

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. No across-the-board salary increases will be distributed this cycle.

(b) One-time payment for 2020-21. Effective January 8, 2021 (distributed on pay date 1/29/2021), the University shall provide a one-time payment of \$1,200 to each educational and general (E&G) funded employee who was in a continual, non-OPS employment relationship with the University on June 30, 2020, whose 2019-20 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 January 10, 2020 who did not receive an annual evaluation 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 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.

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

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

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

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

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

69 (e) Incentive Award Selection.

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

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

87 b. In larger colleges or units, subcommittees may be formed from the committee
88 at-large in the interest of efficient evaluation of the incentive award applications. Each
89 subcommittee must include at least three members, and every member of the committee at-
90 large must serve on a subcommittee. The applications to be reviewed shall be equitably
91 partitioned among the subcommittees. The subcommittees shall follow the ranking
92 procedure outlined above to determine which applications they recommend to the
93 committee at-large. Then the committee at-large shall be convened to review the
94 applications recommended by the subcommittees.

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

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

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

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

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

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

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

124 **23.5 Excellence Awards.** The University shall implement the merit-based bonuses set
125 forth below to recognize and promote employee excellence and productivity that respond to
126 and support the mission of the University of Central Florida.

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

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

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

136 (3) The eligibility criteria for an applicant is holding the rank of tenured professor; the
137 applicant must be recognized as a "foremost scholar" in his or her chosen area of expertise,
138 meaning known as a preeminent scholar in his or her discipline; and have a positive impact
139 to other scholars at UCF. Applications will be reviewed by a committee consisting of one
140 Trustee Chair, one Pegasus Professor, the Chair of the Faculty Senate, and the Vice
141 Provost for Faculty Excellence. An employee who holds the rank of full professor shall be
142 appointed by the UCF-UFF Chapter President to serve as an ex officio member of the

143 committee, and shall not have a voting role except in the case of breaking any tie votes.
144 The President and Provost or designee will make the final appointment.

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

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

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

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

154 (c) Excellence Awards. All full-time employees in the appropriate discipline with at least
155 three years of continuous non-visiting, non-OPS service at UCF immediately prior to the
156 current year are eligible, except for employees who have received a college or university
157 excellence award in the past three academic years in the category for which they are
158 applying. For some Excellence awards, additional eligibility criteria are specified below.
159 Award recipients shall receive a one-time payment of \$2,000. Each academic year, the
160 University shall award Excellence in Undergraduate Teaching awards, one University
161 Award for Excellence in Undergraduate Teaching, Excellence in Graduate Teaching
162 awards, one University Award for Excellence in Graduate Teaching, one University Award
163 for Excellence in Faculty Academic Advising, Excellence in Research awards, one
164 University Distinguished Research award, one University Award for Excellence in
165 Professional Service, one Excellence in Librarianship award, and one Excellence in
166 Instructional Design award.

167 (1) Excellence in Undergraduate Teaching awards.

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

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

- 173 1. Innovations to improve undergraduate teaching;
- 174 2. Undergraduate teaching accomplishments/honors;
- 175 3. Evidence of impact on undergraduate teaching.

176 (2) Excellence in Graduate Teaching Awards.

177 a. Eligibility. Employees must have contributed significantly to graduate
178 education, including substantial teaching of graduate courses (including thesis and
179 dissertation courses) over the current academic year and the three preceding academic
180 years.

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

- 183 1. Innovations to improve graduate teaching;
- 184 2. Graduate Teaching Accomplishments/honors;
- 185 3. Evidence of impact on graduate teaching.

186 (3) Excellence in Research Awards

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

189 b. The criteria for evaluating applicants' files shall include three major
190 categories.

- 191 1. cumulative value and impact of research efforts at UCF within the
192 discipline and to society;
193 2. Recognition of research impact by the individual's peers in the same or in
194 related disciplines;
195 3. Publication/dissemination and presentation of research results.
196 (4) Excellence in Faculty Academic Advising.
197 a. Eligibility. All employees who currently advise and who have advised
198 undergraduate students over the preceding three academic years are eligible.
199 b. The criteria for evaluating applicants' files shall include three major categories:
200 1. Evidence of extra effort to improve advising;
201 2. Evidence that students have been sensitively and appropriately informed
202 and guided concerning career choices and academic opportunities;
203 3. Evidence that the nominee serves as a role model in the pursuit of
204 learning.
205 (5) University Awards for Excellence in Professional Service.
206 a. Eligibility. Employees who are assigned an FTE of 0.10 for professional
207 service duties over the current year and for each of the three preceding academic years are
208 eligible.
209 b. The criteria for evaluating applicants' files shall include three major
210 categories:
211 1. Evidence of effectiveness in service to the university by highlighting
212 leadership contributions;
213 2. Evidence of significant accomplishment in professional organizations in
214 the nominee's discipline;
215 3. Evidence of recognition for outreach activities, service, and leadership
216 contributions to community organizations.
217 (6) Excellence in Librarianship.
218 a. Eligibility. Employees who have served at UCF as a librarian on a permanent
219 line for the current year and at least the three years immediately preceding the current year
220 are eligible.
221 b. The criteria for evaluating applicant's files shall include two major categories:
222 1. Evidence of extra effort to improve library services and collections;
223 2. Evidence of a sustained period of excellence in the library profession.
224 (7) Excellence in Instructional Design.
225 a. Eligibility. Must be an instructional designer on a non-visiting, non-OPS 12-
226 month contract at the time of nomination and over the three preceding academic years.
227 b. The criteria for evaluating applicant's files shall include two major categories:
228 1. Innovative contributions to UCF and/or the ID field;
229 2. Evidence of outstanding effort to promote quality of online instruction and
230 improve relationships with faculty members at UCF.
231 (8) Recommendations for these awards are made by various committees and are
232 ultimately determined by the President or designee.
233

234 **23.6 Salary Increases for Employees Funded by Contracts and Grants.**

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

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

242 (b) Nothing contained herein shall prevent employees whose salaries are funded by
243 grant agencies from being allotted raises higher than those provided in this Agreement if
244 such increases are provided by the granting agency.
245

246 **23.7 Administrative Discretion Increases.** From the date of ratification of this
247 document, through August 31, 2021, the University may provide Administrative Discretion
248 Increases up to one and one-half percent (1.5%) of the total salary rate of employees who
249 were in an employment relationship with the University on May 6, 2020. Any Administrative
250 Discretion Increase provided to contract and grant (C&G) employees, any court-ordered or
251 court-approved salary increase, any prevailing wage adjustment for the purpose of
252 qualifying for immigration status, or any salary increase to settle a legitimate, broad-based
253 employment dispute shall not be subject to the terms and limitations of this Section.

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

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

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

265 (d) The University's ability to provide Administrative Discretion Increases shall expire
266 August 31, 2021, and shall not become part of the status quo.
267

268 **23.8 Report to Employees.** All employees shall receive notice of their salary increases
269 prior to implementation.
270

271 **23.9 Type of Payment for Assigned Duties.**

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

275 (b) Duties and responsibilities assigned by the University to an employee that are in
276 addition to the available established FTE for the position shall be compensated through
277 OPS wages, not salary.
278

279 **23.10 Twelve-Month Payment Option.** The parties agree that a twelve-month payment
280 option for 9-month employees shall be offered each year during an annual open enrollment
281 period from April 1 to June 30. If chosen by the employee, this payment option shall
282 become effective for one year starting with the first full pay period beginning after August 8.
283 The plan shall allow for employees to select a fixed savings amount to be deducted from
284 each of the nineteen full bi-weekly paychecks received during the Fall and Spring
285 semesters with a change in that amount to account for those paychecks from which double
286 premiums are deducted. The total savings shall be returned to the employee in equal

287 amounts for the five full bi-weekly paychecks received during the Summer. The University
 288 shall provide an online calculator to assist the employee in determining a savings amount
 289 and fixed reduction amount that will allow the employee's net paychecks to remain
 290 approximately constant. Pay received for supplemental summer assignments shall be
 291 unaffected by this plan. This pay plan is subject to tax limitations.
 292

293 **23.11 Administrative Salary Stipends.** A temporary salary increase that is provided to
 294 an employee as compensation for performing a specific, titled administrative function shall
 295 be permitted under this agreement as an Administrative Salary Stipend. At least 14 days
 296 prior to the effective date of any Administrative Salary Stipend, the University shall provide
 297 UFF a written notification of the stipend which states the name of the employee, the rank
 298 and discipline of the employee, the amount of the stipend, and the reason for the stipend.
 299 If all or part of the stipend is later added to the employee's salary, the amount so converted
 300 shall be treated as an Administrative Discretion Increase during the year in which the
 301 conversion takes place and shall be subject to limitations of that section.
 302

303 **23.12 Salary Rate Calculation and Payment.** The biweekly salary rate of employees
 304 serving on twelve-month appointments shall be calculated by dividing the salary rate by
 305 26.1 pay periods.
 306

307 **23.14 Compensation.** UCF will comply with all applicable Federal and State labor and
 308 employment laws.

Sherry Andrews 12/18/2020

For the BOT: Sherry Andrews

Talat S Rahman

For the UFF: Talat Rahman

December 18, 2020

date

December 18, 2020

date