive Award  
68 (“UCF-RIA”) program recognizes outstanding research, scholarly, or creative activity that  
69 advances the body of knowledge in a particular field, including interdisciplinary research  
70 and collaborations. Each academic year the University shall make available up to fifty-five  
71 UCF-RIA awards to eligible employees. The UCF-RIA award recognizes employee  
72 contributions to UCF’s key goal of achieving international prominence in research and  
73 creative activities.

74 (c) Scholarship of Teaching and Learning Awards (SoTLs). SoTLs recognize discovery,  
75 reflection, and using evidence-based methods to research effective teaching and student  
76 learning [in higher education](#)<sup>[CP2]</sup> (i.e., at the university level). [SoTL goes beyond teaching  
77 based on evidence for specific teaching and learning practices.](#) While the implementation of  
78 SoTL outcomes may result in teaching excellence and increased teaching effectiveness,  
79 this award recognizes scholarly efforts beyond teaching excellence. The University shall  
80 make available up to five SoTL awards.

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

84 (e) Incentive Award Selection.

85 (1) TIPs/RIAs. College or unit committees for the TIP and RIA award programs shall  
86 be elected by and from the unit employees. The committees shall equitably represent the  
87 departments or units within them. Employees who plan to apply in the current cycle for a  
88 particular award shall not be eligible to serve on the committee. A committee chairperson  
89 for each incentive award program shall be elected by and from the college/unit committee.  
90 The chairperson shall charge the committee that members shall only consider the merits of  
91 the application. No additional outside information or discussion of position, e.g., instructor  
92 vs. tenure track employee, past awards, current salary, etc., may be considered, nor may  
93 additional criteria be used. The committee shall review the award applications and shall

94 submit a ranked list of recommended employees to the dean or dean's representative. In  
95 ranking the applicants, committee members shall only consider the merits of the application.

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

102 b. In larger colleges or units, subcommittees may be formed from the committee  
103 at-large in the interest of efficient evaluation of the incentive award applications. Each  
104 subcommittee must include at least three members, and every member of the committee at-  
105 large must serve on a subcommittee. The applications to be reviewed shall be equitably  
106 partitioned among the subcommittees. The subcommittees shall follow the ranking  
107 procedure outlined above to determine which applications they recommend to the  
108 committee at-large. Then the committee at-large shall be convened to review the  
109 applications recommended by the subcommittees.

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

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

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

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

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

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

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

139 **23.5 Excellence Awards.** The University shall implement the merit-based bonuses set  
140 forth below to recognize and promote employee excellence and productivity that respond to  
141 and support the mission of the University of Central Florida.

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

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

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

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

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

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

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

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

169 (c) Excellence Awards. All full-time employees in the appropriate discipline with at least  
170 three years of continuous non-visiting, non-OPS service at UCF immediately prior to the  
171 current year are eligible, except for employees who have received a college or university  
172 excellence award in the past three academic years in the category for which they are  
173 applying. For some Excellence awards, additional eligibility criteria are specified below.  
174 Award recipients shall receive a one-time payment of \$2,000. Each academic year, the  
175 University shall award Excellence in Undergraduate Teaching awards, one University  
176 Award for Excellence in Undergraduate Teaching, Excellence in Graduate Teaching  
177 awards, one University Award for Excellence in Graduate Teaching, one University Award  
178 for Excellence in Faculty Academic Advising, Excellence in Research awards, one  
179 University Distinguished Research award, one University Award for Excellence in  
180 Professional Service, one Excellence in Librarianship award, and one Excellence in  
181 Instructional Design award.

182 (1) Excellence in Undergraduate Teaching awards.

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

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

- 188 1. Innovations to improve undergraduate teaching;
- 189 2. Undergraduate teaching accomplishments/honors;
- 190 3. Evidence of impact on undergraduate teaching.

- 191 (2) Excellence in Graduate Teaching Awards.  
192 a. Eligibility. Employees must have contributed significantly to graduate  
193 education, including substantial teaching of graduate courses (including thesis and  
194 dissertation courses) over the current academic year and the three preceding academic  
195 years.  
196 b. The criteria for evaluating applicants' files shall include three major  
197 categories:  
198 1. Innovations to improve graduate teaching;  
199 2. Graduate Teaching Accomplishments/honors;  
200 3. Evidence of impact on graduate teaching.
- 201 (3) Excellence in Research Awards  
202 a. Eligibility. Employees must have an assignment of at least 0.10 FTE in  
203 research over each of the three immediately preceding years and the current year at UCF.  
204 b. The criteria for evaluating applicants' files shall include three major  
205 categories.  
206 1. cumulative value and impact of research efforts at UCF within the  
207 discipline and to society;  
208 2. Recognition of research impact by the individual's peers in the same or in  
209 related disciplines;  
210 3. Publication/dissemination and presentation of research results.
- 211 (4) Excellence in Faculty Academic Advising.  
212 a. Eligibility. All employees who currently advise and who have advised  
213 undergraduate students over the preceding three academic years are eligible.  
214 b. The criteria for evaluating applicants' files shall include three major categories:  
215 1. Evidence of extra effort to improve advising;  
216 2. Evidence that students have been sensitively and appropriately informed  
217 and guided concerning career choices and academic opportunities;  
218 3. Evidence that the nominee serves as a role model in the pursuit of  
219 learning.
- 220 (5) University Awards for Excellence in Professional Service.  
221 a. Eligibility. Employees who are assigned an FTE of 0.10 for professional  
222 service duties over the current year and for each of the three preceding academic years are  
223 eligible.  
224 b. The criteria for evaluating applicants' files shall include three major  
225 categories:  
226 1. Evidence of effectiveness in service to the university by highlighting  
227 leadership contributions;  
228 2. Evidence of significant accomplishment in professional organizations in  
229 the nominee's discipline;  
230 3. Evidence of recognition for outreach activities, service, and leadership  
231 contributions to community organizations.
- 232 (6) Excellence in Librarianship.  
233 a. Eligibility. Employees who have served at UCF as a librarian on a permanent  
234 line for the current year and at least the three years immediately preceding the current year  
235 are eligible.  
236 b. The criteria for evaluating applicant's files shall include two major categories:  
237 1. Evidence of extra effort to improve library services and collections;  
238 2. Evidence of a sustained period of excellence in the library profession.
- 239 (7) Excellence in Instructional Design.

- 240 a. Eligibility. Must be an instructional designer on a non-visiting, non-OPS 12-  
241 month contract at the time of nomination and over the three preceding academic years.  
242 b. The criteria for evaluating applicant's files shall include two major categories:  
243 1. Innovative contributions to UCF and/or the ID field;  
244 2. Evidence of outstanding effort to promote quality of online instruction and  
245 improve relationships with faculty members at UCF.  
246 (8) Recommendations for these awards are made by various committees and are  
247 ultimately determined by the President or designee.  
248

### 249 **23.6 Salary Increases for Employees Funded by Contracts and Grants.**

250 (a) Employees on contracts or grants shall receive salary increases equivalent to similar  
251 employees on Education and General (E&G) funding, provided that such salary increases  
252 are permitted by the terms of the contract or grant and adequate funds are available for this  
253 purpose in the contract or grant. In the event such salary increases are not permitted by the  
254 terms of the contract or grant, or in the event adequate funds are not provided, the  
255 University's representative shall seek to have the contract or grant modified to permit or  
256 fund such increases.

257 (b) Nothing contained herein shall prevent employees whose salaries are funded by  
258 grant agencies from being allotted raises higher than those provided in this Agreement if  
259 such increases are provided by the granting agency.  
260

261 **23.7 Administrative Discretion Increases.** From the date of ratification of this  
262 document, ~~through August 31, 2021,~~ the University may provide Administrative Discretion  
263 Increases up to one and one-half percent (1.5%) of the total salary rate of employees who  
264 were in an employment relationship with the University on May ~~67, 2021~~2020. Any  
265 Administrative Discretion Increase provided to contract and grant (C&G) employees, any  
266 court-ordered or court-approved salary increase, any prevailing wage adjustment for the  
267 purpose of qualifying for immigration status, or any salary increase to settle a legitimate,  
268 broad-based employment dispute shall not be subject to the terms and limitations of this  
269 Section.

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

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

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

281 ~~(d) The University's ability to provide Administrative Discretion Increases shall expire~~  
282 ~~August 31, 2021, and shall not become part of the status quo.~~  
283

284 **23.8 Report to Employees.** All employees shall receive notice of their salary increases  
285 prior to implementation.  
286

287 **23.9 Type of Payment for Assigned Duties.**

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

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

294

295 **23.10 Twelve-Month Payment Option.** The parties agree that a twelve-month payment  
 296 option for 9-month employees shall be offered each year during an annual open enrollment  
 297 period from April 1 to June 30. If chosen by the employee, this payment option shall  
 298 become effective for one year starting with the first full pay period beginning after August 8.  
 299 The plan shall allow for employees to select a fixed savings amount to be deducted from  
 300 each of the nineteen full bi-weekly paychecks received during the Fall and Spring  
 301 semesters with a change in that amount to account for those paychecks from which double  
 302 premiums are deducted. The total savings shall be returned to the employee in equal  
 303 amounts for the five full bi-weekly paychecks received during the Summer. The University  
 304 shall provide an online calculator to assist the employee in determining a savings amount  
 305 and fixed reduction amount that will allow the employee's net paychecks to remain  
 306 approximately constant. Pay received for supplemental summer assignments shall be  
 307 unaffected by this plan. This pay plan is subject to tax limitations.

308

309 **23.11 Administrative Salary Stipends.** A temporary salary increase that is provided to  
 310 an employee as compensation for performing a specific, titled administrative function shall  
 311 be permitted under this agreement as an Administrative Salary Stipend. At least 14 days  
 312 prior to the effective date of any Administrative Salary Stipend, the University shall provide  
 313 UFF a written notification of the stipend which states the name of the employee, the rank  
 314 and discipline of the employee, the amount of the stipend, and the reason for the stipend.  
 315 If all or part of the stipend is later added to the employee's salary, the amount so converted  
 316 shall be treated as an Administrative Discretion Increase during the year in which the  
 317 conversion takes place and shall be subject to limitations of that section.

318

319 **23.12 Salary Rate Calculation and Payment.** The biweekly salary rate of employees  
 320 serving on twelve-month appointments shall be calculated by dividing the salary rate by  
 321 26.1 pay periods.

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323 **23.14 Compensation.** UCF will comply with all applicable Federal and State labor and  
 324 employment laws.

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*For the BOT: Sherry Andrews*

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*For the UFF: Talat Rahman*

*date*

*date*