

1 **ARTICLE 23**

2 **SALARIES**

3
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.
9

10 23.24 Promotion Increases. The purpose is to ensure that the University of Central
11 Florida attracts and retains diverse and the most highly qualified workforce available to
12 effectuate its academic research, teaching, and service mission. To do so, it is essential to
13 conduct effective support of current employees in their career goals by providing fair and
14 equitable internal transfer and promotional processes.

15 (a) Promotion salary increases shall be granted on August 8 following that promotion in
16 an amount equal to ~~9~~10.0% of the employee's salary as of August 7 in recognition of
17 promotion to one of the following ranks: Associate Professor, Associate Instructor,
18 Associate Lecturer, Associate Scholar/Scientist/Engineer, Associate in _____, Associate
19 Instructional Designer, and Associate University Librarian.

20 (b) ~~Following ratification of this document, future p~~Promotion salary increases shall be
21 granted on August 8 following that promotion in an amount equal to ~~10~~11.0% of the
22 employee's salary as of August 7 in recognition of promotion to one of the following ranks:
23 Professor, Senior Instructor, Senior Lecturer, Scholar/Scientist/Engineer, University
24 Librarian, and Senior Instructional Designer.
25

26 23.23 Legislatively Mandated Increases. Any legislatively mandated increases shall be
27 implemented as soon as practicable.
28

29 23.34 Other Increases.

30 (a) Across-the Board Salary Increases. Effective ~~August-October 123, 2019-2020~~ for the
31 ~~2018-2019~~2020-2021 year (distributed on pay date ~~9/13/2019~~10/23/2020)-year, each
32 eligible employee shall receive a three percent (~~23~~23.0%) increase to the employee's base
33 salary. This increase will be calculated using the employee's salary as of August ~~21, 2020~~
34 ~~23, 2019~~. 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, ~~2019~~2020; and the employee remains in a
37 continual employment relationship at the date of implementation. Employees employed in
38 ~~2017-18~~2019-2020 that meet the above qualifications and were not evaluated shall be
39 provided with an evaluation for the period and shall be eligible for the increase.

40 (b) One-time ~~payment~~ COVID stipend. In addition to the across-the-board increases, all
41 employees eligible for that increase shall receive a one-time payment of \$~~2,250.00~~1500.00
42 to offset costs incurred from remote work location during the global pandemic.

43 ~~(c) Across-the Board Salary Increases. Effective September 20, 2019 for the 2019-2020~~
44 ~~(distributed on pay date 10/11/2019) year, each eligible employee shall receive a one and a~~
45 ~~quarter percent (1.25%) increase to the employee's base salary. This increase will be~~
46 ~~calculated using the employee's salary as of September 20, 2019. An employee shall be~~
47 ~~eligible if the employee's most recent annual evaluation, if provided, was Satisfactory or~~

48 ~~above; the employee was in an employment relationship (not OPS) with the University prior~~
49 ~~to May 7, 2019; and the employee remains in a continual employment relationship at the~~
50 ~~date of implementation. Employees employed in 2018-19 that meet the above qualifications~~
51 ~~and were not evaluated shall be provided with an evaluation for the period and shall be~~
52 ~~eligible for the increase.~~

53 ~~(d) For the 2019-2020 year, the Board of Trustees shall provide a \$1000 one-time~~
54 ~~payment to each eligible employee who was in a continual employment relationship with the~~
55 ~~University prior to May 7, 2019, who remains in a continual employment relationship at the~~
56 ~~date of implementation, and whose most recent evaluation, if provided, was Satisfactory or~~
57 ~~above. This one-time payment will be distributed on the November 22, 2019, pay date.~~

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

59
60 **23.45 Annual Incentive Award Programs.** Incentive Award Programs recognize and
61 promote employee excellence and productivity that respond to and support the mission of
62 the University of Central Florida, including its strategic initiatives and five key goals. The
63 provost or his or her designee shall give final approval for awards to successful faculty.
64 Each year, the University shall make available to eligible employees 115 Incentive Awards.
65 The awards shall be distributed to awardees in the next award cycle after ratification of this
66 document as set forth below. Regardless of contract length (9 months through 12 months),
67 award recipients shall receive a one-time award of \$5,000 as soon as practicable and a
68 \$5,000 increase to their salary effective at the beginning of the succeeding academic year.
69 Employees on visiting and other temporary appointments are not eligible for incentive
70 awards. Employees on non-E&G funding will be eligible for the increase depending on
71 availability of funds. All full-time employees in the appropriate discipline with at least four
72 years of continuous, non-OPS service at UCF immediately prior to the current year are
73 eligible.

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

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

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

92 (d) Applications for Incentive Awards. Applications shall be completed on-line. These
93 awards shall be made according to the criteria or procedures listed on the Faculty
94 Excellence website.

95 (e) Incentive Award Selection.

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

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

113 b. In larger colleges or units, subcommittees may be formed from the committee
114 at-large in the interest of efficient evaluation of the incentive award applications. Each
115 subcommittee must include at least three members, and every member of the committee at-
116 large must serve on a subcommittee. The applications to be reviewed shall be equitably
117 partitioned among the subcommittees. The subcommittees shall follow the ranking
118 procedure outlined above to determine which applications they recommend to the
119 committee at-large. Then the committee at-large shall be convened to review the
120 applications recommended by the subcommittees.

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

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

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

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

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

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

144 i. For purposes of TIP/RIA selection as stated above, “college” shall also
145 include the group of employees whose primary assignment is in the College of
146 Undergraduate Studies, the College of Graduate Studies, an institute or center. These
147 employees shall be grouped together for purposes of calculating the number of awards
148 available for each award category. The college committee shall consist of a member from
149 each of the units represented.

150
151 j. Equivalent Allocation to Units Ineligible for TIP, RIA and SoTL Awards. This
152 composes the employees currently ineligible to compete for the TIP, RIA and SoTL annual
153 incentive awards, including University Libraries, Center for Distributed Learning, Counselors
154 and Psychological Services, or the Creative School. The aim is to offer equitable
155 opportunity for recognition of the outstanding evaluations and productivity of these
156 employees. These funds shall be in addition to any other base salary increases distributed
157 to the bargaining unit.

158 Regardless of contract length (9 months through 12 months), award recipients
159 shall receive the increase to their salary effective at the beginning of the succeeding
160 academic year. All full-time employees in this category with at least four years of
161 continuous, non-OPS service at UCF immediately prior to the current year are eligible.

162 1. Eligibility. An employee in one of the designated units is eligible under
163 this section if they received an “Outstanding” annual evaluation for at least
164 four years of continuous, non-OPS service at UCF immediately prior to the
165 current year are eligible.

166 2. Distribution. These salary increases for eligible employees shall be
167 calculated as a percentage of their base salary. Such increases shall be
168 distributed proportionately to those employees in a ratio range of 1.0 to 1.7 for
169 Outstanding rank.

170
171

172 **23.56 Excellence Awards.** The University shall implement the merit-based bonuses set
 173 forth below to recognize and promote employee excellence and productivity that respond to
 174 and support the mission of the University of Central Florida.

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

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

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

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

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

195 (1) Award recipients shall receive a one-time payment of \$5,000 ~~as well as~~ and a
 196 Pegasus statue.

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

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

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

219

- 220 (1) Excellence in Undergraduate Teaching awards.
221 a. Eligibility. Employees must be assigned to teach at least two undergraduate
222 courses in the current academic year and to have taught at least six undergraduate courses
223 over the preceding three academic years.
224 b. The criteria for evaluating applicants' files shall include three major
225 categories:
226 1. Innovations to improve undergraduate teaching;
227 2. Undergraduate teaching accomplishments/honors;
228 3. Evidence of impact on undergraduate teaching.
- 229 (2) Excellence in Graduate Teaching Awards.
230 a. Eligibility. Employees must have contributed significantly to graduate
231 education, including substantial teaching of graduate courses (including thesis and
232 dissertation courses) over the current academic year and the three preceding academic
233 years.
234 b. The criteria for evaluating applicants' files shall include three major
235 categories:
236 1. Innovations to improve graduate teaching;
237 2. Graduate Teaching Accomplishments/honors;
238 3. Evidence of impact on graduate teaching.
- 239 (3) Excellence in Research Awards
240 a. Eligibility. Employees must have an assignment of at least 0.10 FTE in
241 research over each of the three immediately preceding years and the current year at UCF.
242 b. The criteria for evaluating applicants' files shall include three major
243 categories.
244 1. cumulative value and impact of research efforts at UCF within the
245 discipline and to society;
246 2. Recognition of research impact by the individual's peers in the same or in
247 related disciplines;
248 3. Publication/dissemination and presentation of research results.
- 249 (4) Excellence in Faculty Academic Advising.
250 a. Eligibility. Employees must have an assignment of at least 0.10 FTE for
251 advising in the current year and over each of the three immediately preceding years at UCF.
252 b. The criteria for evaluating applicants' files shall include three major categories:
253 1. Evidence of extra effort to improve advising;
254 2. Evidence that students have been sensitively and appropriately informed
255 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 professional
260 service duties over the current year and for each of the three preceding academic years are
261 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 highlighting
265 leadership contributions;
266 2. Evidence of significant accomplishment in professional organizations in
267 the nominee's discipline;

268 3. Evidence of recognition for outreach activities, service, and leadership
269 contributions to community organizations.

270 (6) Excellence in Librarianship.

271 a. Eligibility. Employees who have served at UCF as a librarian on a permanent
272 line for the current year and at least the three years immediately preceding the current year
273 are eligible.

274 b. The criteria for evaluating applicant's files shall include two major categories:

275 1. Evidence of extra effort to improve library services and collections;

276 2. Evidence of a sustained period of excellence in the library profession.

277 (7) Excellence in Instructional Design.

278 a. Eligibility. Must be an instructional designer on a non-visiting, non-OPS 12-
279 month contract at the time of nomination and over the three preceding academic years.

280 b. The criteria for evaluating applicant's files shall include two major categories:

281 1. Innovative contributions to UCF and/or the ID field;

282 2. Evidence of outstanding effort to promote quality of online instruction and
283 improve relationships with faculty members at UCF.

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

286

287 **23.67 Salary Increases for Employees Funded by Contracts and Grants.**

288 (a) Employees on contracts or grants shall receive salary increases equivalent to similar
289 employees on Education and General (E&G) funding, provided that such salary increases
290 are permitted by the terms of the contract or grant and adequate funds are available for this
291 purpose in the contract or grant. In the event such salary increases are not permitted by the
292 terms of the contract or grant, or in the event adequate funds are not provided, the
293 University's representative shall seek to have the contract or grant modified to permit or
294 fund such increases.

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

298

299 **23.78 Administrative Discretion Increases.** From the date of ratification of this
300 document, through August 31, 2021, the University may provide Administrative Discretion
301 Increases up to one and one-half percent (1.5%) of the total salary rate of employees who
302 were in an employment relationship with the University on May 6~~7~~, 2020~~18~~. Any
303 Administrative Discretion Increase provided to contract and grant (C&G) employees, any
304 court-ordered or court-approved salary increase, any prevailing wage adjustment for the
305 purpose of qualifying for immigration status, or any salary increase to settle a legitimate,
306 broad-based employment dispute shall not be subject to the terms and limitations of this
307 Section.

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

312 (b) Administrative Discretionary Increases for verified written offers of outside
313 employment shall not contribute to the calculation of the salary rate. The University shall
314 make every effort to ensure an ADI recipient is a professional, valuable employee that
315 increases the prestige of the University.

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

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

322
323 **23.89 Report to Employees.** All employees shall receive notice of their salary increases
324 prior to implementation.

325
326 **23.910 Type of Payment for Assigned Duties.**

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

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

333
334 **23.1011 Twelve-Month Payment Option.** The parties agree that a twelve-month
335 payment option for 9-month employees shall be offered each year during an annual open
336 enrollment period from April 1 to June 30. If chosen by the employee, this payment option
337 shall become effective for one year starting with the first full pay period beginning after
338 August 8. The plan shall allow for employees to select a fixed savings amount to be
339 deducted from each of the nineteen full bi-weekly paychecks received during the Fall and
340 Spring semesters with a change in that amount to account for those paychecks from which
341 double premiums are deducted. The total savings shall be returned to the employee in
342 equal amounts for the five full bi-weekly paychecks received during the Summer. The
343 University shall provide an online calculator to assist the employee in determining a savings
344 amount and fixed reduction amount that will allow the employee's net paychecks to remain
345 approximately constant. Pay received for supplemental summer assignments shall be
346 unaffected by this plan. This pay plan is subject to tax limitations.

347
348 **23.1112 Administrative Salary Stipends.** A temporary salary increase that is
349 provided to an employee as compensation for performing a specific, titled administrative
350 function shall be permitted under this agreement as an Administrative Salary Stipend. At
351 least 14 days prior to the effective date of any Administrative Salary Stipend, the University
352 shall provide UFF a written notification of the stipend which states the name of the
353 employee, the rank and discipline of the employee, the amount of the stipend, and the
354 reason for the stipend. If all or part of the stipend is later added to the employee's salary,
355 the amount so converted shall be treated as an Administrative Discretion Increase during
356 the year in which the conversion takes place and shall be subject to limitations of that
357 section.

358
359 **23.1213 Salary Rate Calculation and Payment.** The biweekly salary rate of
360 employees serving on twelve-month appointments shall be calculated by dividing the salary
361 rate by 26.1 pay periods.
362

§63 ~~**23.14 Compensation currency.** The university receives its budget and disburses~~
§64 ~~monies in U.S. dollars.~~