

1 **ARTICLE 23**
2 **SALARIES**

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4 **23.1 Equal Pay for Equal Work.** In accordance with federal Equal Pay
5 Act/Compensation Discrimination, men and women employees in the same workplace (i.e.,
6 department or program) shall be given equal pay for equal work (i.e., same rank and
7 position title). The jobs need not be identical, but they must be substantially equal. Title VII
8 also makes it illegal to discriminate based on sex in pay and benefits. Additional information
9 is found at <https://www.eeoc.gov/equal-paycompensation-discrimination>

10
11 **23.2 Promotion Increases.** The purpose is to ensure that the University of Central
12 Florida attracts and retains diverse and the most highly qualified workforce available to
13 effectuate its academic research, teaching, and service mission. To do so, it is essential to
14 conduct effective support of current employees in their career goals by providing fair and
15 equitable internal transfer and promotional processes.

16 (a) Promotion salary increases shall be granted on August 8 following that promotion in
17 an amount equal to 11.0% of the employee's salary as of August 7 in recognition of
18 promotion to one of the following ranks: Associate Professor, Associate Instructor,
19 Associate Lecturer, Associate Scholar/Scientist/Engineer, Associate in _____, Associate
20 Instructional Designer, and Associate University Librarian.

21 (b) Promotion salary increases shall be granted on August 8 following that promotion in
22 an amount equal to 12.0% of the employee's salary as of August 7 in recognition of
23 promotion to one of the following ranks: Professor, Senior Instructor, Senior Lecturer,
24 Scholar/Scientist/Engineer, University Librarian, and Senior Instructional Designer.

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26 **23.3 Legislatively Mandated Increases.** Any legislatively mandated increases shall be
27 implemented as soon as practicable.

28
29 **23.4 Other Increases.**

30 (a) Across-the Board Salary Increases. Effective August 21, 2020 for the 2020-2021
31 year (distributed on pay date 9/11/2019), each eligible employee shall receive a three
32 percent (3.0%) increase to the employee's base salary, with a minimum base increase of
33 \$1,500.00. This increase will be calculated using the employee's salary as of August 21,
34 2020. An employee shall be eligible if the employee's most recent annual evaluation, if
35 provided, was Satisfactory or above; the employee was in an employment relationship (not
36 OPS) with the University prior to January 11, 2020; and the employee remains in a
37 continual employment relationship at the date of implementation. Employees employed in
38 2019-2020 that meet the above qualifications and were not evaluated shall be provided with
39 an evaluation for the period and shall be eligible for the increase.

40 (b) One-time payment. In addition to the across-the-board increases, all employees
41 eligible for that increase shall receive a one-time payment of \$3000.00 to offset costs
42 incurred from remote work location during the global pandemic.

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

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45 **23.5 Annual Incentive Award Programs.** Incentive Award Programs recognize and
46 promote employee excellence and productivity that respond to and support the mission of

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- Deleted: (c) Across-the Board Salary Increases. Effective September 20, 2019 for the 2019-2020 (distributed on pay date 10/11/2019) year, each eligible employee shall receive a one and a quarter percent (1.25%) increase to the employee's base salary. This increase will be calculated using the employee's salary as of September 20, 2019. An employee shall be eligible if the employee's most recent annual evaluation, if provided, was Satisfactory or above; the employee was in an employment relationship (not OPS) with the University prior to May 7, 2019; and the employee remains in a continual employment relationship at the date of implementation. Employees employed in 2018-19 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.¶
- (d) For the 2019-2020 year, the Board of Trustees shall provide a \$1000 one-time payment to each eligible employee who was in a continual employment relationship with the University prior to May 7, 2019, who remains in a continual employment relationship at the date of implementation, and whose most recent evaluation, if provided, was Satisfactory or above. This one-time payment will be distributed on the November 22, 2019, pay date.¶
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93 the University of Central Florida, including its strategic initiatives and five key goals. The
94 provost or his or her designee shall give final approval for awards to successful faculty.
95 Each year, the University shall make available to eligible employees 115 Incentive Awards.
96 The awards shall be distributed to awardees in the next award cycle after ratification of this
97 document as set forth below. Regardless of contract length (9 months through 12 months),
98 award recipients shall receive a one-time award of \$5,000 as soon as practicable and a
99 \$5,000 increase to their salary effective at the beginning of the succeeding academic year.
100 Employees on visiting and other temporary appointments are not eligible for incentive
101 awards. Employees on non-E&G funding will be eligible for the increase depending on
102 availability of funds. All full-time employees in the appropriate discipline with at least four
103 years of continuous, non-OPS service at UCF immediately prior to the current year are
104 eligible.

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

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

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

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

126 (e) Incentive Award Selection.

127 (1) TIPs/RIAs. College or unit committees for the TIP and RIA award programs shall
128 be elected by and from the unit employees. The committees shall equitably represent the
129 departments or units within them. Employees who plan to apply in the current cycle for a
130 particular award shall not be eligible to serve on the committee. A committee chairperson
131 for each incentive award program shall be elected by and from the college/unit committee.
132 The chairperson shall charge the committee that members shall only consider the merits of
133 the application. No additional outside information or discussion of position, e.g., instructor
134 vs. tenure track employee, past awards, current salary, etc., may be considered, nor may
135 additional criteria be used. The committee shall review the award applications and shall
136 submit a ranked list of recommended employees to the dean or dean’s representative. In
137 ranking the applicants, committee members shall only consider the merits of the application.

138 a. Each committee member shall review all applications and transmit a
139 preliminary ranking to the committee chair. Committee members may rank as many
140 applicants as they deem merit the award, with the highest rank given to the top candidate
141 (i.e., the highest rank equals the number of applicants, N), the next highest rank being N-1,

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143 and so on. Applications that are not deemed acceptable for an award by a committee
144 member shall be left unranked in that committee member's rankings.

145 b. In larger colleges or units, subcommittees may be formed from the committee
146 at-large in the interest of efficient evaluation of the incentive award applications. Each
147 subcommittee must include at least three members, and every member of the committee at-
148 large must serve on a subcommittee. The applications to be reviewed shall be equitably
149 partitioned among the subcommittees. The subcommittees shall follow the ranking
150 procedure outlined above to determine which applications they recommend to the
151 committee at-large. Then the committee at-large shall be convened to review the
152 applications recommended by the subcommittees.

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

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

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

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

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

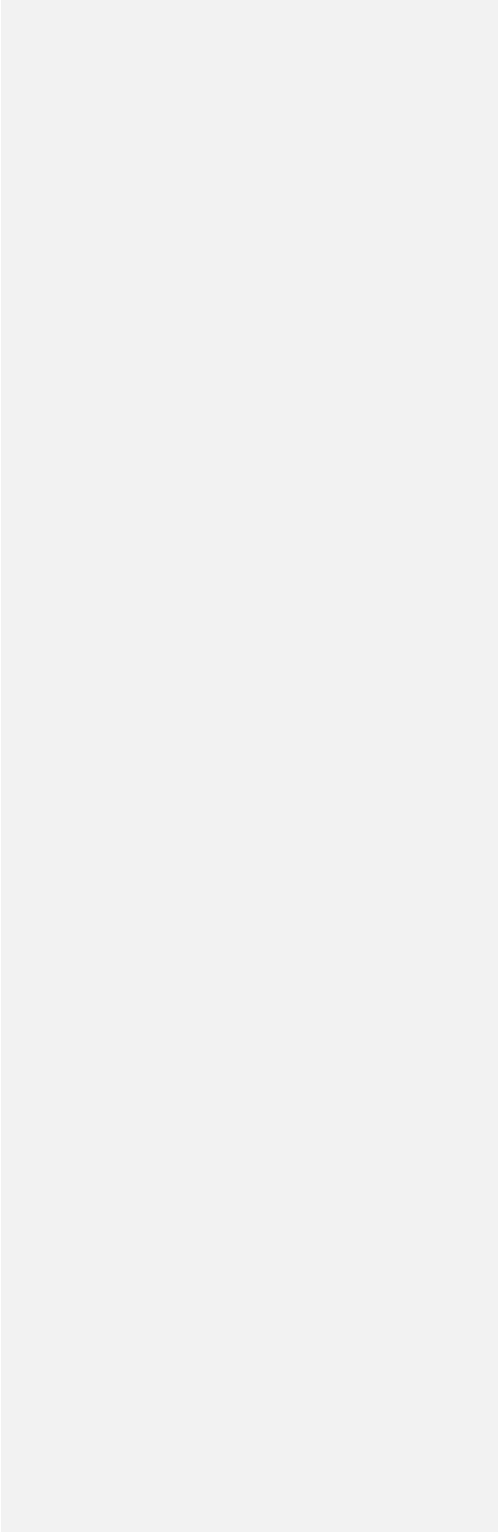
170 h. The committee chair shall transmit this ranked list to the dean or dean's
171 representative, or unit head who reviews and approves the awards. If the selection
172 committee awards fewer than the number of awards available or if the dean or unit head
173 does not approve an award from the list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

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

182
183 i. Equivalent Allocation to Units Ineligible for TIP, RIA and SoTL Awards. This
184 composes the employees currently ineligible to compete for the TIP, RIA and SoTL annual
185 incentive awards, including University Libraries, Center for Distributed Learning, Counselors
186 and Psychological Services, or the Creative School. The aim is to offer equitable
187 opportunity for recognition of the outstanding evaluations and productivity of these
188 employees. These funds shall be in addition to any other base salary increases distributed
189 to the bargaining unit.

190 Regardless of contract length (9 months through 12 months), award recipients
191 shall receive the increase to their salary effective at the beginning of the succeeding

192 academic year. All full-time employees in this category with at least four years of
193 continuous, non-OPS service at UCF immediately prior to the current year are eligible.
194 1. Eligibility. An employee in one of the designated units is eligible under
195 this section if they received an "Outstanding" annual evaluation for at least
196 four years of continuous, non-OPS service at UCF immediately prior to the
197 current year are eligible.
198 2. Distribution. These salary increases for eligible employees shall be
199 calculated as a percentage of their base salary. Such increases shall be
200 distributed proportionately to those employees in a ratio range of 1.0 to 1.7 for
201 Outstanding rank.
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204 **23.6 Excellence Awards.** The University shall implement the merit-based bonuses set
205 forth below to recognize and promote employee excellence and productivity that respond to
206 and support the mission of the University of Central Florida.

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

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

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

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

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

227 (1) Award recipients shall receive a one-time payment of \$5,000 and a Pegasus
228 statue.

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

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

234 (c) Excellence Awards. All full-time employees in the appropriate discipline with at least
235 three years of continuous non-visiting, non-OPS service at UCF immediately prior to the
236 current year are eligible, except for employees who have received a college or university
237 excellence award in the past three academic years in the category for which they are
238 applying. For some Excellence awards, additional eligibility criteria are specified below.
239 Award recipients shall receive a one-time payment of \$2,000. Each academic year, the
240 University shall award Excellence in Undergraduate Teaching awards, one University
241 Award for Excellence in Undergraduate Teaching, Excellence in Graduate Teaching
242 awards, one University Award for Excellence in Graduate Teaching, one University Award
243 for Excellence in Faculty Academic Advising, Excellence in Creative Scholarship &
244 Research awards, and four University Distinguished Creative Scholarship & Research
245 awards for excellence in one of the following categories: (a) Creative Arts & Humanities, (b)
246 Social Sciences, (c) Physical Sciences, and (d) Life/Medical Sciences, one University
247 Award for Excellence in Professional Service, one Excellence in Librarianship award, and
248 one Excellence in Instructional Design award. In addition to the winners of these Excellence
249 Awards, the second and third place winners in each category will receive an honorable
250 mention at the annual Founder's Day Ceremony.
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- 255 (1) Excellence in Undergraduate Teaching awards.
256 a. Eligibility. Employees must be assigned to teach at least two undergraduate
257 courses in the current academic year and to have taught at least six undergraduate courses
258 over the preceding three academic years.
259 b. The criteria for evaluating applicants' files shall include three major
260 categories:
261 1. Innovations to improve undergraduate teaching;
262 2. Undergraduate teaching accomplishments/honors;
263 3. Evidence of impact on undergraduate teaching.
264 (2) Excellence in Graduate Teaching Awards.
265 a. Eligibility. Employees must have contributed significantly to graduate
266 education, including substantial teaching of graduate courses (including thesis and
267 dissertation courses) over the current academic year and the three preceding academic
268 years.
269 b. The criteria for evaluating applicants' files shall include three major
270 categories:
271 1. Innovations to improve graduate teaching;
272 2. Graduate Teaching Accomplishments/honors;
273 3. Evidence of impact on graduate teaching.
274 (3) Excellence in Research Awards
275 a. Eligibility. Employees must have an assignment of at least 0.10 FTE in
276 research over each of the three immediately preceding years and the current year at UCF.
277 b. The criteria for evaluating applicants' files shall include three major
278 categories.
279 1. cumulative value and impact of research efforts at UCF within the
280 discipline and to society;
281 2. Recognition of research impact by the individual's peers in the same or in
282 related disciplines;
283 3. Publication/dissemination and presentation of research results.
284 (4) Excellence in Faculty Academic Advising.
285 a. Eligibility. Employees must have an assignment of at least 0.10 FTE for
286 advising in the current year and over each of the three immediately preceding years at UCF.
287 b. The criteria for evaluating applicants' files shall include three major categories:
288 1. Evidence of extra effort to improve advising;
289 2. Evidence that students have been sensitively and appropriately informed
290 and guided concerning career choices and academic opportunities;
291 3. Evidence that the nominee serves as a role model in the pursuit of
292 learning.
293 (5) University Awards for Excellence in Professional Service.
294 a. Eligibility. Employees who are assigned an FTE of 0.10 for professional
295 service duties over the current year and for each of the three preceding academic years are
296 eligible.
297 b. The criteria for evaluating applicants' files shall include three major
298 categories:
299 1. Evidence of effectiveness in service to the university by highlighting
300 leadership contributions;
301 2. Evidence of significant accomplishment in professional organizations in
302 the nominee's discipline;

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307 3. Evidence of recognition for outreach activities, service, and leadership
 308 contributions to community organizations.
 309 (6) Excellence in Librarianship.
 310 a. Eligibility. Employees who have served at UCF as a librarian on a permanent
 311 line for the current year and at least the three years immediately preceding the current year
 312 are eligible.
 313 b. The criteria for evaluating applicant's files shall include two major categories:
 314 1. Evidence of extra effort to improve library services and collections;
 315 2. Evidence of a sustained period of excellence in the library profession.
 316 (7) Excellence in Instructional Design.
 317 a. Eligibility. Must be an instructional designer on a non-visiting, non-OPS 12-
 318 month contract at the time of nomination and over the three preceding academic years.
 319 b. The criteria for evaluating applicant's files shall include two major categories:
 320 1. Innovative contributions to UCF and/or the ID field;
 321 2. Evidence of outstanding effort to promote quality of online instruction and
 322 improve relationships with faculty members at UCF.
 323 (8) Recommendations for these awards are made by various committees and are
 324 ultimately determined by the President or designee.

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326 **23.7 Salary Increases for Employees Funded by Contracts and Grants.**

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327 (a) Employees on contracts or grants shall receive salary increases equivalent to similar
 328 employees on Education and General (E&G) funding, provided that such salary increases
 329 are permitted by the terms of the contract or grant and adequate funds are available for this
 330 purpose in the contract or grant. In the event such salary increases are not permitted by the
 331 terms of the contract or grant, or in the event adequate funds are not provided, the
 332 University's representative shall seek to have the contract or grant modified to permit or
 333 fund such increases.

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

338 **23.8 Administrative Discretion Increases.** From the date of ratification of this
 339 document, through August 31, 2021, the University may provide Administrative Discretion
 340 Increases up to one and one-half percent (1.5%) of the total salary rate of employees who
 341 were in an employment relationship with the University on May 6, 2020. Any Administrative
 342 Discretion Increase provided to contract and grant (C&G) employees, any court-ordered or
 343 court-approved salary increase, any prevailing wage adjustment for the purpose of
 344 qualifying for immigration status, or any salary increase to settle a legitimate, broad-based
 345 employment dispute shall not be subject to the terms and limitations of this Section.

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

350 (b) Administrative Discretionary Increases for verified written offers of outside
 351 employment shall be subject to the one and one-half percent (1.5%) salary rate limitation.

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

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363 name of the employee, the rank and discipline of the employee, the amount of the increase,
364 and the reason for the increase.

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

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368 **23.9 Report to Employees.** All employees shall receive notice of their salary increases
369 prior to implementation.

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371 **23.10 Type of Payment for Assigned Duties.**

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

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

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379 **23.11 Twelve-Month Payment Option.** The parties agree that a twelve-month payment
380 option for 9-month employees shall be offered each year during an annual open enrollment
381 period from April 1 to June 30. If chosen by the employee, this payment option shall
382 become effective for one year starting with the first full pay period beginning after August 8.
383 The plan shall allow for employees to select a fixed savings amount to be deducted from
384 each of the nineteen full bi-weekly paychecks received during the Fall and Spring
385 semesters with a change in that amount to account for those paychecks from which double
386 premiums are deducted. The total savings shall be returned to the employee in equal
387 amounts for the five full bi-weekly paychecks received during the Summer. The University
388 shall provide an online calculator to assist the employee in determining a savings amount
389 and fixed reduction amount that will allow the employee's net paychecks to remain
390 approximately constant. Pay received for supplemental summer assignments shall be
391 unaffected by this plan. This pay plan is subject to tax limitations.

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393 **23.12 Administrative Salary Stipends.** A temporary salary increase that is provided to
394 an employee as compensation for performing a specific, titled administrative function shall
395 be permitted under this agreement as an Administrative Salary Stipend. At least 14 days
396 prior to the effective date of any Administrative Salary Stipend, the University shall provide
397 UFF a written notification of the stipend which states the name of the employee, the rank
398 and discipline of the employee, the amount of the stipend, and the reason for the stipend. If
399 all or part of the stipend is later added to the employee's salary, the amount so converted
400 shall be treated as an Administrative Discretion Increase during the year in which the
401 conversion takes place and shall be subject to limitations of that section.

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403 **23.13 Salary Rate Calculation and Payment.** The biweekly salary rate of employees
404 serving on twelve-month appointments shall be calculated by dividing the salary rate by
405 26.1 pay periods.

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23.14 Compensation currency. The university receives its budget and disburses monies in U.S. dollars.